

City of Cleveland *2009 Budget Book*

**Frank G. Jackson,
Mayor**

**Martin J. Sweeney,
Council President**

Committee on Finance

Martin J. Sweeney, Chair
Dona Brady
Anthony Brancatelli
Roosevelt Coats
Kevin Conwell
Phyllis Cleveland

Joe Cimperman, Vice Chair
Sabra Pierce Scott
Martin J. Keane
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Passed March 23, 2009
Effective March 23, 2009



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Cleveland
Ohio**

For the Fiscal Year Beginning

January 1, 2007

Handwritten signature of Charles S. Coy.

President

Handwritten signature of Jeffrey R. Egan.

Executive Director

Note: The 2008 Awards from the Government Finance Officers Association had not been finalized as of printing.

<http://portal.cleveland-oh.gov/CityofCleveland/Home/Government/CityAgencies/Finance/formsandpublication>



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MAYOR'S 2009
LETTER OF TRANSMITTAL
MARCH 23, 2009

To the Cleveland City Council and Citizens of Cleveland:

The City of Cleveland, like many American cities, is currently facing fiscal challenges as a result of the national and global economic crisis. The magnitude of the unprecedented financial failures of 2008 and the subsequent ripple effect throughout the economy baffled regulators, economists and policymakers throughout the world. Our fiscal vigilance from 2006 to the present certainly did not anticipate the depth of the current recession but has successfully positioned the City of Cleveland to not only weather immediate fiscal decline but positioned the City for future growth and stability.

The strategic implementation of the five year budget projections to manage the City's finances, Operations Efficiency Task Force and Clean Cleveland have resulted in significant reductions in operating costs and a balanced budget for 2009 without reducing personnel or cutting city services. We are not out of the woods. The many unknown variables require that stringent fiscal controls and mandated energy conservation be the platform for the 2009 operating budget. The Budget Management Strategy for fiscal 2009 includes but is not limited to the following:

- Hiring freeze that only allows replacement of critical employees
- A mandated 10% reduction in both overtime and fuel consumption citywide
- Restricted travel and material and supply purchases
- A mandated 3% reduction in energy consumption
- Funding for only contract negotiated salary increases in 2009

As required by the provisions of Section 38 of the Charter of the City of Cleveland, I transmit the estimate of receipts and expenditures for all departments and divisions of the City for the year 2009:

- General Fund expenditures are estimated at \$541,501,686 compared to \$523,046,301 actual in 2008. This 3.5% increase in expenditures is primarily due to negotiated salaries and wage driven benefits such as hospitalization and pension contributions.
- General Fund revenues are projected to decrease from \$524,676,358 actual in 2008 to projected \$512,095,696 in 2009. This 2.4% decrease assumes no increase in income tax collections for fiscal 2009, a 6% decrease in Local Government Fund, significant decrease in interest earnings and grant recovery citywide. Modest declines anticipated in other sources.

The projected gap will be funded by carrying over more than \$29 million in savings from reduced operating costs from 2006 to the present. The 2009 operating budget supports the following:

- Two police cadet classes and an entry level test with the goal of achieving and maintaining a budgeted strength of 1,645 officers;
- One fire cadet class and an entry level test with the goal of maintaining efficient fire operations on a balanced schedule;
- EMS operations and House of Corrections at current strength;
- Operation Clean Cleveland's focus on eliminating blight through maintenance, demolition or rehab of vacant and abandoned properties;
- Maintenance of the level of city services that include public safety, waste collection, street resurfacing, snow removal and recreation facilities that ensure enhanced quality of life for the citizens of the City of Cleveland.

We recognize that the projections for national economic recovery are dire, long ranged and dependent on federal intervention. The outlook for 2010 is not encouraging and will require yet more stringent measures.

While I am engaged in the possibilities of all State and Federal stimulus initiatives that may benefit the City of Cleveland and the region, I continue to be steadfast in my mission to stimulate our local economy. Through the Department of Economic Development, we have invested over \$13 million in Cleveland businesses in order to retain and create new jobs in the City. We continue to promote Cleveland as the world's gateway to the Midwest through our airport administration, Cleveland Hopkins International and Burke Lakefront, and are engaged in the repositioning of Cleveland's lakefront port as a means to attract international investment. In anticipation of the success of our efforts, we are developing a locally trained workforce through Workforce Development that will attract and maintain new companies in our region.

We have had our successes and disappointments and much work is ahead of us. I acknowledge and appreciate the partnership that has supported the City's competitive edge and look forward to our continued growth and development throughout the region.

Sincerely,

A handwritten signature in blue ink, appearing to read "Frank G. Jackson".

Frank G. Jackson, Mayor
City of Cleveland

INTRODUCTION

The City of Cleveland's budget relates the available resources (revenues) to the amounts expected to be spent (expenditures). Specifically, the budget is a plan of action which outlines how much will be spent and on what items or programs.

Except for budgetary purposes, the basis of accounting used by the City conforms to GAAP as applicable to governmental units. All governmental funds are accounted for using a current financial resources (current assets and current liabilities) measurement focus. The modified accrual basis of accounting is utilized for governmental funds. Revenues are recognized when they are susceptible to accrual (both measurable and available). Expenditures are recognized when the related liability is incurred, except for interest on long term debt which is recorded when due.

The City maintains budgetary control on a non-GAAP basis at the character level (personnel and related expenditures and other expenditures) within each division. Unencumbered appropriations lapse at the end of each calendar year. The City's basis for budgetary purposes differs from GAAP in that revenues are recognized when received, rather than when susceptible to accrual (measurable and available), and encumbrances and pre-encumbrances are included as expenditures rather than included in fund balances.

The State of Ohio requires that all funds be balanced, that is, resources (revenues plus fund balances and decertifications) must equal or exceed expenditures. Accordingly, the annual budgets for the various funds are generated with strict adherence to this guideline. In addition, the Cuyahoga County Auditor must certify that the City's appropriation measure does not exceed the amounts set forth in the County Budget Commissions Certificate of Estimated Resources.

The City of Cleveland has two types of budgets that provide the framework for expending funds. The first type, the annual operating budget, covers the calendar year and primarily relates to the normal daily operations of the City. This budget outlines specific expenditures (salaries, supplies, etc.) and programmatic totals. Under Ohio law, cities are required to maintain their accounts on a cash basis. Therefore, expenditure amounts presented in this document include not only actual expenditures, but also encumbrances and pre-encumbrances. Budgets that fall under this annually appropriated category are:

- General Fund
- Restricted Income Tax Fund
- Street Construction & Maintenance
- Utilities
- Airports
- Convention Center
- West Side Market
- Stadium Fund
- East Side Market
- Parking Facilities
- Cemeteries
- Golf Courses
- Motor Vehicle Maintenance
- Telephone Exchange
- Printing & Reproduction
- Storeroom
- Central Collection Agency
- Sinking Fund

INTRODUCTION

The budgets that span several years are primarily plans for capital expenditures or grants. These budgets cover programs or projects which either require more than one year to complete or which bridge two calendar years. Examples are:

- Capital Projects
- Categorical Grants
- Community Development Block Grant (CDBG)
- Workforce Investment Act (WIA)

The Mayor's Estimate focuses only on the annual operating budget for each division. As in previous years, it is divided into an introductory section, a fund structure, and a program structure.

The Fund Structure section summarizes financial activity within the accounting entities (funds) required by law. The Program Section provides the detail necessary for review and evaluation of service delivery, and programs conducted at a division level.

BUDGETARY POLICIES

The following principles, representing sound fiscal management, will govern the preparation of the annual General Fund budget

- (1) The annual General Fund budget should be prepared and considered in a prudent manner without reliance on unrealistic revenue or expenditure assumptions.
- (2) The annual General Fund budget should first fully account for payment of all current liabilities including all necessary operating expenses to be incurred during the budget year.
- (3) The initial budgetary goal each year should be to fully fund all current obligations so as to eliminate any year-end GAAP deficit that may exist.
- (4) Consistent with (2) and (3), the Mayor should propose and the Council should adopt annual General Fund budgets which provide for a reserve in excess of anticipated expenditures which may then be credited to the Rainy Day Reserve Fund.
- (5) The Rainy Day Reserve Fund should accumulate to at least a level equal to two percent (2%) of General Fund expenditures. It should only be reduced during significant periods of economic downturn or to fund unanticipated one-time General Fund obligations. If drawn upon, the City will seek to replenish the Rainy Day Reserve Fund in its entirety during succeeding budget years.

BUDGETARY PROCESS

The annual cycle begins in January with the passage of the current year budget. From that point on, the budgetary process assumes a two-pronged approach. First, the Office of Budget and Management (OBM) closely monitors the current year budget on a monthly basis. The purpose of this scrutiny is to discover any deviations - either in revenues or expenditures - from the original estimates used in the preparation of the budget. These variances are continually analyzed to determine if they are permanent differences or merely the result of timing. Appropriate action is taken, if necessary, to bring the budget into balance.

BUDGETARY PROCESS

The annual appropriation ordinance, which is passed by City Council, establishes the legal spending limits of each division in two categories - personnel expenses and other expenses. Adjustments to the budget can only be made within a division and then within each category. Further legislation is needed in order to move budget authority from "personnel" to "other" or vice versa, or between divisions. At least one of these so-called transfer ordinances is submitted in the last quarter of the year. For those funds finding themselves with additional revenue over and above the original budget, a supplemental appropriation ordinance is prepared to permit an increase in the budget.

Beginning in June, preliminary work is done in preparation for the next year's budget. The various factors, which will have an impact upon future revenue and expenditure levels, are studied and quantified. These factors include such items as contracts, legal requirements, inflation and economic fluctuations. An inflation factor is established for every revenue and expenditure type and these factors are then applied to current year budget figures to arrive at estimates for the two succeeding years. This is known as the Three Year Plan.

The second year of the Three Year Plan results in the Tax Budget document for the next year. By State law, each municipality is required to submit to its County Budget Commission an estimate of revenues and expenditures for the next calendar year. City Council must approve this document prior to submission to the County by the July 20 deadline. The City of Cleveland generally requests an extension of this deadline to assure the most recent data is used for forecasting. From this Tax Budget, the County establishes tax levy amounts for the coming year.

The Tax Budget is a useful document for several reasons. First, it gives a preliminary glimpse of the expenditures required to fund current service levels in the coming year along with an estimate of the revenues available to support those needs. As such, it serves to identify problem areas to be addressed as the budgetary cycle progresses. Second, because it is a legal requirement, each municipality by necessity must begin thinking about the coming year's budget early in the prior year. This provides ample opportunity to initiate steps to meet future needs.

Based upon target funding levels established from the Tax Budget, OBM elicits departmental input into the budget process. A budget workbook is distributed to each division during September for completion by the middle of October. This permits each division to allocate its funds according to stated priorities. A critical component of the workbook is the "Funding Impact Statement". Each division must fill out an impact statement describing how the funding level would affect services.

The budget workbooks provide the basis for analysis of program delivery anticipated in the coming year. A summary of the impacts is presented to the Mayor for his input and acceptance or rejection. From the basic assumptions agreed upon by the Mayor and Finance Director, the production of the Mayor's Estimate and Appropriation Ordinance is set in motion. As designated in the City Charter, the budget must be submitted to City Council by February 1.

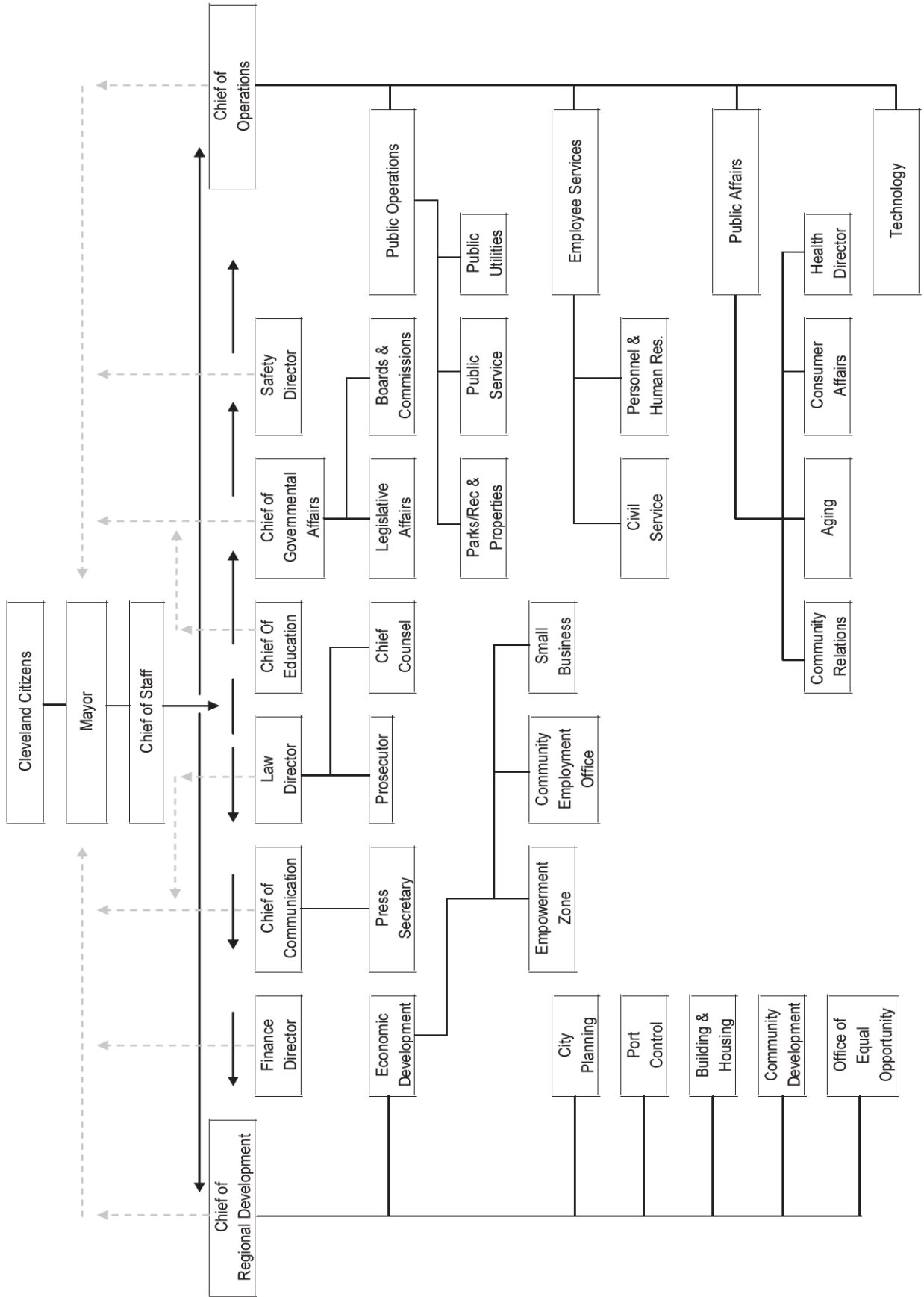
The following table outlines the major steps in the budgetary process. As described above, some steps are required by State law while others are mandated by the Charter of the City of Cleveland. Still others are procedural in nature and are designed to facilitate the planning aspects of the budget.

BUDGETARY PROCESS

| DOCUMENT | DATES | PURPOSE |
|--------------------------------------|--|---|
| THREE YEAR FINANCIAL PLAN | June-September | <ul style="list-style-type: none"> • Planning tool projects future needs identifies problems |
| TAX BUDGET | State law requires submission to County by July 20. Request for extension can be granted by the State. | <ul style="list-style-type: none"> • Submission of the Tax Budget assures the municipality that: <ul style="list-style-type: none"> • Appropriate property tax levy is established. • Apportionment of local government fund (not in Cuyahoga Co.) is determined. |
| BUDGET PACKET | Distributed to Divisions in August | <ul style="list-style-type: none"> • To be completed and returned to OBM by late September. Permits input by departments into allocation process. Provides detailed information about future plans. |
| BUDGET ESTIMATE | Submitted to Council by February 1 | <ul style="list-style-type: none"> • The Charter of the City of Cleveland states that the Mayor shall prepare an estimate of the expenses of conducting the affairs of the City for the following year and shall submit such estimate to Council no later than Feb. 1. |
| TRANSFER ORDINANCE | November-Early December | <ul style="list-style-type: none"> • To make funds available to Departments / Divisions exceeding their original budget. Funds are shifted from Divisions which will not expend their original budget. Provides funds to programs of changing priority over course of budget year. |
| AMENDED CERTIFICATE OF RESOURCES | November-December | <ul style="list-style-type: none"> • City notifies County of additional revenue sources. Permits municipality to increase appropriation to the level of additional revenue. County issues new certificate. |
| SUPPLEMENTAL APPROPRIATION ORDINANCE | Late November-December | <ul style="list-style-type: none"> • To make additional appropriations based on additional generation of revenue and the aforementioned amended certificate of resources. |
| TEMPORARY APPROPRIATION ORDINANCE | Late November-December | <ul style="list-style-type: none"> • As established in State Law: Provides Department / Divisions with sufficient level of appropriation to continue services through the first quarter of the calendar year. • City Council by law must pass the full year's budget by April 1. |
| CERTIFICATE OF ESTIMATED RESOURCES | Early January | <ul style="list-style-type: none"> • County approves level of appropriation permitting municipality to provide services during the fiscal year. |



CITY OF CLEVELAND
ADMINISTRATIVE ORGANIZATION CHART





OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Form Prescribed by the Bureau of Inspection and Supervision of Public Offices.

County Auditor's Form No. 32A

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Based on 94.14% current & delinquent collection of current levy for previous tax year

Table with 6 columns: Fund, Unencumbered Balance, Jan. 1, 2009, General Property Tax, Local Government, Other Sources, Total. Lists various funds like General Fund, Fireman's Pension Fund, etc.

Table showing Transfers from General Fund To: Stadium Fund, Debt Service, IX Center Fund, Cemetery Fund, Schools, Streets, Sinking Fund, non-annually appropriated Special Revenue Fund, with Amounts.



CITY OF CLEVELAND FUND STRUCTURE

The fund structure makes it difficult to define the City's budget because, in fact, each fund has its own budget. Federal and State grants not only have their own funds but operate on a fiscal year determined by the grantor agency rather than the City's fiscal year (which coincides with the calendar year). The chart below does not include grants for the above reason and eliminates inter-fund subsidies, Internal Service, and other miscellaneous funds in order to avoid "double counting". Capital Projects and Debt Service are not included in the operating budget. Details to support the various operations are shown in the Program Section of this report.

| | REVENUE | EXPENDITURES | EXCESS/ (DEFICIENCY) OF REVENUE OVER EXPENDITURES | BALANCE BEGINNING | ENDING |
|--|-------------------------|-------------------------|--|-----------------------|-----------------------|
| GENERAL FUND | | | | | |
| General Fund | \$ 512,095,696 | \$ 541,501,686 | \$ (29,405,990) | \$ 29,444,864 | \$ 38,874 |
| SPECIAL REVENUE FUNDS | | | | | |
| Street Maint & Construction * | \$ 27,864,214 | \$ 27,874,214 | \$ (10,000) | \$ 10,000 | \$ 0 |
| ENTERPRISES | | | | | |
| MAJOR | | | | | |
| Water | \$ 257,672,000 | \$ 265,243,333 | \$ (7,571,333) | \$ 117,929,633 | \$ 110,358,300 |
| Water Pollution Control | 25,978,000 | 25,556,059 | 421,941 | 3,931,258 | 4,353,199 |
| Cleveland Public Power | 179,445,076 | 178,503,814 | 941,262 | 24,772,724 | 25,713,986 |
| Airport-General Operations | 156,157,781 | 154,081,191 | 2,076,590 | 50,076,678 | 52,153,268 |
| | <u>\$ 619,252,857</u> | <u>\$ 623,384,397</u> | <u>\$ (4,131,540)</u> | <u>\$ 196,710,292</u> | <u>\$ 192,578,752</u> |
| SMALL | | | | | |
| Cemeteries* | \$ 2,095,174 | \$ 2,097,174 | \$ (2,000) | \$ 2,000 | \$ 0 |
| Golf | 1,865,000 | 1,984,695 | (119,695) | 501,453 | 381,758 |
| Parking Facilities | 10,470,181 | 10,458,051 | 12,130 | 1,171,176 | 1,183,306 |
| Convention Center | 6,200,799 | 6,200,799 | - | 672,931 | 672,931 |
| West Side Market | 1,231,943 | 1,253,787 | (21,844) | 64,916 | 43,072 |
| East Side Market | - | 40,000 | (40,000) | 183,043 | 143,043 |
| | <u>\$ 21,863,097</u> | <u>\$ 22,034,506</u> | <u>\$ (171,409)</u> | <u>\$ 2,595,520</u> | <u>\$ 2,424,111</u> |
| AGENCY FUND | | | | | |
| Central Collection Agency | \$ 9,716,261 | \$ 10,045,319 | \$ (329,058) | \$ 729,111 | \$ 400,053 |
| Less: Interfund Subsidies from GF | <u>\$ (6,555,684)</u> | <u>\$ (6,555,684)</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| NET CITY OF CLEVELAND OPERATING BUDGET FOR 2009 | | | | | |
| | <u>\$ 1,184,236,441</u> | <u>\$ 1,218,284,438</u> | <u>\$ (34,047,997)</u> | <u>\$ 229,489,788</u> | <u>\$ 195,441,791</u> |

* Includes General Fund Subsidy

CAPITAL BUDGET PROGRAM

Capital expenditures are those which cost more than \$5,000 or have a useful life of at least five (5) years. The overriding criteria governing the selection of projects for inclusion in the Citywide Development Program are:

- Preservation and revitalization of Cleveland's neighborhoods, particularly new housing development;
- Cost-effective provision of basic services;
- Economic development and job creation; and
- Maintenance and/or upgrade of existing facilities.

THE CAPITAL PROGRAM

Projects are classified into ten (10) functional areas, which fall within three (3) major groupings. Basic Services are traditional activities undertaken by local government and are primarily paid for with local dollars and the federal Highway Trust Fund for road and bridge (Transportation) projects. Development projects receive limited local dollars and are funded primarily from grants from the U.S. Department of Housing and Urban Development such as the Community Development Block Grant and from program income generated by the repayment of loans from these grants. Major Enterprises are those City functions which operate more like businesses. Instead of depending upon tax receipts for their finances, they are self-supporting entities.

Projects scheduled for 2009 will be in some stage of planning, design or construction during the year and have the local funds on hand, or will during the year. Many of the projects scheduled in prior years continue to be underway in 2009 due to the typically extensive capital project design and construction process. Projects for years 2009 through 2014, while somewhat more tentative in nature because they are in the planning design stage, do have proposed sources of funding identified in most instances. Capital Projects, their recommended funding source(s) and the year in which they will begin the program are the result of a series of working sessions, involving the Capital Budget office, the Commissioner of the implementing Division and appropriate staff actually working on current and planned capital projects.

FINANCING THE PROGRAM

The program is funded from local, state, federal and in some instances private sources. The appropriate funding source is assigned to each project based upon policy considerations, legal restriction and expected availability of funds.

LOCAL SOURCES

The most common means of financing municipal capital improvements is through General Obligation (GO) bonds. These are debt instruments which pledge the full faith and credit of the City as the primary source of repayment. GO bonds are generally used for capital projects associated with the provision of basic services. The Restricted Income Tax (RIT) was established by Cleveland voters as a special fund which constitutes one-ninth of the City's total income tax receipts. It is used for debt service on bonds issued to finance capital projects, and for direct capital expenditures on equipment and vehicles. After assuring sufficient funding to the Sinking Fund for meeting the City's annual debt obligations, the RIT is used for annually recurring capital expenditures and for capital projects which are precluded from funding by bonds because of IRS regulations, State law or local financial policy.



CAPITAL BUDGET PROGRAM

The Community Development Block Grant is a form of special revenue sharing from the federal government, which by statute must be directed toward housing and neighborhood development projects which principally benefit low and moderate income persons. The City's major enterprises generally fund capital improvements either through operating revenues or revenue bonds which, unlike GO bonds, are not repaid by tax receipts, but by user fees or fees for service from the enterprise itself. In the current budget year, the City plans to issue new general obligations bonds to support current year projects.

OTHER SOURCES

Certain special capital projects are funded by money from the State of Ohio. The Ohio Department of Transportation (ODOT) pays a share of the cost of numerous road and bridge projects either from State funds generated by highway user fees, such as gasoline taxes or license fees, or by acting as a "pass through" for federal funds from the Highway Trust Fund. Other significant projects receive partial funding from the State's biennial capital budget. The Ohio Public Works Commission also makes Issue 2 funds available for certain infrastructure improvements based on a priority ranking system.

Cleveland relies heavily on federal capital funding programs to finance projects. The most significant of these are programs for roads and bridges which are a part of the federal Highway Trust Fund. The five year program also anticipates federal funding from the Federal Aviation Administration and other federal agencies.

ECONOMIC OUTLOOK

Economic indicators are statistical data showing general trends in the economy. The composite index is designed to anticipate changes in the local economy as measured by total nonagricultural wage and salary employment. The composite index, derived from historical data on six components, the national index has decreased slightly from 102.2 at the start of 2008 to 99.0 in November of 2008. The composite index of leading economic indicators for Ohio also declined from 96.1 to 94.8. during the same time period. The leading indicator index for the Cleveland-Elyria-Mentor metropolitan area declined from 93.5 to 91.5. These trends suggest that economic growth will slow in the coming months.

Economic activity continued to deteriorate as 2008 came to an end. Employment, earnings, production, and investment all continued to fall nationally and in Ohio. Since the start of the recession in December 2007, the number of unemployed persons has grown by 3.6 million nationwide, bringing the unemployment rate to 7.2 percent. Unemployment has increased by 2.3 percent from 4.9 percent at the start of the year.

Ohio's unemployment rate increased to 7.3 percent in November 2008 from 5.5 percent at the start of the year. The majority of the losses came from manufacturing and trade, transportation, and utilities, while education and health services posted an increase. The number of workers unemployed in Ohio in November 2008 was 434,000 up from 328,000 at the start of the year.

Year-end unemployment for the City of Cleveland was at 8.9 percent in November 2008 up from 8.1 percent at the start of the year.

**Annual Average Unemployment
for the City of Cleveland**

| | | <u>YEAR</u> | <u>CPI%</u> |
|------|------|--------------------|--------------------|
| 2003 | 8.1% | 2003 | 2.0% |
| 2004 | 8.2% | 2004 | 3.3% |
| 2005 | 7.7% | 2005 | 3.4% |
| 2006 | 7.3% | 2006 | 2.6% |
| 2007 | 7.7% | 2007 | 4.1% |
| 2008 | 8.9% | 2008 | -0.1% |

The Consumer Price Index (CPI) is the most widely used measure of inflation and is sometimes viewed as an indicator of the effectiveness of government economic policy. It provides information about price changes over time of goods and services purchased by households in the Nation's economy to government, business, labor, and private citizens and is used by them as a guide to making economic decisions.

The CPI is often used to adjust consumers' income payments (for example, Social Security) to adjust income eligibility levels for government assistance and to automatically provide cost-of-living wage adjustments to millions of American workers. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) the CPI for Urban Wage Earners and Clerical Workers (CPI-W), which covers households of wage earners and clerical workers that comprise approximately 32 percent of the total population and (2) the CPI for All Urban Consumers (CPI-U) and the Chained CPI for All Urban Consumers (C-CPI- U), which cover approximately 87 percent of the total population and include in addition to wage earners and clerical worker households, groups

ECONOMIC OUTLOOK CONTINUED

such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation fares, charges for doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected in 87 urban areas across the country from about 50,000 housing units and approximately 23,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. The National CPI-U decreased to 0.7 percent in December. The index is now only 1 percent higher than in December 2007. Declining energy prices, particularly for gasoline, drove most of the decline.

The Consumer Price Index for All Urban Consumers within the Cleveland metropolitan area (CPI-U) decreased 3.9 percent from November 2007 to November 2008 to 0.2 percent. In the previous 12-month period ended in November 2007, the Cleveland-Akron area CPI-U increased 4.4 percent. A 49 percent decrease in gasoline prices was the largest contributing factor in the recent bimonthly drop in the Cleveland area all items CPI-U. Declines in the components for housing, apparel, and recreation were also recorded.

HEALTH CARE

Medical care is one of eight major groups in the Consumer Price Index (CPI). These indexes are limited to items with an out-of-pocket expenditure, although in the case of medical care the term out-of-pocket includes any health insurance premium amounts that are deducted from employee paychecks. Over the years, rising health care costs have imposed a burden on families and small businesses and put coverage out of the reach of many Americans. According to the Census Bureau, 45 million people lack health insurance coverage, including 8.4 million children. The President has proposed a comprehensive plan to address the problems of rising health care costs and lack of insurance, however, the index for medical care continues to rise each year. The 2009 Estimate assumes an increase from 2008.

DESCRIPTION OF EEO CATEGORIES

OFFICIALS AND ADMINISTRATORS

Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, examiners, wardens, superintendents, sheriffs, police and fire chiefs and inspectors and kindred workers.

PROFESSIONALS

Occupations which require specialized and theoretical knowledge, which is usually acquired through college training or through, work experience and other training which provides comparable knowledge. Includes: personnel and labor relation workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants and kindred workers.

DESCRIPTION OF EEO CATEGORIES

TECHNICIANS

Occupations which require a combination of basic scientific or technical knowledge and manual skills which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers and operators, drafters, surveyors, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), assessors, inspectors, police and fire sergeants and kindred workers.

PROTECTIVE SERVICE WORKERS

Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, fire fighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers and kindred workers.

PARAPROFESSIONALS

Occupations in which workers perform some of the duties of a professional or technician in a supportive role which usually requires less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "New Careers" concept. Includes: library assistants, research assistants, medical aides, child support workers, police auxiliary, welfare services aides, recreation assistants, homemakers aides, home health aides, and kindred workers.

OFFICE AND CLERICAL

Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, office machine operators, clerk typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks and kindred workers.

SKILLED CRAFT WORKERS

Occupations in which workers perform jobs which require special manual skill and thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, typesetters and kindred workers.

SERVICE AND MAINTENANCE

Occupations in which workers perform duties which result in or contribute to the comfort, conveniences, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: Chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and ground keepers, refuse collectors, construction laborers, and kindred workers.

FUND STRUCTURE

SECTION I

FUND STRUCTURE

The City of Cleveland maintains numerous funds, each with its own specific purpose and revenue sources. The purposes are defined by law and all expenditures must be in accordance with the purpose designated for the specific fund. For operating details see Section II.

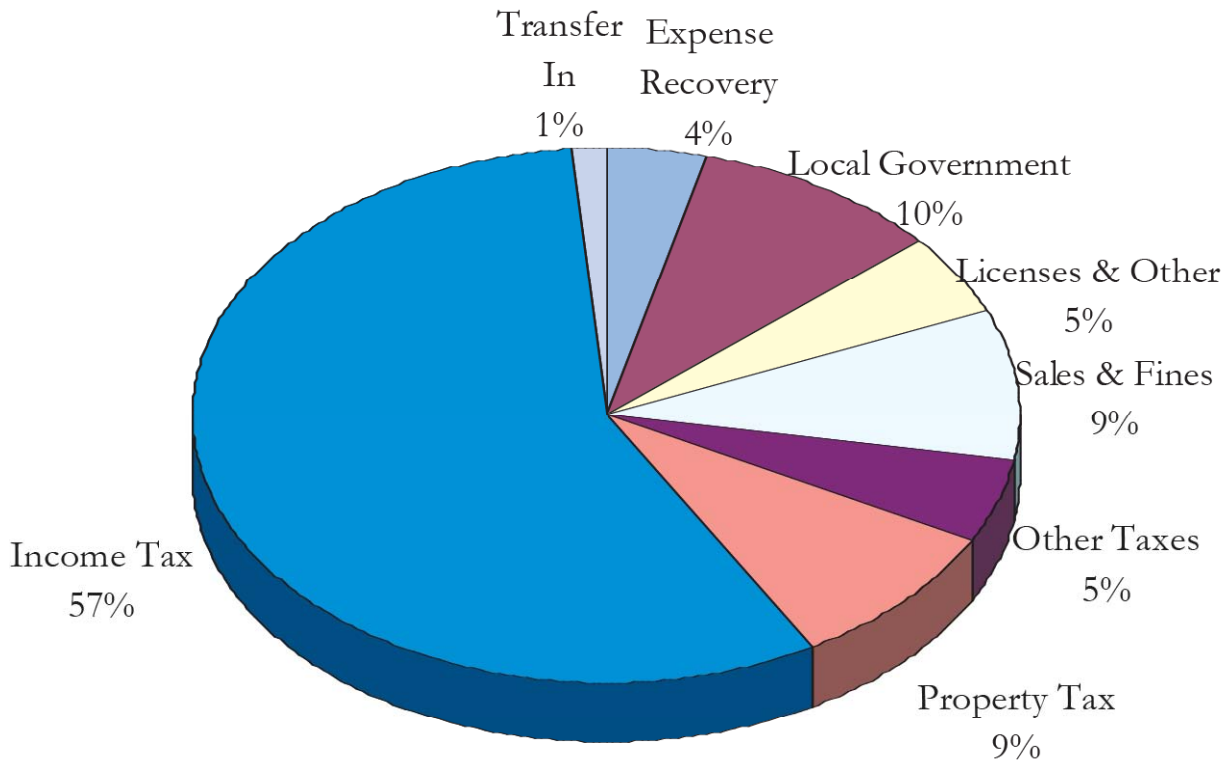
| FUND | PURPOSE | REVENUE |
|---|--|--|
| GENERAL | Provides for general operating expenses of the city. | State and local taxes, service charges, licenses and permits, and fines. |
| SPECIAL REVENUE: RESTRICTED INCOME TAX | Capital improvements and debt service payments. | One-ninth of city income tax collections. |
| STREETS | Street maintenance and repair. | State gasoline and automobile license tax, permit fees and operating transfer from the General Fund. |
| RESERVE FUND | Reserves for economic fluctuations for general operating expenses. | Excess of revenues over expenditures in General Fund. |
| RAINY DAY | Reserve for economic downturns and one time obligations. | Excess of revenues over expenditures in General Fund. |
| DEBT SERVICE | Sinking Fund pays and records transactions involved in debt financing. | Property tax, Restricted Income Tax and interest earnings. |
| ENTERPRISE: MAJOR | Provide water, sewer, electric services and airport facilities. | User fees. |
| SMALL | Convention Center & West Side Market, Cemeteries, Golf, Parking Facilities, East Side Market, Stadium. | User fees and some General Fund operating transfers. |
| INTERNAL SERVICE | Telephone Exchange, Motor Vehicle Maintenance, Printing, Storeroom. | User fees (charged to City Divisions). |
| AGENCY | Central Collection Agency for collection of income taxes. | User fees charged to city and suburbs for collection of income tax. |

GENERAL FUND

The General Fund supports most basic operations including Police and Fire protection, Emergency Medical Service, Waste Collection, Recreation, Health Centers, Park Maintenance, Building and Housing regulation and Municipal Courts. It also includes support services such as Personnel, Finance and Law. Funding for these activities is derived from a variety of revenue sources which include taxes, licenses and permits, fines and user fees. These are described in greater detail in the following section.

The 2009 General Fund budget is comprised of \$ 541.5 million in expenditures. The 2009 proposed revenues are estimated at \$ 512.1 million.

General Fund Revenue Distribution



NOTE:

- Other Taxes include Admission Tax, Motor Vehicle Lessor Tax, Parking Tax, Estate Tax, and Cigarette & Liquor Taxes.

GENERAL FUND**REVENUE**

As the previous chart indicates, the City's Income Tax is the largest source of revenue for the General Fund. It is generated by a 2% tax on wages and earnings, not only of Cleveland residents but also of those working within the City, regardless of place of residence. Of total collections, eight-ninths (88.9%) flows to the General Fund while one-ninth (11.1%) is placed in a Restricted Income Tax Fund to be used for debt service payments and capital expenditures. Because the Income Tax makes up such a large proportion of the General Fund, the amount of financial resources available to provide City services is directly related to the health of the local economy (see Economic Outlook).

The second largest revenue source is the Local Government Fund and Local Government Revenue Assistance Fund. These are State of Ohio revenue sharing programs in which cities share in the collection of the State Income, Sales, Corporate Franchise and Public Utilities Excise Taxes. These funds are distributed in two ways - 9/10 to counties divided among all towns, villages and municipalities, and 1/10 directly to cities which collect an income tax. The Local Government Revenue Assistance Fund went into effect July 1, 1989. Based on the State of Ohio distribution formula 4.2% of total tax collections are allocated to the Local Government Fund and 6% of total collections are allocated to the Revenue Assistance Fund.

The third largest General Fund revenue source is generated by County property tax collections. In 2006, the Cuyahoga County reappraised all property values (required every six years). Revenues from fines and forfeitures include collections from parking violations and court levied civil and criminal fines. This revenue is directly related to the number of parking and moving violations issued by the City and court fines and costs.

Other taxes include both locally and state collected sources. Locally, the City receives Admission Tax for most entertainment events scheduled in the City as well as a tax on the leasing of motor vehicles. Both of these taxes were previously increased as part of an overall funding plan for the reconstruction/rebuilding of Cleveland Municipal Stadium. The Motor Vehicle Lessor Tax was raised from \$4 to \$6 per transaction as of August 1, 1996. The Admission Tax was increased from 6% to 8% effective January 1, 1997. The State distributes a portion of Estate, Liquor and Cigarette taxes to their municipality of origin. Over past several years these latter three taxes have remained relatively stable.

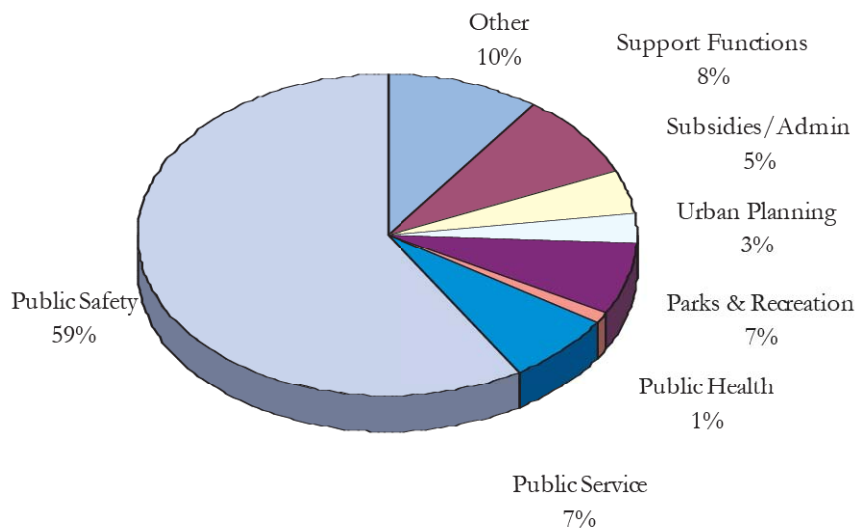
All other revenue received by the City is grouped into the other category. Included are sales and charges for service which are charged to users of City services. Examples are fees for emergency medical service, medical care at the City's health centers and copies of birth and death certificates. Additionally, licenses and permits, interest income, various miscellaneous sources, central service costs and expenditure recoveries are part of this category.

GENERAL FUND

EXPENDITURES

The City delivers tax-supported services to its residents in several basic program areas including Safety, Service, Parks and Recreation, Health, and Urban Planning and Development. The following chart shows that well over half of the General Fund budget (59%) is devoted to Public Safety, with 7% of all funds going to Public Service (including Waste Collection and the General Fund Operating Transfer to Streets) and 7% to Parks and Recreation. Only 8% is devoted to support functions such as financial, legal and personnel administration.

General Fund Expenditure Distribution



NOTES:

- Other Includes:
Aging
City Council
Community Relations
Mayor's Office
Municipal Courts
- Support Functions include Non-Departmental expenses, legal, financial, and personnel costs.
- Urban Planning includes Community Development, Economic Development, City Planning, OEO, and various boards.

In the following pages, financial data is presented for all divisions for comparison with previous years. Staffing levels are also included for every division. For 2006 and 2007, the actual number of employees on the payroll at year-end and actual expenditures are presented. For 2008, year end unaudited expenditures are presented and will be revised to year end actuals in the next budget book. In some divisions such as Police, Fire, Streets and Waste Collection where there is substantial turnover, average staffing levels are used for a more realistic picture. Due to rounding, numbers in the expenditure detail sections may not add.

REVENUE BY SOURCE AND TYPE

(000'S Omitted)

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---|-------------------|-------------------|-------------------|--------------------|
| RECEIPTS | | | | |
| LOCAL TAXES | | | | |
| Property Taxes | \$ 47,596 | \$ 50,881 | \$ 50,118 | \$ 51,301 |
| Income Tax | 271,120 | 278,873 | 290,077 | 290,000 |
| Admission Tax | 11,531 | 13,971 | 13,161 | 11,000 |
| Motor Vehicle Lessor Tax | 3,012 | 3,169 | 2,786 | 2,850 |
| Parking Tax | 10,319 | 10,720 | 10,673 | 10,200 |
| Other | 1,113 | 2,401 | 2,018 | 1,992 |
| Total | \$ 344,691 | \$ 360,015 | \$ 368,834 | \$ 367,343 |
| LICENSES & PERMITS | \$ 11,785 | \$ 11,650 | \$ 11,718 | \$ 11,327 |
| INTERGOVERNMENTAL REVENUE | | | | |
| Local Government Fund | \$ 55,922 | \$ 56,178 | \$ 53,226 | \$ 49,953 |
| Electric Excise Tax | 6,044 | 6,469 | 3,365 | 3,100 |
| Cigarette & Liquor Tax | 770 | 850 | 754 | 714 |
| Estate Tax | 2,690 | 3,032 | 6,151 | 3,000 |
| Other | 28 | 54 | 0 | - |
| Total | \$ 65,454 | \$ 66,583 | \$ 63,496 | \$ 56,767 |
| SALES & CHARGES FOR SERVICES | \$ 19,179 | \$ 20,318 | \$ 20,732 | \$ 20,668 |
| FINES & FORFEITURES | 20,831 | 25,334 | 26,775 | 26,608 |
| MISCELLANEOUS | 6,681 | 5,330 | 3,301 | 1,778 |
| TRANSFERS IN | 125 | 6,758 | 6,674 | 7,865 |
| EXPENDITURE RECOVERY | 21,659 | 20,929 | 23,146 | 19,740 |
| TOTAL RECEIPTS | \$ 490,407 | \$ 516,918 | \$ 524,676 | \$ 512,096 |
| EXPENDITURES | \$ 487,233 | \$ 511,567 | \$ 523,046 | \$ 541,502 |
| NET | \$ 3,174 | \$ 5,350 | \$ 1,630 | \$ (29,406) |
| DECERTIFICATIONS | \$ 2,524 | \$ 898 | \$ 1,599 | \$ - |
| CHANGE IN RECEIVABLES | \$ 645 | \$ (367) | \$ 67 | \$ - |
| BEGINNING BALANCE | \$ 13,924 | \$ 20,267 | \$ 26,149 | \$ 29,445 |
| ENDING BALANCE | \$ 20,267 | \$ 26,149 | \$ 29,445 | \$ 39 |



EXPENDITURE BY PROGRAM AREA

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|---|-------------------|--------------|-------------------|--------------|-------------------|--------------|-------------------|--------------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| LEGISLATIVE BRANCH - Council | \$ 5,623 | 64 | \$ 6,013 | 63 | \$ 6,494 | 63 | \$ 6,662 | 64 |
| JUDICIAL BRANCH | | | | | | | | |
| Municipal Court | \$ 20,953 | 311 | \$ 21,827 | 316 | \$ 22,994 | 314 | \$ 24,075 | 319 |
| Housing Court | 2,916 | 44 | 3,039 | 43 | 3,123 | 40 | 3,426 | 45 |
| Clerk of Courts | 10,107 | 165 | 14,229 | 165 | 14,536 | 168 | 14,912 | 171 |
| TOTAL JUDICIAL BRANCH | \$ 33,976 | 520 | \$ 39,095 | 524 | \$ 40,653 | 522 | \$ 42,413 | 535 |
| EXECUTIVE BRANCH | | | | | | | | |
| OFFICE OF THE MAYOR | \$ 1,947 | 24 | \$ 2,266 | 26 | \$ 2,249 | 27 | \$ 2,344 | 27 |
| PUBLIC SAFETY | | | | | | | | |
| Director's Office | \$ 2,664 | 32 | \$ 3,108 | 32 | \$ 3,107 | 29 | \$ 3,284 | 30 |
| Police-Uniform | 171,275 | 1,628 | 174,351 | 1,641 | 176,124 | 1,656 | 182,101 | 1,645 |
| Civilian | - | 358 | - | 343 | - | 248 | - | 255 |
| Fire-Uniform | 83,280 | 901 | 91,330 | 895 | 89,716 | 877 | 92,001 | 897 |
| Civilian | - | 10 | - | 10 | - | 10 | - | 10 |
| Emergency Medical Service | 22,804 | 295 | 22,696 | 281 | 23,666 | 256 | 23,431 | 274 |
| Dog Pound | 876 | 14 | 969 | 14 | 985 | 14 | 1,091 | 14 |
| Correction | - | - | 7,136 | 87 | 14,962 | 179 | 15,426 | 202 |
| TOTAL PUBLIC SAFETY | \$ 280,899 | 3,238 | \$ 299,590 | 3,303 | \$ 308,560 | 3,269 | \$ 317,334 | 3,327 |
| COMMUNITY RELATIONS BRD | \$ 1,064 | 18 | \$ 1,221 | 17 | \$ 1,208 | 16 | \$ 1,280 | 17 |
| PUBLIC SERVICE | | | | | | | | |
| Public Service Administration | \$ 422 | 5 | \$ 446 | 5 | \$ 459 | 5 | \$ 467 | 5 |
| Architecture | 694 | 9 | 664 | 8 | 616 | 7 | 595 | 7 |
| Waste Collection & Disposal | 27,239 | 219 | 27,236 | 219 | 26,669 | 219 | 27,928 | 245 |
| Engineering & Construction | 4,755 | 65 | 4,802 | 61 | 4,927 | 60 | 4,723 | 64 |
| Traffic Engineering | 4,273 | 44 | 4,434 | 41 | 4,384 | 40 | 4,292 | 42 |
| TOTAL PUBLIC SERVICE | \$ 37,383 | 342 | \$ 37,582 | 334 | \$ 37,055 | 331 | \$ 38,005 | 363 |
| PARKS, RECREATION & PROPERTIES | | | | | | | | |
| Director's Office | \$ 667 | 8 | \$ 731 | 7 | \$ 728 | 7 | \$ 738 | 7 |
| Research, Planning & Development | 698 | 9 | 745 | 9 | 780 | 9 | 793 | 9 |
| Recreation | 12,126 | 140 | 12,863 | 142 | 14,139 | 160 | 14,463 | 162 |
| Parking Facilities | 1,133 | 21 | 1,183 | 25 | 1,185 | 22 | 1,306 | 25 |
| Property Management | 8,429 | 93 | 8,250 | 90 | 8,170 | 88 | 8,415 | 90 |
| Parks, Maintenance & Properties | 13,586 | 134 | 13,560 | 138 | 13,812 | 128 | 13,632 | 130 |
| TOTAL PARKS, RECREATION | \$ 36,639 | 405 | \$ 37,332 | 411 | \$ 38,814 | 414 | \$ 39,347 | 423 |
| BOXING AND WRESTLING COMMISSION | | | | | | | | |
| | \$ - | | \$ 4 | | \$ 5 | | \$ 5 | - |

EXPENDITURE BY PROGRAM AREA

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|--|------------------|------------|------------------|------------|------------------|------------|------------------|------------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| URBAN PLANNING AND DEVELOPMENT | | | | | | | | |
| Department of Community Development | | | | | | | | |
| Director's Office | \$ 170 | 5 | \$ 212 | 6 | \$ 407 | 16 | \$ 391 | 17 |
| Administrative Services | 681 | 31 | 793 | 29 | 807 | 29 | 735 | 33 |
| Neighborhood Services | 352 | 24 | 360 | 22 | 514 | 22 | 475 | 23 |
| Real Estate (Neigh Dlvpt) | 782 | 23 | 906 | 20 | 479 | 9 | 404 | 11 |
| Total Dept of Comm Dev | \$ 1,985 | 83 | \$ 2,271 | 77 | \$ 2,207 | 76 | \$ 2,005 | 84 |
| Department of Building and Housing | | | | | | | | |
| Director's Office | \$ 1,969 | 26 | \$ 2,144 | 29 | \$ 2,299 | 27 | \$ 1,850 | 22 |
| Code Enforcement | 6,496 | 115 | 6,804 | 111 | 6,455 | 96 | 6,448 | 92 |
| Construction Permit | 1,500 | 23 | 1,540 | 23 | 1,624 | 23 | 1,651 | 23 |
| Total Dept of Building & Hous. | \$ 9,965 | 164 | \$ 10,488 | 163 | \$ 10,378 | 146 | \$ 9,949 | 137 |
| Regulatory Boards & Commissions | | | | | | | | |
| Building Standards and Appeals | \$ 97 | 1 | \$ 99 | 1 | \$ 101 | 1 | \$ 121 | 1 |
| Zoning Appeals | 199 | 2 | 197 | 2 | 194 | 2 | 199 | 2 |
| Landmarks Commission | 166 | 9 | 187 | 2 | 175 | 2 | 183 | 2 |
| Fair Campaign Finance | \$ - | | \$ - | | \$ - | | \$ 3 | |
| Total Regulatory Boards | \$ 462 | 12 | \$ 483 | 5 | \$ 470 | 5 | \$ 506 | 5 |
| Economic Development | \$ 921 | 12 | \$ 1,480 | 17 | \$ 1,582 | 13 | \$ 1,457 | 16 |
| Equal Opportunity | 718 | 12 | 776 | 14 | 691 | 11 | 713 | 11 |
| City Planning Commission | 1,512 | 21 | 1,477 | 21 | 1,586 | 20 | 1,642 | 20 |
| Harbors | - | | 6 | | 259 | 1 | 288 | 1 |
| TOTAL URBAN PLANNING | \$ 15,563 | 304 | \$ 16,981 | 297 | \$ 17,173 | 272 | \$ 16,560 | 274 |
| PUBLIC HEALTH | | | | | | | | |
| Director's Office | \$ 684 | 8 | \$ 715 | 8 | \$ 676 | 7 | \$ 855 | 7 |
| Correction | 6,680 | 86 | - | | - | | - | |
| Health | 3,231 | 36 | 3,122 | 35 | 3,224 | 34 | 3,385 | 34 |
| Environment | 1,261 | 16 | 1,365 | 16 | 1,273 | 16 | 1,244 | 16 |
| Air Quality | 403 | 1 | 615 | 2 | 410 | 1 | 463 | 2 |
| TOTAL PUBLIC HEALTH | \$ 12,259 | 147 | \$ 5,817 | 61 | \$ 5,583 | 58 | \$ 5,947 | 59 |
| DEPARTMENT OF CONSUMER AFFAIRS | | | | | | | | |
| Consumer Affairs | \$ 246 | 4 | \$ 302 | 3 | \$ 328 | 6 | \$ 395 | 6 |
| TOTAL CONSUMER AFFAIRS | \$ 246 | 4 | \$ 302 | 3 | \$ 328 | 6 | \$ 395 | 6 |
| DEPARTMENT OF AGING | | | | | | | | |
| Aging | \$ 540 | 6 | \$ 623 | 9 | \$ 746 | 9 | \$ 821 | 9 |
| TOTAL DEPT OF AGING | \$ 540 | 6 | \$ 623 | 9 | \$ 746 | 9 | \$ 821 | 9 |

EXPENDITURE BY PROGRAM AREA

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|--|-------------------|--------------|-------------------|--------------|-------------------|--------------|-------------------|--------------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| SUPPORT FUNCTIONS FINANCIAL AND LEGAL | | | | | | | | |
| ADMINISTRATION | | | | | | | | |
| Department of Finance | | | | | | | | |
| Director's Office | \$ 617 | 6 | \$ 755 | 7 | \$ 734 | 8 | \$ 866 | 9 |
| Accounts | 1,740 | 19 | 1,804 | 20 | 1,878 | 20 | 1,986 | 20 |
| Assessments & Licenses | 1,624 | 27 | 1,886 | 29 | 2,198 | 32 | 3,608 | 39 |
| Treasury | 542 | 6 | 479 | 5 | 441 | 5 | 635 | 8 |
| Purchases & Supplies | 515 | 9 | 537 | 9 | 592 | 9 | 592 | 9 |
| Bureau of Internal Audit | 618 | 5 | 563 | 5 | 604 | 6 | 835 | 6 |
| Information Technology Services | 2,613 | 24 | 3,007 | 25 | 3,127 | 25 | 3,789 | 27 |
| Information Technology & Planning | 253 | 2 | 218 | 2 | 177 | 2 | 178 | 2 |
| Financial Reporting & Control | 966 | 13 | 921 | 15 | 1,323 | 16 | 1,432 | 17 |
| Total Department of Finance | \$ 9,488 | 111 | \$ 10,170 | 117 | \$ 11,074 | 123 | \$ 13,921 | 137 |
| Office of Budget and Management | \$ 589 | 7 | \$ 654 | 8 | \$ 642 | 7 | \$ 686 | 8 |
| Law | 7,956 | 87 | 8,164 | 86 | 9,121 | 85 | 9,080 | 93 |
| TOTAL FINANCIAL & LEGAL | \$ 18,033 | 205 | \$ 18,988 | 211 | \$ 20,837 | 215 | \$ 23,687 | 238 |
| PERSONNEL ADMINISTRATION | | | | | | | | |
| Office of Personnel | \$ 1,894 | 19 | \$ 1,797 | 19 | \$ 1,866 | 16 | \$ 1,824 | 17 |
| Civil Service Commission | 1,715 | 8 | 757 | 9 | 1,051 | 8 | 963 | 8 |
| TOTAL PERSONNEL ADMIN | \$ 3,609 | 27 | \$ 2,554 | 28 | \$ 2,917 | 24 | \$ 2,787 | 25 |
| NON-DEPARTMENTAL | | | | | | | | |
| County Auditor Deductions | \$ 1,163 | | \$ 844 | | \$ 2,109 | | \$ 2,226 | |
| Other Administrative | 16,218 | | 16,205 | | 16,393 | | 17,137 | |
| TOTAL NON-DEPARTMENTAL | \$ 17,381 | | \$ 17,049 | | \$ 18,502 | | \$ 19,363 | |
| TOTAL SUPPORT FUNCTIONS | \$ 39,023 | 232 | \$ 38,591 | 239 | 42,256 | 239 | 45,837 | 263 |
| SUBSIDIES TO OTHER FUNDS | \$ 22,071 | | \$ 26,157 | | \$ 21,922 | | \$ 24,552 | |
| TOTAL GENERAL FUND | \$ 487,233 | 5,304 | \$ 511,574 | 5,287 | \$ 523,046 | 5,226 | \$ 541,502 | 5,367 |

SPECIAL REVENUE FUNDS

Restricted Income Tax Fund

Established in 1981, this fund receives one-ninth of the City's income tax collections. These funds are restricted by law to expenditures for capital improvements and debt service.

| | (000's Omitted) | | | |
|-----------------------|----------------------|----------------------|----------------------|--------------------|
| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
| RECEIPTS | \$ 34,418 | \$ 35,544 | \$ 36,794 | \$ 36,613 |
| EXPENDITURES | | | | |
| Capital | 13,754 | 15,997 | 12,708 | 11,079 |
| Debt Service | 21,350 | 19,500 | 24,013 | 26,198 |
| TOTAL EXPENDITURES | <u>\$ 35,104</u> | <u>\$ 35,497</u> | <u>\$ 36,720</u> | <u>\$ 37,277</u> |
| Net | \$ (686) | \$ 48 | \$ 74 | \$ (664) |
| Decertifications | 42 | 4 | 26 | - |
| Beginning Balance | 1,156 | 512 | 564 | 664 |
| Ending Balance | <u>\$ 512</u> | <u>\$ 564</u> | <u>\$ 664</u> | <u>\$ 0</u> |

Street Construction

This fund supports basic street maintenance including snow removal, street repairs and resurfacing. The primary revenue sources are the State Auto License and Gasoline taxes and an operating transfer from the General Fund.

| | (000's Omitted) | | | | | | | |
|---------------------------------|--------------------|-------|---------------------|-------|---------------------|-------|--------------------|-------|
| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| RECEIPTS | | | | | | | | |
| TAXES-STATE: | | | | | | | | |
| Gasoline Excise Tax | \$ 9,790 | | \$ 9,864 | | \$ 9,948 | | \$ 9,650 | |
| Motor Vehicle License Tax | 4,599 | | 4,646 | | 4,480 | | 4,345 | |
| Total Taxes-State | <u>\$ 14,389</u> | | <u>\$ 14,510</u> | | <u>\$ 14,428</u> | | <u>\$ 13,995</u> | |
| LOCAL: | | | | | | | | |
| General Fund Operating Transfer | \$ 5,040 | | \$ 8,250 | | \$ 8,179 | | \$ 6,138 | |
| LICENSES & PERMITS | \$ 3 | | \$ 3 | | \$ 3 | | \$ 3 | |
| SALES & CHARGES FOR SERVICES | 1,950 | | 1,885 | | 2,015 | | 1,727 | |
| MISCELLANEOUS | 9 | | 12 | | 9 | | 2 | |
| EXPENDITURE RECOVERIES | 3 | | 1,826 | | 3,563 | | 6,000 | |
| TOTAL RECEIPTS | <u>\$ 21,394</u> | | <u>\$ 26,485</u> | | <u>\$ 28,197</u> | | <u>\$ 27,864</u> | |
| EXPENDITURES | <u>\$ 21,459</u> | 185 | <u>\$ 26,507</u> | 185 | <u>\$ 28,337</u> | 173 | <u>\$ 27,874</u> | 169 |
| Net | \$ (66) | | \$ (23) | | \$ (139) | | \$ (10) | |
| Decertifications & Receivables | 23 | | 27 | | 137 | | - | |
| Beginning Balance | 50 | | 8 | | 12 | | 10 | |
| Ending Balance | <u>\$ 8</u> | | <u>\$ 12</u> | | <u>\$ 10</u> | | <u>\$ 0</u> | |

SPECIAL REVENUE FUNDS

Rainy Day Reserve Fund

This Fund was created in 1993 pursuant to Ordinance 1987-92. General Fund revenues in excess of anticipated expenditures are to be credited to this fund to be used only during periods of significant economic downturns or to fund unanticipated one-time General Fund obligations.

| | (000's Omitted) | | | |
|-----------------------|-----------------|-----------------|-------------------|-----------------|
| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
| RECEIPTS | \$ 3,676 | \$ 1,237 | \$ 1,219 | \$ - |
| EXPENDITURES | - | - | - | - |
| Net | \$ 3,676 | \$ 1,237 | \$ 1,219 | \$ - |
| Beginning Balance | 2,251 | 5,927 | 7,164 | 8,383 |
| Ending Balance | \$ 5,927 | \$ 7,164 | \$ 8,383 | \$ 8,383 |

SPECIAL REVENUE FUNDS

Debt Service

Debt Service payments are made through this fund group. Revenue is derived from property taxes, income taxes, TIF receipts and transfer payments from various special revenue funds.

| | (000's Omitted) | | | | | | | | |
|-----------------------|-----------------|--------------|-----------|--------------|-----------|--------------|-----------|--------------|---|
| | 2006 | | 2007 | | 2008 | | 2009 | | |
| | Actual | | Actual | | Unaudited | | Budget | | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff | |
| RECEIPTS | \$ | 52,912 | \$ | 60,735 | \$ | 153,224 | \$ | 62,957 | |
| EXPENDITURES | | 56,444 | 2 | 58,370 | 2 | 153,027 | 2 | 64,509 | 2 |
| Net | \$ | (3,531) | \$ | 2,365 | \$ | 197 | \$ | (1,552) | |
| Decertifications | | 59 | | - | | - | | - | |
| Beginning Balance | | 9,735 | | 6,263 | | 8,628 | | 8,825 | |
| Ending Balance | \$ | 6,263 | \$ | 8,628 | \$ | 8,825 | \$ | 7,273 | |

School Activities

School payments for recreation and cultural activities are made through this fund group. Revenue is derived from parking and vehicle lessor taxes by transfer payments from the general fund.

| | (000's Omitted) | | | | | | | |
|-----------------------|-----------------|----------|-----------|----------|-----------|----------|-----------|----------|
| | 2006 | | 2007 | | 2008 | | 2009 | |
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| RECEIPTS | \$ | 2,000 | \$ | 2,000 | \$ | 1,996 | \$ | 2,000 |
| EXPENDITURES | | 2,000 | | 2,000 | | 2,000 | | 2,000 |
| Net | \$ | 0 | \$ | 0 | \$ | (4) | \$ | - |
| Beginning Balance | | 4 | | 4 | | 4 | | 0 |
| Ending Balance | \$ | 4 | \$ | 4 | \$ | 0 | \$ | 0 |

MAJOR ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that function in a manner similar to private business enterprises and are financed primarily by user fees to the general public. The City of Cleveland operates two categories of enterprises. Major Enterprises, consisting of Public Utilities and Airports, are totally self-supporting, whereas the Small Enterprise group, consisting of Cemeteries, Golf Courses, Municipal Parking Facilities, the Cleveland Convention Center and the West Side Market, do not maintain full accrual accounting and may require tax support.

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|-----------------------------------|---------------|-------|-----------------|-------|-----------------|-------|-----------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| UTILITIES ADMINISTRATION | | | | | | | | |
| FISCAL CONTROL & RADIO | | | | | | | | |
| RECEIPTS | \$ 6,533 | | \$ 8,068 | | \$ 8,383 | | \$ 8,243 | |
| EXPENDITURES | 6,730 | 75 | 8,008 | 70 | 7,355 | 75 | 9,076 | 82 |
| Net | \$ (197) | | \$ 61 | | \$ 1,028 | | \$ (833) | |
| Decertifications | 5 | | 181 | | 64 | | - | |
| Beginning Balance | 987 | | 795 | | 1,037 | | 2,129 | |
| Ending Balance | \$ 795 | | \$ 1,037 | | \$ 2,129 | | \$ 1,297 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|---------------------------|-------------------|-------|-------------------|-------|-------------------|-------|-------------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| WATER | | | | | | | | |
| RECEIPTS | \$ 222,800 | | \$ 257,898 | | \$ 244,632 | | \$ 257,672 | |
| EXPENDITURES | 235,575 | 1,111 | 240,481 | 1,095 | 248,851 | 1,099 | 265,243 | 1,167 |
| Net | \$ (12,775) | | \$ 17,417 | | \$ (4,219) | | \$ (7,571) | |
| Receivables & Adjustments | (3,551) | | (13,792) | | (2,460) | | - | |
| Decertifications | 5,898 | | 5,073 | | 5,889 | | - | |
| Beginning Balance | 120,451 | | 110,023 | | 118,720 | | 117,930 | |
| Ending Balance | \$ 110,023 | | \$ 118,720 | | \$ 117,930 | | \$ 110,358 | |

MAJOR ENTERPRISE FUNDS

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|--------------------------------|-----------------|-------|-----------------|-------|-----------------|-------|-----------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| WATER POLLUTION CONTROL | | | | | | | | |
| RECEIPTS | \$ 20,285 | | \$ 22,650 | | \$ 24,355 | | \$ 25,978 | |
| EXPENDITURES | 22,669 | 150 | 24,316 | 146 | 22,426 | 146 | 25,556 | 161 |
| Net | \$ (2,384) | | \$ (1,666) | | \$ 1,930 | | \$ 422 | |
| Decertifications | 158 | | 2,031 | | 543 | | - | |
| Beginning Balance | 3,320 | | 1,094 | | 1,459 | | 3,931 | |
| Ending Balance | \$ 1,094 | | \$ 1,459 | | \$ 3,931 | | \$ 4,353 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|-------------------------------|------------------|-------|------------------|-------|------------------|-------|------------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| CLEVELAND PUBLIC POWER | | | | | | | | |
| RECEIPTS | \$ 150,257 | | \$ 157,746 | | \$ 164,862 | | \$ 179,445 | |
| EXPENDITURES | 146,006 | 326 | 152,457 | 326 | 160,135 | 324 | 178,504 | 355 |
| Net | \$ 4,251 | | \$ 5,289 | | \$ 4,728 | | \$ 941 | |
| Receivables & Adjustments | - | | 125 | | (4,552) | | - | |
| Decertifications | 1,303 | | 2,895 | | 1,368 | | - | |
| Beginning Balance | 9,366 | | 14,920 | | 23,229 | | 24,773 | |
| Ending Balance | \$ 14,920 | | \$ 23,229 | | \$ 24,773 | | \$ 25,714 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|---------------------------|------------------|-------|------------------|-------|------------------|-------|------------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| PORT CONTROL | | | | | | | | |
| GENERAL OPERATIONS: | | | | | | | | |
| RECEIPTS | \$ 147,832 | | \$ 138,397 | | \$ 136,528 | | \$ 156,158 | |
| EXPENDITURES | 136,541 | 341 | 130,985 | 360 | 134,451 | 367 | 154,081 | 431 |
| Net | \$ 11,290 | | \$ 7,412 | | \$ 2,077 | | \$ 2,077 | |
| Receivables & Adjustments | (5,393) | | (2,676) | | (7,090) | | - | |
| Decertifications | 2,879 | | 425 | | 91 | | - | |
| Beginning Balance | 41,060 | | 49,836 | | 54,998 | | 50,077 | |
| Ending Balance | \$ 49,836 | | \$ 54,998 | | \$ 50,077 | | \$ 52,153 | |

SMALL ENTERPRISE FUNDS

(000's Omitted)

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget | |
|-----------------------|----------------|-------|----------------|-------|-------------------|-------|----------------|-------|
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| CEMETERIES | | | | | | | | |
| RECEIPTS | \$ 2,089 | | \$ 1,967 | | \$ 2,033 | | \$ 2,095 | |
| EXPENDITURES | 2,097 | 23 | 1,973 | 25 | 2,044 | 24 | 2,097 | 24 |
| Net | \$ (8) | | \$ (6) | | \$ (10) | | \$ (2) | |
| Decertifications | - | | 4 | | 9 | | - | |
| Beginning Balance | 13 | | 6 | | 4 | | 2 | |
| Ending Balance | \$ 6 | | \$ 4 | | \$ 2 | | \$ 0 | |

(000's Omitted)

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget | |
|-----------------------|----------------|-------|----------------|-------|-------------------|-------|----------------|-------|
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| GOLF COURSES | | | | | | | | |
| RECEIPTS | \$ 2,001 | | \$ 1,947 | | \$ 1,748 | | \$ 1,865 | |
| EXPENDITURES | 2,590 | 12 | 2,030 | 13 | 1,971 | 13 | 1,985 | 13 |
| Net | \$ (589) | | \$ (83) | | \$ (223) | | \$ (120) | |
| Decertifications | 10 | | 97 | | 68 | | - | |
| Beginning Balance | 1,221 | | 642 | | 657 | | 501 | |
| Ending Balance | \$ 642 | | \$ 657 | | \$ 501 | | \$ 382 | |

(000's Omitted)

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget | |
|-------------------------------------|----------------|-------|-----------------|-------|-------------------|-------|-----------------|-------|
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| MUNICIPAL PARKING FACILITIES | | | | | | | | |
| RECEIPTS | \$ 8,852 | | \$ 12,583 | | \$ 11,480 | | \$ 10,470 | |
| EXPENDITURES | 7,936 | 19 | 9,967 | 20 | 10,507 | 17 | 10,458 | 17 |
| Net | \$ 916 | | \$ 2,616 | | \$ 973 | | \$ 12 | |
| Receivables & Adjustments | (735) | | (2,134) | | (1,230) | | - | |
| Decertifications | 1 | | 3 | | 36 | | - | |
| Beginning Balance | 724 | | 907 | | 1,392 | | 1,171 | |
| Ending Balance | \$ 907 | | \$ 1,392 | | \$ 1,171 | | \$ 1,183 | |

(000's Omitted)

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget | |
|-------------------------|----------------|-------|----------------|-------|-------------------|-------|----------------|-------|
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| EAST SIDE MARKET | | | | | | | | |
| RECEIPTS | \$ 55 | | \$ 9 | | \$ 6 | | \$ - | |
| EXPENDITURES | 77 | 1 | 58 | | 15 | | 40 | |
| Net | \$ (22) | | \$ (50) | | \$ (9) | | \$ (40) | |
| Decertifications | - | | - | | - | | - | |
| Beginning Balance | 264 | | 242 | | 192 | | 183 | |
| Ending Balance | \$ 242 | | \$ 192 | | \$ 183 | | \$ 143 | |

SMALL ENTERPRISE FUNDS

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|------------------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|-----------------|-----------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| CONVENTION CENTER | | | | | | | | |
| RECEIPTS | | | | | | | | |
| LOCAL TAXES | \$ 4,351 | | \$ 4,421 | | \$ 4,184 | | \$ 4,200 | |
| SALES & CHARGES FOR SERVICES | 2,066 | | 1,649 | | 1,323 | | 1,536 | |
| MISCELLANEOUS | 37 | | 43 | | 36 | | 30 | |
| EXPENDITURE RECOVERIES | 424 | | 516 | | 465 | | 435 | |
| TOTAL RECEIPTS | \$ 6,879 | | \$ 6,629 | | \$ 6,008 | | \$ 6,201 | |
| EXPENDITURES | 6,935 | 31 | 6,422 | 27 | 6,529 | 26 | 6,201 | 26 |
| Net | \$ (56) | | \$ 206 | | \$ (521) | | \$ - | |
| Decertifications | 43 | | 8 | | 47 | | - | |
| Beginning Balance | 947 | | 933 | | 1,148 | | 673 | |
| Ending Balance | \$ 933 | | \$ 1,148 | | \$ 673 | | \$ 673 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|------------------------------|-----------------|----------|-----------------|----------|-----------------|----------|-----------------|----------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| WEST SIDE MARKET | | | | | | | | |
| RECEIPTS | | | | | | | | |
| SALES & CHARGES FOR SERVICES | \$ 1,024 | | \$ 1,103 | | \$ 1,106 | | \$ 1,206 | |
| MISCELLANEOUS | 25 | | 28 | | 25 | | 15 | |
| EXPENDITURE RECOVERIES | 10 | | 11 | | 10 | | 11 | |
| TOTAL RECEIPTS | \$ 1,060 | | \$ 1,142 | | \$ 1,140 | | \$ 1,232 | |
| EXPENDITURES | 1,114 | 9 | 1,154 | 7 | 1,143 | 8 | 1,254 | 8 |
| Net | \$ (54) | | \$ (12) | | \$ (3) | | \$ (22) | |
| Decertifications | 10 | | 3 | | 1 | | - | |
| Beginning Balance | 121 | | 77 | | 68 | | 65 | |
| Ending Balance | \$ 77 | | \$ 68 | | \$ 65 | | \$ 43 | |

INTERNAL SERVICE FUNDS

This fund group provides services to other City Divisions. Their operations are supported by charges to user Divisions.

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|---------------------------|--------------|-------|---------------|-------|---------------|-------|--------------|-------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| TELEPHONE EXCHANGE | | | | | | | | |
| RECEIPTS | \$ 6,349 | | \$ 6,702 | | \$ 6,167 | | \$ 6,414 | |
| EXPENDITURES | 6,359 | 17 | 6,390 | 16 | 6,400 | 14 | 6,687 | 18 |
| Net | \$ (10) | | \$ 312 | | \$ (232) | | \$ (273) | |
| Decertifications | 1 | | - | | 195 | | - | |
| Beginning Balance | 23 | | 14 | | 326 | | 289 | |
| Ending Balance | \$ 14 | | \$ 326 | | \$ 289 | | \$ 16 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|----------------------------------|--------------|-------|---------------|-------|---------------|-------|-------------|-------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| MOTOR VEHICLE MAINTENANCE | | | | | | | | |
| RECEIPTS | \$ 16,565 | | \$ 17,964 | | \$ 21,388 | | \$ 18,446 | |
| EXPENDITURES | 16,808 | 102 | 17,909 | 94 | 21,319 | 84 | 18,784 | 87 |
| Net | \$ (243) | | \$ 55 | | \$ 70 | | \$ (338) | |
| Decertifications | 64 | | 124 | | 66 | | - | |
| Beginning Balance | 202 | | 23 | | 202 | | 338 | |
| Ending Balance | \$ 23 | | \$ 202 | | \$ 338 | | \$ 0 | |

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|------------------------------------|---------------|-------|---------------|-------|--------------|-------|--------------|-------|
| | Actual | Staff | Actual | Staff | Unaudited | Staff | Budget | Staff |
| | Amount | | Amount | | Amount | | Amount | |
| PRINTING & REPRODUCTION | | | | | | | | |
| RECEIPTS | \$ 2,207 | | \$ 2,392 | | \$ 2,663 | | \$ 2,761 | |
| EXPENDITURES | 2,154 | 13 | 2,285 | 13 | 2,928 | 12 | 2,752 | 14 |
| Net | \$ 52 | | \$ 106 | | \$ (266) | | \$ 9 | |
| Decertifications | - | | 101 | | 39 | | - | |
| Beginning Balance | 54 | | 107 | | 315 | | 88 | |
| Ending Balance | \$ 107 | | \$ 315 | | \$ 88 | | \$ 97 | |

INTERNAL SERVICE FUNDS

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|-----------------------|-------------|-------|---------------|-------|---------------|-------|-------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| STOREROOM | | | | | | | | |
| RECEIPTS | \$ 862 | | \$ 851 | | \$ 880 | | \$ 701 | |
| EXPENDITURES | 951 | 2 | 714 | 2 | 840 | 1 | 874 | 2 |
| Net | \$ (89) | | \$ 137 | | \$ 39 | | \$ (174) | |
| Decertifications | 8 | | (8) | | - | | - | |
| Beginning Balance | 86 | | 5 | | 135 | | 174 | |
| Ending Balance | \$ 5 | | \$ 135 | | \$ 174 | | \$ 0 | |

AGENCY FUND

(000's Omitted)

| | 2006 | | 2007 | | 2008 | | 2009 | |
|---------------------------|-----------------|-------|-----------------|-------|---------------|-------|---------------|-------|
| | Actual | | Actual | | Unaudited | | Budget | |
| | Amount | Staff | Amount | Staff | Amount | Staff | Amount | Staff |
| CENTRAL COLLECTION | | | | | | | | |
| AGENCY | | | | | | | | |
| RECEIPTS | \$ 8,464 | | \$ 10,022 | | \$ 6,817 | | \$ 10,116 | |
| EXPENDITURES | 8,714 | 97 | 8,450 | 91 | 9,002 | 84 | 10,445 | 109 |
| Net | \$ (250) | | \$ 1,571 | | \$ (2,185) | | \$ (329) | |
| Decertifications | 309 | | 1 | | 6 | | - | |
| Beginning Balance | 1,277 | | 1,336 | | 2,908 | | 729 | |
| Ending Balance | \$ 1,336 | | \$ 2,908 | | \$ 729 | | \$ 400 | |



NOTES

SECTION II PROGRAM STRUCTURE

Program Budgeting relates departmental activities directly to services provided, allowing the taxpayer to more easily identify the service received for the money spent. By reviewing the City's budget in program terms, service delivery priorities will be more evident and service levels at the recommended funding level can be more readily determined. Due to rounding, numbers in expenditure detail may not add.

COUNCIL AND CLERK OF COUNCIL

MARTIN J. SWEENEY, COUNCIL PRESIDENT

PATRICIA J. BRITT, CLERK OF COUNCIL

The legislative powers of the City are vested in the Council, except for those powers reserved to the people. Council has authority, expressly conferred by the Charter, to divide the City into wards, determine Council meeting dates, elect a president and choose a clerk. The Council, the Mayor and any person or authorized committee have the power to inquire into the conduct of any department office, officer or employee of the City and to make investigations as to City affairs.

The Clerk of Council keeps a record of the proceedings of Council and of its committees. She has custody of all the laws and ordinances of the City. She edits, indexes and annually binds the City Record. She furnishes all transcripts, orders certificates called for by any person and is empowered to authenticate them with her official signature and seal. She furnishes information to the County Auditor regarding ordinances passed by Council relating to streets or alleys and supplies the public library with copies of all reports, Council proceedings, documents and matters printed by authority of the City.

The City Council meets every week on Monday evenings except during July and August when one regular meeting is held each month. Special meetings may be called by the President at any time. All meetings are held in the Council Chambers of City Hall. Various committees meet during the week to discuss in detail all legislation before Council, and to approve, amend or disapprove such legislation.

Within the office of Council and Clerk, several specialized activities are carried on:

- Municipal activity research on a variety of City problems and how Cleveland can benefit from problems and solutions of others.
- Public Communications information function, a liaison between Council, the press and the public.
- Preparation of public resolutions of congratulations, commemorations, commendations, appreciation and welcome.
- Financial oversight and reporting to keep Council regularly informed on the status of fund income, division expenses and overall fiscal condition of the City. Various fiscal analyses and studies are prepared both for budget preparation and control.
- Municipal archives involves the maintenance of historical and current data of various kinds affecting the City, and providing information to local as well as out of town and foreign requests.



COUNCIL AND CLERK OF COUNCIL

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | |
| Legislative | \$ 2,874 | 38 | 1 | \$ 3,104 | 39 | 1 | \$ 3,184 | 40 | 1 |
| Council Clerks | 2,934 | 22 | | 3,169 | 22 | | 3,251 | 22 | |
| Bureau of the Budget | 205 | 3 | | 221 | 2 | | 227 | 2 | |
| | \$ 6,013 | 63 | 1 | \$ 6,494 | 63 | 1 | \$ 6,662 | 64 | 1 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 6,005 | | | \$ 6,488 | | | \$ 6,656 | | |
| Self Generated | 8 | | | 6 | | | 6 | | |
| | \$ 6,013 | 63 | 1 | \$ 6,494 | 63 | 1 | \$ 6,662 | 64 | 1 |

COUNCIL AND CLERK OF COUNCIL

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,709,183 | \$ 1,812,108 | \$ 1,929,175 | \$ 1,900,378 |
| ELECTED OFFICIALS | 1,474,705 | 1,475,279 | 1,561,413 | 1,587,650 |
| PART-TIME PERMANENT | 28,606 | 52,500 | 41,386 | 44,380 |
| LONGEVITY | 8,050 | 8,150 | 9,400 | 9,625 |
| WAGE SETTLEMENTS | - | 60,000 | - | - |
| SEPARATION PAYMENTS | 11,912 | 12,413 | 9,753 | 70,000 |
| TOTAL | \$ 3,232,456 | \$ 3,420,450 | \$ 3,551,127 | \$ 3,612,033 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 430,032 | \$ 502,794 | \$ 504,281 | \$ 539,359 |
| DENTAL | 30,625 | 31,953 | 29,907 | 31,536 |
| VISION CARE | 3,112 | 3,277 | 3,241 | 3,476 |
| PERS | 433,396 | 460,879 | 504,203 | 534,030 |
| FICA-MEDICARE | 39,151 | 41,781 | 43,697 | 44,180 |
| WORKERS COMPENSATION | 7,270 | 76,421 | 91,114 | 81,544 |
| LIFE INSURANCE | 2,693 | 2,831 | 2,843 | 2,880 |
| UNEMPLOYMENT COMPENSATION | 42,516 | 4,779 | 3,393 | 56,420 |
| TOTAL | \$ 988,795 | \$ 1,124,715 | \$ 1,182,679 | \$ 1,293,425 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 18,710 | \$ 49,889 | \$ 38,812 | \$ 27,296 |
| TUITION & REGISTRATION FEES | 16,993 | 13,297 | 25,676 | 19,800 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | - | 147 | - |
| PROFESSIONAL DUES | 3,541 | 8,100 | 3,818 | 3,892 |
| TOTAL | \$ 39,244 | \$ 71,286 | \$ 68,453 | \$ 50,988 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 416,695 | \$ 549,455 | \$ 781,116 | \$ 476,861 |
| TRAVEL-NON TRAINING | 234 | - | - | - |
| MEDICAL SERVICES | - | - | 1,325 | - |
| EXPENSE ACCOUNT REIMBURSE | 165,307 | 161,392 | 154,542 | 302,400 |
| ADVERTISING AND PUBLIC NOTICE | 462,752 | 333,743 | 402,616 | 592,475 |
| PARKING IN CITY FACILITIES | 39,170 | 38,633 | 37,815 | 36,000 |
| INSURANCE AND OFFICIAL BONDS | 100 | 200 | 100 | 100 |
| TAXES | 137 | 61 | 368 | 500 |
| PHOTOCOPY MACHINE RENTAL | 875 | - | - | - |
| TOTAL | \$ 1,085,270 | \$ 1,083,484 | \$ 1,377,882 | \$ 1,408,336 |

COUNCIL AND CLERK OF COUNCIL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 15,799 | \$ 16,348 | \$ 12,687 | \$ 26,400 |
| POSTAGE | 60,347 | 118,674 | 125,158 | 91,000 |
| MEDICAL SUPPLIES | - | 121 | - | - |
| FOOD | 9,845 | 8,748 | 20,923 | 15,400 |
| OTHER SUPPLIES | - | 98 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 11,228 | 14,607 | 12,108 | 8,000 |
| TOTAL | \$ 97,219 | \$ 158,596 | \$ 170,876 | \$ 140,800 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 3,290 | \$ 1,164 | - | \$ 6,781 |
| TOTAL | \$ 3,290 | \$ 1,164 | - | \$ 6,781 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 121,644 | \$ 101,266 | \$ 94,910 | \$ 101,039 |
| CHARGES FROM PRINTING | 21,145 | 20,087 | 21,800 | 22,000 |
| CHARGES FROM STOREROOM | 30,993 | 29,053 | 26,574 | 26,118 |
| CHARGES FROM WATER - GIS PROJ | 2,785 | 2,869 | - | - |
| TOTAL | \$ 176,567 | \$ 153,275 | \$ 143,284 | \$ 149,157 |
| TOTAL DIVISION | \$ 5,622,841 | \$ 6,012,970 | \$ 6,494,301 | \$ 6,661,520 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|----------------|-----------------|-------------------|-----------------|
| SALES & CHARGES FOR SERVICE | \$ - | \$ - | \$ - | 1,000 |
| MISCELLANEOUS REVENUES | 494 | 100 | 547 | 200 |
| EXPENDITURE RECOVERIES | 202 | 8,331 | 5,392 | 5,100 |
| TOTAL DIVISION | \$ 696 | \$ 8,431 | \$ 5,939 | \$ 6,300 |

COUNCIL AND CLERK OF COUNCIL

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Clerk of Council | 42,866 | 103,752 |
| 1 | 1 | 1 | Council President | 84,038 | 84,038 |
| 20 | 19 | 20 | Councilman | 74,038 | 74,038 |
| <u>22</u> | <u>21</u> | <u>22</u> | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Executive Assistant Council President | 24,975 | 75,234 |
| 20 | 20 | 20 | Executive Assistant Council (Wards 1-19 & 21) | 20,800 | 35,360 |
| 1 | 1 | 1 | Council Receptionist | 20,800 | 45,140 |
| <u>22</u> | <u>22</u> | <u>22</u> | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 2 | Administrative Assistant | 21,851 | 71,329 |
| 1 | 1 | 1 | Administrative Secretary | 20,800 | 71,329 |
| 1 | 1 | 1 | Chief Archivist | 21,851 | 75,234 |
| 1 | 1 | 1 | Deputy Chief Archivist | 20,800 | 71,329 |
| 1 | 1 | 1 | Chief Legislative Secretary | 21,851 | 75,234 |
| 1 | 1 | 1 | Personnel Administrator-Council | 26,274 | 75,234 |
| 1 | 0 | 0 | Executive Assistant-Clerk of Council | 24,974 | 75,234 |
| 1 | 1 | 1 | Executive Assistant | 24,974 | 75,234 |
| 1 | 1 | 1 | First Assistant Clerk | 24,976 | 75,234 |
| 1 | 1 | 1 | Information & Technology Administrator | 21,851 | 71,329 |
| 3 | 3 | 3 | Legislative Assistant | 20,800 | 60,187 |
| 3 | 2 | 2 | Legislative Committee Clerk | 20,800 | 60,187 |
| 0 | 1 | 1 | Public Relations Manager | 21,851 | 75,234 |
| 2 | 1 | 1 | Policy Research Analyst | 21,851 | 71,329 |
| 1 | 1 | 1 | Planning and Development Advisor | 55,000 | 74,984 |
| 1 | 0 | 0 | Government Affairs Liason | 21,851 | 71,329 |
| 1 | 0 | 0 | Publicist | 21,851 | 71,329 |
| 1 | 1 | 1 | Financial Officer | 20,800 | 71,329 |
| 1 | 1 | 1 | Director of Policy Research | 24,974 | 75,234 |
| <u>24</u> | <u>20</u> | <u>20</u> | | | |
| 68 | 63 | 64 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Special Council | 41,416 | 80,340 |
| 1 | 1 | 1 | TOTAL PART TIME | | |
| <u>69</u> | <u>64</u> | <u>65</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



NOTES

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

RONALD B. ADRINE, ADMINISTRATIVE AND PRESIDING JUDGE

The Cleveland Municipal Court is a court of record having jurisdiction in law and equity pursuant to the Ohio Revised Code. The Court has territorial jurisdiction over the City of Cleveland and the Village of Bratenahl. The Court may determine misdemeanor violations of both the City of Cleveland Ordinances and the state of Ohio statutes. The court conducts preliminary hearings and sets bonds in felony cases committed in the City of Cleveland. In civil matters, the Small Claims Division of the Court can determine actions where the amount in controversy does not exceed \$3,000.00. The General Division of the Court can determine civil cases where the amount in controversy does not exceed \$15,000.00. These civil cases can include, but are not limited to, actions for the recovery of property, injunctions, contracts, personal injury, collection proceedings, and transferred judgments.

GET ON TRACK

The Cleveland Municipal Court, in conjunction with Cuyahoga Community College, Employment Connection, Cleveland Municipal School District Adult Education and Ameri-I-Can, launched Get on Track, a program designed to facilitate eligible young men and women in becoming responsible adults and law-abiding, contributing members to society. The purpose of the program is to help young adults realize that education, employment, character development, a positive attitude and possessing a valid license for drivers are keys to a more successful and productive lifestyle. Get on Track, under the direction of Judge Emanuella Groves and Judge Lauren C. Moore, targets those charged with traffic or misdemeanor offenses. Participants must commit to the program for up to 18 months. So far over 30 people have graduated from the Get on Track program and about 40 people are entering the program each month. Because of the strong interest, the court has assigned two probation officers to work exclusively with Get on Track participants.

DOMESTIC INTERVENTION, EDUCATION AND TRAINING (DIET)

The Cleveland Municipal Court is proud to be named recipient of a \$205,000.00 grant from the Community Corrections Act, with the objective of diverting 285 offenders charged with domestic violence related offenses to a domestic abuse education program. Offenders must attend one, two hour session per week for 16 weeks. Each session, which averages 15 participants, is being led by two qualified staff facilitators who stress one of the eight themes: non-violence, non-threatening behavior, respect, support and trust, accountability and honesty, sexual respect, partnership and negotiation, and fairness. The so-called "DIET" program also serves the Cuyahoga County Court of Common Pleas and 12 municipal courts, including Bedford; Berea; Cleveland Heights; East Cleveland; Euclid; Garfield Heights; Lakewood; Lyndhurst; Parma; Rocky River; Shaker Heights and South Euclid.

SELECTIVE INTERVENTION PROGRAM (SIP)

The Selective Intervention Program, which started in 1984, is a diversionary program for criminal defendants with no prior criminal record or pending criminal cases. The program, administered by the Probation Department, involves participants who have not been found guilty and cannot have entered a plea to the pending charges. SIP is an opportunity to have their case dismissed by the court to avoid a conviction, provided the offender is eligible to participate in the program, complies with the conditions of the program and pays the SIP participation fee.

WEED AND SEED

The Cleveland Municipal Court is proud to continue its involvement in the Weed and Seed Program, now in its fourth year of operation. The program targets an area to "weed" out criminals and "seed" the area with services and programs that would benefit the community. Weed and Seed currently under the direction of Judge Charles Patton and Judge Anita Laster Mays, has partnered with the Cleveland Police Department's Fourth District and Bridgeway Inc. This year the focus is on substance abuse and next year it will include solicitation and prostitution.

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION**DRUG COURT**

In 1998, the Cuyahoga Court Common Pleas Court, in cooperation with the Cleveland Municipal Court, accepted a federal grant in the amount of \$385,000.00 to establish a Drug Court. The Greater Cleveland Drug Court is a special docket of the Cleveland Municipal Court. Since its establishment, the Honorable Larry A. Jones has presided as Judge for the Greater Cleveland Drug Court and because he is was elected to the Eighth District Court of Appeals, Judge Anita Laster Mays is now in the process of overseeing the Drug Court.

Through the program, eligible Drug Court defendants can be linked with substance abuse and/or mental health treatment services, as necessary. Treatment services include substance abuse assessment, pretreatment groups, primary outpatient treatment, residential treatment, and aftercare. Mental health services are available for offenders who are dually diagnosed with substance abuse and mental health issues through state funding and the Cuyahoga County Mental Health Board. The program also provides mandatory drug testing and cooperation with the Sheriff's Department to apprehend defendants who fail to appear for court or scheduled treatment services.

Over 700 people have successfully completed the Greater Cleveland Drug Court Program, which is a benefit not just for the individuals involved, but also for the community they live and all taxpayers. Average treatment typically costs approximately \$3,000, while six months of incarceration averages \$14,000. The Drug Court Program celebrated it's Tenth Anniversary in 2008 and because of it's tremendous success, the program will be expanded countywide in 2009.

MENTALLY DISORDERED OFFENDERS PROGRAM (MDO)

The "MDO" Program operates in cooperation with Recovery Resources to provide intensive supervision to mentally disordered offenders. The Cleveland Municipal Court has recognized the need for specialized services and supervision for mentally ill offenders to obtain the services necessary for these individuals to function as healthy, law-abiding citizens and to reduce the likelihood that they will come back into the criminal justice system as offenders. The Judges of the Cleveland Municipal Court identify probationers with possible mental illness. An assessment of the probationer is made by the Municipal Court Probation Department Psychiatric Unit to determine if the probationer is a candidate for the MDO program, currently under the direction of Judge Kathleen Ann Keough. In conjunction with Recovery Resources, offenders may be linked to a variety of programs and agencies. Certain offenders may be offered a full range of services provided by Recovery Resources, including forensic psychiatry, intensive outpatient substance abuse treatment for dually diagnosed offenders, as well as partial hospitalization services. The MDO program continues to grow at a rapid pace as the number of individuals coming into the criminal justice system with mental health issues increases.

TRAFFIC INTERVENTION PROGRAM (TIP)

Currently one out of every four traffic cases before the Court involves driving without a valid license or driving with a license under suspension. The Cleveland Municipal Court "TIP" program is designed to identify and assist traffic offenders with driver's license problems who pose a risk to the public. The goal is to increase the number of licensed, insured drivers on the road. Employees in the TIP program assist defendants in obtaining information through direct links to the Bureau of Motor Vehicles computer. This information can include driver's license status, history, and reinstatement fees/requirements. This and TIP eliminates unnecessary continuances of defendants' cases and saves the defendant the time waiting in line at the local BMV offices.

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

MOCK TRIAL

The annual Mock Trial Competition, sponsored by the Cleveland Municipal Court, the Cleveland Municipal School District and the Cleveland Bar Association, will be going into its 13th year now under the direction of Judge Anita Laster Mays and Judge Lauren C. Moore. The program, started by Former Judge Robert J. Triozzi, involves 250-300 Cleveland students and their teachers who end up spending an entire day at the Justice Center presenting both sides of a hypothetical case that is based upon similar cases before the court, such as stalking, driving under the influence, and children getting access to firearms. The ultimate aim of the Mock Trial Competition is to improve student listening, speaking and reasoning skills.

INTERPRETERS UNIT

In recognition of the increasing diversity of our citizenry, the Cleveland Municipal Court has moved forward to enhance the quality of the interpretive services provided to defendants and other individuals involved in the court system, through increased evaluation and training for staff members providing interpretation in Court proceedings. The Court now has three employees, who provide interpretation services so we can better serve the rapidly growing Hispanic community, as well as the many diverse ethnic origins that make up the city.

TRUANCY ENFORCEMENT

In an effort to keep children focused on their education, The Court began a relationship with the Cleveland Municipal School District in their effort to crackdown on truancy, which resulted in several hundred citations. The Court, with assistance from Judge Charles L. Patton Jr., consolidated the cases and ended up dismissing many of them after the parent attended a responsibility and accountability workshop conducted by the Partnership for a Safer Cleveland.

TOWN HALL MEETINGS

The Cleveland Municipal Court remains committed to continuing our annual Town Hall Meetings in an effort to give citizens a forum for expression and raise public consciousness and satisfaction with the court. We have conducted the Town Hall Meetings in conjunction with the Clerk of Courts office, which help promote the gatherings throughout the City of Cleveland.

CLEVELAND JUSTICE

The Court continues it's a very successful partnership with Channel 20 in the production of Cleveland Justice, a half hour program that gives viewers an insight on what happens in our courtrooms on a daily basis. A different judge is featured each week and the program airs twice a day,. Reaction has been very positive and we plan to continue and expand this partnership so viewers can better understand the courts role in the community.

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

Mission Statement

To ensure the rule of law, administer justice and to improve public safety, by providing a forum where persons obtain the orderly resolution of disputes and related services; all done in a fair, impartial, professional, courteous and timely manner.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---|------------------|-------------|-----------|------------------|-------------|-----------|------------------|-------------|-----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Administration of Justice | \$ 19,295 | 207 | 7 | \$ 8,992 | 113 | 9 | \$ 9,387 | 117 | 40 |
| Psychiatric Clinic and Probation Services | 6,522 | 99 | 4 | 7,743 | 99 | 1 | 8,083 | 99 | 3 |
| Bailiff Services | 1,359 | 13 | | 8,243 | 105 | | 8,605 | 105 | |
| | \$ 27,176 | 319 | 11 | \$ 24,978 | 317 | 10 | \$ 26,075 | 321 | 43 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Supported | \$ 11,068 | | | \$ 12,418 | | | \$ 13,592 | | |
| Self Generated* | 10,759 | | | 10,576 | | | 10,483 | | |
| | \$ 21,827 | 316 | 11 | \$ 22,994 | 314 | 10 | \$ 24,075 | 319 | 43 |
| Special Revenue | \$ 5,349 | 3 | | \$ 1,984 | 3 | | \$ 2,000 | 2 | |
| | \$ 27,176 | 319 | 11 | \$ 24,978 | 317 | 10 | \$ 26,075 | 321 | 43 |

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION**PROGRAM NAME: ADMINISTRATION OF JUSTICE**

OBJECTIVES: To provide for the prompt and official adjudication of all criminal and civil actions filed with the court.

ACTIVITIES: Preside over cases involving misdemeanor crimes and traffic violations charged in the City of Cleveland and Village of Bratenahl. Set bonds and conduct preliminary hearings in felony cases and either bind the accused over to the Cuyahoga County Court of Common Pleas, order the accused discharged, or find probable cause and retain the case for trial on a misdemeanor charge. Preside over civil cases including torts, contracts, small claims and others. Provide alternative dispute resolution and other innovative programs. Provide policy and administrative management and support of caseload and programs, including legal research, maintaining the court's record, scheduling of cases and jury services, human resources, financial, operational support, and maintenance of a computerized case management system.

PROGRAM NAME: BAILIFF SERVICES

OBJECTIVES: To provide for court security and processing of the Court's orders.

ACTIVITIES: Provide courtroom security, including the court's satellite offices. Provide prisoner transport, preparation of courtroom dockets, and serve writs of process. Enforce all orders of the Court including locating and arresting persons on warrants issued by the court.

PROGRAM NAME: PROBATION SERVICES

OBJECTIVES: To provide for the protection of the community and enhance the quality of life within the court's jurisdiction by holding offenders accountable for violations of the law and monitoring compliance with their conditions of probation. To provide professional screening of persons for mental and emotional disorders.

ACTIVITIES: Investigate backgrounds of referred defendants and prepare pre-sentence investigation reports for the court. Supervise referred misdemeanor offenders in keeping with the goal of protecting and promoting the welfare of the community. Provide for the delivery of services through appropriate community and departmental programs to the offender with the goal of controlling unacceptable behaviors and ensuring compliance with the Court's orders. Maintain contact with victims and/or significant others to ensure continued safety and protection.

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 13,080,555 | \$ 13,165,805 | \$ 14,099,349 | \$ 14,370,059 |
| ELECTED OFFICIALS | 445,456 | 445,088 | 445,500 | 445,500 |
| PART-TIME PERMANENT | 265,598 | 315,570 | 242,924 | 329,504 |
| STUDENT TRAINEES | 115,358 | 136,184 | 94,885 | 96,000 |
| LONGEVITY | 96,750 | 99,600 | 103,325 | 110,750 |
| SEPARATION PAYMENTS | 135,967 | 138,111 | 89,643 | 100,000 |
| OVERTIME | 2,786 | 2,527 | 2,617 | - |
| TOTAL | \$ 14,142,470 | \$ 14,302,887 | \$ 15,078,243 | \$ 15,451,813 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 2,071,186 | \$ 2,405,855 | \$ 2,548,670 | \$ 2,697,139 |
| DENTAL | 137,279 | 143,653 | 147,725 | 149,516 |
| VISION CARE | 14,600 | 15,250 | 15,934 | 16,183 |
| PERS | 1,895,037 | 1,962,828 | 2,089,226 | 2,314,581 |
| FICA-MEDICARE | 164,224 | 169,578 | 182,829 | 189,774 |
| WORKERS COMPENSATION | 169,474 | 368,424 | 402,709 | 341,025 |
| LIFE INSURANCE | 13,406 | 13,658 | 14,175 | 14,355 |
| UNEMPLOYMENT COMPENSATION | 18,733 | 5,405 | (183) | 11,284 |
| TOTAL | \$ 4,483,939 | \$ 5,084,652 | \$ 5,401,085 | \$ 5,733,857 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 17,500 | \$ 20,308 | \$ 15,325 | \$ 17,500 |
| TUITION & REGISTRATION FEES | 26,705 | 18,785 | 17,006 | 20,000 |
| PROFESSIONAL DUES | 5,000 | 6,202 | 10,015 | 5,000 |
| TOTAL | \$ 49,205 | \$ 45,295 | \$ 42,346 | \$ 42,500 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,833,854 | \$ 1,970,283 | \$ 1,980,590 | \$ 2,348,700 |
| COURT REPORTER | 1,628 | 682 | 3,131 | 3,000 |
| MILEAGE (PRIVATE AUTO) | 4,509 | 3,345 | 1,542 | 3,500 |
| JURY AND WITNESS FEES | 104,998 | 83,677 | 119,722 | 125,000 |
| PARKING IN CITY FACILITIES | 4,847 | 4,845 | 4,931 | 5,000 |
| INSURANCE & OFFICIAL BONDS | 325 | 2,002 | - | 2,000 |
| PHOTOCOPY MACHINE RENTAL | 2,002 | - | - | - |
| TOTAL | \$ 1,952,163 | \$ 2,064,835 | \$ 2,109,916 | \$ 2,487,200 |

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 67,941 | \$ 61,613 | \$ 29,878 | \$ 63,000 |
| CLOTHING | 45,907 | 45,202 | 43,060 | 41,600 |
| OFFICE FURNITURE & EQUIPMENT | - | - | 155 | - |
| AMMUNITION | - | 2,041 | 3,362 | 2,100 |
| JUST IN TIME OFFICE SUPPLIES | 36,357 | 36,572 | 31,602 | 34,100 |
| TOTAL | \$ 150,205 | \$ 145,428 | \$ 108,057 | \$ 140,800 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 176 | \$ 9,780 | \$ - | \$ 500 |
| MAINTENANCE CONTRACTS | 11,847 | - | 9,780 | 12,000 |
| MAINTENANCE VEHICLES | - | - | 25 | - |
| TOTAL | \$ 12,023 | \$ 9,780 | \$ 9,805 | \$ 12,500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 43,424 | \$ 61,606 | \$ 59,989 | \$ 58,923 |
| CHARGES FROM RADIO SYSTEM | 15,334 | 15,737 | 19,763 | 22,703 |
| CHARGES FROM PRINTING | 60,681 | 49,468 | 72,051 | 85,000 |
| CHARGES FROM STOREROOM | 43,525 | 47,026 | 58,585 | 39,929 |
| CHARGES FROM MOTOR VEHICLES | - | - | 33,674 | - |
| TOTAL | \$ 162,964 | \$ 173,837 | \$ 244,062 | \$ 206,555 |
| TOTAL DIVISION | \$ 20,952,969 | \$ 21,826,713 | \$ 22,993,514 | \$ 24,075,225 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| SALES & CHARGES FOR SERVICES | \$ 500 | \$ - | \$ 7,350 | \$ - |
| INTERGOVERNMENTAL | 13,111 | - | - | - |
| FINES & FORFEITURES | 10,709,501 | 10,000,871 | 10,139,777 | 10,094,569 |
| MISCELLANEOUS REVENUES | 369,036 | 395,986 | 140,608 | 138,917 |
| EXPENDITURE RECOVERIES | 345,704 | 362,138 | 288,344 | 250,012 |
| TOTAL DIVISION | \$ 11,437,852 | \$ 10,758,995 | \$ 10,576,079 | \$ 10,483,498 |

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrative & Presiding Judge | 37,950 | 37,950 |
| 11 | 11 | 11 | Associate Judge | 37,050 | 37,050 |
| 1 | 1 | 1 | Bailiff | 42,000 | 92,400 |
| 1 | 1 | 1 | Chief Deputy Bailiff | 58,333 | 84,000 |
| 2 | 2 | 2 | Deputy Chief Probation Officer | 58,333 | 84,000 |
| 1 | 1 | 1 | Chief Probation Officer | 64,167 | 92,400 |
| 2 | 2 | 2 | Deputy Bailiff Administrative Assistant III | 48,750 | 70,200 |
| 7 | 3 | 3 | Deputy Bailiff Administrative Assistant II | 39,167 | 56,400 |
| 4 | 4 | 4 | Deputy Bailiff Administrative Assistant I | 34,167 | 49,200 |
| 1 | 1 | 1 | Deputy Bailiff Central Scheduling Director | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Court Administrator | 79,167 | 114,000 |
| 2 | 2 | 2 | Deputy Bailiff Deputy Court Administrator | 71,667 | 103,200 |
| 1 | 1 | 1 | Deputy Bailiff Jury Commissioner | 48,750 | 70,200 |
| 1 | 1 | 1 | Deputy Bailiff Deputy Central Scheduling | 27,492 | 52,266 |
| 1 | 1 | 1 | Deputy Bailiff Finance Officer | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Deputy Director Information Technology | 64,167 | 92,400 |
| 8 | 8 | 8 | Probation Officer Supervisor | 48,750 | 70,200 |
| <hr/> 46 | <hr/> 42 | <hr/> 42 | | | |
| OFFICE & CLERICAL | | | | | |
| 101 | 96 | 99 | Deputy Bailiff | 27,491 | 52,266 |
| 12 | 11 | 12 | Personal Bailiff | 63,969 | 76,763 |
| 6 | 6 | 6 | Deputy Bailiff Supervisor | 44,167 | 63,000 |
| 1 | 1 | 1 | Deputy Bailiff Chief of Security | 48,750 | 70,200 |
| 1 | 0 | 0 | Deputy Bailiff Assistant Chief of Security | 48,750 | 70,200 |
| 0 | 1 | 1 | Deputy Bailiff Chief of Enforcement | 50,213 | 60,255 |
| 3 | 4 | 3 | Deputy Bailiff Warrant Officer | 27,492 | 56,400 |
| 1 | 1 | 1 | Deputy Bailiff HR / Personnel Director | 58,333 | 84,000 |
| 12 | 12 | 12 | Deputy Bailiff Scheduler I | 27,492 | 52,266 |
| 1 | 1 | 1 | Deputy Bailiff Public Information Officer | 48,750 | 70,200 |
| 1 | 1 | 1 | Deputy Bailiff Intake Supervisor | 39,167 | 56,400 |
| 2 | 1 | 1 | Deputy Bailiff Clerk Typist Supervisor | 39,167 | 56,400 |
| 1 | 1 | 1 | Deputy Bailiff Court Interpreter Coordinator | 39,167 | 56,400 |
| 0 | 0 | 1 | Deputy Bailiff Accounts Coordinator | 45,493 | 54,590 |
| 0 | 1 | 1 | Deputy Bailiff Procurement Coordinator | 45,493 | 54,590 |
| 0 | 1 | 1 | Deputy Bailiff Personnel Specialist | 50,213 | 60,255 |
| 25 | 26 | 26 | Deputy Bailiff Clerk Typists | 24,525 | 49,362 |
| <hr/> 167 | <hr/> 164 | <hr/> 168 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Deputy Bailiff Chief Court Reporter | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Deputy Chief Court Reporter | 48,750 | 70,200 |
| 7 | 7 | 7 | Deputy Bailiff Court Reporter | 36,509 | 60,154 |
| 0 | 1 | 1 | Deputy Bailiff Caseload Coordinator | 52,500 | 75,600 |
| 0 | 2 | 2 | Deputy Bailiff Senior Magistrate | 58,533 | 84,000 |

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL - CONTINUED

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|---------------|-------------|--|------------------|--------------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| 1 | 1 | 1 | Chief Magistrate | 71,667 | 103,200 |
| 2 | 1 | 1 | Deputy Chief Magistrate | 64,167 | 92,400 |
| 0 | 1 | 1 | Deputy Bailiff Mediation Coordinator | 29,585 | 57,069 |
| 1 | 1 | 1 | Alcohol & Drug Treatment Case Manager | 48,750 | 70,200 |
| 53 | 52 | 52 | Probation Officer | 34,035 | 60,176 |
| 1 | 1 | 1 | Psychiatric Social Worker | 34,167 | 49,200 |
| 1 | 1 | 1 | Chief Social Worker | 48,750 | 75,600 |
| 1 | 0 | 0 | Psychology Assistant | 27,083 | 39,000 |
| 0 | 0 | 1 | Psychologist | 60,093 | 79,310 |
| 1 | 1 | 1 | Deputy Bailiff Drug Court Coordinator | 52,500 | 75,600 |
| 12 | 13 | 13 | Magistrate | 58,333 | 84,000 |
| 1 | 1 | 1 | Small Claims Magistrate | 58,333 | 84,000 |
| 1 | 1 | 1 | Deputy Bailiff Computer Specialists | 44,167 | 70,200 |
| 1 | 0 | 0 | Deputy Bailiff System Analyst I | 48,750 | 70,200 |
| 1 | 2 | 2 | Deputy Bailiff System Analyst II | 52,500 | 75,600 |
| 2 | 2 | 2 | Deputy Bailiff Project Manager II | 64,167 | 92,400 |
| 2 | 3 | 3 | Deputy Bailiff Program Analyst II | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Program Analyst I | 39,167 | 56,400 |
| 1 | 1 | 1 | Deputy Bailiff Network Engineer III | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Network Engineer II | 44,167 | 63,000 |
| 1 | 0 | 0 | Deputy Bailiff Network Engineer I | 39,167 | 56,400 |
| 1 | 1 | 1 | Deputy Bailiff Database Administrator II | 52,500 | 75,600 |
| 1 | 1 | 1 | Deputy Bailiff Database Administrator III | 64,167 | 92,400 |
| 2 | 2 | 2 | Deputy Bailiff Technical Support Specialist II | 39,167 | 56,400 |
| 2 | 3 | 3 | Deputy Bailiff Technical Support Specialist I | 27,083 | 39,000 |
| 1 | 1 | 1 | Deputy Bailiff Probation Systems Admin/Trainer | 48,750 | 70,200 |
| 1 | 1 | 1 | Deputy Probation Training Coordinator | 44,167 | 63,000 |
| 1 | 1 | 1 | Deputy Bailiff Employment Specialist | 52,500 | 70,200 |
| 0 | 1 | 1 | Deputy Bailiff Education & Training Specialist | 50,213 | 60,255 |
| 0 | 1 | 1 | Deputy Bailiff Docket Coordinator | 40,343 | 48,410 |
| 1 | 0 | 0 | Deputy Bailiff Training / Special Projects | 48,750 | 70,200 |
| 104 | 108 | 109 | | | |
| 317 | 314 | 319 | TOTAL FULL TIME | | |
| 2 | 0 | 1 | Deputy Bailiff | 27,492 | 52,266 |
| 4 | 0 | 2 | Magistrate | 58,333 | 84,000 |
| 2 | 2 | 2 | Court Reporter | 36,509 | 60,154 |
| 3 | 2 | 4 | Judge | 148.20 / day | 148.20 / day |
| 7 | 5 | 7 | Law Clerk | 20,800 | 26,728 |
| 2 | 1 | 2 | Psychologist I,II,III | 10.74 Hr. | 77.50 Hr. |
| 0 | 0 | 1 | Psychiatric Social Worker | 21.87 Hr. | 26.25 Hr. |
| 24 | 24 | 24 | Student Aide | 10.00 Hr. | 10.30 Hr. |
| 44 | 34 | 43 | TOTAL PART TIME | | |
| 361 | 348 | 362 | TOTAL GENERAL FUND | | |
| 2 | 3 | 2 | TOTAL SPECIAL REVENUE FUNDS | | |
| 363 | 351 | 364 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION**RAYMOND L. PIANKA, JUDGE**

The Housing Division of Cleveland Municipal Court, informally known as "Housing Court," was established by the State legislature in 1980, in response to deteriorated housing stock within the city's neighborhoods. Through the efforts of concerned citizens and public officials to stop the accelerated deterioration and loss of dwelling units, the Housing Court Bill was introduced in the state legislature.

The Housing Court has jurisdiction over criminal and civil actions to enforce City ordinances and State law affecting both residential and commercial property in the City of Cleveland, including the City Building, Housing Health, Fire, Zoning and Air Pollution Codes, the City Landlord-Tenant Ordinance, and the Ohio Landlord Tenant Act. The Court conducts hearing and adjudicates criminal and civil cases filed before it in accordance with the applicable law. Matters heard by the Housing Court include all degrees of misdemeanor criminal cases, eviction actions, actions for the appointment of a receiver, civil actions for nuisance abatement, complaints for injunctive relief (in the event of lockouts or utility terminations), actions to compel repairs or release rent, and actions for money damages. The Housing Court has jurisdiction over foreclosure actions as well.

Merely listing the types of actions and claims heard by the Housing Court, however, does not tell the whole story. In criminal cases, for example, the Housing Court conducts trials, enters findings, and, when appropriate, sentences defendants who are found guilty to jail time, a fine, or both. The work of the Housing Court goes well beyond the mere adjudication of cases, however, due both to the nature of the crimes charged, and to the philosophy and goals of the Housing Court.

The nature of the crimes charged in the Housing Court are significantly different from those in the General Division of the Municipal Court. The conditions for which the defendants are charged have the ability to persist; in many cases simply fining or jailing a defendant will not lead to repair of the property. This leaves both the defendant and the community in peril. As a result, while punishment is an appropriate aim and result in some cases, the primary goal of this Court overall is compliance with the law. In this respect the Housing Court is a therapeutic court, and not a punitive one.

The Housing Court invests significant time and energy into assisting and, at times, compelling defendants to bring their properties up to code. The work of the Housing Court Specialists is invaluable in this effort. The position of Housing Court Specialist was created by the Ohio legislature to provide assistance to the Judge of the Housing Court. Specialists, chosen for their expertise and experience in the areas of real property, housing, finance, or community development, work closely with the criminal defendants to whom they are assigned. The Specialists assist the defendants in determining what repairs or corrections are required, evaluating available resources, and obtaining assistance through City, County and neighborhood programs. The Specialists report to the Housing Division Judge on the defendant's efforts, and the results achieved. The Specialists act as a liaison with community groups as well, keeping them informed regarding the progress in each case.

The City's housing stock presents special challenges to the Court. Cleveland has some of Ohio's oldest housing stock, an increasing amount of which is rental property. This makes efforts to secure both technical and financial assistance for defendants more challenging.

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

The Court relies heavily upon City programs to assist defendants in achieving compliance with City ordinances. The Senior Housing Assistance Program ("SHAP"), the Repair A Home ("RAH") Program, home loan programs, the Paint Program, the Cleveland Action to Support Housing ("CASH") Program and the Lutheran Housing free tool loan program all have provided assistance to Housing Court defendants in the past year. The availability of these programs is crucial to achieving the goal of safe, beautified homes and businesses, and improved neighborhoods. The absence of these programs would leave the Court without important tools to achieve its objectives.

The civil cases brought before the Housing Court present similar social and resource issues. The vast majority of the civil cases before the Court are eviction actions. The Court, in an attempt to assist the parties in taking responsibility for the resolution of their disputes, offers mediation services free of charge to landlords and tenants who are willing to participate. Through mediation, an ever-increasing number of litigants are able to reach "win-win" solutions that will permit them to retain their landlord-tenant relationship, or terminate that relationship peaceably. The Court recognizes that the physical move-out of a tenant will occur in some of the more than 10,000 eviction actions filed each year in the Housing Court. To assist elderly tenants who are losing their housing, the Court refers those tenants to the City's Department of Aging, and, when possible, encourages landlords to work with that department and their tenants to ease the impact of relocation.

The improvement of the housing stock is addressed in civil cases as well as criminal. Some of the cases, such as actions filed by the City of Cleveland for nuisance abatement, have as their focus the repair or rehabilitation of problem properties. In those cases, the City inspects the premises regularly, reporting the results of the inspection to the Court. The Court, through its Judge, Magistrates, and Housing Court Specialists, monitors the condition of the premises closely, requiring strict adherence to the court's order regarding needed repairs. Those actions, filed in significantly greater numbers by the City in 2003, often are filed regarding properties about which a criminal action is pending. The cases are extremely time-intensive, however, the filing of both a criminal and civil case opens up a wide range of options for the Court to secure repair of the defective conditions.

The issue of the condition of housing before the Court arises as issue in eviction actions as well. In those cases, Housing Court bailiffs who view defective or dangerous conditions at rental premises may file with the Court a communication, which prompts an order requiring the City to inspect the premises. This may lead to an order forbidding the landlord from re-renting the premises until all violations are corrected. The Court closely monitors compliance with these orders.

The staff of the Housing Court recognizes the significant impact that this Court can have upon the quality of life in our neighborhoods. The Housing Court is faced not only with the legal problems and issues before it, but with the social, economic, and technical problems as well. By continuing its coordinated effort to resolve both the legal and practical problems that arise in the cases before it, the Court will continue to fulfill its mission.

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

Mission Statement

To improve the quality of life for citizens living and working in the City of Cleveland by enforcing City ordinances, State, and Federal laws.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | | |
|------------------------|-----------------|-----------|----------|-------------------|-----------|----------|-----------------|-----------|----------|--|
| | COST | STAFF | | COST | STAFF | | COST | STAFF | | |
| | | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | | |
| Housing Court | \$ 3,087 | 43 | 1 | \$ 3,152 | 40 | 1 | \$ 3,456 | 45 | 4 | |
| | \$ 3,087 | 43 | 1 | \$ 3,152 | 40 | 1 | \$ 3,456 | 45 | 4 | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 3,037 | | | \$ 2,623 | | | \$ 2,960 | | | |
| Self Generated | 2 | | | 500 | | | 466 | | | |
| | \$ 3,039 | 43 | 1 | \$ 3,123 | 40 | 1 | \$ 3,426 | 45 | 4 | |
| Special Revenue | \$ 48 | | | \$ 29 | | | \$ 30 | | | |
| | \$ 3,087 | 43 | 1 | \$ 3,152 | 40 | 1 | \$ 3,456 | 45 | 4 | |

PROGRAM NAME: SELECTIVE INTERVENTION PROGRAM ("SIP")

OBJECTIVES: To assist first time offenders who are owner occupants in bringing their property into compliance with the City's ordinances within a proscribed period of time, to avoid a criminal record resulting from the prosecution process.

ACTIVITIES: The Housing Court Judge refers cases to the selective intervention program from the regular criminal docket. SIP cases are supervised by an assigned Housing Court Specialist, who assists the defendant in developing a compliance schedule, evaluating available resources, and obtaining available assistance through City, County and neighborhood programs. The Specialist supervises the defendant's efforts at bringing the property into compliance with City ordinances, reporting to the Court regularly on the defendant's progress. Recent problems with the administration of certain City programs make the Specialists' attempts to enlist assistance for the defendants more challenging.

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION**PROGRAM NAME: WARRANT/CAPIAS PROGRAM**

OBJECTIVES: To locate defendants who fail to appear in court, and bring them before the Court to answer criminal charges.

ACTIVITIES: The Warrant/Capias program is staffed by Housing Court Bailiffs and a Warrant Capias Coordinator. Staff members search public records, contact neighbors and other individuals, visit properties, and follow up on leads to locate absent criminal defendants. The Housing Court Judge determines whether those individuals are arrested or given the opportunity to reschedule their court date without arrest. This program previously benefited from the expertise and efforts of two part-time officers who had previous police experience; however, due to budget cuts those officers were terminated.

PROGRAM NAME: NUISANCE ABATEMENT "TOOL KIT"

OBJECTIVES: To educate the public regarding options available to compel the repair or demolition of nuisance properties in their neighborhoods and to fairly and efficiently adjudicate cases brought regarding these properties.

ACTIVITIES: In response to requests from the community, the Court has developed written materials for neighbors interested in participating in the code enforcement process. The Court conducts regular meetings with residents interested in the issue of code enforcement, with presenters discussing relevant issues including receivership, home maintenance, court procedure, mental health issues presented by defendants, etc.

PROGRAM NAME: RECEIVERSHIP/NUISANCE ABATEMENT CASES

OBJECTIVES: To fairly and efficiently adjudicate the receivership and nuisance abatement cases brought in the Housing Court.

ACTIVITIES: Receivership actions are filed by neighbors and community development groups, and may be filed by the City, in an attempt to stabilize deteriorating or vacant properties. Civil nuisance abatement actions are filed by the City to compel owners to address conditions which pose a threat to the health and safety of neighborhoods. Both of these types of filings are increasing. Both types of cases are extremely time-intensive for the Housing Court staff, requiring the work of the Judge, magistrates, housing court specialists, the staff attorney, and the Court's ADR specialist. These cases often call for one or more site visits, multiple meetings with the parties, and may involve issues of liens and real estate title. The Court continues to develop its expertise in these cases, doing the required research and putting into place standard procedures and orders, to ensure the prompt, fair adjudication of these cases, with notice to all interested parties.

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION**PROGRAM NAME: HOME COURT VIDEO SERIES**

OBJECTIVES: To educate the public regarding issues effecting residential and commercial property law and programs available through the Housing Court.

ACTIVITIES: The Housing Court produces videos featuring experts in their respective fields, who provide information on a number of topics of interest to City residents, including: mold, winterization, exterior maintenance of historic homes, garage maintenance, landlord rights and responsibilities, water problems, insect damage, porches, slate roof, trees, Court Community Service, and other topics. New videos include information on rodents and lead hazards. The videos are available through the Court and the Cleveland Public Library, and are aired on a local public access channel.

PROGRAM NAME: FORECLOSURES

OBJECTIVES: To adjudicate foreclosure actions fairly and efficiently, developing procedures and expertise in processing these cases while monitoring the condition of the properties.

ACTIVITIES: In 2004, the Housing Court established the requisite rules and procedures to begin hearing foreclosure actions, in response to several attorneys expressing a desire to file foreclosures in the Housing Court. The Court will continue to develop in this area, relying upon the expertise of its staff to offer information to the owners and tenants, monitor the condition of the property, require stabilization of the property during the foreclosure process, minimize the amount of time vacant properties remain in foreclosure and hasten the transfer of those properties to responsible owners.

PROGRAM NAME: MEDIATION/ALTERNATIVE DISPUTE RESOLUTION

OBJECTIVES: To provide parties with an opportunity to resolve their disputes by agreement, with assistance from court personnel. This often enables parties to address both the issues raised in the case before the court, and issues that go beyond the limits of the pleadings.

ACTIVITIES: The use of alternative dispute resolution continues to increase in the Housing Court. The Court employs a mediation coordinator, an alternative dispute resolution specialist, and volunteer mediators to offer the parties this option at most stages of the criminal and civil cases. Additionally, Housing Court Specialists provide occasional assistance with mediations, as do the Court's staff attorney and judicial clerk. Since 2004, over 1200 landlord-tenant disputes have been resolved in whole or in part through mediation. In addition, the alternative dispute resolution specialist, an attorney with significant court experience, has aided parties in resolving a class action lawsuit, and numerous complex civil cases set for jury trial. In a number of criminal cases, disputes involving the City, contractors, and homeowners have been resolved to the satisfaction of all parties.

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,971,278 | \$ 2,046,102 | \$ 2,076,731 | \$ 2,264,062 |
| ELECTED OFFICIALS | 37,050 | 37,050 | 37,050 | 37,050 |
| PART-TIME PERMANENT | 54,354 | 11,383 | 25,393 | 18,342 |
| STUDENT TRAINEES | - | 15,705 | 3,405 | 23,600 |
| LONGEVITY | 9,900 | 11,975 | 13,950 | 13,750 |
| SEPARATION PAYMENTS | 7,508 | 20,041 | 24,842 | 15,000 |
| BONUS INCENTIVE | 750 | - | 2,500 | - |
| OVERTIME | 2,316 | - | - | 1,080 |
| TOTAL | \$ 2,083,156 | \$ 2,142,255 | \$ 2,183,871 | \$ 2,372,884 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 289,083 | \$ 317,990 | \$ 317,491 | \$ 377,739 |
| DENTAL | 20,961 | 20,893 | 19,985 | 23,251 |
| VISION CARE | 2,313 | 2,370 | 2,289 | 2,751 |
| PERS | 282,228 | 292,164 | 303,649 | 355,497 |
| FICA-MEDICARE | 27,585 | 28,381 | 29,420 | 32,323 |
| WORKERS COMPENSATION | 47,707 | 78,647 | 67,650 | 65,386 |
| LIFE INSURANCE | 1,789 | 1,894 | 1,845 | 2,025 |
| UNEMPLOYMENT COMPENSATION | 2,350 | 17,462 | 8,043 | 11,284 |
| CLOTHING ALLOWANCE | 2,400 | 2,700 | 3,500 | 2,700 |
| TOTAL | \$ 676,416 | \$ 762,501 | \$ 753,872 | \$ 872,956 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 5,845 | \$ 959 | \$ 1,861 | \$ 3,000 |
| TUITION & REGISTRATION FEES | 6,382 | 6,376 | 7,786 | 6,000 |
| MILEAGE (PRIVATE AUTO) TRNG PRPS | - | - | 81 | - |
| PROFESSIONAL DUES | 14,586 | 9,151 | 12,537 | 8,000 |
| TOTAL | \$ 26,813 | \$ 16,486 | \$ 22,265 | \$ 17,000 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 32,203 | \$ 26,610 | \$ 54,123 | \$ 45,000 |
| COURT REPORTER | 454 | 1,444 | 2,114 | 2,500 |
| MILEAGE (PRIVATE AUTO) | 1,921 | 1,627 | 1,578 | 3,500 |
| JURY AND WITNESS FEES | - | - | - | 100 |
| ADVERTISING AND PUBLIC NOTICE | 900 | 1,310 | - | 1,000 |
| PARKING IN CITY FACILITIES | 4,417 | 6,527 | 9,506 | 8,100 |
| INSURANCE AND OFFICIAL BONDS | 737 | 500 | 120 | 900 |
| PHOTOCOPY MACHINE RENTAL | 534 | - | - | - |
| OTHER CONTRACTUAL | 3,739 | 4,172 | 4,235 | 4,500 |
| TOTAL | \$ 44,905 | \$ 42,191 | \$ 71,676 | \$ 65,600 |

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 2,609 | \$ 1,701 | \$ 1,497 | \$ 3,500 |
| POSTAGE | 16 | 437 | 10,277 | 10,000 |
| CLOTHING | 982 | 1,552 | 2,158 | 4,750 |
| OFFICE FURNITURE & EQUIP | 5,815 | 2,824 | 7,733 | 4,000 |
| OTHER SUPPLIES | 2,028 | 1,160 | 1,541 | 2,500 |
| JUST IN TIME OFFICE SUPPLIES | 10,709 | 8,250 | 8,409 | 7,500 |
| TOTAL | \$ 22,159 | \$ 15,923 | \$ 31,615 | \$ 32,250 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 943 | \$ - | \$ 30 | \$ 500 |
| CAR WASHES | 253 | 169 | 214 | 700 |
| TOTAL | \$ 1,196 | \$ 169 | \$ 244 | \$ 1,200 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 23,598 | \$ 7,177 | \$ 12,701 | \$ 15,143 |
| CHARGES FROM RADIO COMM | - | 504 | 2,298 | 3,742 |
| CHARGES FROM PRINTING | 13,806 | 18,106 | 17,028 | 20,978 |
| CHARGES FROM MOTOR VEHICLES | 24,036 | 33,796 | 27,699 | 23,906 |
| TOTAL | \$ 61,440 | \$ 59,582 | \$ 59,726 | \$ 63,769 |
| TOTAL DIVISION | \$ 2,916,085 | \$ 3,039,108 | \$ 3,123,269 | \$ 3,425,659 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------|-----------------|-------------------|-------------------|
| SALES & CHARGES FOR SERVICES | \$ - | \$ 600 | \$ 725 | \$ - |
| FINES & FORFEITURES | - | - | 498,590 | 465,912 |
| MISCELLANEOUS REVENUES | 160 | 25 | 25 | - |
| EXPENDITURE RECOVERIES | 301 | 1,272 | 322 | - |
| TOTAL DIVISION | \$ 461 | \$ 1,897 | \$ 499,662 | \$ 465,912 |

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|---------------|-------------|---|------------------|--------------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Judge | 37,050 | 37,050 |
| 1 | 1 | 1 | Deputy Bailiff Court Administrator | 64,816 | 94,095 |
| 1 | 1 | 1 | Deputy Bailiff Finance Officer | 38,544 | 64,534 |
| 1 | 1 | 1 | Personal Bailiff | 63,969 | 79,066 |
| <u>4</u> | <u>4</u> | <u>4</u> | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Housing Court Administrative Assistant | 23,064 | 49,616 |
| 1 | 1 | 1 | Housing Court Receptionist | 23,064 | 34,062 |
| 1 | 1 | 1 | Housing Court Secretary | 20,816 | 35,067 |
| 1 | 1 | 1 | Housing Court Scheduler | 23,064 | 49,616 |
| <u>4</u> | <u>4</u> | <u>4</u> | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Deputy Bailiff Staff Attorney | 29,585 | 67,866 |
| 2 | 2 | 2 | Deputy Bailiff Supervisor | 44,167 | 63,000 |
| 10 | 9 | 10 | Deputy Bailiff Housing Court | 22,174 | 52,784 |
| 1 | 0 | 1 | Deputy Bailiff Chief Housing Court Specialist | 52,159 | 83,722 |
| 1 | 1 | 1 | Deputy Bailiff Court Coordinator | 23,064 | 50,891 |
| 1 | 1 | 1 | Deputy Bailiff Court Reporter | 36,509 | 60,154 |
| 1 | 0 | 1 | Deputy Bailiff Hsng Crt Magistrate Personal Blf | 23,064 | 49,616 |
| 10 | 9 | 10 | Deputy Bailiff Housing Court Specialist | 29,585 | 56,905 |
| 2 | 1 | 2 | Deputy Bailiff Law Clerk | 20,000 | 24,000 |
| 1 | 1 | 1 | Housing Court ADR Specialist Magistrates Dept. | 42,178 | 81,565 |
| 1 | 1 | 1 | Housing Court Chief Bailiff | 38,884 | 82,720 |
| 1 | 1 | 1 | Housing Court Chief Magistrate | 71,667 | 103,200 |
| 5 | 5 | 5 | Housing Court Magistrate | 42,178 | 81,565 |
| 1 | 1 | 1 | Project Coordinator | 31,050 | 65,408 |
| <u>38</u> | <u>32</u> | <u>37</u> | | | |
| 46 | 40 | 45 | TOTAL FULL TIME | | |
| 1 | 0 | 1 | Project Coordinator | 31,050 | 65,408 |
| 0 | 0 | 1 | Judge | 148.20 / day | 148.20 / day |
| 1 | 0 | 0 | Housing Court Specialist | 29,585 | 56,905 |
| 1 | 1 | 2 | Student Aide | 10.30 Hr. | 10.30 Hr. |
| <u>3</u> | <u>1</u> | <u>4</u> | TOTAL PART TIME | | |
| <u>49</u> | <u>41</u> | <u>49</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

EARLE B. TURNER, CLERK OF MUNICIPAL COURT

The Clerk of Municipal Court has the power to administer oaths, take affidavits, and issue judgments including those for unpaid costs, process subpoenas, and approve all bonds, etc. The Clerk is responsible for keeping all journals, records, books and papers of the Court, recording its proceedings, and performing all other duties prescribed by Judges of the Court. He receives and collects all costs, fees, fines, penalties, bail, and other monies payable to the office or to any officer of the Court.

The Clerk was appointed to operate the Parking Violations Bureau (P.V.B.) on June 1, 1985. The P.V.B. was established in response to state law which allowed municipalities to decriminalize parking tickets, making parking violations a civil offense, collectible by civil procedure of garnishment. The Clerk's duties involve the collection of current issued parking tickets, keeping records of each ticket, mailing notices, and collecting backlog or past due parking tickets. In past years, the revenues collected from Parking Violations were limited to (1) violators who voluntarily make payments and (2) violators who are forced to pay due to their vehicle being impounded for various reasons.

Working in conjunction with the Judicial Division, the Police Department, and the Prosecutor's Office, a primary objective is to design, develop, and implement an automated information system to perform more effectively and accurately in both the criminal and civil divisions. This will provide instant update information for public professionals and others.

Mission Statement

To record and process all matters decided in the Cleveland Municipal Court.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|---------------------------|------------------|------------|-----------|------------------|------------|-----------|------------------|------------|-----------|--|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT | |
| | | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | | |
| Civil | \$ 3,557 | 40 | 2 | \$ 3,634 | 32 | 2 | \$ 3,728 | 35 | 7 | |
| Criminal | 7,257 | 94 | 6 | 7,414 | 92 | 5 | 7,605 | 92 | 15 | |
| Parking Violations Bureau | 1,707 | 13 | 2 | 1,744 | 14 | 2 | 1,790 | 14 | 7 | |
| Finance | 427 | 5 | 1 | 436 | 9 | 1 | 447 | 9 | 3 | |
| Administration | 1,281 | 13 | 1 | 1,308 | 21 | 1 | 1,342 | 21 | 3 | |
| | \$ 14,229 | 165 | 12 | \$ 14,536 | 168 | 11 | \$ 14,912 | 171 | 35 | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Self Generated * | \$ 14,229 | | | \$ 14,536 | | | \$ 14,912 | | | |
| | \$ 14,229 | 165 | 12 | \$ 14,536 | 168 | 11 | \$ 14,912 | 171 | 35 | |

* Revenue generated by this Division exceeds expenditures. See Division's Revenue Summary for total receipts.

CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION**PROGRAM NAME: CIVIL**

OBJECTIVES: To collect and disburse revenue, and keep and maintain all appropriate records resulting from Civil Proceedings.

ACTIVITIES: Process filings for Small Claims, Trusteeships, General Division Filings, and Evictions Process and disburse funds as ordered by the court Garnishments and other types of attachments. Process and disburse funds as ordered by the Housing Court for the rent.

PROGRAM NAME: CRIMINAL

OBJECTIVES: To collect and disburse revenue from criminal proceedings.

ACTIVITIES: Process felony, misdemeanor, minor misdemeanor, housing and traffic cases. Process and disburse funds as ordered by the Codified Ordinance of the State of Ohio and the City of Cleveland.

PROGRAM NAME: PARKING VIOLATIONS BUREAU

OBJECTIVES: To collect fines from parking ticket offenders.

ACTIVITIES: Supply vendor-produced parking tickets to parking enforcement agencies. Make a record of all issued parking tickets to facilitate tracking and status update. Provide hearings and subsequent adjudication for contested parking tickets. Initiate collection procedures when applicable.

PROGRAM NAME: FINANCE

OBJECTIVES: To disburse revenue collected by the Civil, Criminal and Parking Violation Bureau Divisions and maintain the accounting records.

ACTIVITIES: Review and appraise the soundness, adequacy and application of accounting, financial and other operating controls in compliance with established policies and procedures. Support Civil, Criminal and Parking Violation Bureau Division's accountability, internal controls and adherence to the ordinances, statues and judges's orders in all finance-related activities.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To oversee the operations of the Civil Division, Criminal Division, Finance and Parking Violation Bureau.

ACTIVITIES: All Functions relative to the management and support to the various divisions of the Clerk of Court's office. Administration also serves as the liaison between the Clerk's office and the other divisions of the Court, the City of Cleveland and the Public at large.

CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 5,405,368 | \$ 5,686,165 | \$ 5,882,603 | \$ 6,270,036 |
| ELECTED OFFICIALS | 55,667 | 56,610 | 58,191 | 58,191 |
| SEASONAL | 400 | - | 5,821 | - |
| PART-TIME PERMANENT | 159,490 | 172,384 | 153,474 | 152,924 |
| STUDENT TRAINEES | 52,517 | 61,454 | 54,108 | 60,000 |
| LONGEVITY | 52,400 | 56,100 | 58,375 | 61,200 |
| SEPARATION PAYMENTS | 36,808 | 30,000 | 16,011 | 38,000 |
| OVERTIME | 33,069 | 24,902 | 31,401 | 20,700 |
| TOTAL | \$ 5,795,719 | \$ 6,087,616 | \$ 6,259,984 | \$ 6,661,051 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 1,216,937 | \$ 1,355,912 | \$ 1,397,909 | \$ 1,549,985 |
| DENTAL | 80,149 | 80,055 | 79,160 | 87,932 |
| VISION CARE | 8,266 | 8,501 | 8,607 | 9,666 |
| PERS | 777,532 | 827,876 | 874,004 | 998,552 |
| FICA-MEDICARE | 65,243 | 69,668 | 74,826 | 79,891 |
| WORKERS COMPENSATION | 62,008 | 131,161 | 181,685 | 163,840 |
| LIFE INSURANCE | 7,133 | 7,234 | 7,339 | 7,695 |
| UNEMPLOYMENT COMPENSATION | 10,208 | 7,954 | 5,157 | 5,642 |
| TOTAL | \$ 2,227,476 | \$ 2,488,360 | \$ 2,628,687 | \$ 2,903,203 |
| UTILITIES | | | | |
| CONTRACTUAL UTILITIES | \$ - | \$ 2,384 | \$ - | \$ - |
| TOTAL | \$ - | \$ 2,384 | \$ - | \$ - |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 979,901 | \$ 4,783,192 | \$ 4,744,017 | \$ 4,500,000 |
| ADVERTISING AND PUBLIC NOTICE | 26,398 | 21,100 | 26,102 | 26,000 |
| PARKING IN CITY FACILITIES | 6 | 440 | 1,155 | 700 |
| INSURANCE AND OFFICIAL BONDS | 1,750 | 1,750 | 1,750 | 2,800 |
| PROPERTY RENTAL | 35,000 | 65,000 | 70,000 | 70,000 |
| PHOTOCOPY MACHINE RENTAL | 2,730 | - | - | - |
| EQUIPMENT RENTAL | - | 980 | - | 980 |
| OTHER CONTRACTUAL | 103,188 | 109,873 | 79,911 | 112,300 |
| TOTAL | \$ 1,148,973 | \$ 4,982,336 | \$ 4,922,935 | \$ 4,712,780 |

CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 7,340 | \$ 6,155 | \$ 14,709 | \$ 6,000 |
| POSTAGE | 31,942 | 32,199 | 46,682 | 31,115 |
| COMPUTER HARDWARE | - | - | 50 | - |
| SMALL EQUIPMENT | 9,184 | 2,269 | 2,978 | 2,000 |
| OFFICE FURNITURE & EQUIP | 8,607 | 15,061 | 11,093 | - |
| OTHER SUPPLIES | 37,461 | 28,466 | 52,982 | 30,000 |
| JUST IN TIME OFFICE SUPPLIES | 28,322 | 28,408 | 16,508 | 25,000 |
| TOTAL | \$ 122,856 | \$ 112,558 | \$ 145,002 | \$ 94,115 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 11,054 | \$ 12,018 | \$ 10,071 | \$ 11,000 |
| MAINTENANCE CONTRACTS | 1,214 | 781 | 575 | 1,000 |
| CAR WASHES | - | - | 250 | - |
| TOTAL | \$ 12,268 | \$ 12,799 | \$ 10,896 | \$ 12,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 321,521 | \$ 98,780 | \$ 49,309 | \$ 110,147 |
| CHARGES FROM RADIO SYSTEM | 5,803 | 6,234 | 7,332 | 8,643 |
| CHARGES FROM PRINTING | 96,553 | 117,077 | 154,120 | 135,000 |
| CHARGES FROM STOREROOM | 371,273 | 318,247 | 353,743 | 271,750 |
| CHARGES FROM MOTOR VEHICLES | 4,753 | 3,077 | 4,314 | 3,723 |
| TOTAL | \$ 799,903 | \$ 543,416 | \$ 568,818 | \$ 529,263 |
| TOTAL DIVISION | \$ 10,107,195 | \$ 14,229,470 | \$ 14,536,322 | \$ 14,912,412 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| SALES & CHARGES FOR SERVICES | \$ 442,722 | \$ 418,481 | \$ 404,070 | \$ 397,381 |
| FINES & FORFEITURES | 10,120,884 | 15,330,510 | 16,130,449 | 16,044,731 |
| MISCELLANEOUS REVENUES | 10,826 | 1,280 | 880 | - |
| TRANSFERS IN | - | - | - | 1,000,000 |
| TOTAL DIVISION | \$ 10,574,432 | \$ 15,750,271 | \$ 16,535,399 | \$ 17,442,112 |

CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 171 | 166 | 169 | Chief Deputy Clerk | 20,800 | 90,714 |
| 1 | 1 | 1 | Clerk of Courts | 55,666 | 56,667 |
| 172 | 167 | 170 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Deputy Clerk | 21,851 | 71,329 |
| 1 | 1 | 1 | | | |
| 173 | 168 | 171 | TOTAL FULL TIME | | |
| 15 | 11 | 15 | Chief Deputy Clerk | 9.00 Hr. | 25.00 Hr. |
| 20 | 20 | 20 | Student Assistant | 10.00 Hr. | 10.72 Hr. |
| 35 | 31 | 35 | TOTAL PART TIME | | |
| 208 | 199 | 206 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

OFFICE OF THE MAYOR
FRANK G. JACKSON, MAYOR

The Mayor serves as the Chief Executive Officer and Ex officio President of the Board of Control for the City. The Mayor's staff provides supervision and management assistance to City funded neighborhood projects and City service operations.

Also, the Administrative section of the Mayor's Office informs the Mayor on the operational status of various service programs and provides feedback on inquiries of members of Council, local citizen groups, and the business community on programs that directly affect them.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | | |
|-------------------------------|-----------------|----------------|--|-----------------|----------------|--|-----------------|----------------|--|--|
| | ACTUALS | | | UNAUDITED | | | BUDGET | | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | | | |
| Administration | \$ 1,440 | 16 1 | | \$ 1,484 | 16 1 | | \$ 1,547 | 16 1 | | |
| Action Center | 101 | 2 | | 90 | 2 | | 94 | 2 | | |
| Governmental Affairs | 145 | 1 | | 135 | 1 | | 141 | 1 | | |
| Press & Communications Office | 376 | 5 1 | | 360 | 6 | | 375 | 6 | | |
| Legislative Affairs | 82 | 1 | | 68 | 1 | | 70 | 1 | | |
| Educational Affairs | 122 | 1 | | 112 | 1 | | 117 | 1 | | |
| | \$ 2,266 | 26 2 | | \$ 2,249 | 27 1 | | \$ 2,344 | 27 1 | | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 2,260 | | | \$ 2,237 | | | \$ 2,342 | | | |
| Self Generated | 6 | | | 12 | | | 2 | | | |
| | \$ 2,266 | 26 2 | | \$ 2,249 | 27 1 | | \$ 2,344 | 27 1 | | |

OFFICE OF THE MAYOR**PROGRAM NAME: ACTION CENTER**

OBJECTIVES: To handle complaints and inquiries received from the public in writing, by telephone, by e-mail, or from walk-in visitors.

ACTIVITIES: Refer complaints to the appropriate Department and respond to the citizen within ten (10) days. Follow-up to ensure prompt corrective action when necessary.

PROGRAM NAME: PRESS & COMMUNICATIONS OFFICE

OBJECTIVES: To inform the public, through the media, of issues confronting the executive branch of City government and coordinate ceremonial functions as required.

ACTIVITIES: Provide liaison with local, regional and national print and broadcast media. Research issues and create and distribute Mayoral news releases and written communication.

PROGRAM NAME: LEGISLATIVE AFFAIRS

OBJECTIVES: To inform the executive branch of the current status of proposed and pending legislation.

ACTIVITIES: Work closely with citizen's inquiry groups and City Council. Respond to inquiries from Council members and City organizations.

OFFICE OF THE MAYOR

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,307,400 | \$ 1,503,259 | \$ 1,466,290 | \$ 1,520,581 |
| ELECTED OFFICIALS | 126,797 | 127,619 | 134,039 | 135,431 |
| PART-TIME PERMANENT | 15,293 | 25,541 | 21,741 | 18,110 |
| LONGEVITY | 1,700 | 1,700 | 2,600 | 1,800 |
| SEPARATION PAYMENTS | - | 10,354 | 6,760 | - |
| TOTAL | \$ 1,451,190 | \$ 1,668,473 | \$ 1,631,430 | \$ 1,675,922 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 119,758 | \$ 167,133 | \$ 173,541 | \$ 204,818 |
| DENTAL | 7,791 | 9,818 | 10,172 | 11,445 |
| VISION CARE | 968 | 1,307 | 1,306 | 1,466 |
| PERS | 182,614 | 228,226 | 243,221 | 252,678 |
| FICA-MEDICARE | 19,127 | 22,228 | 23,194 | 21,387 |
| WORKERS COMPENSATION | 3,037 | 35,872 | 44,445 | 37,191 |
| LIFE INSURANCE | 780 | 1,125 | 1,129 | 1,215 |
| TOTAL | \$ 334,075 | \$ 465,710 | \$ 497,008 | \$ 530,200 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 10,673 | \$ 16,345 | \$ 17,159 | \$ 20,000 |
| TUITION & REGISTRATION FEES | 4,155 | 3,720 | 1,978 | 4,500 |
| MILEAGE TRAINING PURPOSES | - | 247 | - | - |
| PROFESSIONAL DUES | 4,367 | 5,340 | 8,102 | 5,000 |
| TOTAL | \$ 19,194 | \$ 25,652 | \$ 27,239 | \$ 29,500 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,252 | \$ 1,447 | \$ 550 | \$ 1,500 |
| TRAVEL - NON-TRAINING | 1,105 | 618 | - | - |
| SECURITY SERVICES | 494 | 864 | 334 | 600 |
| EXPENSE ACCOUNT REIMBURSE | 123 | 370 | 517 | 500 |
| INSURANCE AND OFFICIAL BONDS | 200 | 100 | 100 | 200 |
| PHOTOCOPY MACHINE RENTAL | 710 | - | - | - |
| TOTAL | \$ 3,884 | \$ 3,399 | \$ 1,501 | \$ 2,800 |

OFFICE OF THE MAYOR

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | 744 | \$ - |
| COMPUTER SUPPLIES | - | 1,490 | 1,067 | 2,000 |
| COMPUTER HARDWARE | 519 | - | - | - |
| FOOD | 849 | 1,574 | 923 | 1,500 |
| PAPER & OTHER PRINTING SUPPLIES | - | 689 | - | - |
| OTHER SUPPLIES | - | 120 | 140 | 500 |
| SPECIAL EVENTS SUPPLIES | 4,842 | 3,282 | 2,319 | 5,000 |
| BATTERIES | - | - | - | 100 |
| JUST IN TIME OFFICE SUPPLIES | 11,140 | 8,855 | 4,984 | 12,000 |
| TOTAL | \$ 17,351 | \$ 16,010 | \$ 10,177 | \$ 21,100 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 64,734 | \$ 29,753 | \$ 36,564 | \$ 37,247 |
| CHARGES FROM PRINTING | 22,431 | 19,833 | 16,516 | 20,000 |
| CHARGES FROM STOREROOM | 8,103 | 8,258 | 4,851 | 7,272 |
| CHARGES FROM MOTOR VEHICLES | 23,701 | 23,577 | 23,315 | 20,122 |
| CHARGES FROM WATER - GIS PROJ | 2,474 | 5,427 | - | - |
| TOTAL | \$ 121,443 | \$ 86,848 | \$ 81,246 | \$ 84,641 |
| TOTAL DIVISION | \$ 1,947,137 | \$ 2,266,093 | \$ 2,248,601 | \$ 2,344,163 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|-----------------|-----------------|-------------------|-----------------|
| SALES AND CHARGES | \$ 500 | \$ 3,324 | (708) | \$ - |
| MISCELLANEOUS REVENUES | 1,558 | 801 | 225 | - |
| EXPENDITURE RECOVERY | 1,721 | 2,100 | 12,583 | 1,500 |
| TOTAL DIVISION | \$ 3,779 | \$ 6,225 | \$ 12,100 | \$ 1,500 |

OFFICE OF THE MAYOR

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|----------------------------------|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 5 | 4 | 4 | Executive Assistant to the Mayor | 50,796 | 178,000 |
| 1 | 1 | 1 | Mayor | 108,963 | 135,471 |
| 1 | 1 | 1 | Secretary to the Mayor | 50,796 | 178,000 |
| 22 | 21 | 21 | Special Assistant to the Mayor | 20,800 | 96,444 |
| 29 | 27 | 27 | TOTAL FULL TIME | | |
| 2 | 1 | 1 | PART TIME | | |
| 31 | 28 | 28 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



NOTES

DEPARTMENT OF PUBLIC SAFETY

MARTIN FLASK, DIRECTOR

The mission of the Department of Public Safety is to effectively provide a wide range of services which protect the life and property of the community. Services are directly provided through the five operative divisions: Police, Fire, Emergency Medical Service, Dog Pound and the House of Corrections.

OPERATING SUMMARY
 (000'S OMITTED)

| | COST | 2007 ACTUAL | | COST | 2008 UNAUDITED | | COST | 2009 BUDGET | | |
|------------------------|-------------------|----------------|------------|-------------------|-------------------|------------|-------------------|----------------|------------|--|
| | | STAFF FT | PT | | STAFF FT | PT | | STAFF FT | PT | |
| DIVISIONS: | | | | | | | | | | |
| Administration | \$ 7,275 | 37 | 5 | \$ 7,307 | 34 | 5 | \$ 7,684 | 35 | 7 | |
| Police | 177,091 | 1,995 | 375 | 179,055 | 1,911 | 385 | 184,521 | 1,907 | 424 | |
| Fire | 91,639 | 905 | | 90,026 | 887 | | 92,310 | 907 | | |
| EMS | 22,766 | 281 | | 23,736 | 256 | | 23,501 | 274 | | |
| Dog Pound | 974 | 14 | 1 | 987 | 14 | 1 | 1,043 | 14 | 4 | |
| House of Correction | 7,148 | 87 | 1 | 14,974 | 179 | 2 | 15,438 | 202 | 3 | |
| | \$ 306,893 | 3,319 | 382 | \$ 316,085 | 3,281 | 393 | \$ 324,497 | 3,339 | 438 | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 278,723 | | | \$ 285,907 | | | \$ 296,223 | | | |
| Self - Generated | 20,866 | | | 22,653 | | | 21,060 | | | |
| | \$ 299,589 | 3,307 | 382 | \$ 308,560 | 3,292 | 393 | \$ 317,283 | 3,327 | 438 | |
| Grants | \$ 5,367 | 12 | | \$ 5,400 | 12 | | \$ 5,600 | 12 | | |
| Special Revenue | 1,937 | | | 2,125 | | | 1,614 | | | |
| | \$ 306,893 | 3,319 | 382 | \$ 316,085 | 3,304 | 393 | \$ 324,497 | 3,339 | 438 | |

PUBLIC SAFETY ADMINISTRATION**MARTIN FLASK, DIRECTOR**

In addition to the Divisions of Police, Fire, Emergency Medical Service, Dog Pound and Corrections, Public Safety Administration oversees the activities of the following Sections: General Administration, Medical Unit, Information Support Services, Office of Professional Standards, and the Police Review Board.

General Administration is responsible for the management of each Division within the Department of Public Safety and for each Section within Public Safety Administration. Among its responsibilities are policy and system development, planning, personnel administration, collection and analysis of data for all Safety divisions, responding to various requests for public records, and maintaining fiscal control. This office also acts as a liaison between the various divisions within the Department of Public Safety and City Council.

The Medical Unit is responsible for meeting the medical needs of Public Safety employees. Information Support Services provides information and data processing services to all Public Safety divisions and manages the Department's computer operations, data network and telecommunications projects.

The Office of Professional Standards is responsible for investigating complaints made against members of the Department of Public Safety by citizens and recommends disposition. The Police Review Board is responsible for reviewing the completed investigations of each citizen complaint alleging police misconduct, incidents involving the use of deadly force and situations involving in-custody injury or death.

Mission Statement

To oversee all activities of the Department, develop policy, plan, coordinate personnel administration, assure fiscal responsibility and to act as a liaison between the various divisions of Public Safety and City Council.

DEPARTMENT OF PUBLIC SAFETY

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| General Administration | \$ 6,315 | 20 | | \$ 6,357 | 18 | | \$ 6,685 | 19 | |
| Medical | 244 | 3 | | 219 | 3 | | 231 | 3 | |
| Information Support Services | 540 | 12 | | 516 | 11 | | 538 | 11 | |
| Office of Professional Stand | 102 | 1 | | 142 | 1 | | 154 | 1 | |
| Police Review Board | 74 | 1 | 5 | 73 | 1 | 5 | 76 | 1 | 7 |
| | <u>\$ 7,275</u> | <u>37</u> | <u>5</u> | <u>\$ 7,307</u> | <u>34</u> | <u>5</u> | <u>\$ 7,684</u> | <u>35</u> | <u>7</u> |

FUNDING SOURCE:

| | | | | | | | | | |
|----------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| General Fund: | | | | | | | | | |
| Tax Support | \$ 3,042 | | | \$ 3,019 | | | \$ 3,240 | | |
| Self-Generated | 66 | | | 88 | | | 44 | | |
| | <u>\$ 3,108</u> | <u>32</u> | <u>5</u> | <u>\$ 3,107</u> | <u>29</u> | <u>5</u> | <u>\$ 3,284</u> | <u>30</u> | <u>7</u> |
| Grants | \$ 4,167 | 5 | | \$ 4,200 | 5 | | \$ 4,400 | 5 | |
| | <u>\$ 7,275</u> | <u>37</u> | <u>5</u> | <u>\$ 7,307</u> | <u>34</u> | <u>5</u> | <u>\$ 7,684</u> | <u>35</u> | <u>7</u> |

PROGRAM NAME: GENERAL ADMINISTRATION

OBJECTIVES: To develop and implement policy necessary to sustain Department operations.

ACTIVITIES: Manage operating divisions within the department. Research and develop policy issues. Maintain fiscal control. Coordinate personnel administration.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------|-----------------|-----------|----|-----------------|-----------|-------|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 2,148 | 15 | | \$ 2,157 | 13 | | \$ 2,285 | 12 | |
| Grants | 4,167 | 5 | | 4,200 | 5 | | 4,400 | 7 | |
| | <u>\$ 6,315</u> | <u>20</u> | | <u>\$ 6,357</u> | <u>18</u> | | <u>\$ 6,685</u> | <u>19</u> | |

DEPARTMENT OF PUBLIC SAFETY**PROGRAM NAME: MEDICAL UNIT**

OBJECTIVES: To provide medical care to employees.

ACTIVITIES: Examine and treat employees.

PROGRAM NAME: INFORMATION SUPPORT SERVICES

OBJECTIVES: To provide technical support for all Computer Aided Dispatch (CAD), Police Record Management System (RMS) activities. Maintain and support the information system needs of the Department.

ACTIVITIES: Provide access to the RMS at all Police locations for the entry and retrieval of offense incident information. Provide technical and logistical support to Police, Fire, and EMS CAD activities.

PROGRAM NAME: OFFICE OF PROFESSIONAL STANDARDS

OBJECTIVES: To ensure citizen complaints against employees of the Department are resolved.

ACTIVITIES: Investigate and recommend disposition of all citizen complaints.

PROGRAM NAME: POLICE REVIEW BOARD

OBJECTIVES: To review the completed investigations of each citizen complaint alleging police misconduct, use of deadly force incidents and situations involving in-custody injury or death. To conduct hearings concerning various incidents. To recommend disciplinary dispositions to the Chief of Police and Director of Public Safety.

ACTIVITIES: Determine if the incidents have been properly investigated. Recommend discipline for rule violations when appropriate.

DEPARTMENT OF PUBLIC SAFETY

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,635,563 | \$ 1,696,272 | \$ 1,677,849 | \$ 1,613,317 |
| BOARD MEMBERS | 28,034 | 29,371 | 34,376 | 48,100 |
| PART-TIME PERMANENT | 5,589 | 8,351 | - | - |
| LONGEVITY | 16,200 | 14,800 | 16,450 | 14,250 |
| SEPARATION PAYMENTS | 65,356 | 23,881 | 11,325 | 15,000 |
| BONUS INCENTIVE | 1,000 | - | - | - |
| OVERTIME | 51,058 | 74,430 | 67,399 | 56,053 |
| TOTAL | \$ 1,802,800 | \$ 1,847,105 | \$ 1,807,399 | \$ 1,746,720 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 238,545 | \$ 231,620 | \$ 220,234 | \$ 227,007 |
| DENTAL | 15,625 | 13,566 | 12,243 | 12,518 |
| VISION CARE | 1,943 | 1,876 | 1,818 | 1,789 |
| PERS | 237,546 | 247,024 | 250,142 | 261,090 |
| FICA-MEDICARE | 14,937 | 15,862 | 17,078 | 24,070 |
| WORKER'S COMPENSATION | 16,174 | 38,375 | 57,361 | 51,662 |
| LIFE INSURANCE | 1,470 | 1,436 | 1,388 | 1,350 |
| UNEMPLOYMENT COMPENSATION | - | 789 | 789 | - |
| CLOTHING ALLOWANCE | 1,227 | 1,220 | 1,220 | 1,300 |
| CLOTHING MAINTENANCE | 375 | 360 | 360 | 360 |
| TOTAL | \$ 527,842 | \$ 552,128 | \$ 562,633 | \$ 581,146 |
| TRAINING AND PROFESS DUES | | | | |
| TRAVEL | \$ 79 | \$ 264 | \$ 1,027 | \$ 1,700 |
| TUITION & REGISTRATION FEES | 400 | 1,560 | 1,142 | 1,700 |
| PROFESSIONAL DUES & SUBSCRIPT | - | 100 | 349 | - |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | - | 508 | - |
| TOTAL | \$ 479 | \$ 1,924 | \$ 3,026 | \$ 3,400 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,642 | \$ 9,246 | \$ 9,821 | \$ 47,800 |
| MILEAGE (PRIVATE AUTO) | 161 | 52 | 179 | 500 |
| PARKING IN CITY FACILITIES | 13,062 | 19,273 | 12,507 | 15,000 |
| PHOTOCOPY MACHINE RENTAL | 624 | - | - | - |
| SPECIAL ASSESSMENT | 3,240 | 1,255 | 1,496 | 5,000 |
| OTHER CONTRACTUAL | 12,345 | 269,016 | 7,750 | 10,000 |
| TOTAL | \$ 31,074 | \$ 298,842 | \$ 31,753 | \$ 78,300 |



DEPARTMENT OF PUBLIC SAFETY

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 56 | \$ 1,000 |
| POSTAGE | 185 | 147 | - | 350 |
| COMPUTER HARDWARE | - | 6,627 | 7,919 | - |
| SMALL EQUIPMENT | 3,018 | - | 48 | 2,500 |
| OFFICE FURNITURE & EQUIP | - | 6,446 | 240 | - |
| MEDICAL SUPPLIES | 6,190 | 9,928 | 10,249 | 9,000 |
| OTHER SUPPLIES | 775 | 874 | 12,348 | - |
| JUST IN TIME OFFICE SUPPLIES | 10,979 | 15,685 | 3,136 | 10,000 |
| TOTAL | \$ 21,147 | \$ 39,707 | \$ 33,996 | \$ 22,850 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 560 | \$ - | \$ - | \$ - |
| MAINTENANCE CONTRACTS | - | - | 513,867 | - |
| COMPUTER SOFTWARE MAINT | - | 40,337 | 250 | - |
| COMPUTER HARDWARE MAINT | - | - | - | 656,791 |
| MAINTENANCE MISC. EQUIP | - | 5,831 | - | - |
| MAINTENANCE BUILDING | 60,481 | 46,299 | 57,217 | 55,652 |
| TOTAL | \$ 61,041 | \$ 92,467 | \$ 571,334 | \$ 712,443 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 186,155 | \$ 248,820 | \$ 68,729 | \$ 121,914 |
| CHARGES FROM RADIO SYSTEM | 405 | 665 | 1,011 | 1,052 |
| CHARGES FROM PRINTING | 21,235 | 21,824 | 22,312 | 12,000 |
| CHARGES FROM STOREROOM | 9,148 | 3,952 | 4,705 | 4,634 |
| CHARGES FROM MOTOR VEHICLE | 2,465 | 134 | - | - |
| TOTAL | \$ 219,408 | \$ 275,395 | \$ 96,757 | \$ 139,600 |
| TOTAL DIVISION | \$ 2,663,791 | \$ 3,107,568 | \$ 3,106,898 | \$ 3,284,459 |



DEPARTMENT OF PUBLIC SAFETY

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|------------------|------------------|-------------------|------------------|
| INTERGOVERNMENTAL REVENUES \$ | - \$ | - \$ | 90 \$ | - |
| SALES & CHARGES FOR SERVICES | 36,966 | 34,610 | 40,940 | 38,000 |
| MISCELLANEOUS REVENUES | 4,436 | 3,468 | 6,918 | 3,000 |
| EXPENDITURE RECOVERIES | 2,928 | 28,303 | 40,350 | 3,000 |
| TOTAL DIVISION | \$ 44,330 | \$ 66,381 | \$ 88,298 | \$ 44,000 |

DEPARTMENT OF PUBLIC SAFETY

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Public Safety | 50,796 | 171,581 |
| 1 | 1 | 1 | Exe. Comm. of Public Safety – Projects, Grants and Tech. | 36,590 | 138,195 |
| 1 | 1 | 1 | Executive Commissioner of Public Safety – Operations | 36,590 | 138,195 |
| 1 | 1 | 1 | Secretary to the Director | 36,590 | 138,195 |
| 4 | 4 | 4 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Clerk, Principal | 11.93 Hr. | 19.13 Hr. |
| 2 | 2 | 2 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Private Secretary to the Director | 20,800 | 44,373 |
| 1 | 1 | 1 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 5 | 5 | 5 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,761 |
| 3 | 1 | 1 | Assistant Administrator | 20,800 | 71,329 |
| 2 | 2 | 2 | Analyst, Network II | 30,202 | 87,630 |
| 2 | 1 | 1 | Analyst, Budget | 20,800 | 51,467 |
| 1 | 1 | 1 | Analyst, Senior Budget & Management | 26,274 | 75,986 |
| 2 | 2 | 2 | Analyst, Senior Programmer | 23,647 | 67,345 |
| 1 | 1 | 1 | Assistant, Senior Personnel | 20,800 | 48,702 |
| 1 | 1 | 1 | Director, Project | 22,333 | 77,944 |
| 1 | 0 | 1 | Office of Professional Standards Administrator | 26,274 | 68,745 |
| 1 | 0 | 0 | Professional Standards Investigative Auditor | 20,093 | 55,191 |
| 2 | 2 | 2 | Public Health Nurse III | 39,099 | 50,936 |
| 1 | 1 | 1 | Supervisor, Computer Operations | 30,215 | 83,198 |
| 1 | 1 | 1 | Surgeon of Police | 43,108 | 80,279 |
| 19 | 14 | 15 | | | |

DEPARTMENT OF PUBLIC SAFETY

COMPARISON OF STAFFING - CONTINUED

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|---------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | TECHNICIAN | | |
| 1 | 1 | 1 | Analyst, Software | 30,215 | 86,559 |
| 4 | 4 | 4 | Operator, Computer | 10.00 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Operator, Senior Computer | 10.00 Hr. | 26.07 Hr. |
| 1 | 0 | 0 | Programmer, Associate | 10.00 Hr. | 22.60 Hr. |
| <u>7</u> | <u>6</u> | <u>6</u> | | | |
| 35 | 29 | 30 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | OPS - Board Chair | 7,300 | 7,300 |
| 4 | 4 | 6 | OPS - Board Member | 6,800 | 6,800 |
| <u>5</u> | <u>5</u> | <u>7</u> | TOTAL PART TIME & BOARD MEMBERS | | |
| 5 | 5 | 5 | GRANT POSITIONS | | |
| <u>45</u> | <u>39</u> | <u>42</u> | TOTAL DIVISION | | |

*Salary Schedule effective December 8, 2008

DIVISION OF POLICE

MICHAEL C. McGRATH, CHIEF

The highest priority of the Division of Police is providing basic police services to the community. The Division is organized into four main functional programs in order to deliver these services in the most efficient and cost-effective manner possible.

Administrative Operations provides the necessary support services that enable Field Operations, Homeland Security, and Special Operations to function as effectively as possible. Administrative Operations provides warrant, subpoena and property processing, radio and telephone communications, and management of information and human resources. Additional functions include the reporting and recording of crimes and incidents and the continued development of the Division through planning and training of all personnel.

Field Operations provides response to citizen calls for assistance through uniformed patrol activities in five Districts and interacts through the community via DARE programs, Community Relations, and the Auxiliary Police. The District support sections assist uniformed patrol efforts through the investigations of major offenses, concentrated enforcement action on specific complaints and crime pattern analysis. The Bureau of Traffic provides crowd control and traffic control at major events, and investigates serious traffic accidents. Quality of life issues are addressed by the Community Services Unit.

Special Operations is composed of two main sections, which provide a variety of investigative and technical services to the Division and community. Investigations are completed by Detective Bureaus that specialize in specific crimes such as auto theft, fraud, homicide, sex crimes, and youth crimes. Support units such as SWAT handle volatile situations where specialized training is required. Technical Support provide forensic and crime scene analysis as well as photo lab services.

Homeland Security prevents, responds, and investigates terrorist activities in our City and the Greater Cleveland area by establishing security initiatives, securing our airports, and analyzing crime data for future preventive crime/terrorist trends. Homeland Security coordinates and shares law enforcement intelligence with local, state and federal law enforcement agencies.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------|-------------------|-----------------|---------------|-------------------|--------------------|------------|-------------------|-----------------|------------|
| | COST | ACTUAL STAFF FT | PT | COST | UNAUDITED STAFF FT | PT | COST | BUDGET STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Administrative Operations | \$ 37,976 | 556 | | \$ 36,986 | 535 | | \$ 38,241 | 534 | |
| Field Operations | 115,895 | 1,228 | 375 | 117,412 | 1,166 | 385 | 120,786 | 1,163 | 424 |
| Special Operations | 23,220 | 211 | | 24,657 | 210 | | 25,494 | 210 | |
| | \$ 177,091 | \$ 1,995 | \$ 375 | \$ 179,055 | 1,911 | 385 | \$ 184,521 | 1,907 | 424 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 166,101 | | | \$ 167,025 | | | \$ 174,314 | | |
| Self - Generated | 8,250 | | | 9,099 | | | 7,787 | | |
| | \$ 174,351 | 1,988 | 375 | \$ 176,124 | 1,904 | 385 | \$ 182,101 | 1,900 | 424 |
| Grants | 820 | 7 | | 820 | 7 | | 820 | 7 | |
| Special Revenue | 1,920 | | | 2,111 | | | 1,600 | | |
| | \$ 177,091 | \$ 1,995 | \$ 375 | \$ 179,055 | \$ 1,911 | 385 | \$ 184,521 | 1,907 | 424 |

DIVISION OF POLICE

Mission Statement

To protect the life and property of all citizens against criminal activity and to create an environment of stability and security within the community.

PROGRAM NAME: ADMINISTRATIVE OPERATIONS

OBJECTIVES: Provides all necessary support activities for Field Operations, Homeland Security, and Special Operations.

ACTIVITIES: Establish operating policies and procedures for the Division of Police. Prepare and manage the operating and capital budgets for the Division of Police. Recruit, hire and train both uniform and civilian employees. Record and maintain payroll and personnel records. Collect and record all criminal incident reports. Handle open records requests. Operate and maintain radio and telephone communications. Oversee the storage of recovered, confiscated and forfeited property and vehicles.

PROGRAM NAME: FIELD OPERATIONS

OBJECTIVES: To provide protection against loss of life, bodily injury and property loss and to empower the community and Divisional personnel in their combined efforts to reduce crime and the fear of crime with an emphasis on joint planning, evaluation and operations. To reduce traffic accidents in the community and provide safer conditions for motorists, pedestrians, and citizens using public streets, and highways within the City of Cleveland.

ACTIVITIES: Investigate all major offenses against person and property. Provide Patrol and Community Based Policing activities. Participate with citizens on Community Relations Committees, the Auxiliary Police Program, crime prevention fairs, Night Out Against Crime, the Task Force on Violent Crime and similar projects in response to community needs. Develop close working relationships with residents by interacting while on patrol and attending community functions. Provide neighborhood patrols to areas that area could benefit from close on-going interaction between the Police and the community. Participate in Community Services programs which aggressively investigates and focuses on deterring crimes that occur on the streets in highly populated, distressed neighborhoods. Conduct DARE programs, Child Accident Prevention Programs, Crime Watch Training and other programs in response to the normal needs of the community. Alleviate traffic congestion, restore normal traffic flow, and provide traffic and crowd control at special events. Respond to scenes of traffic accidents and prepare traffic reports.

DIVISION OF POLICE

**OPERATING SUMMARY
(000'S OMITTED)**

| FUNDING SOURCE: | COST | 2007 ACTUAL | | COST | 2008 UNAUDITED | | COST | 2009 BUDGET | |
|-----------------|-------------------|----------------|------------|-------------------|-------------------|------------|-------------------|----------------|------------|
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| General Fund | \$ 107,652 | | | \$ 107,102 | | | \$ 110,080 | | |
| Self Generated | 5,503 | | | 7,379 | | | 8,286 | | |
| Grants | 820 | | | 820 | | | 820 | | |
| Special Revenue | 1,920 | | | 2,111 | | | 1,600 | | |
| | \$ 115,895 | 1,228 | 375 | \$ 117,412 | 1,166 | 385 | \$ 120,786 | 1,163 | 424 |

PROGRAM NAME: SPECIAL OPERATIONS

OBJECTIVES: To target the perpetrators of specific crimes such as auto thefts, financial crimes, homicides, sexual assaults, and drug trafficking for arrest and prosecution.

ACTIVITIES: Aggressively investigate crimes that occur in the City of Cleveland. Conduct enforcement activities against specific crimes within a target neighborhood using decoy, surveillance or search operations, based upon crime and analysis and trends. Maintain contact with and enlist the assistance of community leaders and residents to identify those responsible for neighborhood criminal activity. Perform crisis intervention; handle hostage negotiations and other highly dangerous and volatile situations where specialized training or equipment is required. Provide support to district operations in improving the quality of life in neighborhoods through the enforcement of drug laws, and by suppressing juvenile crime. Detect offenders through crime processing and the use of the Automated Fingerprint Imaging System (AFIS) and the use of weapons through the National Integrated Ballistics Information Network (NIBIN).

PROGRAM NAME: HOMELAND SECURITY

OBJECTIVES: To target the perpetrators of criminal activity, which includes threats and criminal actions against the security of our City.

ACTIVITIES: Establish homeland security initiatives within the city of Cleveland and the Greater Cleveland area. Provide security and patrols of Cleveland Hopkins Airport, City Hall, and the borders of the City of Cleveland. Analyze and report crime trends in the City and surround area. Assist outside agencies with protective details of dignitaries.

DIVISION OF POLICE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 14,558,561 | \$ 13,184,044 | \$ 9,239,357 | \$ 9,277,985 |
| MILITARY LEAVE | 41,733 | 37,719 | 87,093 | 80,000 |
| PART-TIME PERMANENT | 52,321 | 147,326 | 220,174 | 250,446 |
| STUDENT TRAINEES | 171,356 | 681,418 | 1,039,310 | 705,600 |
| INJURY PAY | 2,752 | 3,228 | 1,080 | |
| SCHOOL GUARDS | 1,500,004 | 1,524,129 | 1,446,254 | 1,502,200 |
| UNIFORMED PERSONNEL | 85,069,788 | 85,370,587 | 89,063,982 | 90,727,491 |
| UNIFORMED OVERTIME | 8,103,502 | 8,629,474 | 10,066,024 | 11,201,609 |
| LONGEVITY | 954,300 | 977,200 | 964,300 | 992,025 |
| WAGE SETTLEMENTS | 244,461 | - | (5,118) | - |
| SEPARATION PAYMENTS | 3,511,379 | 3,455,391 | 3,182,600 | 3,835,312 |
| BONUS INCENTIVE | 228,000 | - | - | - |
| OVERTIME | 1,855,712 | 2,468,495 | 1,422,716 | 1,364,534 |
| DEFERRED OVERTIME PAYMENTS | - | 369,831 | 408,997 | 408,997 |
| TOTAL | \$ 116,293,869 | \$ 116,848,842 | \$ 117,139,769 | \$ 120,346,199 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 15,358,897 | \$ 17,056,556 | \$ 17,168,327 | \$ 18,877,344 |
| DENTAL | 1,002,544 | 1,001,776 | 956,463 | 1,058,938 |
| VISION CARE | 99,921 | 101,517 | 99,322 | 168,565 |
| PERS | 2,197,392 | 2,233,865 | 1,757,613 | 1,913,197 |
| POLICE & FIREMENS DISAB & PENS | 18,442,564 | 18,799,794 | 19,412,416 | 20,185,442 |
| FICA-MEDICARE | 1,212,387 | 1,243,226 | 1,297,602 | 1,477,883 |
| WORKER'S COMPENSATION | 4,498,926 | 4,364,667 | 5,915,431 | 5,962,410 |
| LIFE INSURANCE | 87,608 | 87,334 | 84,570 | 100,170 |
| UNEMPLOYMENT COMPENSATION | 13,989 | 31,991 | 32,095 | 23,852 |
| CLOTHING ALLOWANCE | 703,099 | 622,777 | 522,134 | 560,075 |
| TOOL INSURANCE | 650 | 400 | - | - |
| CLOTHING MAINTENANCE | 981,992 | 1,006,137 | 919,346 | 954,105 |
| TOTAL | \$ 44,599,969 | \$ 46,550,040 | \$ 48,165,319 | \$ 51,281,981 |
| TRAINING & PROFESS DUES | | | | |
| TUITION & REGISTRATION FEES | \$ - | \$ - | \$ 255 | \$ - |
| PROFESSIONAL DUES | \$ 4,843 | \$ 5,870 | \$ 5,692 | \$ 7,200 |
| TOTAL | \$ 4,843 | \$ 5,870 | \$ 5,947 | \$ 7,200 |

DIVISION OF POLICE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 21,701 | \$ 12,752 | \$ 21,601 | \$ 194,882 |
| CHILLED WATER | 188,533 | - | - | - |
| GAS | 232,147 | 188,982 | 218,994 | - |
| ELECTRICITY - CPP | 1,256,799 | 1,128,136 | 1,125,435 | 1,170,452 |
| ELECTRICITY - OTHER | 68,994 | 45,149 | 87,287 | 90,778 |
| STEAM | 290,467 | 506,920 | 558,902 | 627,272 |
| CONTRACTUAL UTILITIES | 2,250 | 7,378 | - | - |
| TOTAL | \$ 2,060,891 | \$ 1,889,317 | \$ 2,012,219 | \$ 2,083,384 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 85,920 | \$ 114,499 | \$ 116,742 | \$ 175,000 |
| REFEREE SERVICES | 35,994 | 33,260 | 33,976 | 30,000 |
| MILEAGE (PRIVATE AUTO) | 50,664 | 40,486 | 61,074 | 65,000 |
| MEDICAL SERVICES | 1,352,896 | 1,268,622 | 894,723 | 300,000 |
| EXPENSE ACCOUNT REIMBURSEMENT | - | 2,157 | - | - |
| ADVERTISING AND PUBLIC NOTICE | 5,457 | 2,108 | 3,171 | 8,000 |
| PARKING IN CITY FACILITIES | 172,887 | 154,824 | 150,165 | 140,000 |
| INSURANCE AND OFFICIAL BONDS | 582 | 690 | 690 | 700 |
| PHOTOCOPY MACHINE RENTAL | 14,264 | - | - | - |
| OTHER CONTRACTUAL | 444,491 | 823,831 | 162,621 | 216,980 |
| LOCAL MATCH-GRANT PROGRAMS | 42,579 | - | - | - |
| TOTAL | \$ 2,205,734 | \$ 2,440,477 | \$ 1,423,162 | \$ 935,680 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 4,556 | \$ 5,198 | \$ 34,894 | \$ 5,400 |
| POSTAGE | 2,533 | 2,273 | 3,007 | 3,500 |
| COMPUTER SUPPLIES | - | - | 5,000 | - |
| FUEL | 2,581 | 4,730 | 266 | 200 |
| CLOTHING | 18,115 | 45,774 | 7,035 | 37,000 |
| SMALL EQUIPMENT | 19,968 | 128,732 | 64,711 | 88,000 |
| AMMUNITION | 81,871 | 99,920 | 158,816 | 170,000 |
| HYGIENE AND CLEANING SUPPLIES | 51,252 | 48,345 | 4,802 | 7,000 |
| LUMBER, GLASS, AND DRYWALL | - | 638 | 546 | 700 |
| LABORATORY SUPPLIES | 45,320 | 25,738 | 26,628 | 31,500 |
| PHOTOGRAPHIC SUPPLIES | 64,894 | 39,749 | 32,345 | 45,000 |
| PRINTED MATERIALS | 20,949 | 18,073 | 18,295 | 20,000 |
| OTHER SUPPLIES | 107,444 | 131,819 | 132,386 | 128,000 |
| SAFETY EQUIPMENT | 570 | - | - | 900 |
| BATTERIES | 2,486 | 2,517 | 4,000 | 4,250 |
| JUST IN TIME OFFICE SUPPLIES | 83,067 | 76,736 | 44,204 | 85,000 |
| MISC MAINTENANCE SUPPLIES | 35,056 | 11,253 | 24,990 | 15,000 |
| TOTAL | \$ 540,662 | \$ 641,495 | \$ 561,925 | \$ 641,450 |

DIVISION OF POLICE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 1,754 | \$ - | \$ 17,850 | \$ 1,800 |
| MAINTENANCE CONTRACTS | 109,847 | 101,328 | - | 149,314 |
| COMPUTER HARDWARE MAINT. | - | - | - | 4,500 |
| MAINTENANCE MACHINERY | 6,000 | - | 4,369 | 5,000 |
| REPAIR PARTS | - | 500 | - | 850 |
| CAR WASHES | 47,100 | 52,153 | 61,168 | 50,000 |
| MAINTENANCE HELICOPTERS | - | - | - | 90,000 |
| MAINTENANCE MISC. EQUIP. | 30,557 | 7,000 | 26,582 | 20,000 |
| REPAIR OF OVERHEAD DOORS | - | 5,000 | 5,000 | 4,000 |
| MOWER & TRACTOR REPAIR | - | - | - | 5,000 |
| TOTAL | \$ 195,258 | \$ 165,981 | \$ 114,969 | \$ 330,464 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| COURT COSTS | \$ 29 | \$ - | \$ 109 | \$ 200 |
| JUDGEMENTS, DAMAGES, & CLAIMS | 33,415 | 13,060 | 21,249 | 20,000 |
| POLICE CHIEF EXPENSE FUND | 175,887 | 171,862 | 250,000 | 250,000 |
| TOTAL | \$ 209,331 | \$ 184,922 | \$ 271,358 | \$ 270,200 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 1,309,819 | \$ 1,535,173 | \$ 1,367,805 | \$ 1,466,996 |
| CHARGES FROM RADIO SYSTEM | 744,432 | 869,193 | 858,035 | 1,018,979 |
| CHARGES FROM PRINTING | 245,472 | 276,836 | 378,438 | 400,000 |
| CHARGES FROM STOREROOM | 114,369 | 100,363 | 81,482 | 87,482 |
| CHARGES FROM MOTOR VEHICLE | 2,730,182 | 2,796,789 | 3,743,529 | 3,230,788 |
| CHARGES FROM WATER G.I.S. | 20,625 | 45,253 | - | - |
| TOTAL | \$ 5,164,899 | \$ 5,623,607 | \$ 6,429,289 | \$ 6,204,245 |
| TOTAL DIVISION | \$ 171,275,456 | \$ 174,350,551 | \$ 176,123,957 | \$ 182,100,803 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| LICENSES & PERMITS | \$ 14,690 | \$ 13,321 | \$ 12,500 | \$ 12,000 |
| INTERGOVERNMENTAL | 5,737 | - | - | - |
| SALES & CHARGES FOR SERVICES | 15,530 | 221,027 | 480,501 | 210,000 |
| MISCELLANEOUS REVENUES | 499,186 | 214,456 | 325,155 | 100,000 |
| EXPENDITURE RECOVERIES | 7,715,274 | 7,830,061 | 8,280,543 | 7,464,666 |
| TOTAL DIVISION | \$ 8,250,417 | \$ 8,250,417 | \$ 9,098,699 | \$ 7,786,666 |

DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Chief of Police | 69,682 | 165,780 |
| 11 | 11 | 11 | Commander of Police | 88,823 | 92,003 |
| 1 | 1 | 1 | Commissioner of Traffic Control | 88,823 | 92,003 |
| 4 | 4 | 4 | Deputy Chief of Police | 63,966 | 139,667 |
| 17 | 17 | 17 | | | |
| OFFICE & CLERICAL | | | | | |
| 4 | 4 | 4 | Clerk, Chief | 22,050 | 46,165 |
| 8 | 7 | 7 | Clerk, Junior | 10.00 Hr. | 13.46 Hr. |
| 5 | 3 | 3 | Clerk, Principal | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | Clerk, Stock | 10.00 Hr. | 19.76 Hr. |
| 1 | 1 | 1 | Messenger | 10.00 Hr. | 14.51 Hr. |
| 4 | 4 | 4 | Safety Telephone Operator | 21,266 | 31,868 |
| 6 | 5 | 5 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 3 | 3 | 3 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 0 | 1 | 1 | Stenographer III | 10.00 Hr. | 17.54 Hr. |
| 4 | 4 | 4 | Telephone Operator | 10.00 Hr. | 16.16 Hr. |
| 12 | 10 | 10 | Typist | 10.00 Hr. | 14.65 Hr. |
| 48 | 43 | 43 | | | |
| PARA -PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Clerk, Docket | 20,800 | 35,267 |
| 11 | 10 | 11 | Controller, Traffic | 10.00 Hr. | 14.10 Hr. |
| 1 | 1 | 0 | Caseworker II | 10.00 Hr. | 19.23 Hr. |
| 0 | 1 | 1 | Coordinator, Project | 27,326 | 87,665 |
| 13 | 13 | 13 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Accountant II | 10.00 Hr. | 21.10 Hr. |
| 1 | 1 | 1 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 3 | 3 | 3 | Administrative Officer | 20,800 | 51,437 |
| 16 | 22 | 16 | Captain (Police) | 76,502 | 79,312 |
| 3 | 2 | 2 | Director, Project | 22,233 | 77,944 |
| 5 | 5 | 5 | Examiner, Scientific | 25,000 | 54,906 |
| 68 | 68 | 68 | Lieutenant (Police) | 65,881 | 68,374 |
| 97 | 102 | 96 | | | |
| PROTECTIVE SERVICE | | | | | |
| 1,196 | 1,153 | 1,121 | Officer, Patrol I** | 48,832 | 52,865 |
| 42 | 41 | 97 | Officer, Patrol II | 41,981 | 47,858 |
| 0 | 56 | 41 | Officer, Patrol III | 41,448 | 46,193 |
| 58 | 41 | 34 | Officer, Patrol IV | 40,382 | 45,005 |
| 37 | 48 | 40 | Trainee | 10.50 Hr. | 10.50 Hr. |
| 4 | 4 | 4 | Police Safety Aide | 20,800 | 28,829 |
| 211 | 210 | 211 | Sergeant | 56,725 | 58,943 |
| 1,548 | 1,553 | 1,548 | | | |

DIVISION OF POLICE

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|-----------------------|------------------|----------------|-------------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 0 | Worker, Custodial | 10.00 Hr. | 14.50 Hr. |
| 3 | 2 | 3 | Hostler | 10.00 Hr. | 14.18 Hr. |
| 4 | 3 | 3 | | | |
| TECHNICIAN | | | | | |
| 2 | 1 | 2 | Bilingual Communication Specialist | 22,883 | 36,983 |
| 6 | 5 | 6 | Dispatcher, Chief Radio | 39,788 | 46,494 |
| 95 | 88 | 92 | Dispatcher, Police Radio | 22,886 | 40,496 |
| 4 | 4 | 4 | Examiner, Fingerprint | 22,000 | 37,764 |
| 3 | 3 | 3 | Operator, Computer | 10.00 Hr. | 21.33 Hr. |
| 2 | 2 | 2 | Operator, Data Conversion | 10.00 Hr. | 14.65 Hr. |
| 68 | 65 | 66 | Operator, Senior Data Conversion | 10.80 Hr. | 17.55 Hr. |
| 3 | 3 | 3 | Supervisor, Data Conversion | 11.92 Hr. | 19.68 Hr. |
| 1 | 1 | 1 | Sytems Analyst | 22,427 | 60,011 |
| 1 | 0 | 0 | Network Analyst II | 30,214 | 87,630 |
| 1 | 1 | 1 | Technician, Photographic Laboratory | 10.00 Hr. | 18.36 Hr. |
| 186 | 173 | 180 | | | |
| 1,913 | 1,904 | 1,900 | TOTAL FULL TIME | | |
| 402 | 368 | 402 | Guard, School Crossing | 20.50 Day | 27.87 Day |
| 20 | 15 | 20 | Controller, Traffic | 10.00 Hr. | 14.10 Hr. |
| 2 | 2 | 2 | PT Scientific Ez | 25,000 | 54,906 |
| 424 | 385 | 424 | TOTAL PART TIME | | |
| 7 | 7 | 7 | GRANT POSITIONS | | |
| 2,344 | 2,296 | 2,331 | TOTAL DIVISION | | |

*Salary Schedule effective December 8, 2008

** Includes employees partially or entirely funded through grants

DIVISION OF FIRE**PAUL STUBBS, CHIEF**

While the word FIRE is the title of this Division, it is an acknowledged fact that the word "FIRE" has an additional meaning; it is an acronym that stands for Fire, Inspections, Rescue and Emergency services. The duties of the Division of Fire are organized into six programs that enable the Division to accomplish its mission in the safest, most efficient and cost-effective manner. The Programs are Fire Administration, Operations, Operations Support, Prevention and Education, Communications and Training.

Administration includes Headquarters (HQ), Statistics/Research (STATS), the Medical Office (MO), the Employee Assistance Program (EAP), Internal Affairs (IA) and Public Education/Photo/Public Relations (PE/PR). HQ carries out all the tasks necessary to operate the Division in the most efficient and cost-effective manner. STATS collects and compiles all data related to alarm responses, employee payroll and hours, and compiles and takes the necessary action to ensure the City collects monies due for medical transports and unnecessary alarms. The IA unit assists HQ in all internal investigations, including disciplinary cases. The Executive Officer, with the cooperation and assistance of the Officer in charge of the Storeroom/Quarter Master (S/QM), monitors new construction and rehabilitation of the Division of Fire Buildings and works with the Superintendent of Safety Buildings to follow up on needed repairs. PE/PR is responsible for public education activities, including programs for school children as well as Golden Agers, and works with the Mayor's Office and the News Media.

Operations Support consists of the following units: Bureau of Emergency and Rescue Service (BEARS), Bureau of Engine and Apparatus Maintenance (BEAM), Storeroom/Quarter Master (S/QM), Pre-Plan Office (PPO) and the Water Supply Office (WSO) which together provide all the equipment and services that Operations needs to carry out their duties.

The Prevention and Education Program is carried out by the Fire Prevention Bureau (FPB). The FPB is responsible for inspection of buildings in the City except for one and two family dwellings, reviewing all permit applications for hazardous substances and fire protection systems, reviewing plans for new construction and renovation of buildings, ensuring safety at public assemblies and the enforcement of local, state and federal laws pertaining to fire and life safety. In addition, the FPB is responsible for ensuring that hazardous material spills are cleaned up in accordance with environmental laws.

The Bureau of Communications (BOC) carries out the Communications Program and is responsible for receiving all alarms and dispatching the proper units, handling all emergency communications for Fire companies and responding to major incidents to control and coordinate emergency communications. In addition, the BOC handles all normal day to day phone communications, and is responsible for testing all Fire communication equipment.

Training and Education within the Division is the responsibility of the Fire Training Academy (FTA). This includes: training all new firefighters in basic firefighting and emergency medical treatment to comply with state law; developing, maintaining and updating the In-Service Training Manual for use by Company Officers; offering specialized courses in hazardous material response, driver training, pump and aerial ladder operations; orientation for new officers; incident command; and various other subjects. The FTA also maintains training records to comply with state law, tests and evaluates new equipment and explores new methods of Firefighting and the handling of hazardous material incidents.

DIVISION OF FIRE

Mission Statement

To serve the City of Cleveland with the highest degree of quality and professionalism through a proactive commitment to prevent and mitigate emergency situations where life and property are at risk.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------|------------------|------------|----|------------------|------------|-------|------------------|------------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Administration | \$ 4,942 | 20 | | \$ 4,486 | 18 | | \$ 4,600 | 13 | |
| Operations | 77,698 | 778 | | 76,259 | 762 | | 78,430 | 801 | |
| Operations Support | 867 | 16 | | 1,207 | 19 | | 1,920 | 12 | |
| Prevention and Education | 3,521 | 44 | | 3,588 | 44 | | 2,760 | 36 | |
| Communications | 3,496 | 37 | | 3,589 | 35 | | 3,680 | 36 | |
| Training and Education | 1,115 | 10 | | 897 | 9 | | 920 | 9 | |
| | \$ 91,639 | 905 | | \$ 90,026 | 887 | | \$ 92,310 | 907 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 90,290 | | | \$ 88,939 | | | \$ 91,164 | | |
| Self-Generated | 1,039 | | | 777 | | | 836 | | |
| | \$ 91,329 | 905 | | \$ 89,716 | 887 | | \$ 92,000 | 907 | |
| Grants | \$ 310 | | | \$ 310 | | | \$ 310 | | |
| | \$ 91,639 | 905 | | \$ 90,026 | 887 | | \$ 92,310 | 907 | |

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To plan, direct, coordinate, control and evaluate all aspects of Divisional Operations to ensure resources are being used effectively and efficiently.

ACTIVITIES: Plan and prepare Operating and Capital Budgets. Manage daily operations, maintain discipline, control sick leave, light duty and leave of absences. Collect, compile and enter data on alarms, employee work hours and other data into computer monitoring system. Participate in planning of rehabilitation and construction of new Division facilities. Schedule and coordinate public fire and life safety education programs, public relations and news releases in conjunction with the Mayor's Office, Director's Office and other interested community organizations.

DIVISION OF FIRE

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|------|---------------|------------|------|---------------|------------|------|---------------|------------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ | 77,698 | | \$ | 76,942 | | \$ | 78,430 | |
| | \$ | 77,698 | 778 | \$ | 76,942 | 762 | \$ | 78,430 | 771 |

PROGRAM NAME: OPERATIONS

OBJECTIVES: To save lives and protect property by: extinguishing and preventing the spread of fire; providing immediate medical care; providing rescue and extrication service; abating hazardous materials releases; and by investigating the causes of fires and other emergencies.

ACTIVITIES: Respond to alarms with necessary personnel, apparatus and equipment. Conduct daily training according to Drill Schedules; maintain apparatus, equipment and station. Inspect buildings and fire hydrants and investigate fires and Division accidents.

PROGRAM NAME: OPERATIONS SUPPORT

OBJECTIVES: To provide the required equipment and support services for Fire Operations.

ACTIVITIES: Issue, maintain and repair all Self Contained Breathing Apparatus (SCBA), rescue equipment, nozzles and small equipment. Provide air for SCBA and equipment and supplies at emergency incidents. Provide SCBA air cylinder refill capability and test SCBA face piece fit for all members of the Division. Provide all rescue equipment, 24-hour emergency apparatus repair. Provide, repair and refurbish all protective clothing for the Division. Provide and repair all fire hoses. Provide pre incident information on streets, buildings, hazardous conditions and hydrants/mains.

PROGRAM NAME: PREVENTION AND EDUCATION

OBJECTIVES: To ensure life safety and reduce fires and the release of hazardous substances.

ACTIVITIES: Perform fire and life safety inspections of all buildings except 1 and 2 family dwellings. Review new construction and building renovation plans for compliance with state and local Fire safety laws and test new and existing fire protection systems. Review and issue permits for control of flammable and hazardous substances. Provide Hazardous Materials Specialists to ensure hazardous material spills are cleaned up in compliance with local, state and federal laws.

DIVISION OF FIRE**PROGRAM NAME: COMMUNICATIONS**

OBJECTIVES: To provide efficient communications for the entire Division and Emergency Medical Service units.

ACTIVITIES: Dispatch calls for assistance, determine proper response and dispatch fire fighting and/or medical units. Coordinate and control emergency radio transmissions and provide a communications/command post vehicle for major incidents. Maintain records of fire alarms, response times, fire loss estimates and other records.

PROGRAM NAME: TRAINING AND EDUCATION

OBJECTIVES: To provide the necessary knowledge, skills and abilities in order for the Division to operate in a safe and efficient manner.

ACTIVITIES: Conduct basic training classes for newly appointed firefighters including firefighting and emergency medical treatment to comply with state law. Provide hazardous materials training to members of the Division to comply with Federal and OSHA laws and National Fire Protection Association standards. Re-certify firefighters as Emergency Medical Technicians and maintain and update the Division Drill Manual. Conduct classes on safe driving; pump operations, aerial ladder operation, rescue techniques and other subjects. Maintain training records; test and evaluate new equipment and methods.

DIVISION OF FIRE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 385,190 | \$ 334,394 | \$ 353,997 | \$ 354,340 |
| MILITARY LEAVE | 4,179 | 3,124 | - | - |
| UNIFORMED PERSONNEL | 49,026,505 | 53,161,092 | 51,762,613 | 52,973,486 |
| UNIFORMED OVERTIME | 4,971,873 | 5,768,637 | 6,009,383 | 6,208,023 |
| LONGEVITY | 505,239 | 517,800 | 517,150 | 512,025 |
| WAGE SETTLEMENTS | 100,000 | - | - | - |
| SEPARATION PAYMENTS | 301,977 | 634,938 | 366,687 | 500,000 |
| BONUS INCENTIVE | 1,500 | 1,356,500 | 9,150 | - |
| OVERTIME | 30,030 | 27,795 | 35,845 | 23,440 |
| DEFERRED OVERTIME PAYMENTS | - | 174,993 | 174,972 | 175,000 |
| TOTAL | \$ 55,326,493 | \$ 61,979,273 | \$ 59,229,797 | \$ 60,746,314 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 8,488,498 | \$ 8,836,483 | \$ 9,016,130 | \$ 9,654,333 |
| DENTAL | 505,743 | 508,522 | 501,080 | 530,342 |
| VISION CARE | 45,113 | 46,386 | 46,516 | 48,334 |
| PERS | 50,096 | 50,196 | 55,111 | 57,349 |
| POLICE & FIREMENS DISAB & PENS | 12,880,551 | 13,831,694 | 13,805,868 | 14,368,448 |
| FICA-MEDICARE | 465,794 | 532,126 | 511,043 | 484,744 |
| WORKER'S COMPENSATION | 1,337,894 | 1,807,666 | 2,588,015 | 2,311,584 |
| LIFE INSURANCE | 40,875 | 40,688 | 40,320 | 40,230 |
| UNEMPLOYMENT COMPENSATION | 4,890 | 9,230 | 140 | - |
| CLOTHING ALLOWANCE | 545,402 | 296,791 | 297,027 | 278,700 |
| CLOTHING MAINTENANCE | 361,600 | 362,000 | 354,000 | 353,600 |
| TOTAL | \$ 24,726,456 | \$ 26,321,782 | \$ 27,215,250 | \$ 28,127,664 |
| TRAINING & PROFESS DUES | | | | |
| TRAVEL | \$ 4,735 | \$ 1,146 | \$ 2,878 | \$ 2,000 |
| TUITION & REGISTRATION FEES | 9,114 | 1,210 | 2,458 | 3,000 |
| OTHER TRAINING SUPPLIES | 1,773 | 13,304 | 3,002 | 8,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 551 | 476 | 432 | 500 |
| PROFESSIONAL DUES | 3,799 | 3,652 | 3,800 | 4,000 |
| TOTAL | \$ 19,972 | \$ 19,788 | \$ 12,570 | \$ 17,500 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ - | \$ - | \$ 28,138 | \$ - |
| GAS | 333,189 | 299,726 | 324,352 | 285,517 |
| ELECTRICITY - CPP | 401,676 | 397,934 | 401,891 | 417,967 |
| ELECTRICITY - OTHER | 32,173 | 32,944 | 33,780 | 35,131 |
| STEAM | 32,614 | 36,026 | 83,160 | 54,732 |
| TOTAL | \$ 799,652 | \$ 766,630 | \$ 871,321 | \$ 793,347 |

DIVISION OF FIRE

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 61,573 | \$ 23,277 | \$ 4,411 | \$ 30,000 |
| BANK SERVICE FEES | 12,008 | - | - | - |
| COURT REPORTER | 160 | 280 | 45 | 100 |
| REFEREE SERVICES | - | 175 | - | 200 |
| MILEAGE (PRIVATE AUTO) | 1,436 | 2,254 | 10,093 | 6,000 |
| MEDICAL SERVICES | 26,294 | 22,958 | 49,770 | 57,000 |
| PARKING IN CITY FACILITIES | 7,646 | 8,602 | 8,911 | 10,000 |
| PROPERTY RENTAL | 13,421 | - | - | - |
| PHOTOCOPY MACHINE RENTAL | 1,615 | - | - | - |
| EQUIPMENT RENTAL | - | 25 | - | - |
| SPECIAL ASSESSMENT | - | 10 | - | - |
| OTHER CONTRACTUAL | 18,859 | 37,782 | 30,201 | 40,000 |
| BANK SERVICE FEES | - | 10,475 | 3,616 | 8,000 |
| LOCAL MATCH-GRANT PROGRAMS | - | - | 16,536 | - |
| TOTAL | \$ 143,012 | \$ 105,838 | \$ 123,583 | \$ 151,300 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 920 | \$ 525 | \$ 5,030 | \$ 1,000 |
| POSTAGE | 42 | 44 | 234 | 200 |
| COMPUTER SUPPLIES | 5,749 | 485 | 2,361 | 5,000 |
| COMPUTER SOFTWARE | 219 | - | - | - |
| COMPUTER HARDWARE | 9,797 | 1,872 | 6,315 | - |
| CLOTHING | 201,602 | 29,401 | 16,799 | 117,500 |
| FUEL | - | 90 | - | - |
| HARDWARE & SMALL TOOLS | 6,766 | 12,243 | 8,210 | 10,000 |
| MOWER & TRACTOR PARTS | - | 128 | - | - |
| SMALL EQUIPMENT | 12,812 | 10,189 | 10,100 | 15,000 |
| OFFICE FURNITURE & EQUIPMENT | - | 4,006 | 644 | 2,000 |
| ELECTRICAL SUPPLIES | - | 3,062 | 3,000 | 3,000 |
| HYGIENE AND CLEANING SUPPLIES | 34,905 | 52,674 | 50,647 | 30,000 |
| LUMBER, GLASS, AND DRYWALL | 3,500 | 3,000 | 3,000 | 3,000 |
| MEDICAL SUPPLIES | 47,845 | 58,133 | 53,616 | 65,000 |
| PHOTOGRAPHIC SUPPLIES | 3,000 | - | 55 | 500 |
| MEDICAL EQUIPMENT | 2,000 | 2,000 | - | 2,000 |
| PAPER AND OTHER SUPPLIES | - | - | - | 11,000 |
| SHOP TOOLS | - | 10 | - | - |
| OTHER SUPPLIES | 29,516 | 40,369 | 70,981 | 40,000 |
| SAFETY EQUIPMENT | 15,400 | 9,569 | 9,879 | 10,000 |
| BATTERIES | 2,207 | 2,000 | 2,021 | 2,000 |
| JUST IN TIME OFFICE SUPPLIES | 18,460 | 16,905 | 7,200 | 16,000 |
| TOTAL | \$ 394,740 | \$ 246,705 | \$ 250,092 | \$ 333,200 |

DIVISION OF FIRE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2008 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 2,625 | \$ 2,625 | \$ - | \$ 3,000 |
| MAINTENANCE CONTRACTS | 5,000 | 4,296 | 3,948 | 5,000 |
| COMPUTER HARDWARE MAINT. | 23,365 | 6,600 | - | - |
| COMPUTER SOFTWARE MAINT. | 8,934 | 25,030 | 250 | 14,780 |
| MAINTENANCE ELECTRICAL EQUIP | 4,164 | 644 | 4,150 | 4,000 |
| MAINTENANCE MACHINERY | 9,000 | 13,500 | 20,050 | 10,000 |
| MAINTENANCE VEHICLES | - | 79 | - | - |
| GENERATOR REPAIR | - | - | - | 5,000 |
| REPAIR PARTS | 7,647 | 9,014 | 1,641 | 8,000 |
| CAR WASHES | 1,130 | 1,000 | 1,000 | 1,200 |
| MAINTENANCE MISC. EQUIP. | 110,984 | 75,909 | 120,698 | 80,000 |
| MOWER & TRACTOR REPAIR | - | - | 18 | - |
| MAINTENANCE BUILDING | 5,151 | 8,795 | 129 | 5,000 |
| REPAIR OF OVERHEAD DOORS | 75,000 | 62,000 | 84,078 | 75,000 |
| TOTAL | \$ 253,000 | \$ 209,492 | \$ 235,962 | \$ 210,980 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| JUDGEMENTS, DAMAGES, & CLAIMS | \$ 2,980 | \$ 2,826 | \$ 1,240 | \$ - |
| TOTAL | \$ 2,980 | \$ 2,826 | \$ 1,240 | \$ - |
| INTERDEPART SERVICE CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 152,510 | \$ 140,734 | \$ 234,086 | \$ 233,392 |
| CHARGES FROM RADIO SYSTEM | 144,395 | 131,077 | 111,868 | 160,352 |
| CHARGES FROM WATER | - | - | 21,875 | - |
| CHARGES FROM PRINTING | 50,597 | 52,595 | 34,450 | 40,000 |
| CHARGES FROM STOREROOM | 1,606 | 1,384 | 656 | 1,041 |
| CHARGES FROM MOTOR VEHICLE | 1,255,229 | 1,331,624 | 1,373,510 | 1,185,384 |
| CHARGES FROM WATER - GIS | 9,024 | 19,797 | - | - |
| TOTAL | \$ 1,613,361 | \$ 1,677,211 | \$ 1,776,445 | \$ 1,620,169 |
| TOTAL DIVISION | \$ 83,279,666 | \$ 91,329,545 | \$ 89,716,260 | \$ 92,000,474 |

DIVISION OF FIRE

REVENUE

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|-------------------|---------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| LICENSES & PERMITS | \$ 537,682 | \$ 536,388 | \$ 478,381 | \$ 582,762 |
| SALES & CHARGES FOR SERVICES | 298,890 | 301,116 | 218,804 | 215,875 |
| FINES & FORFEITURES | 1,034 | 1,299 | 588 | 1,200 |
| MISCELLANEOUS REVENUES | 32,510 | 14,550 | 20,272 | 19,000 |
| EXPENDITURE RECOVERIES | 67,190 | 185,309 | 58,889 | 17,000 |
| TOTAL DIVISION | \$ 937,306 | \$ 1,038,662 | \$ 776,934 | \$ 835,837 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-----------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 28 | 31 | 27 | Battalion, Chief | 72,040 | 82,468 |
| 1 | 1 | 1 | Fire Chief | 64,407 | 165,780 |
| 7 | 7 | 6 | Fire Chief, Assistant | 56,790 | 120,711 |
| 36 | 39 | 34 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 3 | 3 | 3 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 5 | 5 | 5 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrator, Personnel | 26,274 | 80,091 |
| 60 | 65 | 58 | Captain (Fire) | 62,034 | 71,093 |
| 174 | 180 | 166 | Lieutenant (Fire) | 53,409 | 61,287 |
| 1 | 1 | 1 | Project Director/ Network | 22,333 | 77,944 |
| 236 | 247 | 226 | | | |
| PROTECTIVE SERVICE | | | | | |
| 609 | 593 | 609 | Firefighter Journeyman | 45,973 | 52,834 |
| 0 | 0 | 30 | Trainee | 10.50 Hr. | 10.50 Hr. |
| 609 | 593 | 639 | | | |
| TECHNICIAN | | | | | |
| 2 | 2 | 2 | Operator, Data Conversion | 10.00 Hr. | 14.65 Hr. |
| 1 | 1 | 1 | Supervisor, Data Processing | 20,800 | 58,396 |
| 3 | 3 | 3 | | | |
| 889 | 887 | 907 | TOTAL DIVISION | | |

*Salary Schedule effective December 8, 2008

EMERGENCY MEDICAL SERVICES

EDWARD J. ECKART, JR., COMMISSIONER

The Division of Emergency Medical Service (EMS) is ultimately responsible for providing all pre-hospital patient care and transportation for the City of Cleveland. The Division provides accessibility to pre-hospital patient care through a coordinated dispatch and communications network. EMS ensures that patients receive optimal care through a continuing education process, a paramedic-training institute and ongoing communications with prominent medical professionals throughout the Greater Cleveland area.

Mission Statement

The Division of EMS is responsible for providing pre-hospital care and transportation to appropriate medical facilities for the City of Cleveland through a coordinated communications network in conjunction with the other divisions of the Department of Public Safety. The Division of EMS ensures optimal patient care through an initial cadet training program, continuing education and paramedic certification accredited by the State of Ohio Department of Public Safety, comprehensive performance improvement program, state of the art technologies, and medical oversight from prominent medical professionals throughout the greater Cleveland area.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|------------------|----------------|------------------|----------------|------------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Administration | \$ 390 | 3 | \$ 475 | 5 | \$ 470 | 5 | | |
| Advanced Life Support | 20,273 | 253 | 21,125 | 228 | 20,916 | 244 | | |
| Communications | 1,990 | 25 | 2,136 | 23 | 2,115 | 25 | | |
| Employee Development | 106 | | - | | - | | | |
| Public Education | 7 | | - | | - | | | |
| | \$ 22,766 | 281 | \$ 23,736 | 256 | \$ 23,501 | 274 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 11,261 | | \$ 11,523 | | \$ 11,392 | | | |
| Self-Generated | 11,435 | | 12,143 | | 12,039 | | | |
| | \$ 22,696 | 281 | \$ 23,666 | 256 | \$ 23,431 | 274 | | |
| Grants | \$ 70 | | \$ 70 | | \$ 70 | | | |
| | \$ 22,766 | 281 | \$ 23,736 | 256 | \$ 23,501 | 274 | | |

EMERGENCY MEDICAL SERVICES

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To plan, direct, coordinate, control, and evaluate all aspects of the Division of EMS.

ACTIVITIES: Prepare, plan, and coordinate the Division's operating and capital budgets. Recruit and hire employees; maintain disciplinary records, record payroll and personnel records. Maintain patient care records; provide copies for legal, medical, and billing purposes. Conduct performance improvement activities and ensure continued quality service to the public.

PROGRAM NAME: OPERATIONS

OBJECTIVES: To respond to emergency scenes, provide basic and advanced life support, transport patients to appropriate medical facilities, ensure preparedness and response for domestic terrorism.

ACTIVITIES: to emergency scenes in a safe and expeditious manner. Provide basic and advanced pre-hospital medical interventions in accordance with State of Ohio Department of Public Safety guidelines. Transport patients to appropriate medical facilities. Document medical patient care and billing information to be used for performance review and service billing. Provide medical supply, logistic and technological support for all pre-hospital care functions. Provide supervisory oversight for all business activities.

PROGRAM NAME: COMMUNICATIONS

OBJECTIVES: To effectively respond, control and direct all emergency communications via telephone, radio and data transmissions.

ACTIVITIES: Evaluate 9-1-1 calls for assistance through call prioritizing system designed to determine the call type, priority level and subsequent type of response for the Divisions of Fire and EMS. Provide emergency pre-arrival instructions to callers until emergency personnel arrive or the situation has been stabilized. Maintain appropriate legal logs and recordings for all communication activity. Provide initial emergency dispatch training. Provide continuing education programs necessary for emergency medical dispatch recertification. Conduct performance improvement activities to ensure continued quality of service to the public. Respond to requests for public information. Assist other city departments and divisions as necessary.

EMERGENCY MEDICAL SERVICES**PROGRAM NAME: EMPLOYEE DEVELOPMENT**

OBJECTIVES: To plan, direct, and coordinate all educational activities, through State of Ohio Accreditation #239, for the Department of Public Safety including state certification at all levels, including recertification, cadet training, continuing education, and paramedic certification.

ACTIVITIES: Provide initial cadet training for all divisional personnel. Conduct State of Ohio certification classes for all levels of pre-hospital care providers. Conduct professional development activities for field, supervisory, and administrative staff. Provide State of Ohio continuing education programs for all levels of pre-hospital care providers. Provide professional recognized enhancement programs for all personnel. Provide clinical experience for pre-hospital care providers through the Field Training Officer Program. Perform pre-hospital paramedic and EMT functioning testing as direct by the Department of Public Safety Medical Director. Promote employee health and wellness through coordinated physical activities/exercise and wellness programs.

PROGRAM NAME: PUBLIC EDUCATION

OBJECTIVES: To plan, direct, and coordinate all awareness and educational activities for the general public in first aid, CPR, AED, 9-1-1, and general health screenings.

ACTIVITIES: Provide certification and training in first aid, CPR, AED in accordance with established American Heart Association standards. Function as community training center for the American Heart Association. Provide general health screenings for the general population through a series of coordinated neighborhood locations throughout the City of Cleveland. Promote general health and wellness education through cooperative efforts with other leading health agencies and organizations.

EMERGENCY MEDICAL SERVICES

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|---|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 11,577,688 | \$ 11,409,044 | \$ 11,620,123 | \$ 11,040,714 |
| MILITARY LEAVE | - | 26,224 | 22,795 | 33,000 |
| INJURY PAY | 6,064 | - | - | - |
| STUDENT TRAINEES | 549,356 | 253,055 | 263,798 | 350,000 |
| LONGEVITY | 94,450 | 91,875 | 90,200 | 93,600 |
| WAGE SETTLEMENTS | 1,302 | - | - | - |
| SEPARATION PAYMENTS | 197,939 | 229,965 | 142,508 | 277,250 |
| BONUS INCENTIVE | 137,000 | - | - | - |
| OVERTIME | 2,723,820 | 2,653,663 | 3,219,797 | 2,300,000 |
| DEFERRED OVERTIME PAYMENTS | - | - | 59,843 | 90,000 |
| TOTAL | \$ 15,287,619 | \$ 14,663,826 | \$ 15,419,064 | \$ 14,184,564 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 2,051,393 | \$ 2,197,436 | \$ 2,208,016 | \$ 2,786,233 |
| DENTAL | 134,670 | 129,399 | 123,618 | 159,357 |
| VISION CARE | 13,911 | 14,011 | 13,551 | 16,618 |
| PERS | 2,044,114 | 2,001,318 | 2,123,324 | 2,096,795 |
| FICA-MEDICARE | 187,614 | 183,206 | 193,795 | 154,804 |
| WORKER'S COMPENSATION | 906,011 | 1,146,527 | 922,863 | 1,396,729 |
| LIFE INSURANCE | 12,836 | 12,480 | 11,888 | 13,770 |
| UNEMPLOYMENT COMPENSATION | 5,934 | 40,142 | 49,990 | 45,136 |
| CLOTHING ALLOWANCE | 97,400 | 99,050 | 88,550 | 103,950 |
| CLOTHING MAINTENANCE | 28,400 | 28,000 | 27,200 | 57,100 |
| TOTAL | \$ 5,482,283 | \$ 5,851,569 | \$ 5,762,795 | \$ 6,830,492 |
| TRAINING & PROFESSIONAL DUES | | | | |
| TRAVEL | \$ 3,764 | \$ 4,226 | \$ 1,929 | \$ 2,500 |
| TUITION & REGISTRATION FEES | 785 | 2,638 | 644 | 1,000 |
| OTHER TRAINING SUPPLIES | - | - | 18,813 | 15,000 |
| PROFESSIONAL DUES | - | 149 | - | - |
| TOTAL | \$ 4,549 | \$ 7,013 | \$ 21,386 | \$ 18,500 |
| UTILITIES | | | | |
| SEWER-OTHER | \$ 79 | \$ - | \$ - | \$ - |
| WATER | 23 | - | - | - |
| GAS | 17,674 | 19,245 | 13,322 | 10,791 |
| ELECTRICITY - CPP | 278 | 52 | 3 | 3 |
| ELECTRICITY - OTHER | 1,181 | 2,031 | 1,490 | 1,550 |
| SECURITY & MONITORING SYSTEM | 400 | 100 | 300 | 500 |
| TOTAL | \$ 19,635 | \$ 21,428 | \$ 15,115 | \$ 12,844 |

EMERGENCY MEDICAL SERVICES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 8,533 | \$ 15,265 | \$ 32,689 | \$ 25,000 |
| COURT REPORTER | 177 | 90 | - | - |
| REFEREE SERVICES | - | 3,211 | - | - |
| TRAVEL - NON-TRAINING | 300 | - | - | - |
| JANITORIAL SERVICES | 9,999 | 3,646 | 6,150 | 10,000 |
| MEDICAL SERVICES | 3,919 | 2,031 | 7,059 | 10,000 |
| PARKING IN CITY FACILITIES | 2,258 | 2,882 | 5,613 | 3,000 |
| PHOTOCOPY MACHINE RENTAL | 534 | - | - | - |
| OTHER CONTRACTUAL | 10,288 | 2,610 | - | - |
| TOTAL | \$ 36,008 | \$ 29,735 | \$ 51,511 | \$ 48,000 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 208 | \$ 703 | \$ 1,800 |
| POSTAGE | 1,914 | 1,757 | 2,233 | 2,000 |
| COMPUTER SUPPLIES | 650 | 160 | 738 | - |
| COMPUTER HARDWARE | - | 19,126 | - | - |
| COMPUTER SOFTWARE | 9,334 | 1,500 | 600 | - |
| CLOTHING | 17,856 | 45,408 | 19,389 | 30,000 |
| SWEEPER PARTS | 766 | - | - | - |
| HARDWARE & SMALL TOOLS | 2,274 | 1,701 | 450 | 500 |
| OFFICE FURNITURE & EQUIPMENT | - | 691 | 1,684 | - |
| ELECTRICAL SUPPLIES | 1,535 | 1,067 | - | 1,000 |
| HYGIENE & CLEANING SUPPLIES | 15,670 | 17,091 | 20,806 | 20,000 |
| MEDICAL SUPPLIES | 304,173 | 358,067 | 312,374 | 320,000 |
| MEDICAL EQUIPMENT | 32,275 | 43,862 | 44,116 | 125,000 |
| PRINTED MATERIALS | 24,697 | 15,578 | 36,206 | 50,000 |
| OTHER SUPPLIES | 1,761 | 7,004 | 15,012 | 1,000 |
| SAFETY EQUIPMENT | 167,803 | 15,045 | 97,321 | 85,000 |
| PHARMACEUTICAL SUPPLIES | 38,011 | 54,669 | 44,476 | 45,000 |
| BATTERIES | 471 | 6,922 | 10,522 | 10,000 |
| JUST IN TIME OFFICE SUPPLIES | 19,482 | 13,171 | 4,958 | 13,500 |
| TOTAL | \$ 638,672 | \$ 603,027 | \$ 611,588 | \$ 704,800 |

EMERGENCY MEDICAL SERVICES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ 78,519 | \$ 61,918 | \$ 40,473 | \$ 45,000 |
| COMPUTER HARDWARE MAINT. | - | - | 3,000 | - |
| COMPUTER SOFTWARE MAINT. | 38,355 | 80,939 | - | - |
| MAINTENANCE MISC. EQUIP. | 10,179 | 16,516 | 21,268 | 32,000 |
| TOTAL | \$ 127,053 | \$ 159,373 | \$ 64,741 | \$ 77,000 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| JUDGEMENTS, DAMAGES, & CLAIMS | \$ - | \$ 1,116 | \$ 1,434 | \$ 2,000 |
| TOTAL | \$ - | \$ 1,116 | \$ 1,434 | \$ 2,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 107,792 | \$ 85,614 | \$ 69,569 | \$ 87,013 |
| CHARGES FROM RADIO SYSTEM | 87,305 | 113,012 | 61,092 | 86,902 |
| CHARGES FROM PRINTING | 66,256 | 44,964 | 41,421 | 45,000 |
| CHARGES FROM STOREROOM | 2,574 | 1,967 | 3,620 | 2,924 |
| CHARGES FROM MOTOR VEHICLE | 942,179 | 1,108,260 | 1,542,466 | 1,331,199 |
| CHARGES FROM WATER - GIS PROJ | 2,256 | 4,950 | - | - |
| TOTAL | \$ 1,208,362 | \$ 1,358,767 | \$ 1,718,168 | \$ 1,553,038 |
| TOTAL DIVISION | \$ 22,804,181 | \$ 22,695,854 | \$ 23,665,802 | \$ 23,431,238 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| INTERGOVERNMENTAL REVENUES | \$ - | \$ 3,500 | \$ - | \$ - |
| SALES & CHARGES FOR SERVICE | 10,698,730 | 11,394,837 | 12,091,087 | 12,027,500 |
| MISCELLANEOUS REVENUE | 26,947 | 2,037 | 2,006 | 1,100 |
| EXPENDITURE RECOVERIES | 14,796 | 34,126 | 49,689 | 10,000 |
| TOTAL DIVISION | \$ 10,740,473 | \$ 11,434,500 | \$ 12,142,782 | \$ 12,038,600 |



EMERGENCY MEDICAL SERVICES

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner, Emergency Medical Service | 42,758 | 133,845 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Junior Personnel Assistant | 20,800 | 38,221 |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 0 | Analyst, Systems | 20,800 | 60,011 |
| 4 | 4 | 3 | | | |
| TECHNICIAN | | | | | |
| 38 | 21 | 38 | Dispatcher, Emergency Medical | 24,765 | 40,504 |
| 22 | 21 | 22 | Supervisor, Emergency Medical Technician | 20,093 | 57,124 |
| 231 | 207 | 196 | Technician, Emergency Medical | 26,336 | 44,184 |
| 10 | 2 | 14 | Trainee | 10.50 Hr. | 10.50 Hr. |
| 301 | 251 | 270 | | | |
| 306 | 256 | 274 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DOG POUND

JOHN D. BAIRD, CHIEF DOG WARDEN

The City Dog Pound is responsible for responding to all calls for services or complaints concerning all dogs. The Division is committed to the reduction of the City's stray animal population by providing pet owners in Cleveland with spaying and neutering service for their dogs and cats at a nominal fee.

Mission Statement

To reduce the number of stray unwanted dogs in the City of Cleveland by enforcing city animal ordinances and by providing low cost spay/neuter services to Cleveland residents.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|-----------|----------|---------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Animal Control | \$ 974 | 14 | 1 | \$ 987 | 14 | 1 | \$ 1,043 | 14 | 4 |
| | <u>\$ 974</u> | <u>14</u> | <u>1</u> | <u>\$ 987</u> | <u>14</u> | <u>1</u> | <u>\$ 1,043</u> | <u>14</u> | <u>4</u> |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 945 | | | \$ 960 | | | \$ 1,007 | | |
| Self-Generated | 24 | | | 25 | | | 34 | | |
| | <u>\$ 969</u> | <u>14</u> | <u>1</u> | <u>\$ 985</u> | <u>14</u> | <u>1</u> | <u>\$ 1,041</u> | <u>14</u> | <u>4</u> |
| Special Revenue | \$ 5 | | | \$ 2 | | | \$ 2 | | |
| | <u>\$ 974</u> | <u>14</u> | <u>1</u> | <u>\$ 987</u> | <u>14</u> | <u>1</u> | <u>\$ 1,043</u> | <u>14</u> | <u>4</u> |

PROGRAM NAME: ANIMAL CONTROL

OBJECTIVES: Enforce city animal ordinances.

ACTIVITIES: Respond to complaints regarding stray, vicious, and nuisance dogs.

PROGRAM NAME: LOW COST SPAY/NEUTER CLINIC

OBJECTIVES: Reduce the number of unwanted pets and the over population of stray animals in the City of Cleveland.

ACTIVITIES: Offer and perform low cost sterilization of pets owned by City residents.

DOG POUND

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 450,110 | \$ 492,849 | \$ 498,473 | \$ 503,137 |
| PART-TIME PERMANENT | 45,936 | 22,486 | 19,681 | 40,000 |
| LONGEVITY | 5,825 | 6,000 | 6,875 | 6,750 |
| BONUS INCENTIVE | 3,500 | - | - | - |
| OVERTIME | 27,409 | 24,772 | 23,946 | 26,464 |
| TOTAL | \$ 532,780 | \$ 546,107 | \$ 548,975 | \$ 576,351 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 98,371 | \$ 116,651 | \$ 123,614 | \$ 129,342 |
| DENTAL | 6,287 | 6,996 | 7,037 | 7,274 |
| VISION CARE | 678 | 740 | 748 | 767 |
| PERS | 72,193 | 74,349 | 76,770 | 83,329 |
| FICA-MEDICARE | 5,854 | 5,956 | 5,878 | 5,466 |
| WORKER'S COMPENSATION | 8,002 | 39,693 | 29,975 | 16,341 |
| LIFE INSURANCE | 559 | 604 | 611 | 630 |
| CLOTHING ALLOWANCE | 2,500 | 2,500 | 2,500 | 2,750 |
| CLOTHING MAINTENANCE | 3,675 | 3,675 | 3,675 | 3,500 |
| TOTAL | \$ 198,119 | \$ 251,164 | \$ 250,808 | \$ 249,399 |
| TRAINING & PROFESS DUES | | | | |
| TRAVEL | \$ - | \$ 892 | \$ 48 | \$ 100 |
| TUITION & REGISTRATION FEES | - | 150 | - | - |
| PROFESSIONAL DUES | 35 | 150 | 185 | 100 |
| TOTAL | \$ 35 | \$ 1,192 | \$ 233 | \$ 200 |
| UTILITIES | | | | |
| GAS | \$ 20,166 | \$ 22,787 | \$ 25,011 | \$ 20,259 |
| ELECTRICITY - OTHER | 16,006 | 17,554 | 17,758 | 18,468 |
| TOTAL | \$ 36,172 | \$ 40,341 | \$ 42,769 | \$ 38,727 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 50 | \$ 728 | \$ - | \$ 90,000 |
| SECURITY SERVICES | 500 | 1,992 | - | 600 |
| PHOTOCOPY MACHINE RENTAL | 53 | - | - | - |
| TOTAL | \$ 603 | \$ 2,720 | \$ - | \$ 90,600 |

DOG POUND

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|-------------------|-------------------|-------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| HARDWARE & SMALL TOOLS | \$ 802 | \$ 2,262 | \$ 1,741 | \$ 2,000 |
| SMALL EQUIPMENT | 2,862 | 3,528 | 1,210 | 1,500 |
| HYGIENE AND CLEANING SUPP | 5,077 | 5,320 | 4,637 | 6,000 |
| MEDICAL SUPPLIES | 15,710 | 14,723 | 15,340 | 18,000 |
| OTHER SUPPLIES | 12,775 | 12,620 | 13,147 | 12,392 |
| SAFETY EQUIPMENT | 5,550 | 3,875 | 4,743 | 4,624 |
| JUST IN TIME OFFICE SUPPLIES | 3,438 | 2,172 | 1,868 | 2,000 |
| TOTAL | \$ 46,214 | \$ 44,500 | \$ 42,686 | \$ 46,516 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| JUDGEMENTS, DAMAGES, & CLAIMS | \$ 1,327 | \$ - | \$ - | \$ - |
| TOTAL | \$ 1,327 | \$ - | \$ - | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 5,669 | \$ 4,419 | \$ 4,465 | \$ 4,634 |
| CHARGES FROM RADIO SYSTEM | 3,572 | 5,646 | 6,676 | 7,665 |
| CHARGES FROM PRINTING | 2,809 | 4,886 | 11,208 | 10,000 |
| CHARGES FROM STOREROOM | 1,186 | 1,362 | 1,700 | 1,087 |
| CHARGES FROM MOTOR VEHICLE | 47,217 | 65,596 | 75,759 | 65,382 |
| CHARGES FROM WATER G.I.S. | 322 | 707 | - | - |
| TOTAL | \$ 60,775 | \$ 82,616 | \$ 99,808 | \$ 88,768 |
| TOTAL DIVISION | \$ 876,025 | \$ 968,640 | \$ 985,279 | \$ 1,040,561 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|------------------|------------------|-------------------|------------------|
| SALES & CHARGES FOR SERVICES | \$ 40,491 | \$ 21,825 | \$ 21,895 | \$ 32,000 |
| MISCELLANEOUS REVENUES | 3,666 | 2,238 | 2,821 | 1,980 |
| EXPENDITURE RECOVERIES | 116 | 7 | 505 | - |
| TOTAL DIVISION | \$ 42,328 | \$ 24,070 | \$ 25,221 | \$ 33,980 |



DOG POUND

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-------------------------------------|------------------|-----------|
| | Budget 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Chief Dog Warden | 20,800 | 79,686 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 2 | 2 | 2 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 2 | 2 | 2 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Registered Animal Health Technician | 10.00 Hr. | 15.59 Hr. |
| 1 | 1 | 1 | | | |
| PROTECTIVE SERVICE | | | | | |
| 9 | 9 | 9 | Warden, Dog | 11.04 Hr. | 15.97 Hr. |
| 9 | 9 | 9 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 1 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 1 | 1 | 1 | | | |
| 14 | 14 | 14 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Registered Animal Health Technician | 10.00 Hr. | 15.59 Hr. |
| 1 | 0 | 1 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 2 | 0 | 2 | Warden, Dog | 11.04 Hr. | 15.97 Hr. |
| 4 | 1 | 4 | TOTAL PART TIME | | |
| 18 | 15 | 18 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

HOUSE OF CORRECTIONS

MARY BOUNDS, ACTING COMMISSIONER

The Division of Correction is charged with the responsibility for security and the booking, care, custody and board of persons arrested and those committed to our care by the Courts. Limited rehabilitation programs are provided for select residents. Features of these programs include vocational training, community work detail programs, GED training, Drug and Alcohol Rehabilitation programs and court-sponsored work release programs.

Mission Statement

To provide facilities for the incarceration of persons who have been convicted of crimes and sentenced by the court system.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----------|------------------|------------|----------|------------------|------------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Custodial Care | \$ 7,148 | 87 | 1 | \$ 14,974 | 179 | 2 | \$ 15,438 | 202 | 3 |
| | \$ 7,148 | 87 | 1 | \$ 14,974 | 179 | 2 | \$ 15,438 | 202 | 3 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 7,113 | | | \$ 14,441 | | | \$ 14,783 | | |
| Self - Generated | 23 | | | 521 | | | 643 | | |
| | \$ 7,136 | 87 | 1 | \$ 14,962 | 179 | 2 | \$ 15,426 | 202 | 3 |
| Special Revenue | \$ 12 | | | \$ 12 | | | \$ 12 | | |
| | \$ 7,148 | 87 | | \$ 14,974 | 179 | 2 | \$ 15,438 | 202 | 3 |

PROGRAM NAME: CUSTODIAL CARE

OBJECTIVES: To ensure a sufficient level of security personnel to exercise control over the inmate population while providing adequate, safe, humane housing and board.

ACTIVITIES: Provide constant surveillance of all inmates to guarantee control and order. Maintain facilities according to state codes. Provide adequate medical care for all persons committed to the Institution.

HOUSE OF CORRECTIONS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|----------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ - | \$ 2,763,785 | \$ 6,075,583 | \$ 7,103,109 |
| PART TIME PERMANENT | - | 15,785 | 26,448 | 44,263 |
| INJURY PAY | - | 32,456 | 252,464 | 25,000 |
| MILITARY | - | - | 212 | - |
| LONGEVITY | - | 23,725 | 59,850 | 56,775 |
| WAGE SETTLEMENTS | - | - | 1,776 | 31,200 |
| SEPARATION PAYMENTS | - | 14,330 | 50,063 | 10,000 |
| OVERTIME | - | 1,250,974 | 2,126,188 | 1,200,000 |
| TOTAL | \$ - | \$ 4,101,055 | \$ 8,592,584 | \$ 8,470,347 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ - | \$ 667,605 | \$ 1,436,658 | \$ 1,623,363 |
| DENTAL | - | 39,876 | 81,586 | 100,932 |
| VISION CARE | - | 4,347 | 8,918 | 10,812 |
| PERS | - | 545,490 | 1,174,356 | 1,275,560 |
| FICA-MEDICARE | - | 49,568 | 115,149 | 98,574 |
| WORKERS COMPENSATION | - | 156,702 | 256,680 | 534,724 |
| LIFE INSURANCE | - | 3,705 | 7,500 | 9,090 |
| UNEMPLOYMENT COMPENSATION | - | 21,512 | 3,951 | 11,284 |
| CLOTHING ALLOWANCE | - | 26,125 | 56,910 | 62,383 |
| CLOTHING MAINTENANCE | - | 21,075 | 76,850 | 79,360 |
| FIREARM ALLOWANCE | - | 2,500 | 750 | 20,000 |
| TOTAL | \$ - | \$ 1,538,505 | \$ 3,219,308 | \$ 3,826,082 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 100 | \$ 214 | \$ - |
| TUITION AND REGISTRATION FEES | - | 1,015 | 595 | 3,000 |
| MILEAGE (PRIV AUTO) TRNG | - | 118 | 313 | 500 |
| PROFESSIONAL DUES | - | 2,648 | 682 | 300 |
| TOTAL | \$ - | \$ 3,881 | \$ 1,804 | \$ 3,800 |
| UTILITIES | | | | |
| GAS | \$ - | \$ 67,741 | \$ 79,620 | \$ 66,316 |
| BROKERED GAS SUPPLY | - | - | 2,251 | - |
| ELECTRICITY - OTHER | - | 125,219 | 124,424 | 129,401 |
| TOTAL | \$ - | \$ 192,960 | \$ 206,295 | \$ 195,717 |

HOUSE OF CORRECTIONS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------|---------------------|----------------------|----------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 195,000 | \$ 302,400 | \$ 575,000 |
| MILEAGE (PRIVATE AUTO) | - | 21 | 226 | 400 |
| MEDICAL SERVICES | - | 150,967 | 968,536 | 1,000,000 |
| PARKING IN CITY FACILITIES | - | 4,177 | 4,667 | 1,300 |
| PROPERTY RENTAL | - | 46,000 | 64,200 | 65,352 |
| INDIGENT RELIEF | - | - | 278 | 350 |
| BANK SERVICES | - | 731 | 377 | 500 |
| OTHER CONTRACTUAL | - | 57,650 | 336,250 | 34,500 |
| TOTAL | \$ - | \$ 454,546 | \$ 1,676,934 | \$ 1,677,402 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 745 | \$ 2,674 | \$ 4,000 |
| CLOTHING | - | 31,117 | 38,351 | 32,000 |
| HARDWARE AND SMALL TOOLS | - | 5,990 | 294 | 1,000 |
| OFFICE FURNITURE AND EQUIP | - | 4,630 | 8,542 | 2,000 |
| ELECTRICAL SUPPLIES | - | 1,369 | 2,585 | 1,500 |
| HYGIENE AND CLEANING SUPP | - | 79,104 | 100,484 | 100,000 |
| PAINTING EQUIPMENT AND SUPP | - | 290 | 2,288 | 1,000 |
| MEDICAL SUPPLIES | - | 2,623 | 13,467 | 10,000 |
| FOOD | - | 355,417 | 614,706 | 600,000 |
| PHOTOGRAPHIC SUPPLIES | - | 12,534 | 12,813 | 7,500 |
| OTHER SUPPLIES | - | 28,342 | 39,415 | 30,000 |
| PHARMACEUTICAL SUPPLIES | - | 137,906 | 214,713 | 228,250 |
| JUST IN TIME OFFICE SUPPLIES | - | 8,022 | 11,166 | 9,000 |
| BUILDING MAINT SUPPLIES | - | 4,980 | 1,480 | 3,000 |
| MISC MAINTENANCE SUPPLIES | - | 1,962 | - | 1,500 |
| TOTAL | \$ - | \$ 675,031 | \$ 1,062,978 | \$ 1,030,750 |
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ - | \$ 45,171 | \$ 7,155 | \$ 28,765 |
| MAINTENANCE FIRE APPARATUS | - | 2,000 | - | 8,000 |
| TOTAL | \$ - | \$ 47,171 | \$ 7,155 | \$ 36,765 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS AND DAMAGES | \$ - | \$ - | \$ 235 | \$ - |
| TOTAL | \$ - | \$ - | \$ 235 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ - | \$ 17,713 | \$ 27,634 | \$ 27,390 |
| CHARGES FROM RADIO SYSTEM | - | 19,434 | 27,536 | 33,067 |
| CHARGES FROM PRINTING | - | 12,626 | 32,174 | 32,000 |
| CHARGES FROM STOREROOM | - | 220 | 181 | 108 |
| CHARGES FROM MOTOR VEHICLES | - | 72,626 | 107,633 | 92,891 |
| TOTAL | \$ - | \$ 122,619 | \$ 195,158 | \$ 185,456 |
| TOTAL DIVISION | \$ - | \$ 7,135,768 | \$ 14,962,451 | \$ 15,426,319 |

HOUSE OF CORRECTIONS

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|----------------|------------------|-------------------|-------------------|
| SALES AND CHARGES FOR SERVICES | \$ - | \$ 1,325 | \$ 790 | \$ - |
| MISCELLANEOUS REVENUE | - | 20,947 | 1,110 | - |
| EXPENDITURE RECOVERIES | - | 734 | 518,804 | 643,184 |
| TOTAL DIVISION | \$ - | \$ 23,006 | \$ 520,704 | \$ 643,184 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-----------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 0 | 1 | Commissioner, Correction | 40,315 | 118,231 |
| 1 | 0 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 0 | 1 | Clerk, Senior | 10.00 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 1 | 1 | 1 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 4 | 3 | 4 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 1 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 2 | 1 | 2 | Caseworker II | 10.00 Hr. | 19.23 Hr. |
| 1 | 1 | 1 | Recreational Instructor III | 10.00 Hr. | 18.24 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 2 | 1 | 2 | Nurse, Practical | 14.69 Hr. | 19.02 Hr. |
| 1 | 1 | 1 | Public Health Nurse III | 39,099 | 50,936 |
| 8 | 5 | 8 | | | |
| PROTECTIVE SERVICE | | | | | |
| 170 | 156 | 161 | Correctional Officer | 12.18 Hr. | 16.55 Hr. |
| 0 | 0 | 9 | Corporal | 12.91 Hr. | 16.86 Hr. |
| 14 | 12 | 14 | Supervisor, Correctional | 20,800 | 49,697 |
| 184 | 168 | 184 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 2 | 2 | 2 | Cook | 11.38 Hr. | 15.18 Hr. |
| 1 | 1 | 1 | Cook, Head | 10.00 Hr. | 16.80 Hr. |
| 2 | 0 | 2 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 5 | 3 | 5 | | | |
| 202 | 179 | 202 | TOTAL FULL TIME | | |
| 0 | 1 | 1 | Cook | 11.38 Hr. | 15.18 Hr. |
| 0 | 0 | 1 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 1 | 1 | 1 | Clerk, Junior | 10.00 Hr. | 13.46 Hr. |
| 1 | 2 | 3 | TOTAL PART TIME | | |
| 203 | 181 | 205 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

COMMUNITY RELATIONS BOARD

BLAINE GRIFFIN, DIRECTOR

The Community Relations Board is responsible by City Ordinance for improving cross-cultural relationships in a city with a population, which reflects a wide diversity of racial, ethnic and religious heritage. The mission of the Board is to resolve community conflicts and ameliorate inequities based on racial and social biases, and develop pro-active strategies for affirmative actions and programs that promote multi-cultural harmony. The Board's emphasis is upon the implementation of pro-active activities that promotes diversity and unity. The Board responds to resident complaints, investigates sources of community conflict and provides planning assistance to residents and organizations for resolving neighborhood concerns and appreciating the value and importance of cultural openness and diversity to the well being and future development of the City of Cleveland.

Program activities focus on the most commonly identified concerns of the community which include police-community cooperation, culturally and socially segregated housing patterns and relationships involving our schools, youth and neighborhood residents. Primary functions are coordinating police-citizen committees; mediation and conciliation services; helping to develop neighborhood community and human relations development activities; administering the City's law enforcement and community assistance protocol for the prevention of ethnic intimidation and response to victims; promoting multi-cultural arts and education events; monitoring the police professional standards and practices policy; planning and facilitating human relations training for police, city employees and community groups; and coordinating multi-cultural dialogue groups.

Mission Statement

To promote amicable relations among the racial and cultural groups within the community.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|-------------------------------------|-----------------|----------------|--|-----------------|----------------|--|-----------------|----------------|--|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | | | |
| Community Outreach | \$ 366 | 7 13 | | \$ 362 | 7 15 | | \$ 384 | 8 15 | | |
| Human Relations Training & Comm | 452 | 5 | | 447 | 5 | | 474 | 5 | | |
| Police/Community Cooperation | 403 | 5 | | 399 | 4 | | 422 | 4 | | |
| Fair Housing & Neighborhood | 90 | 1 4 | | 90 | 1 5 | | 90 | 1 5 | | |
| Operation Focus | - | | | 36 | 1 | | 36 | 1 | | |
| Juvenile Accountability Block Grant | - | | | - | | | 66 | 1 | | |
| | \$ 1,311 | 18 17 | | \$ 1,334 | 18 20 | | \$ 1,472 | 20 20 | | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 1,221 | 17 17 | | \$ 1,207 | | | \$ 1,280 | | | |
| Self - Generated | - | | | 1 | | | - | | | |
| | \$ 1,221 | 17 17 | | \$ 1,208 | 16 20 | | \$ 1,280 | 17 20 | | |
| Fair Housing Grant | \$ 90 | 1 | | \$ 90 | 1 | | \$ 90 | 1 | | |
| Operation Focus | - | | | 36 | 1 | | 36 | 1 | | |
| Juvenile Accountability Block Grant | - | | | - | | | 66 | 1 | | |
| | \$ 1,311 | 18 17 | | \$ 1,334 | 18 20 | | \$ 1,472 | 20 20 | | |

COMMUNITY RELATIONS BOARD**PROGRAM NAME: COMMUNITY OUTREACH**

OBJECTIVES: To promote cultural harmony and mutual understanding in the City of Cleveland by helping residents implement proactive strategies for resolving community concerns and developing mechanisms for people of all religious, racial or ethnic backgrounds to cooperatively improve the quality of life citizen to citizen, neighborhood to neighborhood and build sustainable relationships from Cleveland to the world.

ACTIVITIES: The Community Relations Board (Hereinafter referred to as the "CRB") provides planning assistance for groups and agencies who seek to promote positive social and cultural relationships in the community. The CRB investigates the sources and conditions of problems and complaints that are disruptive to the quality of life in city neighborhoods, especially when an individual or group is violated because of their protected class (race, ethnicity, religion, sexual orientation, familial status, etc.). The CRB assists in coordinating fair and equitable service delivery to Cleveland's multicultural and diverse population. The CRB administers the priority protocol for preventing and responding to racial and ethnic violence and intimidation in coordination with the police, prosecutor's office, the municipal and county courts and support service agencies. The CRB coordinates resident and organizational involvement through diverse and multi-cultural dialogue groups. The CRB maintains liaisons to individuals and groups interested in addressing the concerns and serving the special needs of various groups from the City of Cleveland's multicultural and diverse populations. The CRB establishes support networks and facilitate relationships to attain sustainable community networks. The CRB investigates and provides referral services for any complaint of discrimination based on the City of Cleveland's protected classes. The CRB provides conciliation services on referral from citizens, community organizations and institutions, the police and other city agencies.

PROGRAM NAME: HUMAN RELATIONS TRAINING AND COMMUNITY EDUCATION

OBJECTIVES: To support and direct CRB members and staff in fulfilling the community relations goals of the Board and city government. To develop the skills of city employees and community groups that will increase community cooperation and minority participation in the productive life of the City. To increase public awareness of and confidence in the role of the Community Relations Board and City government for solving problems that strain inter-group relationships. To reduce racial and cultural stereotypes which create social inequalities, conflicts and instability.

ACTIVITIES: Perform curricula and program design. Provide human relations in-service training for police and city employees. Conduct human relations workshops for community groups and agencies. Provide mediation training for community and youth serving organizations and schools. Provide research evaluation, planning and program administration. Conduct Community Relations Board meetings, sub-committees and special hearings. Provide information to the public. Coordinate community forums, conferences, and cultural events. Maintain contacts with all groups throughout the community that want to foster cultural unity and diversity. Review and evaluate existing community resources for mediations, human relations training and youth intervention.

COMMUNITY RELATIONS BOARD**PROGRAM NAME: POLICE/COMMUNITY COOPERATION AND SPECIAL EVENTS**

OBJECTIVES: To Create and strengthen mechanisms for cooperation between citizens and police. To enhance the professional skills of police officers to incorporate the community as a resource for effective law enforcement. To heighten police and citizen awareness of their roles and responsibilities related to the perception of public safety.

ACTIVITIES: Administer police district citizen committees and zone meetings. Monitor the investigative standards and complaint practices of police. Coordinate Crime Prevention Fairs for the Division of Police. Provide human relations in-service training for police. Conduct community workshops, training and conferences on safety and law enforcement. Coordinate the annual Cleveland Night Out Against Crime. Coordinate citywide Court watch program to work with citizens to follow high profile case or cases of particular citizen interests. Develop and establish a Special Events section as a one-stop promoter's service for municipal service coordination.

COMMUNITY RELATIONS BOARD

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 632,970 | \$ 752,238 | \$ 730,716 | \$ 764,903 |
| BOARD MEMBERS | 74,575 | 78,025 | 90,202 | 86,650 |
| PART TIME PERMANENT | 11,098 | 9,940 | 13,140 | 12,542 |
| LONGEVITY | 5,000 | 5,125 | 4,375 | 5,075 |
| SEPARATION PAYMENTS | 11,081 | 2,621 | 7,852 | - |
| OVERTIME | 83 | - | - | - |
| TOTAL | \$ 734,807 | \$ 847,949 | \$ 846,285 | \$ 869,170 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 100,826 | \$ 144,690 | \$ 135,057 | \$ 146,380 |
| DENTAL | 6,541 | 8,439 | 7,462 | 7,988 |
| VISION CARE | 777 | 998 | 902 | 976 |
| PERS | 90,666 | 118,141 | 109,919 | 131,045 |
| FICA-MEDICARE | 8,025 | 9,774 | 10,065 | 10,516 |
| WORKERS COMPENSATION | 19,470 | 17,885 | 29,776 | 17,980 |
| LIFE INSURANCE | 528 | 746 | 713 | 765 |
| UNEMPLOYMENT COMPENSATION | 12,284 | 770 | 366 | - |
| TOTAL | \$ 239,116 | \$ 301,443 | \$ 294,260 | \$ 315,650 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 309 | \$ 1,643 | \$ 500 | \$ 2,000 |
| TUITION & REGISTRATION FEES | 250 | 630 | - | 1,000 |
| PROFESSIONAL DUES | 176 | 448 | - | 258 |
| TOTAL | \$ 735 | \$ 2,720 | \$ 500 | \$ 3,258 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 139 | \$ 5,205 | \$ 7,179 | \$ 3,605 |
| COURT REPORTER | 320 | - | - | - |
| REFEREE SERVICES | 102 | - | - | - |
| MILEAGE (PRIVATE AUTO) | 5,037 | 260 | 315 | 7,000 |
| WASTE DISPOSAL | 157 | - | - | - |
| EXPENSE ACCOUNT REIMBURSE | 244 | - | - | - |
| ADVERTISING AND PUBLIC NOTICE | 825 | 880 | - | 1,000 |
| PROGRAM PROMOTION | 335 | - | 827 | 2,000 |
| PARKING IN CITY FACILITIES | 8,021 | 6,284 | 5,225 | 6,695 |
| PHOTOCOPY MACHINE RENTAL | 126 | - | - | - |
| OTHER CONTRACTUAL | - | - | 34 | - |
| LOCAL MATCH-GRANT PROGRAMS | - | - | - | 7,284 |
| TOTAL | \$ 15,306 | \$ 12,628 | \$ 13,580 | \$ 27,584 |

COMMUNITY RELATIONS BOARD

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ - | 500 |
| CLOTHING | - | 541 | - | - |
| FOOD | 1,107 | 1,211 | 954 | 1,300 |
| OTHER SUPPLIES | 352 | - | 250 | 300 |
| SPECIAL EVENTS SUPPLIES | 3,008 | 2,075 | 2,193 | 5,665 |
| JUST IN TIME OFFICE SUPPLIES | 5,865 | 2,000 | 1,796 | 3,000 |
| TOTAL | \$ 10,332 | \$ 5,828 | \$ 5,193 | \$ 10,765 |
| MAINTENANCE | | | | |
| CAR WASHES | \$ - | \$ 300 | \$ 300 | \$ - |
| TOTAL | \$ - | \$ 300 | \$ 300 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 41,894 | \$ 30,699 | \$ 27,239 | \$ 30,065 |
| CHARGES FROM RADIO SYSTEM | 197 | 47 | - | - |
| CHARGES FROM PRINTING | 14,890 | 11,321 | 11,772 | 15,000 |
| CHARGES FROM STOREROOM | 4,907 | 4,291 | 4,481 | 4,206 |
| CHARGES FROM MOTOR VEHICLES | 1,430 | 3,794 | 4,528 | 3,908 |
| TOTAL | \$ 63,318 | \$ 50,152 | \$ 48,020 | \$ 53,179 |
| TOTAL DIVISION | \$ 1,063,614 | \$ 1,221,021 | \$ 1,208,138 | \$ 1,279,606 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------|-----------------|-------------------|----------------|
| SALES & CHARGES FOR SERVICES | \$ 250 | \$ - | \$ - | - |
| MISCELLANEOUS REVENUES | 25 | 1,725 | 692 | - |
| EXPENDITURE RECOVERIES | 206 | 369 | 782 | - |
| TOTAL DIVISION | \$ 481 | \$ 2,094 | \$ 1,474 | \$ - |

COMMUNITY RELATIONS BOARD

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Exec. Director Community Relations Board | 50,796 | 178,000 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Private Secretary to the Director | 20,800 | 46,165 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 2 | Community Relations Rep. I | 10.00 Hr. | 18.36 Hr. |
| 2 | 1 | 1 | Community Relations Rep. II | 10.00 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Community Relations Rep. III | 10.00 Hr. | 27.47 Hr. |
| 3 | 4 | 4 | Project Coordinator | 27,326 | 87,665 |
| 7 | 5 | 5 | Project Director | 22,333 | 77,944 |
| 1 | 0 | 0 | Administrative Officer | 20,800 | 51,437 |
| 0 | 1 | 1 | Administrative Assistant | 21,851 | 71,329 |
| 0 | 0 | 1 | Case Worker II | 10.00 Hr. | 19.23 Hr. |
| 16 | 14 | 15 | | | |
| 18 | 16 | 17 | TOTAL FULL-TIME | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 1 | TOTAL PART TIME | | |
| 0 | 1 | 1 | Project Coordinator | 27,326 | 87,665 |
| 1 | 1 | 1 | Fair Housing Administrator | 31,500 | 85,503 |
| 0 | 0 | 1 | Case Worker II | 10.00 Hr. | 19.23 Hr. |
| 1 | 2 | 3 | GRANT POSITIONS | | |
| 14 | 14 | 14 | Community Relations Board Members | | |
| 5 | 5 | 5 | Fair Housing Board Members | | |
| 19 | 19 | 19 | TOTAL BOARD MEMBERS | | |
| 39 | 38 | 40 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

CONSUMER AFFAIRS

OMAYRA G. FELICIANO, INTERIM DIRECTOR

The Office of Consumer Affairs enforces all provisions of Cleveland's 1972 Consumer Protection code by networking with appropriate public and private complaint intake agencies and achieving the ultimate goal of creating a legal conscience in the marketplace by prosecuting violators of the code within the Cleveland jurisdiction. It is unique among local consumer agencies in that it may subpoena witnesses and hold administrative hearings for the purpose of determining whether a vendor has engaged in an unfair or unconscionable trade practice with a Cleveland consumer. Field work and such hearings may result in criminal and/or civil prosecutions against violators of the code.

In addition to resolving complaints through negotiation and legal proceedings, the office strives to educate consumers on how to avoid fraudulent business practices by working with the media, by holding public forums in the neighborhoods and by working cooperatively with private and governmental consumer agencies. The office also interacts with various levels of government to impact on key consumer issues, ranging from utility rate matters before the Public Utilities Commission of Ohio to banking practices.

Mission Statement

To provide relief from fraudulent, unfair, deceptive, and unconscionable business practices, by monitoring and enforcing the Cleveland Consumer Protection Code, as well as State and Federal Consumer Protection laws.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|---------------|----------------|---------------|----------------|---------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS | | | | | | | | |
| Consumer Affairs | \$ 302 | 3 | \$ 328 | 6 | \$ 395 | 6 | | |
| Anti-Predatory Program | 40 | 1 | 40 | 1 | 40 | 1 | | |
| | \$ 342 | 4 | \$ 368 | 7 | \$ 435 | 7 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 302 | 3 | \$ 303 | | \$ 395 | | | |
| Self-Generated | - | | 25 | | - | | | |
| | \$ 302 | 3 | \$ 328 | 6 | \$ 395 | 6 | | |
| Grant | \$ 40 | 1 | \$ 40 | 1 | \$ 40 | 1 | | |
| | \$ 342 | 4 | \$ 368 | 7 | \$ 435 | 7 | | |

CONSUMER AFFAIRS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 150,739 | \$ 200,859 | \$ 227,600 | \$ 271,613 |
| LONGEVITY | - | 475 | - | 300 |
| SEPARATION PAYMENTS | 6,913 | 2,215 | - | - |
| TOTAL | \$ 157,652 | \$ 203,549 | \$ 227,600 | \$ 271,913 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 11,278 | \$ 26,680 | \$ 21,074 | \$ 29,187 |
| DENTAL | 1,329 | 1,983 | 1,792 | 1,840 |
| VISION CARE | 134 | 208 | 285 | 344 |
| PERS | 18,465 | 30,923 | 31,114 | 40,996 |
| FICA-MEDICARE | 2,264 | 2,897 | 3,240 | 3,938 |
| WORKERS COMPENSATION | 323 | 4,963 | 5,422 | 4,962 |
| LIFE INSURANCE | 56 | 131 | 184 | 286 |
| UNEMPLOYMENT COMPENSATION | 9,075 | - | - | - |
| TOTAL | \$ 42,924 | \$ 67,785 | \$ 63,111 | \$ 81,553 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 1,002 | \$ - | \$ - | \$ 500 |
| TUITION & REGISTRATION FEES | 300 | 303 | 715 | 1,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | 105 | 555 | 1,000 |
| PROFESSIONAL DUES & SUBSCRIPT | 25 | - | - | - |
| TOTAL | \$ 1,327 | \$ 408 | \$ 1,270 | \$ 2,500 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ 40 | \$ - |
| MILEAGE (PRIVATE AUTO) | - | - | 243 | 500 |
| ADVERTISING AND PUBLIC NOTICE | 1,824 | 248 | 4,777 | 5,000 |
| PARKING IN CITY FACILITIES | 101 | 9 | 44 | 100 |
| PROPERTY RENTAL | 15,462 | 15,462 | 15,462 | 16,000 |
| PHOTOCOPY MACHINE RENTAL | 9 | - | - | - |
| TOTAL | \$ 17,396 | \$ 15,719 | \$ 20,566 | \$ 21,600 |

CONSUMER AFFAIRS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE FURNITURE & EQUIPMENT | \$ 31 | \$ 394 | \$ - | - |
| JUST IN TIME OFFICE SUPPLIES | 3,325 | 526 | 794 | 2,000 |
| TOTAL | \$ 3,356 | \$ 920 | \$ 794 | \$ 2,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 4,807 | \$ 4,015 | \$ 6,175 | \$ 6,250 |
| CHARGES FROM PRINTING | 18,197 | 9,092 | 8,473 | 9,000 |
| CHARGES FROM STOREROOM | 372 | 160 | 222 | 426 |
| CHARGES FROM MOTOR VEHICLES | - | - | 133 | 115 |
| TOTAL | \$ 23,376 | \$ 13,268 | \$ 15,003 | \$ 15,791 |
| TOTAL DIVISION | \$ 246,030 | \$ 301,648 | \$ 328,344 | \$ 395,357 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|----------------|-------------------|----------------|
| EXPENDITURE RECOVERIES | \$ 12 | \$ 38 | \$ 25,059 | - |
| TOTAL DIVISION | \$ 12 | \$ 38 | \$ 25,059 | - |



CONSUMER AFFAIRS
COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|------------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Consumer Affairs | 50,796 | 171,582 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Assistant Director of Law I | 26,250 | 78,013 |
| 2 | 2 | 2 | Consumer Protection Specialist | 10.00 Hr. | 17.54 Hr. |
| 2 | 2 | 2 | Project Coordinator | 27,326 | 87,665 |
| 1 | 0 | 0 | Administrative Manager | 27,194 | 86,765 |
| 0 | 1 | 1 | Supervisor Administrative Services | 20,093 | 55,191 |
| 6 | 5 | 5 | | | |
| 7 | 6 | 6 | TOTAL FULL-TIME | | |
| 1 | 1 | 1 | Private Secretary to the Director | 20,800 | 46,165 |
| 1 | 1 | 1 | GRANT POSITION | | |
| 8 | 7 | 7 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DEPARTMENT OF PUBLIC SERVICE

JOMARIE WASIK, DIRECTOR

The Department of Public Service directs and controls six (6) Divisions - Architecture, Waste Collection and Disposal, Engineering and Construction, Traffic Engineering, Motor Vehicle Maintenance, and Street Construction Maintenance and Repair.

Activities include public improvement planning and construction of streets and bridges, boulevards, sidewalks, alleys, lanes, and other public roads and highways; making and preserving of all surveys, maps, plans, drawings and estimates for such public work; maintenance and repair of all streets and bridges including cleaning, snow removal, and ice control, crack sealing and maintenance of all streets and boulevards; granting of permits for the use of the public rights of way of the City; maintenance of all traffic control devices, determination and layout of all parking restrictions, design and placement of all traffic markings, traffic signs and traffic control devices; collection and control of all solid waste and recycling; purchase, repair and maintenance of the City's vehicle fleet.

This Department also coordinates the functions of its Divisions with other Departments and offices of the City, and with Federal, State, County, and neighboring municipal agencies.

 OPERATING SUMMARY
 (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|----------------------------|------------------|-------------|------------|------------------|-------------|------------|------------------|-------------|------------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| DIVISIONS: | | | | | | | | | |
| Administration | \$ 446 | 5 | | \$ 459 | 5 | | \$ 467 | 5 | |
| Architecture | 664 | 8 | | 616 | 7 | | 595 | 7 | |
| Waste Collection** | 27,236 | 221 | 31 | 26,744 | 219 | 28 | 28,078 | 245 | 32 |
| Engineering & Construction | 4,802 | 61 | 1 | 4,927 | 60 | 1 | 4,723 | 64 | 1 |
| Motor Vehicle Maintenance | 17,909 | 94 | | 21,319 | 84 | | 18,784 | 87 | |
| Street Construction** | 26,507 | 180 | 106 | 28,337 | 173 | 108 | 27,874 | 169 | 110 |
| Traffic Engineering | 4,434 | 41 | | 4,384 | 40 | | 4,292 | 42 | |
| | \$ 81,997 | 610 | 138 | \$ 86,786 | 588 | 137 | \$ 84,813 | 619 | 143 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 41,132 | | | \$ 41,138 | | | \$ 40,025 | | |
| Self Generated | 4,699 | | | 4,096 | | | 4,118 | | |
| Total General Fund | \$ 45,832 | 336 | 32 | \$ 45,234 | 331 | 29 | \$ 44,143 | 363 | 33 |
| Other Funds: | | | | | | | | | |
| State Taxes | \$ 14,510 | | | \$ 14,428 | | | \$ 13,995 | | |
| Sales & Charges* | 1,962 | | | 2,184 | | | 1,751 | | |
| Miscellaneous Revenue | 136 | | | 163 | | | 125 | | |
| Expenditure Recoveries* | 17,740 | | | 21,148 | | | 18,649 | | |
| Categorical Grants | - | | | 75 | | | 150 | | |
| Bond Funds | 1,818 | | | 3,554 | | | 6,000 | | |
| Total Other Funds | \$ 36,166 | 274 | 106 | \$ 41,552 | 257 | 108 | \$ 40,670 | 256 | 110 |
| | \$ 81,997 | 610 | 138 | \$ 86,786 | 588 | 137 | \$ 84,813 | 619 | 143 |

* Includes additions and use of fund balance. Refer to Fund Structure section of this document for details.

** Due to substantial turnover, staffing levels vary throughout the year. Therefore, averages rather than actual employees are used.

DIVISION OF PUBLIC SERVICE ADMINISTRATION

JOMARIE WASIK, DIRECTOR

The Division of Public Service Administration is headed by the Director of Public Service. The primary function of the Director's office is to coordinate all the activities of the six (6) Public Service Divisions: Architecture, Engineering and Construction, Motor Vehicle Maintenance, Street Construction Maintenance and Repair, Traffic Engineering, and Waste Collection and Disposal, and to monitor, evaluate, and direct existing programs to the Divisions and provide direction towards the development of new programs for the benefit of the residents of the City. The Director and her staff have taken the initiative in helping to establish programs and policies for the carrying out of the Department's basic functions. A few of these programs are as follows: improved snow and ice control program, Keep Cleveland Clean combined services program, continued development of a pavement management program, and a Citywide facility assessment program.

Mission Statement

To provide safe, prompt, cost effective, high quality service delivery to City of Cleveland citizens, employees, businesses, and visitors in the areas of waste collection, street maintenance and repair, facility management, and fleet management.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|----------|----|---------------|----------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | PT | COST | STAFF | PT | COST | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Administration | \$ 446 | 5 | | \$ 459 | 5 | | \$ 467 | 5 | |
| | \$ 446 | 5 | | \$ 459 | 5 | | \$ 467 | 5 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 443 | | | \$ 456 | | | \$ 467 | | |
| Self-Generated | 3 | | | 3 | | | - | | |
| | \$ 446 | 5 | | \$ 459 | 5 | | \$ 467 | 5 | |

DIVISION OF PUBLIC SERVICE ADMINISTRATION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 309,284 | \$ 309,256 | \$ 323,593 | \$ 321,750 |
| LONGEVITY | 2,150 | 2,150 | 2,325 | 2,450 |
| TOTAL | \$ 311,434 | \$ 311,406 | \$ 325,918 | \$ 324,200 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 41,396 | \$ 45,765 | \$ 48,131 | \$ 51,298 |
| DENTAL | 2,728 | 2,726 | 2,717 | 2,862 |
| VISION CARE | 250 | 254 | 259 | 272 |
| PERS | 45,629 | 43,005 | 45,613 | 48,879 |
| FICA-MEDICARE | 3,468 | 3,525 | 3,690 | 3,689 |
| WORKERS COMPENSATION | 798 | 8,399 | 8,295 | 7,105 |
| LIFE INSURANCE | 229 | 225 | 225 | 225 |
| TOTAL | \$ 94,497 | \$ 103,900 | \$ 108,930 | \$ 114,330 |
| TRAINING AND DUES | | | | |
| TUITION & REGISTRATION FEES | \$ 510 | \$ - | \$ - | \$ 250 |
| PROFESSIONAL DUES | - | 25 | 100 | - |
| TOTAL | \$ 510 | \$ 25 | \$ 100 | \$ 250 |
| CONTRACTUAL SERVICES | | | | |
| PARKING IN CITY FACILITIES | \$ 2,652 | \$ 2,714 | \$ 2,818 | \$ 2,500 |
| INSURANCE AND OFFICIAL BONDS | - | 100 | - | - |
| PHOTOCOPY MACHINE RENTAL | 91 | - | - | - |
| TOTAL | \$ 2,743 | \$ 2,814 | \$ 2,818 | \$ 2,500 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 316 | \$ 200 |
| JUST IN TIME OFFICE SUPPLIES | 632 | 674 | 233 | 800 |
| TOTAL | \$ 632 | \$ 674 | \$ 549 | \$ 1,000 |
| MAINTENANCE | | | | |
| COMPUTER HARDWARE MAINT | \$ - | \$ - | \$ - | \$ 500 |
| TOTAL | \$ - | \$ - | \$ - | \$ 500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 8,983 | \$ 24,765 | \$ 19,076 | \$ 21,684 |
| CHARGES FROM RADIO SYSTEM | 95 | 272 | 263 | 442 |
| CHARGES FROM PRINTING | 3,180 | 1,781 | 970 | 1,500 |
| CHARGES FROM STOREROOM | 251 | 150 | 81 | 122 |
| TOTAL | \$ 12,509 | \$ 26,968 | \$ 20,390 | \$ 23,748 |
| TOTAL DIVISION | \$ 422,325 | \$ 445,786 | \$ 458,705 | \$ 466,528 |



DIVISION OF PUBLIC SERVICE ADMINISTRATION

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|-----------------|-----------------|-------------------|----------------|
| MISCELLANEOUS REVENUES | \$ 65 | \$ - | \$ - | - |
| EXPENDITURE RECOVERIES | 2,267 | 2,897 | 3,355 | 300 |
| TOTAL DIVISION | \$ 2,332 | \$ 2,897 | \$ 3,355 | 300 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|------------------------------------|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Public Service | 50,796 | 171,582 |
| 1 | 0 | 0 | Secretary to Director | 36,590 | 138,195 |
| 2 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 2 | 2 | 2 | Administrative Officer | 20,800 | 51,437 |
| 2 | 2 | 2 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 2 | 2 | 2 | | | |
| 6 | 5 | 5 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF ARCHITECTURE

N. KURT WIEBUSCH, COMMISSIONER

The Division of Architecture designs and prepares preliminary drawings, estimates, detail drawings, and specifications for all buildings under the charge of the Department of Public Service and provides these same services to other Departments of the City, upon written request.

In actual practice, the Division furnishes the various Departments and Divisions with all architectural services required for their building programs. These services include the necessary consultations, preparation of contracts, drawings and specifications, the supervision of construction and the approval of payments to contractors. When private sector architectural/engineering firms or consultants are retained for special projects, the Division of Architecture provides programming, coordinates, and supervises all phases of such projects.

Mission Statement

To plan and construct appropriate and constant physical facilities for the City of Cleveland.

OPERATING SUMMARY (000'S OMITTED)

| | 2007 | | 2008 | | | 2009 | | |
|----------------------------------|---------------|-------------------|---------------|-------------------|--|---------------|-------------------|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | |
| Facility Design and Construction | \$ 296 | 3 | \$ 239 | 3 | | \$ 233 | 3 | |
| Project Coordination & Admin. | 83 | 1 | 83 | 1 | | 78 | 1 | |
| Development Planning | 170 | 2 | 175 | 2 | | 170 | 2 | |
| Facilities Management | 115 | 2 | 119 | 1 | | 114 | 1 | |
| | \$ 664 | 8 | \$ 616 | 7 | | \$ 595 | 7 | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 336 | | \$ 316 | | | \$ 295 | | |
| Self-Generated | 328 | | 300 | | | 300 | | |
| | \$ 664 | 8 | \$ 616 | 7 | | \$ 595 | 7 | |



DIVISION OF ARCHITECTURE

PROGRAM NAME: FACILITY DESIGN AND CONSTRUCTION

OBJECTIVES: To plan and implement the rehabilitation and/or construction of City facilities.

ACTIVITIES: Prepare working drawings. Conduct inspection of projects. Prepare schedule of construction projects.

PROGRAM NAME: PROJECT COORDINATION AND ADMINISTRATION

OBJECTIVES: To ensure the quality of construction and design projects by administering contract standards.

ACTIVITIES: Write programs and analyze costs for potential projects. Develop and review proposals to utilize consultants and contractors when required. Inspect projects for adherence to contract requirements.

PROGRAM NAME: DEVELOPMENT PLANNING

OBJECTIVES: To develop long range plans for construction projects of City facilities located within the City of Cleveland.

ACTIVITIES: Coordinate construction plans with other City Departments or authorities having jurisdiction. Prepare physical designs for City-owned facilities.

PROGRAM NAME: FACILITIES MANAGEMENT

OBJECTIVES: To ensure that working conditions for City employees are safe and adequate.

ACTIVITIES: Conduct field observations of City buildings. Prepare evaluation reports on their existing use and physical condition and develop recommendations for long-term maintenance. Create strategies of adaptive reuses and make recommendations, which will maximize potential of City buildings based upon current need and/or future predictions.

DIVISION OF ARCHITECTURE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 500,812 | \$ 458,316 | \$ 406,398 | \$ 408,326 |
| MILITARY LEAVE | 502 | 705 | 551 | - |
| LONGEVITY | 3,150 | 3,275 | 3,175 | 2,675 |
| SEPARATION PAYMENTS | - | 16,340 | 37,121 | - |
| TOTAL | \$ 504,465 | \$ 478,636 | \$ 447,245 | \$ 411,001 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 76,741 | \$ 74,275 | \$ 62,639 | \$ 65,333 |
| DENTAL | 5,197 | 4,479 | 3,618 | 3,756 |
| VISION CARE | 538 | 514 | 454 | 460 |
| PERS | 68,445 | 65,718 | 57,911 | 61,966 |
| FICA-MEDICARE | 5,482 | 5,078 | 4,776 | 4,907 |
| WORKERS COMPENSATION | 1,041 | 10,366 | 12,750 | 9,750 |
| LIFE INSURANCE | 405 | 375 | 319 | 315 |
| TOTAL | \$ 157,849 | \$ 160,804 | \$ 142,467 | \$ 146,487 |
| TRAINING AND PROFESSIONAL DUES | | | | |
| TUITION & REGISTRATION FEES | \$ - | \$ 239 | \$ 2,205 | \$ - |
| PROFESSIONAL DUES | 601 | 537 | 1,116 | 700 |
| TOTAL | \$ 601 | \$ 776 | \$ 3,321 | \$ 700 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ 606 | \$ 2,000 |
| MILEAGE (PRIVATE AUTO) | 726 | 998 | 324 | 1,200 |
| PARKING IN CITY FACILITIES | 2,965 | 2,701 | 2,037 | 2,800 |
| PHOTOCOPY MACHINE RENTAL | 177 | - | - | - |
| TOTAL | \$ 3,868 | \$ 3,698 | \$ 2,967 | \$ 6,000 |
| MATERIAL AND SUPPLIES | | | | |
| COMPUTER SUPPLIES | \$ 2,942 | \$ - | \$ - | \$ 1,000 |
| OFFICE FURNITURE & EQUIPMENT | - | - | 245 | - |
| PHOTOGRAPHIC SUPPLIES | 450 | - | - | 500 |
| PAPER AND OTHER SUPPLIES | - | 1,767 | 1,100 | 1,767 |
| JUST IN TIME OFFICE SUPPLIES | 2,010 | 4,286 | 2,825 | 2,500 |
| TOTAL | \$ 5,402 | \$ 6,053 | \$ 4,170 | \$ 5,767 |

DIVISION OF ARCHITECTURE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP. | \$ - | \$ - | 1,000 | \$ 1,000 |
| COMPUTER HARDWARE MAINT | 1,797 | - | 1,653 | 2,000 |
| TOTAL | \$ 1,797 | \$ - | 2,653 | \$ 3,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 13,479 | \$ 8,149 | \$ 1,207 | \$ 6,674 |
| CHARGES FROM PRINTING | 2,581 | 2,120 | 1,234 | 7,500 |
| CHARGES FROM STOREROOM | 539 | 928 | 3,460 | 1,012 |
| CHARGES FROM MOTOR VEHICLES | 3,265 | 1,953 | 7,613 | 6,570 |
| CHARGES FROM WATER - GIS PROJ | 226 | 496 | - | - |
| TOTAL | \$ 20,091 | \$ 13,646 | \$ 13,514 | \$ 21,756 |
| TOTAL DIVISION | \$ 694,073 | \$ 663,614 | \$ 616,337 | \$ 594,711 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALES & CHARGES FOR SERVICES | \$ - | \$ 525 | \$ - | \$ - |
| MISCELLANEOUS REVENUES | 780 | 780 | 390 | - |
| EXPENDITURE RECOVERIES | 303,520 | 326,803 | 299,817 | 300,000 |
| TOTAL DIVISION | \$ 304,300 | \$ 328,108 | \$ 300,207 | \$ 300,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Architecture | 42,758 | 143,361 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 2 | 1 | 1 | Chief Architect | 23,647 | 98,838 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 3 | 3 | 3 | Senior Assistant Architect | 10.00 Hr. | 23.40 Hr. |
| 1 | 0 | 0 | Supervisor of Architectural Construction | 20,800 | 54,185 |
| 8 | 6 | 6 | | | |
| 9 | 7 | 7 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF WASTE COLLECTION

RONNIE M. OWENS, COMMISSIONER

The Division of Waste Collection is committed to providing an efficient collection and disposal service to approximately 190,000 dwelling units on a weekly basis. The waste collection process includes residential waste, bulk items, tires, receptacles, and dead animal collection.

In addition to the City's current method of waste collection, an automated Pilot Program begun in 2008 and is being provided to 15,000 Cleveland residents. The new system is significantly more efficient and user-friendly, and should encourage more participation in recycling, since items can be recycled curbside. Through this program, residents receive sturdy garbage carts for trash and recycling which can be wheeled to the curb. The new collection program will eventually be city-wide.

The City of Cleveland annually disposes of approximately 300,000 tons of debris. The majority of this debris is processed through the Ridge Road Transfer Station; a city owned and operated facility, with a daily processing capacity of 3,000 tons per day. The remainder of the debris is disposed of via the use of privately owned Landfills or Transfer Stations.

In addition to the residential collection service, the Division of Waste Collection offers alternative ways of disposal via the Commercial Collection and Residential Dumping program. The Commercial Collection program provides permanent and temporary dumpster rental services to city residents, city facilities and Cleveland area businesses at a competitive rate. The Residential Dumping program provides Cleveland residents the ability to dispose of regular solid waste and recyclables at the Ridge Road Transfer Station free of charge with proof of residency.

Mission Statement

To reduce public health hazards resulting from refuse dumping in City of Cleveland neighborhoods by providing collection and appropriate disposal of residential, commercial, recyclable and city owned public area waste for the citizens of the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|----------------------------------|------------------|-----------------------|--|------------------|--------------------------|--|------------------|-----------------------|--|
| | COST | ACTUAL STAFF FT PT | | COST | UNAUDITED STAFF FT PT | | COST | BUDGET STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Residential/Recycling Collection | \$ 14,262 | 180 31 | | \$ 14,702 | 178 28 | | \$ 15,380 | 202 32 | |
| Disposal/Commodity Processing | 11,489 | 21 | | 10,609 | 21 | | 11,199 | 22 | |
| Annllary Services | 1,485 | 20 | | 1,433 | 20 | | 1,499 | 21 | |
| | \$ 27,236 | 221 31 | | \$ 26,744 | 219 28 | | \$ 28,078 | 245 32 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 23,855 | | | \$ 23,798 | | | \$ 25,047 | | |
| Self-Generated | 3,381 | | | 2,871 | | | 2,881 | | |
| | \$ 27,236 | 221 31 | | \$ 26,669 | 219 28 | | \$ 27,928 | 245 32 | |
| Grants | \$ - | | | \$ 75 | | | \$ 150 | | |
| | \$ 27,236 | 221 31 | | \$ 26,744 | 219 28 | | \$ 28,078 | 245 32 | |

DIVISION OF WASTE COLLECTION

PROGRAM NAME: RESIDENTIAL COLLECTIONS/RECYCLING COLLECTION

OBJECTIVES: To remove commingled recyclable commodities from the City's waste stream as well as putrescible and other waste from the City's environment.

ACTIVITIES: Provide weekly collection of solid waste and recyclables. Conduct on-site inspections concerning appearance of areas served. Provide weekly collection of bulk items.

PROGRAM NAME: WASTE DISPOSAL/COMMODITY PROCESSING

OBJECTIVES: To remove solid waste and to prepare recyclable commodities for marketing (i.e. soft/bale).

ACTIVITIES: Deliver collected waste to landfill sites. Market and sell recyclables. Collect tires for processing. Operate transfer station.

PROGRAM NAME: ANCILLARY SERVICES

OBJECTIVES: To improve the appearance of the City and contribute to the revitalization efforts being made in Downtown Cleveland.

ACTIVITIES: Clean up after special events in neighborhoods and downtown. Improve the appearance of the West Side Market area, downtown streets and parks and municipal buildings. Repair, replace and service outdoor waste receptacles. Provide collection of dead animals. Provide waste container rental through commercial waste collection service. Provide administrative paper recycling.

DIVISION OF WASTE COLLECTION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|----------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 8,001,265 | \$ 7,996,459 | \$ 8,142,691 | \$ 8,582,297 |
| CRAFTS | - | 124,193 | - | - |
| SEASONAL | 971,607 | 865,213 | 771,623 | 1,072,588 |
| PART-TIME PERMANENT | 13,619 | 20,561 | 20,534 | 23,627 |
| INJURY PAY | 21,419 | 26,725 | 29,385 | - |
| LONGEVITY | 88,125 | 84,175 | 79,750 | 79,225 |
| WAGE SETTLEMENTS | - | 124,625 | 3,087 | - |
| SEPARATION PAYMENTS | 119,526 | 17,324 | 22,627 | - |
| BONUS INCENTIVE | 40,000 | - | - | - |
| OVERTIME | 405,809 | 461,670 | 409,955 | 440,225 |
| TOTAL | \$ 9,661,371 | \$ 9,720,946 | \$ 9,479,652 | \$ 10,197,962 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 1,593,241 | \$ 1,745,339 | \$ 1,841,870 | \$ 1,902,091 |
| DENTAL | 103,527 | 103,767 | 103,357 | 104,985 |
| VISION CARE | 10,713 | 11,010 | 11,146 | 11,078 |
| PERS | 1,296,100 | 1,309,934 | 1,345,109 | 1,537,539 |
| FICA-MEDICARE | 109,523 | 115,541 | 113,633 | 127,401 |
| WORKERS COMPENSATION | 1,495,303 | 980,943 | 936,769 | 1,023,462 |
| LIFE INSURANCE | 9,713 | 9,855 | 10,181 | 9,855 |
| UNEMPLOYMENT COMPENSATION | 71,070 | 51,868 | 52,061 | 70,579 |
| CLOTHING ALLOWANCE | 70,675 | 83,195 | 83,160 | 77,680 |
| CLOTHING MAINTENANCE | 42,138 | 28,988 | 28,950 | 26,900 |
| TOTAL | \$ 4,802,003 | \$ 4,440,440 | \$ 4,526,236 | \$ 4,891,570 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 476 | \$ 1,422 | \$ 1,771 | \$ 2,000 |
| TUITION & REGISTRATION FEES | 198 | 695 | 1,075 | 1,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 77 | - | - | 100 |
| PROFESSIONAL DUES | 29 | 49 | 313 | 300 |
| TOTAL | \$ 780 | \$ 2,166 | \$ 3,159 | \$ 3,400 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 298,540 | \$ 166,158 | \$ 217,363 | \$ 333,929 |
| GAS | 358,324 | 160,503 | 194,895 | - |
| ELECTRICITY - CPP | 210,003 | 193,295 | 222,026 | 230,907 |
| TOTAL | \$ 866,867 | \$ 519,956 | \$ 634,284 | \$ 564,836 |

DIVISION OF WASTE COLLECTION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 6,900 | \$ 5,365 | \$ 6,980 | \$ 7,000 |
| REFEREE SERVICES | - | 6,145 | 426 | 500 |
| WASTE DISPOSAL | 8,105,546 | 8,311,203 | 7,888,703 | 8,479,201 |
| WASTE DISPOSAL FEE - OHIO EPA | 1,007,798 | 913,215 | 881,873 | 927,500 |
| SECURITY SERVICES | 1,796 | 2,792 | - | 2,500 |
| JANITORIAL SERVICES | 4,611 | - | 1,770 | 2,500 |
| MEDICAL SERVICES | 2,174 | 588 | 4,186 | 3,500 |
| ADVERTISING AND PUBLIC NOTICE | 42,872 | 84,045 | 68,829 | 50,000 |
| PROGRAM PROMOTION | 27,359 | 21,127 | 31,778 | 15,000 |
| PARKING IN CITY FACILITIES | 2,101 | 2,116 | 1,321 | 1,500 |
| PHOTOCOPY MACHINE RENTAL | 485 | - | - | - |
| EQUIPMENT RENTAL | - | - | 194 | - |
| SPECIAL ASSESSMENT | 3,250 | 3,250 | 3,250 | 3,250 |
| LOCAL MATCH-GRANT PROGRAMS | - | - | 25,000 | 50,000 |
| CREDIT CARD PROCESSING FEES | 5,878 | 3,260 | 5,517 | 5,000 |
| TOTAL | \$ 9,210,770 | \$ 9,353,106 | \$ 8,919,827 | \$ 9,547,451 |
| MATERIAL AND SUPPLIES | | | | |
| COMPUTER SUPPLIES | \$ 1,019 | \$ 717 | \$ 4,407 | \$ 700 |
| COMPUTER HARDWARE | 2,436 | 255 | - | - |
| COMPUTER SOFTWARE | - | 20,000 | - | 5,000 |
| HEAVY TRUCK PARTS | - | 20,000 | - | - |
| HARDWARE & SMALL TOOLS | 9,628 | 900 | - | 1,000 |
| SMALL EQUIPMENT | 39,991 | 1,680 | 65,278 | - |
| OFFICE FURNITURE & EQUIPMENT | 1,443 | - | 630 | - |
| FENCE, POSTS & BARS | 1,560 | 2,500 | - | 2,500 |
| HYGIENE AND CLEANING SUPPLY | 7,288 | 7,500 | 9,315 | 7,500 |
| PHOTOGRAPHIC SUPPLIES | 5,920 | 256 | - | 500 |
| OTHER SUPPLIES | 33,587 | 15,992 | 11,394 | 20,000 |
| SAFETY EQUIPMENT | 9,130 | 8,797 | 6,519 | 10,000 |
| SPECIAL EVENTS SUPPLIES | - | - | 4,875 | - |
| JUST IN TIME OFFICE SUPPLIES | 5,387 | 5,241 | 2,724 | 5,000 |
| TOTAL | \$ 117,388 | \$ 83,838 | \$ 105,142 | \$ 52,200 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP. | \$ 54 | \$ - | \$ - | \$ - |
| MAINTENANCE MACHINERY | - | 500 | - | - |
| CAR WASHES | - | 10 | - | - |
| MAINTENANCE UTILITY SYSTEMS | - | 2,500 | - | - |
| MAINTENANCE MISC EQUIP | 30,937 | 36,672 | 16,999 | 40,000 |
| MAINTENANCE BUILDING | 11,540 | 11,695 | 13,636 | 20,000 |
| REPAIR OF OVERHEAD DOORS | 2,500 | 11,000 | - | 5,000 |
| TOTAL | \$ 45,031 | \$ 62,377 | \$ 30,635 | \$ 65,000 |

DIVISION OF WASTE COLLECTION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ 825 | \$ 4,853 | \$ 3,408 | \$ 5,000 |
| TOTAL | \$ 825 | \$ 4,853 | \$ 3,408 | \$ 5,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 55,473 | \$ 46,892 | \$ 27,766 | \$ 39,639 |
| CHARGES FROM RADIO SYSTEM | 33,946 | 45,142 | 53,914 | 61,329 |
| CHARGES FROM WPC | - | - | 1,537 | - |
| CHARGES FROM PRINTING | 27,661 | 54,755 | 45,958 | 50,000 |
| CHARGES FROM STOREROOM | 2,158 | 7,322 | 2,254 | 2,868 |
| CHARGES FROM MOTOR VEHICLES | 2,405,681 | 2,803,661 | 2,834,855 | 2,446,573 |
| CHARGES FROM WATER - GIS PROJ | 9,156 | 20,090 | - | - |
| TOTAL | \$ 2,534,076 | \$ 2,977,863 | \$ 2,966,284 | \$ 2,600,409 |
| CAPITAL OUTLAY | | | | |
| TRANSFER TO CAPITAL PROJECT | \$ - | \$ 70,000 | \$ - | \$ - |
| TOTAL | \$ - | \$ 70,000 | \$ - | \$ - |
| TOTAL DIVISION | \$ 27,239,111 | \$ 27,235,545 | \$ 26,668,627 | \$ 27,927,828 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICES | \$ 3,013,221 | \$ 3,252,548 | \$ 2,648,767 | \$ 2,795,749 |
| MISCELLANEOUS REVENUES | 32,862 | 23,884 | 43,813 | 84,366 |
| EXPENDITURE RECOVERIES | 3,474 | 104,082 | 178,210 | 1,000 |
| TOTAL DIVISION | \$ 3,049,556 | \$ 3,380,514 | \$ 2,870,790 | \$ 2,881,115 |

DIVISION OF WASTE COLLECTION

COMPARISON OF STAFFING

| No. of Employees** | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 5 | 5 | 5 | Asst. Superintendent of Waste Collection | 23.71 Hr. | 26.22 Hr. |
| 1 | 1 | 1 | Commissioner of Waste Collection & Disposal | 40,315 | 128,215 |
| 1 | 1 | 1 | General Superintendent of Waste Collection | 30,474 | 61,911 |
| 7 | 7 | 7 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 2 | 2 | 2 | Junior Personnel Assistant | 20,800 | 38,221 |
| 1 | 0 | 0 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 4 | 3 | 3 | | | |
| PROFESSIONALS | | | | | |
| 0 | 0 | 1 | Accountant IV | 20,800 | 57,689 |
| 2 | 2 | 2 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Assistant Manager of Marketing | 20,800 | 58,396 |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 1 | 1 | Manager of Marketing | 30,215 | 100,844 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Senior Budget and Management Analyst | 26,274 | 75,986 |
| 7 | 7 | 8 | | | |
| SKILLED CRAFT | | | | | |
| 3 | 3 | 3 | Construction Equipment Operator Group B | 27.27 Hr. | 35.24 Hr. |
| 3 | 3 | 3 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 1 | Labor Foreman | 18.71 Hr. | 21.12 Hr. |
| 5 | 5 | 5 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 2 | 2 | 2 | Transfer Station Attendant | 19.76 Hr. | 22.20 Hr. |
| 68 | 62 | 68 | Waste Collection Driver | 12.33 Hr. | 17.85 Hr. |
| 11 | 9 | 11 | Waste Collection Foreman | 18.71 Hr. | 21.12 Hr. |
| 4 | 4 | 4 | Waste Collection Foreman I | 20.52 Hr. | 22.97 Hr. |
| 3 | 3 | 3 | Waste Collection Roll-Off Driver | 15.52 Hr. | 22.94 Hr. |
| 127 | 110 | 127 | Waste Collector | 14.75 Hr. | 17.09 Hr. |
| 221 | 196 | 221 | | | |
| TECHNICIAN | | | | | |
| 1 | 1 | 1 | Accident & Safety Inspector | 18.86 Hr. | 21.28 Hr. |
| 2 | 2 | 2 | Radio Operator | 16.89 Hr. | 19.27 Hr. |
| 3 | 3 | 3 | | | |
| 245 | 219 | 245 | TOTAL FULL TIME | | |
| 31 | 27 | 31 | SEASONAL (Average) | | |
| 1 | 1 | 1 | PART TIME | | |
| 277 | 247 | 277 | TOTAL GENERAL FUND | | |
| 277 | 247 | 277 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

** Due to substantial turnover, staffing levels vary throughout the year. Therefore, averages, rather than actual employees are used.

DIVISION OF ENGINEERING AND CONSTRUCTION

ROBERT MAVEC, ACTING COMMISSIONER

This Division of Engineering & Construction is responsible for engineering, surveying and major construction of streets, bridges and sidewalks in the City's public right-of-way. This responsibility includes the development, management and completion of the City's street and bridge capital improvement program. Work by other agencies and private parties in the public right-of-way are also monitored, reviewed and field inspected.

The Division's Bureau of Sidewalks enforces Section 729.12 of the revised code of the State of Ohio to assure the proper maintenance of all sidewalks in the City's right-of-way. This very active program includes the Sidewalk Assessment Program and the Sidewalk Citation Program.

Surveying responsibilities include the maintenance of lot plats, street addresses, right-of-way descriptions, public survey points and monuments, and City boundaries. This work includes records management, as well as processing and documenting all changes to Survey/Plat information.

The Division's Bureau of Bridges and Docks maintains and operates the City's six lift bridges spanning the Cuyahoga River. It is also responsible for the full or partial maintenance of 246 bridges and regular structural inspection of 130 City bridges.

Mission Statement

To Manage the City's public right-of-way in a manner that ensures safe passage of pedestrians and vehicles as they commute to and from their neighborhoods by developing and implementing plans for maintenance and construction of roadways, street and sidewalks.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|-------------------------------------|-----------------|----------------|--|-----------------|----------------|--|-----------------|----------------|--|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | | | |
| Road and Bridge Capital Improvement | \$ 1,426 | 18 1 | | \$ 1,478 | 18 1 | | \$ 1,402 | 19 1 | | |
| Survey/Plats | 500 | 7 | | 657 | 8 | | 590 | 8 | | |
| Bridge Maintenance | 1,077 | 9 | | 739 | 9 | | 664 | 9 | | |
| Bridge Operation | 1,379 | 20 | | 1,560 | 19 | | 1,624 | 22 | | |
| Sidewalks | 420 | 7 | | 493 | 6 | | 443 | 6 | | |
| | \$ 4,802 | 61 1 | | \$ 4,927 | 60 1 | | \$ 4,723 | 64 1 | | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 3,858 | | | \$ 4,029 | | | \$ 3,849 | | | |
| Self-Generated | 944 | | | 898 | | | 874 | | | |
| | \$ 4,802 | 61 1 | | \$ 4,927 | 60 1 | | \$ 4,723 | 64 1 | | |

DIVISION OF ENGINEERING AND CONSTRUCTION

PROGRAM NAME: ROAD AND BRIDGE CAPITAL IMPROVEMENT

OBJECTIVES: To improve the safety, performance, life span and aesthetics of the City's transportation infrastructure through design and construction projects.

ACTIVITIES: Inspect infrastructure and make recommendations for Capital Program projects. Prepare engineering plans, specifications and cost estimates. Coordinate the selection and award of consulting service and construction contracts. Manage consultant engineering firms and construction companies under contract with the City. Ensure design and construction work complies with Federal, State and local standards. Pursue and coordinate ODOT, County and private capital improvement projects in the City's public right-of-way.

PROGRAM NAME: SURVEY/PLATS

OBJECTIVES: To provide the general public and other City agencies with accurate survey documents and data needed for orderly property development.

ACTIVITIES: Maintain records of all survey monuments, plats and subdivisions. Maintain records for the assignment of street and house numbers. Verify all elevations, lines and points, with documents and fieldwork. Replace survey monuments, as needed.

PROGRAM NAME: BRIDGE MAINTENANCE

OBJECTIVES: To improve the safety, performance and aesthetics of the City's bridges through repair projects.

ACTIVITIES: Repair bridges and appurtenances on a priority basis as funds allow. Provide routine maintenance of bridges, especially the City's six lift bridges, on a priority basis as funds allow.

PROGRAM NAME: BRIDGE OPERATION

OBJECTIVES: To provide for the safe and efficient flow of river and vehicular traffic on the Cuyahoga River.

ACTIVITIES: Operate the City's six lift bridges over the Cuyahoga River as required.

PROGRAM NAME: SIDEWALKS

OBJECTIVES: To improve the safety, performance, life span and aesthetics of sidewalks in the City's public right-of-way.

ACTIVITIES: Process complaints from the public in a professional and timely manner. Enforce City code requiring the maintenance of sidewalks by adjacent property owners. Manage the City's sidewalk construction program using assessments and ward allocation funds.

DIVISION OF ENGINEERING AND CONSTRUCTION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 3,049,398 | \$ 3,039,773 | \$ 2,984,921 | \$ 2,925,600 |
| PART TIME PERMANENT | 26,013 | 24,975 | 25,317 | 24,899 |
| LONGEVITY | 29,875 | 28,650 | 28,400 | 27,900 |
| WAGE SETTLEMENTS | 1,047 | - | - | - |
| SEPARATION PAYMENTS | 20,894 | 33,944 | 125,093 | - |
| BONUS INCENTIVE | 10,000 | - | - | - |
| OVERTIME | 78,598 | 124,124 | 174,531 | 122,110 |
| TOTAL | \$ 3,215,825 | \$ 3,251,466 | \$ 3,338,262 | \$ 3,100,509 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 516,850 | \$ 579,173 | \$ 576,524 | \$ 593,472 |
| DENTAL | 33,869 | 34,429 | 32,536 | 33,268 |
| VISION CARE | 3,509 | 3,512 | 3,405 | 3,358 |
| PERS | 436,568 | 444,842 | 449,755 | 467,461 |
| FICA-MEDICARE | 35,518 | 36,259 | 38,780 | 37,464 |
| WORKERS COMPENSATION | 130,173 | 75,946 | 96,828 | 88,609 |
| LIFE INSURANCE | 2,948 | 2,895 | 2,801 | 2,655 |
| UNEMPLOYMENT COMPENSATION | 10,604 | - | 5,603 | - |
| CLOTHING ALLOWANCE | 8,540 | 5,500 | 5,240 | 4,360 |
| CLOTHING MAINTENANCE | 2,900 | 4,225 | 3,975 | 3,475 |
| TOTAL | \$ 1,181,478 | \$ 1,186,781 | \$ 1,215,447 | \$ 1,234,122 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 229 | \$ 674 | \$ 1,475 | \$ 1,000 |
| TUITION & REGISTRATION FEES | 1,865 | 779 | - | 3,000 |
| MILEAGE (PRIV AUTO)TRNG PRPS | - | 180 | - | - |
| PROFESSIONAL DUES | 2,266 | 2,279 | 2,059 | 2,000 |
| TOTAL | \$ 4,360 | \$ 3,912 | \$ 3,534 | \$ 6,000 |
| UTILITIES | | | | |
| ELECTRICITY - CPP | \$ 39,373 | \$ 42,946 | \$ 39,936 | \$ 41,533 |
| ELECTRICITY - OTHER | 4,810 | 9,000 | 5,720 | 5,949 |
| TOTAL | \$ 44,183 | \$ 51,946 | \$ 45,656 | \$ 47,482 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 100,512 | \$ 118,850 | \$ 122,223 | \$ 137,000 |
| MILEAGE (PRIVATE AUTO) | 1,374 | 1,590 | 1,003 | 1,500 |
| ADVERTISING AND NOTICE | - | 360 | 1,450 | 1,500 |
| PARKING IN CITY FACILITIES | 11,478 | 11,057 | 10,709 | 12,000 |
| PHOTOCOPY MACHINE RENTAL | 368 | - | - | - |
| EQUIPMENT RENTAL | - | - | 1,000 | 1,000 |
| OTHER CONTRACTUAL | 488 | 293 | 726 | 500 |
| TOTAL | \$ 114,219 | \$ 132,150 | \$ 137,111 | \$ 153,500 |

DIVISION OF ENGINEERING AND CONSTRUCTION

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 2,422 | \$ 542 | \$ 1,704 | \$ 800 |
| COMPUTER SUPPLIES | - | 232 | - | 250 |
| COMPUTER HARDWARE | 6,023 | 4,738 | - | - |
| WELDING SUPPLIES & EQUIPMENT | 813 | 5,553 | - | 1,000 |
| BOILERS, HEATERS & COOLING | 1,735 | 2,088 | 160 | 1,800 |
| SMALL EQUIPMENT | 6,039 | 2,000 | 2,000 | 4,500 |
| ELECTRICAL SUPPLIES | 967 | - | - | 1,000 |
| HYGIENE AND CLEANING SUPPLY | 565 | 1,334 | 462 | 700 |
| PLUMBING SUPPLIES AND EQUIP | - | 460 | - | - |
| PHOTOGRAPHIC SUPPLIES | 1,137 | 982 | - | 500 |
| PAPER AND OTHER SUPPLIES | 4,048 | 2,284 | 2,963 | 3,000 |
| OTHER SUPPLIES | - | - | 500 | - |
| BRIDGE MAINTENANCE SUPPLIES | 45,665 | 46,177 | 72,325 | 60,000 |
| SAFETY EQUIPMENT | 1,416 | 1,911 | - | 500 |
| JUST IN TIME OFFICE SUPPLIES | 5,415 | 5,024 | 4,267 | 4,000 |
| CEMENT SAND & GRAVEL | 1,310 | 5,931 | 5,000 | 1,000 |
| TOTAL | \$ 77,554 | \$ 79,255 | \$ 89,381 | \$ 79,050 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP. | \$ 2,993 | \$ 1,387 | \$ 1,000 | \$ 1,000 |
| MAINTENANCE CONTRACTS | - | 289 | 289 | 300 |
| COMPUTER HARDWARE MAINT | - | 3,811 | - | 5,000 |
| COMPUTER SOFTWARE MAINT | - | 5,435 | 13,178 | 12,000 |
| MAINTENANCE MACHINERY | 2,496 | 4,988 | - | - |
| CAR WASHES | - | 200 | - | - |
| MAINTENANCE MISC EQUIP | 500 | - | 188 | 500 |
| TOTAL | \$ 5,989 | \$ 16,110 | \$ 14,655 | \$ 18,800 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ 378 | \$ - | \$ - | \$ 1,000 |
| TOTAL | \$ 378 | \$ - | \$ - | \$ 1,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 34,090 | \$ 16,422 | \$ 9,997 | \$ 12,670 |
| CHARGES FROM RADIO SYSTEM | 2,937 | 4,588 | 4,167 | 5,326 |
| CHARGES FROM PRINTING | 12,460 | 8,497 | 12,279 | 15,700 |
| CHARGES FROM STOREROOM | 1,402 | 766 | 942 | 996 |
| CHARGES FROM MOTOR VEHICLES | 58,447 | 45,857 | 55,823 | 48,177 |
| CHARGES FROM WATER - GIS PROJ | 1,809 | 3,968 | - | - |
| TOTAL | \$ 111,145 | \$ 80,099 | \$ 83,208 | \$ 82,869 |
| TOTAL DIVISION | \$ 4,755,131 | \$ 4,801,720 | \$ 4,927,254 | \$ 4,723,332 |

DIVISION OF ENGINEERING AND CONSTRUCTION

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|-------------------|-------------------|-------------------|
| LICENSES & PERMITS | \$ 65,501 | \$ 78,014 | \$ 58,025 | \$ 62,000 |
| SALES & CHARGES FOR SERVICES | 12,300 | 12,550 | 11,400 | 12,500 |
| MISCELLANEOUS REVENUES | 1,418 | 25 | 225 | - |
| EXPENDITURE RECOVERIES | 952,642 | 852,984 | 828,043 | 800,000 |
| TOTAL DIVISION | \$ 1,031,860 | \$ 943,573 | \$ 897,693 | \$ 874,500 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|--|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 2 | 1 | 1 | Administrator of Engineering and Planning | 30,215 | 109,249 |
| 1 | 0 | 1 | Commissioner of Engineering & Construction | 45,201 | 142,289 |
| 1 | 1 | 1 | Superintendent of Sidewalks | 22,333 | 61,755 |
| 4 | 2 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Junior Personnel Assistant | 20,800 | 38,221 |
| 1 | 2 | 2 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 0 | 0 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 3 | 3 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Administrative Officer | 20,800 | 51,437 |
| 1 | 0 | 0 | Chief Civil Engineer | 23,647 | 82,125 |
| 1 | 1 | 1 | Chief Sidewalk Inspector | 20,800 | 44,607 |
| 2 | 2 | 2 | Construction Technician | 12.02 Hr. | 22.20 Hr. |
| 6 | 7 | 7 | Consulting Engineer | 36,000 | 92,225 |
| 2 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 0 | 0 | Engineer | 22.78 Hr. | 33.12 Hr. |
| 3 | 4 | 4 | Section Chief Engineering and Construction | 50,000 | 96,444 |
| 1 | 1 | 1 | Senior Budget and Management Analyst | 26,274 | 75,986 |
| 1 | 1 | 1 | Surveyor | 10.00 Hr. | 26.07 Hr. |
| 3 | 3 | 3 | Survey Party Chief | 20,800 | 54,685 |
| 22 | 20 | 20 | | | |
| SKILLED CRAFT | | | | | |
| 1 | 1 | 1 | Bridge Oiler | 10.00 Hr. | 17.49 Hr. |
| 2 | 2 | 2 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 4 | 4 | 4 | Ironworker | 35.17 Hr. | 43.96 Hr. |
| 7 | 7 | 7 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 17 | 14 | 17 | Electric Bridge Operator | 10.00 Hr. | 17.88 Hr. |
| 4 | 4 | 4 | Electric Bridge Operator Leader | 10.00 Hr. | 18.05 Hr. |
| 2 | 1 | 1 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 23 | 19 | 22 | | | |



DIVISION OF ENGINEERING AND CONSTRUCTION

COMPARISON OF STAFFING - CONTINUED

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|--------------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | TECHNICIAN | | |
| 8 | 7 | 7 | Engineering & Construction Inspector | 17.65 Hr. | 20.04 Hr. |
| 3 | 2 | 2 | Sidewalk Inspector | 16.14 Hr. | 18.50 Hr. |
| <u>11</u> | <u>9</u> | <u>9</u> | | | |
| 70 | 60 | 64 | TOTAL FULL TIME | | |
| <u>1</u> | <u>1</u> | <u>1</u> | TOTAL PART TIME | | |
| <u>71</u> | <u>61</u> | <u>65</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF TRAFFIC ENGINEERING

ROBERT MAVEC, COMMISSIONER

The Division of Traffic Engineering is charged with the planning and geometric design of streets, highways and abutting lands - particularly as related to safe and efficient traffic operation.

The Division is responsible for the erection and maintenance of all traffic control devices; preparation of drawings, standards and specifications; the determination and layout of parking restrictions; and the design and placement of pavement markings, traffic signs and traffic control devices.

Mission Statement

Maintain all traffic control devices, Traffic Signals, Traffic Signs, and Pavement Markings. Provide sound engineering plans and decisions to ensure safe roadways for vehicular and pedestrian traffic.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | PT | COST | STAFF | PT | COST | STAFF | PT |
| | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | |
| Engineering Office | \$ 538 | 4 | | \$ 438 | 4 | | \$ 409 | 4 | |
| Traffic Sign Shop | 2,087 | 18 | | 2,302 | 21 | | 2,146 | 21 | |
| Traffic Signal | 1,809 | 19 | | 1,644 | 15 | | 1,737 | 17 | |
| | <u>\$ 4,434</u> | <u>41</u> | | <u>\$ 4,384</u> | <u>40</u> | | <u>\$ 4,292</u> | <u>42</u> | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 4,390 | | | \$ 4,360 | | | \$ 4,230 | | |
| Self-Generated | 44 | | | 24 | | | 62 | | |
| | <u>\$ 4,434</u> | <u>41</u> | | <u>\$ 4,384</u> | <u>40</u> | | <u>\$ 4,292</u> | <u>42</u> | |



DIVISION OF TRAFFIC ENGINEERING

PROGRAM NAME: ENGINEERING OFFICE

OBJECTIVES: Ensure all Traffic Control Devices are maintained and proper.

ACTIVITIES: Design and Review plans as they relate to traffic patterns.

PROGRAM NAME: TRAFFIC SIGN SHOP

OBJECTIVES: Maintain all traffic pavement markings and signage.

ACTIVITIES: Fabricate and install all traffic signage, repaint pavement markings.

PROGRAM NAME: TRAFFIC SIGNAL

OBJECTIVES: Maintain and upgrade all traffic signals.

ACTIVITIES: Signal Inspections, Signal Relamping, and Signal Upgrades.

DIVISION OF TRAFFIC ENGINEERING

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 2,024,663 | \$ 2,113,937 | \$ 2,099,506 | \$ 2,051,391 |
| INJURY PAY | 18,117 | - | - | - |
| LONGEVITY | 21,875 | 20,400 | 19,575 | 18,575 |
| WAGE SETTLEMENTS | 3,501 | - | - | - |
| SEPARATION PAYMENTS | 63,667 | 4,522 | 4,900 | - |
| BONUS INCENTIVE | 9,500 | - | - | - |
| OVERTIME | 106,243 | 103,689 | 116,614 | 102,767 |
| TOTAL | \$ 2,247,566 | \$ 2,242,548 | \$ 2,240,595 | \$ 2,172,733 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 393,899 | \$ 426,811 | \$ 410,039 | \$ 423,091 |
| DENTAL | 24,671 | 24,796 | 22,556 | 23,133 |
| VISION CARE | 2,617 | 2,721 | 2,539 | 2,680 |
| PERS | 294,452 | 312,476 | 312,757 | 327,581 |
| FICA-MEDICARE | 18,073 | 19,047 | 19,590 | 19,944 |
| WORKERS COMPENSATION | 77,643 | 182,996 | 132,272 | 82,876 |
| LIFE INSURANCE | 1,909 | 1,924 | 1,800 | 1,845 |
| UNEMPLOYMENT COMPENSATION | 5,253 | 5,108 | 1,849 | - |
| CLOTHING ALLOWANCE | 25,700 | 28,060 | 29,660 | 24,750 |
| CLOTHING MAINTENANCE | 13,500 | 9,450 | 9,450 | 9,675 |
| TOTAL | \$ 857,716 | \$ 1,013,389 | \$ 942,512 | \$ 915,575 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 408 | \$ - | \$ - |
| TUITION & REGISTRATION FEES | - | 590 | - | - |
| TOTAL | \$ - | \$ 998 | \$ - | \$ - |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 75,954 | \$ 44,633 | \$ 45,073 | \$ 68,156 |
| GAS | 40,810 | 39,120 | 39,071 | - |
| ELECTRICITY - CPP | 197,302 | 199,207 | 205,966 | 214,205 |
| ELECTRICITY - OTHER | 342,474 | 369,391 | 365,723 | 380,352 |
| TOTAL | \$ 656,539 | \$ 652,352 | \$ 655,833 | \$ 662,713 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 3,688 | \$ 500 | \$ 500 | \$ - |
| MILEAGE (PRIVATE AUTO) | 43 | - | - | - |
| PARKING IN CITY FACILITIES | 4,355 | 4,325 | 4,296 | 3,000 |
| PHOTOCOPY MACHINE RENTAL | 88 | - | - | - |
| OTHER CONTRACTUAL | - | - | - | 50,000 |
| TOTAL | \$ 8,173 | \$ 4,825 | \$ 4,796 | \$ 53,000 |

DIVISION OF TRAFFIC ENGINEERING

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIAL AND SUPPLIES | | | | |
| CLOTHING | \$ 1,935 | \$ - | \$ 1,049 | \$ 1,500 |
| HARDWARE & SMALL TOOLS | 12,380 | 10,485 | 5,998 | 15,000 |
| OFFICE FURNITURE & EQUIPMENT | - | - | 1,845 | - |
| ELECTRICAL SUPPLIES | 647 | 328 | - | 1,000 |
| HYGIENE AND CLEANING SUPPLY | - | - | - | 500 |
| MEDICAL SUPPLIES | - | - | - | 500 |
| PAPER AND OTHER SUPPLIES | - | 898 | 299 | - |
| OTHER SUPPLIES | 158,067 | 154,082 | 220,085 | 160,000 |
| JUST IN TIME OFFICE SUPPLIES | 1,161 | 179 | 677 | 1,000 |
| TOTAL | \$ 174,190 | \$ 165,972 | \$ 229,953 | \$ 179,500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 37,851 | \$ 31,410 | \$ 27,045 | \$ 32,378 |
| CHARGES FROM RADIO SYSTEM | 2,529 | 2,939 | 2,613 | 3,225 |
| CHARGES FROM LIGHT & POWER | 104,326 | 104,326 | 104,326 | 104,326 |
| CHARGES FROM PRINTING | 2,792 | 1,808 | 4,188 | 20,000 |
| CHARGES FROM STOREROOM | 126 | 67 | 102 | 99 |
| CHARGES FROM MOTOR VEHICLES | 178,443 | 202,444 | 171,617 | 148,111 |
| CHARGES FROM WATER - GIS PROJ | 2,261 | 4,961 | - | - |
| TOTAL | \$ 328,329 | \$ 347,955 | \$ 309,891 | \$ 308,139 |
| EXPENDITURE RECOVERY | | | | |
| EXPENDITURE RECOVERY | \$ - | \$ 6,000 | \$ - | \$ - |
| TOTAL | \$ - | \$ 6,000 | \$ - | \$ - |
| TOTAL DIVISION | \$ 4,272,513 | \$ 4,434,038 | \$ 4,383,580 | \$ 4,291,660 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|------------------|------------------|-------------------|------------------|
| LICENSES & PERMITS | \$ 4,000 | \$ 4,100 | \$ 4,500 | \$ 4,500 |
| INTERGOVERNMENTAL REVENUES | 5,251 | - | - | - |
| SALES & CHARGES FOR SERVICES | 350 | 7,856 | 3,032 | 2,000 |
| MISCELLANEOUS REVENUES | 3,105 | 8,290 | 1,393 | - |
| EXPENDITURE RECOVERIES | 55,740 | 24,076 | 14,766 | 55,800 |
| TOTAL DIVISION | \$ 68,446 | \$ 44,321 | \$ 23,691 | \$ 62,300 |

DIVISION OF TRAFFIC ENGINEERING

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|---|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner, Traffic Engineering & Parking | 42,758 | 123,549 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Consulting Engineer | 36,000 | 92,225 |
| 1 | 1 | 1 | Engineer | 22.78 Hr. | 33.12 Hr. |
| 2 | 2 | 2 | | | |
| SKILLED CRAFT | | | | | |
| 6 | 3 | 4 | Low Tension Lineman | 29.99 Hr. | 31.11 Hr. |
| 3 | 2 | 3 | Low Tension Trouble Lineman | 29.40 Hr. | 30.50 Hr. |
| 2 | 2 | 2 | Sign Painter Unit Leader | 24.23 Hr. | 33.43 Hr. |
| 11 | 7 | 9 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 5 | 4 | 4 | Line Helper Driver | 17.73 Hr. | 23.77 Hr. |
| 1 | 1 | 1 | Lineman Low Tension Foreman | 30.91 Hr. | 32.04 Hr. |
| 2 | 2 | 2 | Low Tension Lineman Apprentice | 21.95 Hr. | 23.72 Hr. |
| 2 | 2 | 2 | Traffic Sign Process Operator | 13.28 Hr. | 24.36 Hr. |
| 16 | 15 | 15 | Traffic Sign & Marking Technician | 13.68 Hr. | 16.83 Hr. |
| 26 | 24 | 24 | | | |
| TECHNICIAN | | | | | |
| 1 | 1 | 1 | Chief of Traffic Signal Unit | 18.60 Hr. | 35.73 Hr. |
| 2 | 2 | 2 | Traffic Sign Marking Supervisor | 13.28 Hr. | 24.33 Hr. |
| 2 | 2 | 2 | Traffic Signal Control Technician | 31.11 Hr. | 32.25 Hr. |
| 5 | 5 | 5 | | | |
| 46 | 40 | 42 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF MOTOR VEHICLE MAINTENANCE

DANIEL A. NOVAK, COMMISSIONER

The control, supervision of procurement, custody, maintenance, repair and assignment of all motor vehicles and equipment of the various Departments of the City are the basic functions of the Division of Motor Vehicle Maintenance. These motor vehicles include passenger cars, trucks, vans, commercial and industrial vehicles and equipment. The Division also advises and recommends the purchase of different types of vehicles and specialized equipment.

Expert care is given to City vehicles by trained mechanics and service persons employed by the Division. These employees rebuild and overhaul motors, preventative maintenance, repaint vehicles, repair damaged bodies, replace worn parts and completely service all vehicles. Servicing vehicles includes the purchase of fuels, changing of oil, lubrications, wheel alignment, tune-ups and other various repairs. The Division is responsible for the operation and maintenance of the City's fuel dispensing system.

Mission Statement

To purchase and maintain the City of Cleveland vehicles and specialized equipment to ensure safe and dependable operating conditions.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------------|------------------|-----------|----|------------------|-----------|----|------------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Emergency Repairs and Towing | \$ 87 | 1 | | \$ 179 | 4 | | \$ 176 | 4 | |
| Fueling | 8,366 | 2 | | 12,374 | 2 | | 9,951 | 2 | |
| Auto Body Work | 288 | 2 | | 267 | 2 | | 287 | 2 | |
| Preventive Maintenance | 317 | 24 | | 224 | 21 | | 226 | 21 | |
| Routine Maintenance | 8,571 | 64 | | 7,990 | 54 | | 7,854 | 57 | |
| New Vehicles Preparation | 280 | 1 | | 285 | 1 | | 290 | 1 | |
| | \$ 17,909 | 94 | | \$ 21,319 | 84 | | \$ 18,784 | 87 | |
| FUNDING SOURCE: | | | | | | | | | |
| Sales and Charges for Services | \$ 33 | | | \$ 8 | | | \$ 10 | | |
| Miscellaneous Revenue | 136 | | | 163 | | | 125 | | |
| Expenditure Recoveries* | 17,740 | | | 21,148 | | | 18,649 | | |
| | \$ 17,909 | 94 | | \$ 21,319 | 84 | | \$ 18,784 | 87 | |

*Includes additions and use of fund balance. Refer to fund structure of this document for details.

DIVISION OF MOTOR VEHICLE MAINTENANCE**PROGRAM NAME: EMERGENCY REPAIRS AND TOWING**

OBJECTIVES: To provide efficient, cost effective vehicle repair service for the City owned fleet.

ACTIVITIES: Provide emergency service and towing for all City owned vehicles. Replace batteries, lights and tires. Provide major vehicle repairs.

PROGRAM NAME: FUELING

OBJECTIVES: To provide the City's fleet with 25 locations for fuel dispensing and delivery fuel by tanker truck to other City of Cleveland fuel locations (i.e., Parks, Police and Fire divisions.).

ACTIVITIES: Purchase fuels and lubricants. Deliver fuel to City owned locations.

PROGRAM NAME: AUTO BODY WORK

OBJECTIVES: To increase the life and improve the safety of all City owned vehicles using in-house resources and outside contractors.

ACTIVITIES: Make minor and major auto body repairs.

PROGRAM NAME: PREVENTIVE MAINTENANCE

OBJECTIVES: To increase the life and improve the safety of all City owned vehicles.

ACTIVITIES: Follow design procedures for maintaining special motorized equipment. Change or check lubricants. Repair/replace defective parts. Inspect vehicles on a routine basis.

PROGRAM NAME: ROUTINE MAINTENANCE

OBJECTIVES: To provide the City's Divisions with complete maintenance and services.

ACTIVITIES: Provide motor repairs and service. Maintain records of average down time and repair costs.

PROGRAM NAME: NEW VEHICLE PREPARATION

OBJECTIVES: To assure that all City vehicles are working properly before being released to departments.

ACTIVITIES: Inspect and prepare all new City vehicles for use by Departments. Apply logos and identification numbers to vehicles. Assign fuel cards.

DIVISION OF MOTOR VEHICLE MAINTENANCE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 4,423,653 | \$ 4,440,371 | \$ 4,259,296 | \$ 4,189,342 |
| MILITARY LEAVE | 1,115 | 1,145 | 988 | - |
| INJURY PAY | 759 | 14,756 | 460 | - |
| LONGEVITY | 44,200 | 46,200 | 45,600 | 42,150 |
| WAGE SETTLEMENTS | 146 | - | - | - |
| SEPARATION PAYMENTS | 7,763 | 14,474 | 77,712 | - |
| BONUS INCENTIVE | 36,000 | 500 | - | - |
| OVERTIME | 70,708 | 73,282 | 55,858 | 76,176 |
| TOTAL | \$ 4,584,343 | \$ 4,590,728 | \$ 4,439,914 | \$ 4,307,668 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 786,043 | \$ 873,307 | \$ 819,742 | \$ 835,270 |
| DENTAL | 51,772 | 51,077 | 45,780 | 46,145 |
| VISION CARE | 5,403 | 5,523 | 5,093 | 5,070 |
| PERS | 614,544 | 638,429 | 613,628 | 649,464 |
| FICA-MEDICARE | 45,203 | 46,520 | 44,911 | 45,540 |
| WORKERS COMPENSATION | 185,618 | 183,914 | 276,323 | 239,287 |
| LIFE INSURANCE | 4,459 | 4,466 | 4,133 | 3,870 |
| CLOTHING ALLOWANCE | 970 | 970 | 1,050 | 10,410 |
| TOOL INSURANCE | 29,060 | 29,460 | 35,810 | 34,100 |
| CLOTHING MAINTENANCE | 200 | 200 | 200 | 250 |
| TOTAL | \$ 1,723,272 | \$ 1,833,867 | \$ 1,846,670 | \$ 1,869,406 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 351 | \$ 251 | \$ - |
| TUITION & REGISTRATION FEES | 45 | - | - | 2,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | 301 | - | - |
| PROFESSIONAL DUES | 1,906 | 2,905 | 3,420 | 2,000 |
| TOTAL | \$ 1,951 | \$ 3,556 | \$ 3,671 | \$ 4,000 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 558,490 | \$ 361,094 | \$ 347,371 | \$ 298,627 |
| GAS | 22,506 | 22,523 | 21,306 | - |
| ELECTRICITY - CPP | 9,290 | 7,917 | 10,284 | 10,696 |
| SECURITY & MONITORING SYSTEM | 8,902 | 6,000 | 6,000 | 6,000 |
| TOTAL | \$ 599,188 | \$ 397,535 | \$ 384,961 | \$ 315,323 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,500 | \$ 7,185 | \$ 3,855 | \$ 3,000 |
| WASTE DISPOSAL | 2,850 | - | - | - |
| MEDICAL SERVICES | 503 | 1,247 | 1,291 | 1,000 |
| ADVERTISING AND NOTICE | 725 | 1,288 | - | 1,000 |

DIVISION OF MOTOR VEHICLE MAINTENANCE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------------|---------------------|----------------------|----------------------|----------------------|
| CONTRACTUAL SERVICES (CONT.) | | | | |
| PARKING IN CITY FACILITIES | 1,680 | 1,757 | 13,031 | 20,000 |
| PHOTOCOPY MACHINE RENTAL | 325 | - | - | - |
| TOWING | 22,000 | 18,941 | 19,927 | 20,000 |
| SPECIAL ASSESSMENT | 38,690 | 31,690 | 37,300 | 33,100 |
| OTHER CONTRACTUAL | 3,648 | 3,119 | 11,936 | 5,000 |
| TOTAL | \$ 71,920 | \$ 65,226 | \$ 87,340 | \$ 83,100 |
| MATERIAL AND SUPPLIES | | | | |
| DISCOUNTS LOST | \$ - | \$ - | (6) | \$ - |
| POSTAGE | 20 | 20 | 132 | - |
| COMPUTER SUPPLIES | 3,546 | 2,838 | 66 | 5,000 |
| COMPUTER HARDWARE | 782 | - | - | - |
| COMPUTER SOFTWARE | 1,500 | 11,299 | - | 5,000 |
| FUEL | 5,404,856 | 6,341,971 | 10,007,941 | 7,649,933 |
| FUEL TAX | 741,646 | 784,554 | 802,910 | 738,000 |
| CHEMICAL | 6,477 | 10,426 | 14,956 | 12,000 |
| AIR COMPRESSOR PARTS | 10,872 | 2,000 | 10,500 | 10,000 |
| FIRE/EMS APPARATUS PARTS | 49,850 | 56,251 | 84,496 | 55,000 |
| AUTO & LIGHT TRUCK PARTS | 512,236 | 310,873 | 289,897 | 350,000 |
| HEAVY TRUCK PARTS | 639,808 | 1,003,870 | 849,340 | 900,000 |
| CONSTRUCTION EQUIP PARTS | 124,262 | 86,306 | 80,500 | 80,000 |
| SNOW REMOVAL EQUIP PARTS | 34,902 | 10,375 | 37,964 | 20,000 |
| CLOTHING | 18,946 | 17,931 | 19,990 | 20,000 |
| SWEEPER PARTS | 96,938 | 103,990 | 74,111 | 80,000 |
| WELDING SUPPLIES & EQUIPMENT | 7,133 | 8,484 | 6,500 | 6,000 |
| MOWER & TRACTOR PARTS | 253,168 | 225,110 | 254,580 | 250,000 |
| FENCE, POSTS & BARS | - | - | 3,200 | - |
| HYGIENE AND CLEANING SUPPLY | 3,485 | 10,512 | 6,000 | 6,000 |
| PAINTING EQUIP AND SUPPLY | 16,806 | 15,695 | 13,309 | 15,000 |
| MEDICAL SUPPLIES | 560 | 600 | 1,000 | 1,000 |
| SHOP TOOLS | - | 10,145 | - | - |
| SHOP SUPPLIES | 13,671 | 15,885 | 7,537 | 8,000 |
| OTHER SUPPLIES | 9,066 | 8,234 | 7,304 | 8,000 |
| SAFETY EQUIPMENT | - | 1,467 | - | - |
| ANTI-FREEZE | 34,210 | 35,174 | 29,744 | 30,000 |
| MOTOR OIL & LUBRICANTS | 181,199 | 285,465 | 199,876 | 250,000 |
| BATTERIES | 71,018 | 117,829 | 74,824 | 100,000 |
| TIRES | 411,224 | 610,837 | 466,205 | 600,000 |
| JUST IN TIME OFFICE SUPPLIES | 6,065 | 7,251 | 3,004 | 4,000 |
| BUILDING MAINT SUPPLIES | 5,269 | 6,000 | 6,327 | 5,000 |
| TOTAL | \$ 8,659,516 | \$ 10,101,391 | \$ 13,352,207 | \$ 11,207,933 |

DIVISION OF MOTOR VEHICLE MAINTENANCE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 79 | \$ 2,000 | \$ - | \$ - |
| COMPUTER HARDWARE MAINT | 41,632 | 39,351 | 41,986 | 40,000 |
| COMPUTER SOFTWARE MAINT | 14,376 | 4,101 | - | 23,100 |
| MAINTENANCE MACHINERY | 12,217 | 5,036 | 84,684 | 10,000 |
| FUEL PUMP REPAIR & MAINT | 96,722 | 55,063 | 134,667 | 60,000 |
| GENERATOR REPAIR | 38,931 | 35,000 | 69,685 | 40,000 |
| MAINTENANCE FIRE APPARATUS | 24,986 | - | - | - |
| ACCIDENT REPAIR - OTHER VEHIC | 47,907 | 43,481 | 46,079 | 50,000 |
| ACCIDENT REPAIR-SAFETY VEHIC | 116,677 | 123,538 | 109,730 | 125,000 |
| HEAVY TRUCK REPAIR | 50,948 | 29,600 | 39,515 | 40,000 |
| MOWER & TRACTOR REPAIR | 47,798 | 29,084 | 37,463 | 40,000 |
| FRAME REPAIR & ALIGNMENT | 7,104 | 15,000 | 16,000 | 6,000 |
| HYDRAULIC REPAIR CYL. PUMPS | 61,311 | 24,488 | 26,868 | 25,000 |
| GLASS REPAIR | 39,887 | 33,434 | 37,977 | 30,000 |
| RADIATOR & GAS TANK REPAIR | 12,734 | 30,946 | 19,914 | 20,000 |
| MAINTENANCE BUILDING | 15,490 | 20,594 | 18,487 | 20,000 |
| REPAIR OF OVERHEAD DOORS | 14,233 | 13,482 | 17,370 | 15,000 |
| SPRING REPAIR | 179,701 | 114,690 | 139,770 | 125,000 |
| TIRE REPAIR ROAD SERVICE | 22,000 | 15,000 | 12,000 | 12,000 |
| TRANSMISSION REPAIR | 132,475 | 83,046 | 144,119 | 100,000 |
| CUSHMAN REPAIR | 34,993 | 49,811 | 44,934 | 50,000 |
| CHARGES FROM DIV OF MAINT | 15,837 | 17,168 | 21,677 | 20,000 |
| TOTAL | \$ 1,028,037 | \$ 783,915 | \$ 1,062,925 | \$ 851,100 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGEMENTS, DAMAGES, & CLAIMS | \$ - | \$ 174 | \$ - | \$ - |
| TOTAL | \$ - | \$ 174 | \$ - | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM GENERAL FUND | \$ - | \$ - | \$ 260 | \$ - |
| CHARGES FROM TELEPHONE EXCH | 102,865 | 97,468 | 111,703 | 112,109 |
| CHARGES FROM RADIO SYSTEM | 963 | 1,045 | 943 | 978 |
| CHARGES FROM WATER POLLUTION | 4,250 | 1,229 | 1,076 | - |
| CHARGES FROM PRINTING | 11,202 | 14,434 | 13,892 | 12,000 |
| CHARGES FROM STOREROOM | 578 | 252 | 249 | 354 |
| CHARGES FROM WASTE | 19,949 | 18,615 | 12,808 | 20,000 |
| TOTAL | \$ 139,807 | \$ 133,043 | \$ 140,931 | \$ 145,441 |
| TOTAL DIVISION | \$ 16,808,033 | \$ 17,909,435 | \$ 21,318,619 | \$ 18,783,971 |

DIVISION OF MOTOR VEHICLE MAINTENANCE

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| SALES & CHARGES FOR SERVICES | \$ 9,871 | \$ 33,095 | \$ 8,341 | \$ 10,000 |
| MISCELLANEOUS REVENUES | 128,488 | 136,020 | 162,755 | 125,000 |
| EXPENDITURE RECOVERIES | 16,426,682 | 17,795,351 | 21,217,100 | 18,311,055 |
| TOTAL DIVISION | \$ 16,565,041 | \$ 17,964,466 | \$ 21,388,196 | \$ 18,446,055 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Assistant Commissioner of MVM | 26,274 | 86,765 |
| 1 | 1 | 1 | Commissioner of MVM | 41,315 | 128,215 |
| 1 | 0 | 1 | Manager of Public Service Operations | 30,215 | 100,844 |
| 2 | 2 | 2 | Superintendent of Motorized Equipment | 26,274 | 68,745 |
| 1 | 1 | 1 | Superintendent of Vehides Admin. Service | 20,093 | 68,745 |
| 6 | 5 | 6 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | General Storekeeper | 10.00 Hr. | 23.76 Hr. |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 3 | 2 | 2 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 8 | 6 | 6 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 13 | 10 | 10 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Assistant Buyer | 10.00 Hr. | 20.19 Hr. |
| 2 | 1 | 1 | Buyer | 20,800 | 47,055 |
| 1 | 1 | 1 | Fleet Management Data Manager | 30,000 | 64,832 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 1 | 1 | 1 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 1 | 0 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 1 | 1 | 1 | Technical Specialist | 10.00 Hr. | 22.20 Hr. |
| 8 | 6 | 7 | | | |
| SKILLED CRAFT | | | | | |
| 2 | 2 | 2 | Auto Body Repair Worker | 15.73 Hr. | 20.34 Hr. |
| 21 | 19 | 19 | Automobile Repair Worker | 12.60 Hr. | 20.16 Hr. |
| 4 | 4 | 4 | Automobile Repairman Unit Leader | 17.78 Hr. | 24.46 Hr. |
| 35 | 26 | 27 | Heavy Duty Mechanic | 15.75 Hr. | 24.15 Hr. |
| 6 | 5 | 5 | Heavy Duty Unit Leader | 23.85 Hr. | 29.95 Hr. |
| 68 | 56 | 57 | | | |



DIVISION OF MOTOR VEHICLE MAINTENANCE

COMPARISON OF STAFFING - CONTINUED

| No. of Employees | | | Position | Salary Schedule* | |
|-----------------------|------------------|----------------|------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 0 | 0 | Machinist | 15.83 Hr. | 21.43 Hr. |
| 1 | 1 | 1 | Tanker Truck Driver | 15.55 Hr. | 22.50 Hr. |
| 5 | 5 | 5 | Tire Repair Worker | 14.08 Hr. | 18.62 Hr. |
| <u>7</u> | <u>6</u> | <u>6</u> | | | |
| TECHNICIAN | | | | | |
| 1 | 1 | 1 | Fuel System Technician | 10.00 Hr. | 19.60 Hr. |
| <u>1</u> | <u>1</u> | <u>1</u> | | | |
| <u>103</u> | <u>84</u> | <u>87</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF STREETS

RANDELL T. SCOTT, COMMISSIONER

The Division of Streets is primarily charged with street maintenance, repair, cleaning and safety. The City is divided into six service districts and each service area has a facility from which Division activities are carried out. All six stations are staffed to provide the following neighborhood services: resurfacing, general street repair, street sweeping and guardrail repair and snow and ice control.

Mission Statement

To provide roadways that are clean and safe from road hazards and sight lines free of graffiti. Our mission benefits the quality of life and economic stability for the residents of the City of Cleveland. The Division of Streets provides the following services to accomplish our mission.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------|------------------|-------------|------------|------------------|-------------|------------|------------------|-------------|------------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Street Resurfacing | \$ 1,818 | 12 | | \$ 3,554 | 11 | | \$ 4,400 | 12 | |
| Street Repair | 7,964 | 54 | | 7,955 | 51 | | 7,608 | 49 | |
| Street Cleaning | 3,745 | 36 | 33 ** | 4,100 | 36 | 34 ** | 3,921 | 34 | 35 ** |
| Snow and Ice Control | 8,049 | 31 | 106 ** | 9,670 | 32 | 108 ** | 8,903 | 29 | 110 ** |
| Guard Rail Repair | 122 | 3 | | 129 | 3 | | 127 | 3 | |
| Weld Shop/Heavy Equipment | 2,950 | 21 | | 2,179 | 20 | | 2,179 | 20 | |
| Graffiti Abatement | 95 | 3 | | 108 | 3 | | 121 | 3 | |
| Radio Comm. and Admin. | 1,764 | 20 | | 642 | 17 | | 615 | 19 | |
| | \$ 26,507 | 180 | 106 | \$ 28,337 | 173 | 108 | \$ 27,874 | 169 | 110 |
| FUNDING SOURCE: | | | | | | | | | |
| Bond Funds | \$ 1,818 | | | \$ 3,554 | | | \$ 6,000 | | |
| State Taxes | 14,510 | | | 14,428 | | | 13,995 | | |
| Sales & Charges* | 1,929 | | | 2,176 | | | 1,741 | | |
| | \$ 18,257 | | | \$ 20,158 | | | \$ 21,736 | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 8,250 | | | \$ 8,179 | | | \$ 6,138 | | |
| | \$ 26,507 | 180 | 106 | \$ 28,337 | 173 | 108 | \$ 27,874 | 169 | 110 |

* Includes additions and use of fund balance. Refer to fund structure section of this document for details.

** Staffing for seasonal is shown at peak strength per program

DIVISION OF STREETS

PROGRAM NAME: STREET RESURFACING

OBJECTIVES: To maintain and repair all City of Cleveland roads thereby providing safe traveling conditions for all motorists.

ACTIVITIES: Perform main and residential street repairs by replacing the roadway surface and installation of A.D.A. compliant radius ramps.

PROGRAM NAME: STREET REPAIR

OBJECTIVES: To provide road maintenance services which will eliminate hazardous conditions, extend the life of newly resurfaced streets and save the taxpayers money.

ACTIVITIES: Repair utility openings. Repair pot holes. Seal cracks in street surfaces, and maintain brick streets.

PROGRAM NAME: STREET CLEANING

OBJECTIVES: To provide a clean appearance and provide safe road conditions within the City.

ACTIVITIES: Clean streets. Remove litter. Reduce the amount of pollutants flowing into our sanitary sewer systems.

PROGRAM NAME: SNOW AND ICE CONTROL

OBJECTIVES: To provide snow and ice control services to maintain reasonable and safe traffic flow and enhance the economic life of the City of Cleveland.

ACTIVITIES: Provide anti-icing and de-icing to all primary routes during light snow conditions. Conduct tandem plowing of all primary routes during heavy snow. Plow and/or salt residential streets. Respond to requests for snow/ice control service.

PROGRAM NAME: GUARD RAIL REPAIR

OBJECTIVES: To protect the public right-of-way property from out of control vehicles and health hazards resulting from illegal dumping.

ACTIVITIES: Install new guardrails based upon established criteria/ approval. Repair damaged guardrails.

PROGRAM NAME: WELD SHOP/HEAVY EQUIPMENT

OBJECTIVES: To insure that properly maintained specialized equipment is available to provide the public with prompt service when hazardous road conditions exist.

ACTIVITIES: Repair specialized equipment. Maintain equipment maintenance records. Receive road maintenance supplies. Maintain an inventory of supplies and equipment.

DIVISION OF STREETS

PROGRAM NAME: GRAFFITI ABATEMENT

OBJECTIVES: To insure the removal of graffiti from all areas in the City of Cleveland.

ACTIVITIES: Eradicate graffiti with the use of City employees and volunteers. Enforcement of anti-graffiti ordinances. Educate the public, especially children, concerning the negative aspects of having graffiti in the neighborhoods. Empower the community to take action to eliminate graffiti through the various community groups.

PROGRAM NAME: RADIO COMMUNICATIONS AND ADMINISTRATION

OBJECTIVES: To provide City managers and the public with a means of prompt communications in order to carry out the joint mission of the City government. To provide the leadership to carry out the mission of the Division.

ACTIVITIES: Supervise field personnel. Set project priorities. Analyze all programs and improve the quality of service in each program. Keep records of services. Provide direct communications with all assets. Update weather forecasting on a 24 hour basis relative to Public Service/Safety issues.

DIVISION OF STREETS

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 8,296,707 | \$ 7,356,782 | \$ 8,396,872 | \$ 8,496,994 |
| CRAFTS | 278,507 | 1,273,147 | 161,016 | 180,269 |
| SEASONAL | 1,681,985 | 1,869,972 | 1,846,293 | 2,022,979 |
| MILITARY LEAVE | - | - | 5,515 | - |
| PART TIME PERMANENT | 5,342 | 2,701 | - | - |
| INJURY PAYS | 4,786 | 620 | 36,301 | - |
| LONGEVITY | 72,200 | 73,200 | 69,650 | 52,050 |
| WAGE SETTLEMENTS | 11,997 | 1,790,671 | 39,294 | - |
| SEPARATION PAYMENTS | 47,614 | 58,077 | 91,436 | - |
| BONUS INCENTIVE | 48,000 | (5,000) | - | - |
| OVERTIME | 492,376 | 1,017,758 | 1,038,943 | 900,000 |
| TOTAL | \$ 10,939,513 | \$ 13,437,929 | \$ 11,685,319 | \$ 11,652,292 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 1,375,032 | \$ 1,349,078 | \$ 1,479,928 | \$ 1,496,626 |
| DENTAL | 89,138 | 80,437 | 83,672 | 73,331 |
| VISION CARE | 8,949 | 8,256 | 8,839 | 7,386 |
| PERS | 1,514,595 | 1,591,147 | 1,714,854 | 1,756,807 |
| FICA-MEDICARE | 124,021 | 149,942 | 143,976 | 143,203 |
| WORKERS COMPENSATION | 651,127 | 926,176 | 732,556 | 721,715 |
| LIFE INSURANCE | 8,021 | 7,226 | 7,571 | 6,390 |
| UNEMPLOYMENT COMPENSATION | 246,055 | 128,732 | 93,168 | 224,462 |
| CLOTHING ALLOWANCE | 59,240 | 54,870 | 53,340 | 50,535 |
| TOOL INSURANCE | 4,210 | 3,910 | 3,910 | 3,220 |
| CLOTHING MAINTENANCE | 20,725 | 19,120 | 18,625 | 17,775 |
| TOTAL | \$ 4,101,113 | \$ 4,318,894 | \$ 4,340,440 | \$ 4,501,450 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 3,035 | \$ (5) | \$ 4,000 |
| TUITION & REGISTRATION FEES | - | 1,750 | - | - |
| PROFESSIONAL DUES | 35 | 70 | 105 | 100 |
| TOTAL | \$ 35 | \$ 4,855 | \$ 100 | \$ 4,100 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 430,443 | \$ 246,879 | \$ 266,318 | \$ 312,951 |
| WATER | 2,119 | 2,333 | 2,419 | 2,500 |
| GAS | 112,909 | 96,305 | 120,041 | - |
| ELECTRICITY - CPP | 61,555 | 64,269 | 64,627 | 67,212 |
| ELECTRICITY - OTHER | 29,619 | 35,006 | 32,593 | 33,896 |
| TOTAL | \$ 636,646 | \$ 444,793 | \$ 485,998 | \$ 416,559 |

DIVISION OF STREETS

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 5,580 | \$ 8,658 | \$ 16,397 | \$ 10,000 |
| WASTE DISPOSAL | - | 500 | - | - |
| MEDICAL SERVICES | 1,169 | 831 | 1,821 | 1,000 |
| PARKING IN CITY FACILITIES | 8,257 | 8,589 | 9,400 | 6,500 |
| PROPERTY RENTAL | 44,500 | 87,500 | 87,500 | 88,000 |
| PHOTOCOPY MACHINE RENTAL | 471 | - | - | - |
| EQUIPMENT RENTAL | - | 8,400 | 3,999 | 5,000 |
| VEHICLE RENTAL | 134,803 | 39,176 | 50,000 | 50,000 |
| BANK SERVICE FEES | 9,460 | 9,153 | 5,439 | 10,000 |
| TOTAL | \$ 204,240 | \$ 162,807 | \$ 174,556 | \$ 170,500 |
| MATERIAL AND SUPPLIES | | | | |
| PURCHASE OF TESTS | \$ 97 | \$ 97 | \$ 48 | \$ 200 |
| CHEMICAL | 5,277 | 11,056 | 7,611 | 8,000 |
| SALT & DE-ICER | 2,128,363 | 2,640,720 | 3,820,905 | 3,192,750 |
| CLOTHING | - | 6,000 | 3,000 | 1,500 |
| HARDWARE & SMALL TOOLS | 12,727 | 16,295 | 10,132 | 16,000 |
| WELDING SUPPLIES & EQUIPMENT | 14,871 | 8,011 | 11,663 | 10,000 |
| BOILERS HEATERS & COOLING | 14,704 | 40,182 | 20,000 | 20,000 |
| SEED, FERTILIZER & HERBICIDE | 1,694 | - | 4,240 | 3,000 |
| SMALL EQUIPMENT | 14,051 | 24,566 | 16,857 | 16,000 |
| OFFICE FURNITURE & EQUIPMENT | - | 289 | - | - |
| ELECTRICAL SUPPLIES | 9,141 | 11,000 | 10,000 | 5,000 |
| FENCE, POSTS & BARS | - | 1,419 | - | 3,000 |
| HYGIENE AND CLEANING SUPPLY | 14,326 | 18,310 | 19,154 | 20,000 |
| CLAY, SOIL & TURF | - | 5,085 | 746 | 2,000 |
| PAINTING EQUIPMENT AND SUPPLY | 13,254 | 21,069 | 7,279 | 20,000 |
| DOORS, SHUTTERS AND WINDOWS | - | - | 5,000 | - |
| PLUMBING SUPPLIES AND EQUIP | 3,000 | - | - | - |
| LUMBER, GLASS AND DRYWALL | 5,000 | 1,351 | 7,295 | 7,000 |
| MEDICAL SUPPLIES | 1,000 | 1,000 | 1,980 | 2,000 |
| PAPER AND OTHER SUPPLIES | 8,140 | 16,855 | 21,727 | 20,000 |
| PRINTED MATERIALS | - | 75 | - | - |
| OTHER SUPPLIES | 155,981 | 118,031 | 110,942 | 110,000 |
| GUARD RAIL SUPPLIES | 14,669 | 21,674 | 29,860 | 25,000 |
| SAFETY EQUIPMENT | 13,770 | 7,401 | 18,624 | 15,000 |
| JUST IN TIME OFFICE SUPPLIES | 6,190 | 6,107 | 5,757 | 6,000 |
| BUILDING MAINTENANCE SUPPLIES | - | - | 1,876 | 2,000 |
| PAVING MATERIAL | 53,228 | 167,839 | 133,603 | 125,000 |
| ASPHALT | 310,001 | 179,141 | 262,325 | 300,000 |
| CEMENT, SAND & GRAVEL | 253,495 | 377,520 | 365,004 | 350,000 |
| MISC MAINTENANCE SUPPLIES | 63,257 | 95,055 | 98,231 | 100,000 |
| TOTAL | \$ 3,116,233 | \$ 3,796,147 | \$ 4,993,857 | \$ 4,379,450 |

DIVISION OF STREETS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ - | \$ - | 1,000 |
| MAINTENANCE CONTRACTS | 3,536 | 2,000 | 3,500 | 2,000 |
| MAINTENANCE MACHINERY | 6,801 | 14,900 | 15,263 | 15,000 |
| REPAIR PARTS | 13,459 | 17,252 | 1,348 | 10,000 |
| MAINTENANCE BUILDING | 34,504 | 20,216 | 3,495 | 5,000 |
| REPAIR OF OVERHEAD DOORS | - | - | 10,000 | 1,000 |
| CHARGES FROM DIV MAINT | 37,432 | 18,313 | 30,670 | 30,000 |
| TOTAL | \$ 95,732 | \$ 72,681 | \$ 64,275 | \$ 64,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ 1,077 | \$ 32,839 | \$ 1,765 | \$ 1,000 |
| TOTAL | \$ 1,077 | \$ 32,839 | \$ 1,765 | \$ 1,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 86,133 | \$ 58,118 | \$ 55,820 | \$ 59,068 |
| CHARGES FROM RADIO SYSTEM | 38,542 | 45,186 | 70,704 | 70,012 |
| CHARGES FROM WATER POLL | - | - | 1,691 | - |
| CHARGES FROM PRINTING | 12,584 | 9,156 | 16,410 | 18,000 |
| CHARGES FROM STOREROOM | 182 | 156 | 294 | 260 |
| CHARGES FROM MOTOR VEHICLES | 2,218,099 | 2,590,700 | 3,365,105 | 2,904,197 |
| CHARGES FROM WATER - GIS PROJ | 9,156 | 20,090 | - | - |
| TOTAL | \$ 2,364,697 | \$ 2,723,407 | \$ 3,510,024 | \$ 3,051,537 |
| CAPITAL OUTLAY | | | | |
| LOCAL RESURFACING | \$ 2 | \$ 1,512,957 | \$ 3,080,245 | \$ 3,633,325 |
| TOTAL | \$ 2 | \$ 1,512,957 | \$ 3,080,245 | \$ 3,633,325 |
| TOTAL DIVISION | \$ 21,459,287 | \$ 26,507,307 | \$ 28,336,580 | \$ 27,874,213 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| LICENSES & PERMITS | \$ 3,225 | \$ 2,700 | \$ 3,300 | \$ 3,000 |
| INTERGOVERNMENTAL REVENUE | 14,392,431 | 14,509,639 | 14,428,017 | 13,995,000 |
| SALES & CHARGES FOR SERVICES | 1,945,975 | 1,884,830 | 2,015,363 | 1,727,000 |
| MISCELLANEOUS REVENUES | 9,061 | 11,647 | 8,922 | 1,500 |
| TRANSFERS IN | 5,040,000 | 8,250,000 | 8,178,919 | 6,137,714 |
| EXPENDITURE RECOVERIES | 2,988 | 1,825,801 | 3,562,667 | 6,000,000 |
| TOTAL DIVISION | \$ 21,393,680 | \$ 26,484,617 | \$ 28,197,188 | \$ 27,864,214 |

DIVISION OF STREETS
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees** | | Position | Salary Schedule* | |
|---------------------------------------|--------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 2 | 2 | 2 | Assistant Commissioner of Streets | 26,274 | 86,765 |
| 1 | 1 | 1 | Commissioner of Streets | 40,315 | 128,215 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 1 | 0 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 3 | 2 | 3 | | | |
| PROFESSIONALS | | | | | |
| 2 | 1 | 2 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 1 | 1 | 1 | Senior Budget and Management Analyst | 26,274 | 75,986 |
| 5 | 4 | 5 | | | |
| SKILLED CRAFT | | | | | |
| 4 | 3 | 6 | Asphalt Construction Unit Leader | 22.95 Hr. | 34.43 Hr. |
| 12 | 14 | 18 | Asphalt Tamper | 22.01 Hr. | 33.01 Hr. |
| 2 | 2 | 2 | Carpenter | 30.60 Hr. | 38.25 Hr. |
| 4 | 4 | 4 | Cold Patch & Crack Sealing Unit Leader | 21.57 Hr. | 24.04 Hr. |
| 4 | 4 | 4 | Cold Patch and Crack Sealing Worker | 16.19 Hr. | 18.55 Hr. |
| 4 | 4 | 4 | Construction Equipment Operator Group A | 27.42 Hr. | 35.34 Hr. |
| 20 | 18 | 17 | Construction Equipment Operator Group B | 27.27 Hr. | 35.24 Hr. |
| 5 | 5 | 5 | Jackhammer Operator | 22.01 Hr. | 33.01 Hr. |
| 1 | 1 | 1 | Machinist | 15.83 Hr. | 21.43 Hr. |
| 1 | 1 | 1 | Master Mechanic | 27.92 Hr. | 35.59 Hr. |
| 4 | 2 | 4 | Paver | 22.32 Hr. | 33.48 Hr. |
| 4 | 4 | 4 | Paving Unit Leader | 22.95 Hr. | 34.43 Hr. |
| 3 | 3 | 0 | Stationary Boiler Room Operator | 12.29 Hr. | 19.21 Hr. |
| 4 | 4 | 4 | Street Equipment Maintenance Specialist | 15.55 Hr. | 22.50 Hr. |
| 1 | 0 | 0 | Street Maintenance Equipment Leader | 16.15 Hr. | 23.37 Hr. |
| 17 | 19 | 17 | Street Maintenance Foreman | 18.71 Hr. | 21.12 Hr. |
| 6 | 5 | 0 | Street Maintenance General Foreman | 23.73 Hr. | 26.24 Hr. |
| 5 | 5 | 5 | Welder/Fabricator | 18.36 Hr. | 24.14 Hr. |
| 101 | 98 | 96 | | | |

DIVISION OF STREETS

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees** | | Position | Salary Schedule* | |
|-----------------------|--------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| SERVICE & MAINTENANCE | | | | | |
| 2 | 1 | 2 | Concrete Mixer Driver | 14.82 Hr. | 21.45 Hr. |
| 4 | 3 | 0 | District Paving Repair Unit Leader | 29.19 Hr. | 31.81 Hr. |
| 3 | 3 | 3 | General Shop Unit Leader | 23.73 Hr. | 26.24 Hr. |
| 15 | 19 | 14 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 1 | 0 | 0 | Shop Foreman | 18.71 Hr. | 21.12 Hr. |
| 4 | 4 | 4 | Street Carry-all Driver | 15.55 Hr. | 22.50 Hr. |
| 0 | 0 | 7 | Street Maintenance District Unit Leader | 29.19 Hr. | 31.81 Hr. |
| 2 | 2 | 2 | Tanker Truck Driver | 15.55 Hr. | 22.50 Hr. |
| 23 | 28 | 22 | Truck Driver | 12.50 Hr. | 18.11 Hr. |
| 54 | 60 | 54 | | | |
| TECHNICIAN | | | | | |
| 2 | 2 | 2 | Accident & Safety Inspector | 18.86 Hr. | 21.28 Hr. |
| 1 | 0 | 0 | Chief Street Permit Supervisor | 20,800 | 42,428 |
| 4 | 4 | 6 | Radio Operator | 16.89 Hr. | 19.27 Hr. |
| 7 | 6 | 8 | | | |
| 173 | 173 | 169 | TOTAL FULL TIME | | |
| 110 | 108 | 110 | SEASONAL | | |
| 283 | 281 | 279 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

**Due to the seasonal nature of the division, position titles vary throughout the year. Therefore, averages, rather than actual employees are used.

DEPARTMENT OF PARKS, RECREATION AND PROPERTIES

MICHAEL E. COX, DIRECTOR

The Department of Parks, Recreation and Properties is responsible for planning, constructing, operating, and maintaining all city-owned Parks, Playgrounds, Recreation Centers, Golf Courses, Cemeteries, Greenhouse, Parking Facilities, Markets, and the Cleveland Convention Center and Stadium.

OPERATING SUMMARY
 (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------------|------------------|------------|------------|------------------|------------|------------|------------------|------------|------------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| DIVISIONS: | | | | | | | | | |
| Director's Office | \$ 731 | 7 | | \$ 728 | 7 | | \$ 738 | 7 | |
| Research, Planning & Dev | 745 | 9 | | 780 | 9 | | 793 | 9 | |
| Recreation, Golf | 15,091 | 155 | 325 | 16,323 | 172 | 436 | 16,708 | 175 | 472 |
| Conv. Ctr., West Side Mkt, Stad | 23,166 | 34 | 33 | 30,551 | 34 | 41 | 28,851 | 34 | 76 |
| Parking Facilities | 11,150 | 45 | 9 | 11,692 | 39 | 5 | 11,764 | 42 | 5 |
| Property Mgt., East Side Mkt | 8,350 | 90 | 1 | 8,210 | 88 | 1 | 8,460 | 90 | 1 |
| Parks Maintenance and Prop | 15,533 | 163 | 20 | 15,856 | 152 | 20 | 15,729 | 154 | 288 |
| | \$ 74,766 | 503 | 388 | \$ 84,140 | 501 | 503 | \$ 83,043 | 511 | 842 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 34,443 | | | \$ 35,410 | | | \$ 36,714 | | |
| Self - Generated | 2,889 | | | 3,404 | | | 2,675 | | |
| | \$ 37,332 | 411 | 310 | \$ 38,814 | 413 | 397 | \$ 39,389 | 423 | 701 |
| Grants | \$ 193 | | | \$ 208 | | | \$ 250 | | |
| Special Revenue | 47 | | | 30 | | | 15 | | |
| Cemetery | 1,973 | 25 | 20 | 2,044 | 24 | 20 | 2,097 | 24 | 20 |
| Golf | 2,030 | 13 | 48 | 1,971 | 13 | 40 | 1,985 | 13 | 40 |
| Parking Facilities | 9,967 | 20 | 9 | 10,507 | 17 | 5 | 10,458 | 17 | 5 |
| Convention Center | 6,423 | 27 | | 6,529 | 26 | 40 | 6,201 | 26 | 75 |
| Stadium Fund | 15,589 | | | 22,879 | | | 21,354 | | |
| West Side Market | 1,154 | 7 | 1 | 1,143 | 8 | 1 | 1,254 | 8 | 1 |
| East Side Market | 58 | | | 15 | | | 40 | | |
| | \$ 74,766 | 503 | 388 | \$ 84,140 | 501 | 503 | \$ 83,043 | 511 | 842 |

DIVISION OF PARKS ADMINISTRATION

MICHAEL E. COX, DIRECTOR

Mission Statement

To provide supervision, management and control over the Division's of the Department of Parks, Recreation & Properties by evaluating all programs and provide direction and solutions to the Division's managers concerning operational problems, concerns and opportunities.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------|-----------|--------------------------|----------|-----------|-----------------------------|----------|-----------|--------------------------|----------|
| | COST | ACTUAL STAFF FT PT | | COST | UNAUDITED STAFF FT PT | | COST | BUDGET STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Administrative Services | \$ | 620 | 5 | \$ | 619 | 5 | \$ | 623 | 5 |
| Special Events/Marketing | | 111 | 2 | | 109 | 2 | | 115 | 2 |
| | \$ | 731 | 7 | \$ | 728 | 7 | \$ | 738 | 7 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ | 715 | | \$ | 516 | | \$ | 692 | |
| Self-Generated | | 16 | | | 212 | | | 46 | |
| | \$ | 731 | 7 | \$ | 728 | 7 | \$ | 738 | 7 |

PROGRAM NAME: ADMINISTRATIVE SERVICES

OBJECTIVES: To provide successful and efficient management of the Department of Parks, Recreation and Properties.

ACTIVITIES: Coordinate and enforce all personnel procedures, policies and disciplinary actions. Prepare and monitor budget revenues and expenditures. Investigate specific operational concerns of the Director and recommend procedures required to adjust service activities.

PROGRAM NAME: MARKETING AND PROMOTION

OBJECTIVES: To improve community awareness of programs and activities provided by the Department of Parks, Recreation and Properties.

ACTIVITIES: Produce periodic tabloids and other promotional literature advertising department assets such as the Convention Center, City Hall, Camp Forbes, recreation and pool facilities, golf courses, parks, the Greenhouse, West Side Market and others.

DIVISION OF PARKS ADMINISTRATION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 409,688 | \$ 429,896 | \$ 417,750 | \$ 427,139 |
| LONGEVITY | 3,450 | 4,375 | 3,675 | 3,675 |
| SEPARATION PAYMENTS | - | 4,295 | - | - |
| OVERTIME | - | 27 | - | - |
| TOTAL | \$ 413,138 | \$ 438,593 | \$ 421,425 | \$ 430,814 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 47,695 | \$ 55,170 | \$ 62,043 | \$ 67,734 |
| DENTAL | 3,469 | 3,727 | 3,618 | 3,756 |
| VISION | 368 | 390 | 362 | 380 |
| PERS | 54,325 | 61,018 | 58,878 | 64,953 |
| FICA-MEDICARE | 2,344 | 2,413 | 3,911 | 3,544 |
| WORKERS COMPENSATION | 968 | 8,520 | 24,880 | 9,188 |
| LIFE INSURANCE | 338 | 345 | 319 | 315 |
| TOTAL | \$ 109,507 | \$ 131,583 | \$ 154,011 | \$ 149,870 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ - | \$ - | \$ - | \$ 400 |
| TOTAL | \$ - | \$ - | \$ - | \$ 400 |
| CONTRACTUAL SERVICES | | | | |
| INSURANCE AND OFFICIAL BONDS | \$ 100 | \$ 200 | \$ - | \$ - |
| PARKING IN CITY FACILITIES | 2,212 | 2,297 | 4,219 | 3,000 |
| PROPERTY RENTAL | 110,466 | 110,466 | 110,466 | 110,466 |
| PHOTOCOPY MACHINE RENTAL | 111 | - | - | - |
| REFUNDS & MISCELLANEOUS | 1,200 | 1,200 | 450 | - |
| TOTAL | \$ 114,089 | \$ 114,163 | \$ 115,135 | \$ 113,466 |
| MATERIALS AND SUPPLIES | | | | |
| SPECIAL EVENTS SUPPLIES | \$ 3,732 | \$ 2,912 | \$ 4,658 | \$ 3,700 |
| JUST IN TIME OFFICE SUPPLIES | 2,266 | 1,298 | 573 | 1,800 |
| TOTAL | \$ 5,998 | \$ 4,210 | \$ 5,231 | \$ 5,500 |



DIVISION OF PARKS ADMINISTRATION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH \$ | 17,970 \$ | 33,256 \$ | 21,255 \$ | 28,318 |
| CHARGES FROM RADIO COMM | 440 | 202 | 202 | 195 |
| CHARGES FROM PRINTING | 4,286 | 5,931 | 6,074 | 6,000 |
| CHARGES FROM STOREROOM | 486 | 1,136 | 3,881 | 3,077 |
| CHARGES FROM MOTOR VEHICLES | 667 | 1,818 | 876 | 756 |
| TOTAL | \$ 23,848 | \$ 42,343 | \$ 32,288 | \$ 38,346 |
| TOTAL DIVISION | \$ 666,580 | \$ 730,892 | \$ 728,089 | \$ 738,396 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|------------------|------------------|-------------------|------------------|
| SALES AND CHARGES FOR SERVICES \$ | 37,435 | 13,650 \$ | 98,784 \$ | 44,500 |
| MISCELLANEOUS REVENUES | 832 | 130 | 58,138 | - |
| EXPENDITURE RECOVERIES | 1,414 | 2,546 | 55,564 | 1,500 |
| TOTAL | \$ 39,681 | \$ 16,326 | \$ 212,485 | \$ 46,000 |

DIVISION OF PARKS ADMINISTRATION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|-------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Director of Parks, Recreation & Properties | 50,796 | 171,582 |
| 1 | 1 | 1 | Manager Asst. Audit Cont/Per | 20,092 | 57,124 |
| 1 | 1 | 1 | Manager of Events | 23,647 | 75,806 |
| 1 | 1 | 1 | Secretary to the Director | 36,590 | 138,195 |
| 4 | 4 | 4 | | | |
| OFFICE & CLERICAL | | | | | |
| 2 | 1 | 1 | Clerk, Chief | 22,050 | 46,165 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 0 | 1 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 0 | 0 | Private Secretary to the Director | 20,800 | 46,165 |
| 4 | 3 | 3 | | | |
| 8 | 7 | 7 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

RESEARCH, PLANNING AND DEVELOPMENT

MARK FALLON, COMMISSIONER

The Division of Research, Planning, and Development provides the professional research, planning, and site development capabilities for all parks and recreation site improvements or rehabilitations, grant applications and planning activities. The Division is comprised of two professionally oriented sections-Site Development and Research and Planning.

The Site Development Section is responsible for conducting all planning and design development activities for exterior park and recreation facilities including the investigation and development of land planning and landscape project feasibility studies, reports, cost estimates, and recommendations. This section is responsible for the administration and field supervision of contracts for all exterior capital improvement and rehabilitation projects.

The Research Planning Section is responsible for coordinating all departmental capital improvement planning activities and conducts related research development projects. Additionally, this section lends technical assistance to all divisions in terms of system-wide assessments, recommendations and implementation plans.

Mission Statement

The Division of Research, Planning and Development enhances the lives of City of Cleveland residents through the planning, design, and development of safe, maintainable, attractive, and state-of-the-art parks, playgrounds, landscapes, and recreational facilities in accordance with an established citywide vision for parks and recreation.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|------------------------|----------------|----------------|--|-------------------|----------------|--|----------------|----------------|--|
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Site Development | \$ 507 | 7 | | \$ 531 | 7 | | \$ 539 | 7 | |
| Research & Planning | 238 | 2 | | 249 | 2 | | 254 | 2 | |
| | \$ 745 | 9 | | \$ 780 | 9 | | \$ 793 | 9 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 516 | | | \$ 424 | | | \$ 543 | | |
| Self - Generated | 229 | | | 356 | | | 250 | | |
| | \$ 745 | 9 | | \$ 780 | 9 | | \$ 793 | 9 | |

RESEARCH, PLANNING AND DEVELOPMENT

PROGRAM NAME: SITE DEVELOPMENT

OBJECTIVES: Provide landscape architectural/site planning capabilities and plan and develop park and recreational amenities that are of the greatest value to the community.

ACTIVITIES: Develop and implement the city's Park and Recreation Capital Improvement Program. Develop park and recreation site/planning/landscape architectural project feasibility reports, preliminary plans, cost estimates, recommendations and implementation strategies. Design and develop detailed site improvement drawings and specifications for the improvement or rehabilitation of all exterior departmental facilities including urban parks, plaza, parking facilities, cemeteries, etc., along with the construction supervision and contract administration for same.

PROGRAM NAME: RESEARCH AND PLANNING

OBJECTIVES: To improve community awareness of programs and activities provided by the Department of Parks, Recreation and Properties.

ACTIVITIES: Update the Park and Recreation Master Plan. Engage the community on capital projects at appropriate levels. Prepare grant applications for Federal and State capital improvement programs.

RESEARCH, PLANNING AND DEVELOPMENT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 475,189 | \$ 495,779 | \$ 520,432 | \$ 519,156 |
| LONGEVITY | 4,950 | 4,650 | 4,650 | 5,300 |
| SEPERATION PAYMENTS | 4,440 | - | - | - |
| TOTAL | \$ 484,579 | \$ 500,429 | \$ 525,082 | \$ 524,456 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 62,325 | \$ 74,794 | \$ 79,129 | \$ 83,810 |
| DENTAL | 4,868 | 5,173 | 5,208 | 5,903 |
| EYE CARE | 550 | 572 | 583 | 612 |
| PERS | 67,179 | 68,210 | 73,346 | 79,072 |
| FICA-MEDICARE | 3,090 | 3,276 | 3,450 | 3,481 |
| WORKERS COMPENSATION | 1,021 | 9,957 | 13,330 | 11,447 |
| LIFE INSURANCE | 394 | 397 | 405 | 405 |
| TOTAL | \$ 139,426 | \$ 162,379 | \$ 175,451 | \$ 184,730 |
| TRAINING AND DUES | | | | |
| TUITION AND REGISTRATION FEES | \$ 73 | \$ 399 | \$ - | \$ 471 |
| PROFESSIONAL DUES | 1,147 | 975 | 1,088 | 900 |
| TOTAL | \$ 1,220 | \$ 1,374 | \$ 1,088 | \$ 1,371 |
| CONTRACTUAL SERVICES | | | | |
| MILEAGE (PRIVATE AUTO) | \$ 235 | \$ 447 | \$ 538 | \$ 500 |
| PARKING IN CITY FACILITIES | 1,873 | 1,825 | 1,494 | 1,800 |
| PROPERTY RENTAL | 43,752 | 43,752 | 43,752 | 44,000 |
| PHOTOCOPY MACHINE RENTAL | 56 | - | - | - |
| OTHER CONTRACTUAL | - | - | - | 500 |
| TOTAL | \$ 45,916 | \$ 46,024 | \$ 45,784 | \$ 46,800 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 900 | \$ 699 | \$ 418 | \$ 1,000 |
| COMPUTER SOFTWARE | 496 | - | - | - |
| OTHER SUPPLIES | 1,214 | 1,799 | 1,343 | 1,500 |
| JUST IN TIME OFFICE SUPPLIES | 2,159 | 3,088 | 726 | 2,000 |
| TOTAL | \$ 4,770 | \$ 5,586 | \$ 2,487 | \$ 4,500 |

RESEARCH, PLANNING AND DEVELOPMENT

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 55 | \$ - | \$ - | - |
| CAR WASHES | 145 | - | - | - |
| TOTAL | \$ 200 | \$ - | \$ - | - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 7,463 | \$ 9,734 | \$ 11,839 | \$ 11,691 |
| CHARGES FROM PRINTING | 3,163 | 4,900 | 7,227 | 10,000 |
| CHARGES FROM WATER - GIS PROJ | 2,891 | 7,985 | - | - |
| CHARGES FROM MOTOR VEHICLES | 7,963 | 6,342 | 11,159 | 9,631 |
| TOTAL | \$ 21,480 | \$ 28,961 | \$ 30,225 | \$ 31,322 |
| TOTAL DIVISION | \$ 697,590 | \$ 744,753 | \$ 780,119 | \$ 793,179 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|-------------------|-------------------|-------------------|
| SALES & CHARGES | \$ - | \$ - | \$ 650 | - |
| MISCELLANEOUS REVENUES | - | - | 150 | - |
| EXPENDITURE RECOVERIES | 26,534 | 228,990 | 355,243 | 250,000 |
| TOTAL DIVISION | \$ 26,534 | \$ 228,990 | \$ 356,044 | \$ 250,000 |



RESEARCH, PLANNING AND DEVELOPMENT

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner, Research, Planning & Development | 40,315 | 128,215 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 3 | 2 | 2 | Architect, Landscape Senior | 10.00 Hr. | 29.07 Hr. |
| 0 | 1 | 1 | Architect, Landscape | 10.00 Hr. | 27.47 Hr. |
| 1 | 1 | 1 | Construction Technician | 12.02 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Manager of Research & Planning | 22,333 | 71,948 |
| 1 | 1 | 1 | Manager of Site Development | 22,333 | 71,948 |
| 1 | 1 | 1 | Supervisor, Site Development | 20,800 | 52,331 |
| 1 | 1 | 1 | Survey, Party Chief | 20,800 | 54,685 |
| 8 | 8 | 8 | | | |
| 9 | 9 | 9 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF RECREATION

KIM JOHNSON, COMMISSIONER

The Division of Recreation operates 18 recreation centers, 1 outpost (Alta House) 1 arts center, 17 indoor pools, 22 outdoor pools, permits 155 ballfields (4 ballfield complexes), 1 outdoor ice skating rink, 1 indoor roller skating rink, 1 residential camp, and 2 golf courses. Each facility provides recreational opportunities for all ages and interest groups. The involvement of neighborhood residents will continue to be a priority via advisory councils that assist with program and evaluation.

Mission Statement

To provide recreation opportunities for Cleveland area residents of all age groups.

**OPERATING SUMMARY
(000's OMITTED)**

| | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|-------------------------|------------------|-------------|------------|-------------------|-------------|------------|------------------|-------------|------------|
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Organized Sports | \$ 222 | 2 | | \$ 275 | 2 | | \$ 280 | 2 | |
| Summer Program | 2,295 | | 258 | 2,689 | | 262 | 2,695 | | 275 |
| Summer Lunch | 185 | | 7 | 195 | | 7 | 200 | | 7 |
| Cultural Arts | 445 | 11 | | 460 | 11 | | 467 | 11 | |
| Recreation Centers | 9,594 | 124 | 12 | 10,408 | 142 | 127 | 10,752 | 144 | 150 |
| Golf Course Oper | 2,030 | 13 | 48 | 1,971 | 13 | 40 | 1,985 | 13 | 40 |
| Camping | 320 | 5 | | 325 | 5 | | 329 | 5 | |
| | \$ 15,091 | 155 | 325 | \$ 16,323 | 173 | 436 | \$ 16,708 | 175 | 472 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 12,823 | | | \$ 13,922 | | | \$ 14,439 | | |
| Self - Generated | 40 | | | 217 | | | 24 | | |
| | \$ 12,863 | 142 | 270 | \$ 14,139 | 160 | 389 | \$ 14,463 | 162 | 425 |
| Golf Courses | \$ 2,030 | 13 | 48 | \$ 1,971 | 13 | 40 | \$ 1,985 | 13 | 40 |
| Grants | 193 | | 7 | 208 | | 7 | 250 | | 7 |
| Special Revenue - Gifts | 5 | | | 5 | | | 10 | | |
| | \$ 15,091 | 155 | 325 | \$ 16,323 | 173 | 436 | \$ 16,708 | 175 | 472 |

DIVISION OF RECREATION

PROGRAM NAME: ORGANIZED SPORTS

OBJECTIVES: To provide ongoing planning, development and coordination of a variety of sports programs, both competitive and non-competitive.

ACTIVITIES: Promotes league play in basketball, baseball, softball, football, soccer etc.

PROGRAM NAME: SUMMER PROGRAMS

OBJECTIVES: To provide supplemental recreation activities to City residents during the summer season.

ACTIVITIES: Conduct activities in pools, ballfields and in recreation centers.

PROGRAM NAME: RECREATION CENTERS

OBJECTIVES: To provide year round recreation facilities and programs to City residents.

ACTIVITIES: Operate and maintain recreation centers.

PROGRAM NAME: CULTURAL ARTS

OBJECTIVES: To provide cultural arts to City residents.

ACTIVITIES: Organize programs in drama, dance, painting, drawing, cartoon arts, ceramics and weaving.

PROGRAM NAME: GOLF COURSE OPERATION

OBJECTIVES: To provide quality golfing opportunities at two 36-hole facilities.

ACTIVITIES: Maintaining grounds and buildings. Regulating golf play and facilitating league and tournament play.

PROGRAM NAME: CAMPING

OBJECTIVES: To provide recreational opportunities for youth and seniors involving camp and other outdoor environmental activities.

ACTIVITIES: Operate a summer residential camp program for youth between the ages of 9 to 13. Conduct a day camp program for seniors in conjunction with various senior centers throughout the city of Cleveland. Conduct a holistic life program for youth in conjunction with Cleveland Public Schools.

PROGRAM NAME: SUMMER FOOD PROGRAM

OBJECTIVES: To supplement the dietary requirements of children during the summer.

ACTIVITIES: Provide free meals for city of Cleveland youth 18 years of age and under.

DIVISION OF RECREATION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 4,571,834 | \$ 4,407,123 | \$ 5,274,632 | \$ 5,469,938 |
| SEASONAL | 970,353 | 940,121 | 1,023,255 | 1,038,800 |
| PART-TIME PERMANENT | 166,242 | 617,156 | 618,178 | 295,103 |
| STUDENT TRAINEES | - | - | - | 377,743 |
| LONGEVITY | 55,325 | 48,850 | 45,507 | 48,525 |
| WAGE SETTLEMENTS | 103,704 | - | - | - |
| SEPARATION PAYMENTS | 32,954 | 136,834 | 92,978 | 12,000 |
| OVERTIME | 140,051 | 148,705 | 93,226 | 81,000 |
| TOTAL | \$ 6,040,464 | \$ 6,298,789 | \$ 7,147,776 | \$ 7,323,109 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 953,876 | \$ 998,763 | \$ 1,108,133 | \$ 1,272,847 |
| DENTAL | 62,044 | 58,397 | 61,917 | 70,876 |
| EYE CARE | 10,166 | 9,606 | 9,999 | 11,990 |
| PERS | 849,441 | 852,672 | 1,010,121 | 1,102,290 |
| FICA-MEDICARE | 67,223 | 72,095 | 86,995 | 88,916 |
| WORKERS COMPENSATION | 156,359 | 260,993 | 273,096 | 312,466 |
| LIFE INSURANCE | 6,259 | 6,030 | 6,480 | 7,290 |
| UNEMPLOYMENT COMPENSATION | 41,570 | 17,944 | 16,955 | 35,000 |
| CLOTHING ALLOWANCE | 1,520 | 1,520 | 1,520 | 900 |
| CLOTHING MAINTENANCE | 600 | 600 | 4,350 | 450 |
| TOTAL | \$ 2,149,058 | \$ 2,278,620 | \$ 2,579,567 | \$ 2,903,024 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ - | \$ - | \$ - | \$ 150 |
| TUITION AND REGISTRATION FEES | - | 615 | 650 | 500 |
| TOTAL | \$ - | \$ 615 | \$ 650 | \$ 650 |
| UTILITIES | | | | |
| GAS | \$ 1,105,969 | \$ 936,127 | \$ 994,880 | \$ 805,853 |
| ELECTRICITY - CPP | 1,030,329 | 995,627 | 1,025,721 | 1,066,750 |
| ELECTRICITY - OTHER | 167,021 | 170,858 | 177,577 | 184,680 |
| SECURITY MONITORING SYSTEM | 14,459 | 11,400 | 11,400 | 20,000 |
| CONTRACTUAL UTILITIES | 107,889 | 101,297 | 85,816 | 110,000 |
| BROKERED GAS SUPPLY | 171,297 | 98,700 | 187,870 | 152,175 |
| TOTAL | \$ 2,596,964 | \$ 2,314,009 | \$ 2,483,264 | \$ 2,339,458 |

DIVISION OF RECREATION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|---------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 28,510 | \$ 64,905 | \$ 30,163 | \$ 22,000 |
| MILEAGE (PRIVATE AUTO) | 936 | 1,017 | 2,445 | 1,000 |
| SECURITY SERVICES | 34,000 | - | 5,000 | - |
| ADVERTISING AND PUBLIC NOTICE | 274 | - | - | 300 |
| PARKING IN CITY FACILITIES | 12,626 | 10,645 | 12,928 | 6,000 |
| PHOTOCOPY MACHINE RENTAL | 889 | - | - | - |
| EQUIPMENT RENTAL | 360 | 390 | - | 500 |
| OTHER CONTRACTUAL | 634,264 | 1,236,056 | 1,219,131 | 1,192,611 |
| TOTAL | \$ 711,859 | \$ 1,313,013 | \$ 1,269,668 | \$ 1,222,411 |
| MATERIALS AND SUPPLIES | | | | |
| COMPUTER HARDWARE | \$ - | \$ 335 | \$ - | \$ - |
| CHEMICAL | 80,475 | 96,021 | 71,001 | 86,000 |
| SALT AND DE-ICER | 943 | 595 | 525 | 600 |
| CLOTHING | 2,050 | 4,611 | 3,939 | 3,500 |
| HARDWARE AND SMALL TOOLS | 9,850 | 1,620 | - | 2,500 |
| SMALL EQUIPMENT | 1,355 | 875 | 7,815 | 12,000 |
| OFFICE FURNITURE AND EQUIP | 6,440 | 1,650 | - | - |
| ELECTRICAL SUPPLIES | - | 2,592 | - | 1,000 |
| HYGIENE AND CLEANING SUPPLIES | 2,278 | 5,117 | 3,390 | 5,000 |
| AQUATICS (POOL) SUPPLIES | 19,326 | 37,977 | 17,956 | 30,000 |
| OFFICE SUPPLIES | - | - | 5,578 | - |
| PLAYGROUND EQUIPMENT | 13,706 | 12,460 | 8,830 | 18,000 |
| LUMBER, GLASS & DRYWALL | 200 | - | 94 | - |
| MEDICAL SUPPLIES | 2,554 | 2,859 | 285 | 2,000 |
| FOOD | 28,355 | 37,237 | 28,498 | 30,000 |
| PAPER AND PRINTING SUPPLIES | 499 | 563 | 154 | 2,000 |
| OTHER SUPPLIES | 2,397 | 3,507 | 9,530 | 5,000 |
| ARTS AND CRAFTS SUPPLIES | 51,684 | 29,581 | 33,236 | 32,000 |
| SPORTING GOODS SUPPLIES | 47,062 | 31,195 | 33,067 | 36,412 |
| JUST IN TIME OFFICE SUPPLIES | 13,147 | 13,400 | 5,459 | 15,000 |
| BUILDING MAINTENANCE SUPPLIES | - | - | - | 8,000 |
| MISC MAINTENANCE SUPPLIES | 2,952 | 9,846 | 2,295 | - |
| TOTAL | \$ 285,272 | \$ 292,041 | \$ 231,653 | \$ 289,012 |

DIVISION OF RECREATION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ - | \$ 3,859 | \$ - | \$ 4,000 |
| MAINTENANCE MACHINERY | - | 1,118 | 16,557 | 3,100 |
| MAINTENANCE FIRE APPARATUS | 8,000 | 8,000 | - | 9,000 |
| CAR WASHES | - | 500 | 500 | 500 |
| MAINTENANCE MISC EQUIP | 1,000 | 4,010 | 1,722 | 4,000 |
| MAINTENANCE BUILDING | 2,117 | - | - | - |
| TOTAL | \$ 11,117 | \$ 17,487 | \$ 18,779 | \$ 20,600 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGEMENTS, DAMAGES, AND CLAIMS | \$ - | \$ - | \$ 1,021 | \$ - |
| TOTAL | \$ - | \$ - | \$ 1,021 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 108,989 | \$ 80,217 | \$ 103,983 | \$ 101,183 |
| CHARGES FROM RADIO COMM | 1,065 | 2,808 | 2,575 | 3,384 |
| CHARGES FROM PRINTING | 18,751 | 28,628 | 35,350 | 35,000 |
| CHARGES FROM WATER - GIS PROJ | 2,168 | 4,756 | - | - |
| CHARGES FROM STOREROOM | 1,346 | 1,338 | 1,326 | 1,275 |
| CHARGES FROM MOTOR VEHICLES | 183,851 | 215,710 | 247,936 | 213,978 |
| CHARGES FROM STREETS | - | - | 1,259 | - |
| CHARGES FROM WASTE | 14,661 | 14,615 | 13,928 | 10,000 |
| TOTAL | \$ 330,831 | \$ 348,072 | \$ 406,357 | \$ 364,820 |
| TOTAL DIVISION | \$ 12,125,564 | \$ 12,862,646 | \$ 14,138,735 | \$ 14,463,084 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|------------------|------------------|-------------------|------------------|
| SALES AND CHARGES FOR SERVICES | \$ 20,619 | \$ 18,700 | \$ 17,325 | \$ 15,000 |
| MISCELLANEOUS REVENUES | 2,630 | 1,200 | 5,370 | - |
| EXPENDITURE RECOVERIES | 15,227 | 19,972 | 193,936 | 9,000 |
| TOTAL DIVISION | \$ 38,476 | \$ 39,872 | \$ 216,631 | \$ 24,000 |

DIVISION OF RECREATION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-----------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Recreation | 42,758 | 143,361 |
| 2 | 2 | 2 | Deputy Commissioner of Recreation | 26,274 | 80,091 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 14 | 12 | 12 | Junior Clerk | 10.00 Hr. | 13.46 Hr. |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 1 | 0 | 0 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 3 | 3 | 3 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 1 | 1 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 22 | 19 | 19 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 2 | Deputy Project Director | 20,093 | 61,006 |
| 8 | 8 | 8 | Manager of Recreation | 40,000 | 75,806 |
| 22 | 21 | 21 | Recreation Center Manager | 32,500 | 69,660 |
| 26 | 22 | 21 | Assistant Manager of Recreation | 20,093 | 55,191 |
| 58 | 53 | 52 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 2 | 2 | 1 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 1 | 1 | 1 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 1 | 1 | 1 | Ground Maintenance Man | 14.75 Hr. | 17.09 Hr. |
| 4 | 4 | 3 | | | |
| TECHNICIAN | | | | | |
| 27 | 24 | 25 | Physical Director | 10.00 Hr. | 18.97 Hr. |
| 7 | 4 | 5 | Recreation Instructor III | 10.00 Hr. | 18.24 Hr. |
| 61 | 53 | 55 | Recreation Instructor II | 10.00 Hr. | 17.24 Hr. |
| 95 | 81 | 85 | | | |
| 182 | 160 | 162 | TOTAL FULL TIME | | |
| 157 | 127 | 150 | PART TIME | | |
| 275 | 262 | 275 | SEASONAL** | | |
| 614 | 549 | 587 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

** Seasonals are reflected during peak periods, May-September

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 479,868 | \$ | 499,876 | \$ | 516,727 | \$ | 547,660 |
| SEASONAL | 244,889 | | 238,220 | | 224,319 | | 220,000 |
| LONGEVITY | 5,650 | | 5,825 | | 5,825 | | 7,000 |
| SEPARATION PAYMENTS | 7,600 | | - | | - | | - |
| BONUS INCENTIVE | 1,000 | | - | | - | | - |
| OVERTIME | 26,451 | | 25,272 | | 25,465 | | 26,010 |
| TOTAL | \$ 765,457 | \$ | 769,193 | \$ | 772,336 | \$ | 800,670 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 56,891 | \$ | 74,435 | \$ | 81,825 | \$ | 87,333 |
| DENTAL | 3,643 | | 4,307 | | 4,508 | | 4,769 |
| VISION | 582 | | 611 | | 668 | | 706 |
| PERS | 103,530 | | 104,415 | | 111,617 | | 120,716 |
| FICA-MEDICARE | 7,785 | | 7,821 | | 7,776 | | 8,131 |
| WORKERS COMPENSATION | 13,985 | | 25,891 | | 35,035 | | 53,715 |
| LIFE INSURANCE | 540 | | 540 | | 581 | | 585 |
| UNEMPLOYMENT COMPENSATION | 28,027 | | 21,911 | | 31,082 | | 33,852 |
| CLOTHING ALLOWANCE | 3,315 | | 3,145 | | 3,470 | | 3,420 |
| TOOL INSURANCE | 800 | | 800 | | 1,100 | | 800 |
| CLOTHING MAINTENANCE | 1,600 | | 1,150 | | 1,350 | | 1,350 |
| TOTAL | \$ 220,700 | \$ | 245,026 | \$ | 279,012 | \$ | 315,377 |
| UTILITIES | | | | | | | |
| GAS | \$ 3,195 | \$ | (896) | \$ | 12,219 | \$ | - |
| ELECTRICITY - OTHER | 29,779 | | 31,111 | | 30,023 | | 31,224 |
| SECURITY AND MONITORING | 888 | | 888 | | 1,618 | | 2,000 |
| TOTAL | \$ 33,862 | \$ | 31,103 | \$ | 43,860 | \$ | 33,224 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 5,985 | \$ | 6,030 | \$ | 6,895 | \$ | 6,000 |
| BANK SERVICE FEES | 3,715 | | 4,282 | | 1,994 | | - |
| MILEAGE (PRIVATE AUTO) | - | | - | | - | | 200 |
| PHOTOCOPY MACHINE RENTAL | 41 | | - | | - | | - |
| OTHER CONTRACTUAL | 374,921 | | 370,000 | | 375,000 | | 375,000 |
| CREDIT CARD PROCESSING FEES | 11,058 | | 11,733 | | 13,754 | | 11,000 |
| TOTAL | \$ 395,719 | \$ | 392,045 | \$ | 397,643 | \$ | 392,200 |

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| MATERIALS AND SUPPLIES | | | | |
| CLOTHING | \$ 1,217 | \$ 3,728 | \$ 2,641 | \$ 3,000 |
| HARDWARE AND SMALL TOOLS | 998 | 600 | 3,154 | 3,000 |
| WELDING SUPPLIES AND EQUIP | 500 | 800 | | 500 |
| SEED, FERTILIZER AND HERBICIDE | 77,196 | 67,993 | 68,348 | 40,000 |
| SMALL EQUIPMENT | 3,023 | 5,692 | 6,795 | 10,000 |
| OFFICE FURNITURE AND EQUIP | 2,082 | 1,050 | 1,525 | 1,600 |
| ELECTRICAL SUPPLIES | 737 | 998 | - | 500 |
| FENCE, POSTS AND BARS | - | 2,500 | - | 1,000 |
| HYGIENE AND CLEANING SUPPLY | 11,288 | 10,403 | 9,343 | 10,000 |
| CLAY, SOIL AND TURF | 1,050 | 1,644 | - | 2,000 |
| PAINTING EQUIPMENT | 1,000 | - | 499 | 1,000 |
| PLUMBING SUPPLIES | 21,558 | 19,000 | 8,000 | 8,000 |
| MEDICAL SUPPLIES | 400 | 300 | 200 | 200 |
| FOOD | 67,000 | 55,600 | 64,415 | 60,000 |
| OTHER SUPPLIES | 19,661 | 20,538 | 16,544 | 15,000 |
| SPORTING GOODS SUPPLIES | 11,000 | 6,500 | 7,001 | 8,000 |
| JUST IN TIME SUPPLIES | 1,492 | 1,370 | 1,101 | 1,500 |
| CEMENT SAND AND GRAVEL | 15,819 | 12,038 | 11,360 | 12,926 |
| TOTAL | \$ 236,021 | \$ 210,754 | \$ 200,927 | \$ 178,226 |
| MAINTENANCE | | | | |
| MAINTENANCE FIRE APPARATUS | \$ 475 | \$ 4,800 | \$ 400 | \$ 1,000 |
| MAINTENANCE MISC EQUIP | 60,000 | 45,000 | 61,507 | 55,000 |
| CHARGES FROM MAINT | 15,229 | 29,921 | 15,720 | 20,000 |
| TOTAL | \$ 75,704 | \$ 79,721 | \$ 77,626 | \$ 76,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| INDIRECT COST | \$ 166,900 | \$ 124,630 | \$ 124,630 | \$ 118,940 |
| TOTAL | \$ 166,900 | \$ 124,630 | \$ 124,630 | \$ 118,940 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 19,329 | \$ 22,960 | \$ 13,659 | \$ 14,002 |
| CHARGES FROM PRINTING | 2,532 | 2,227 | 1,927 | 2,000 |
| CHARGES FROM MOTOR VEHICLES | 68,715 | 45,685 | 53,367 | 46,056 |
| CHARGES FROM WASTE | 5,255 | 6,758 | 5,750 | 8,000 |
| TOTAL | \$ 95,832 | \$ 77,630 | \$ 74,703 | \$ 70,058 |

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| CAPITAL OUTLAY | | | | |
| MOTORIZED EQUIPMENT | \$ - | \$ 100,000 | \$ - | \$ - |
| TRANSFER TO CAPITAL PROJECTS | 600,000 | - | - | - |
| TOTAL | \$ 600,000 | \$ 100,000 | \$ - | \$ - |
| TOTAL DIVISION | \$ 2,590,194 | \$ 2,030,102 | \$ 1,970,737 | \$ 1,984,695 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| INTERGOVERNMENTAL REVENUE | \$ 489 | \$ (197) | \$ 1,106 | \$ - |
| SALES AND CHARGES FOR SERVICE | 1,345,436 | 1,442,746 | 1,398,152 | 1,415,000 |
| MISCELLANEOUS REVENUE | 654,875 | 504,547 | 348,564 | 450,000 |
| TOTAL DIVISION | \$ 2,000,800 | \$ 1,947,096 | \$ 1,747,822 | \$ 1,865,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|---------------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 2 | 2 | 2 | Manager of Parks and Urban Forestry | 22,333 | 71,948 |
| 2 | 2 | 2 | | | |
| | | | SERVICE & MAINTENANCE | | |
| 2 | 2 | 2 | Ground Maintenance Crew Foreman | 15.91 Hr. | 18.27 Hr. |
| 2 | 2 | 2 | Greenskeeper | 19.43 Hr. | 21.86 Hr. |
| 1 | 1 | 1 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 4 | 4 | 4 | Ground Maintenance Man | 14.75 Hr. | 17.09 Hr. |
| 2 | 2 | 2 | Auto Repair Worker | 12.60 Hr. | 20.16 Hr. |
| 11 | 11 | 11 | | | |
| 13 | 13 | 13 | TOTAL FULL TIME | | |
| 48 | 40 | 40 | SEASONAL** | | |
| 61 | 53 | 53 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

** Seasonals and Full Time are reflected during peak periods, May-September

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

CONVENTION CENTER

JAMES F. GLENDING, COMMISSIONER

The Commissioner of the Convention Center has authority over three major service operations: the Convention Center Complex, the Convention Parking Garage, the West Side Market, and the Cleveland Browns Stadium.

The Convention Center Complex offers over 375,000 square feet of usable exhibition space that can be arranged to accommodate over 1,500 individual exhibits. The performing arts area of the Convention Center was constructed in the grand opera tradition which features a spacious 21,780 square feet Registration Lobby, 10,000 seat Auditorium, 3,000 seat Music Hall and 600 seat Little Theater. Also, the facility maintains 300 parking spaces.

Mission Statement

To strengthen Cleveland's economy by delivering efficient, excellent services through promotion, marketing and management of the Cleveland Convention Center, West Side Market and Cleveland Browns Stadium.

OPERATING SUMMARY

(000's) OMITTED

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|------------------|-----------|-----------|------------------|-----------|-----------|------------------|-----------|-----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Convention Center | | | | | | | | | |
| Commissioner's Office | \$ 1,282 | 5 | | \$ 1,303 | 4 | | \$ 1,237 | 4 | |
| Building Maintenance | 2,257 | 11 | | 2,294 | 11 | | 2,178 | 11 | |
| Theatrical Events | 478 | 4 | 12 | 487 | 4 | 15 | 462 | 4 | 25 |
| Security | 297 | | | 302 | | | 287 | | |
| Fiscal | 154 | 4 | | 156 | 4 | | 149 | 4 | |
| Convention Events | 1,450 | | 20 | 1,474 | | 25 | 1,400 | | 50 |
| Marketing Services | 211 | 3 | | 215 | 3 | | 205 | 3 | |
| Parking Operations | 293 | | | 298 | | | 283 | | |
| Stadium Fund | 15,589 | | | 22,879 | | | 21,354 | | |
| West Side Market | | | | | | | | | |
| Fiscal Operations | 688 | 1 | | 682 | 1 | | 741 | 1 | |
| Maintenance | 466 | 6 | 1 | 461 | 7 | 1 | 513 | 7 | 1 |
| | \$ 17,415 | 40 | 63 | \$ 30,551 | 34 | 41 | \$ 28,809 | 34 | 76 |
| FUNDING SOURCE: | | | | | | | | | |
| Other Funds* | | | | | | | | | |
| Convention Center | \$ 6,422 | 27 | 32 | \$ 6,529 | 26 | 40 | \$ 6,201 | 26 | 75 |
| Stadium Fund | 15,589 | | | 22,879 | | | 21,354 | | |
| West Side Market | 1,154 | 7 | 1 | 1,143 | 8 | 1 | 1,254 | 8 | 1 |
| | \$ 17,415 | 40 | 63 | \$ 30,551 | 34 | 41 | \$ 28,809 | 34 | 76 |

*Includes addition and use of fund balance. Refer to Fund Structure section of this document for details.

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET
CONVENTION CENTER

PROGRAM NAME: COMMISSIONER'S OFFICE

OBJECTIVES: To provide for the efficient operation of the Convention Center, Public Hall, Music Hall and the West Side Market.

ACTIVITIES: Coordinating the daily operation of the facility including event administration, labor management, fiscal operations and overall planning.

PROGRAM NAME: BUILDING MAINTENANCE

OBJECTIVES: To provide clean, attractive facilities as well as proper maintenance of the building and its equipment and services to exhibitors.

ACTIVITIES: Maintaining buildings and equipment and providing electrical, plumbing, and telephone services to promoters.

PROGRAM NAME: THEATRICAL EVENT ADMINISTRATION

OBJECTIVES: To provide promoters with assistance in producing profitable and successful theatrical events.

ACTIVITIES: Supplying skilled administration and labor in all areas pertaining to theatrical events and meetings.

PROGRAM NAME: SECURITY FUNCTIONS

OBJECTIVES: To provide security for persons using the Convention Center and to protect the assets of the Convention Center and its promoters.

ACTIVITIES: Developing plans for proper safeguarding of assets, maintaining the building security equipment and providing the needed labor force to ensure the users safety.

PROGRAM NAME: FISCAL OPERATIONS

OBJECTIVES: To provide the Commissioner with proper financial data and to accurately account for revenues and expenses received from events..

ACTIVITIES: Maintaining accurate records and reporting on a timely basis.

PROGRAM NAME: CONVENTION CENTER

OBJECTIVES: Provide a venue for meetings, conventions, trade shows, theatrical events & expositions.

ACTIVITIES: Coordinate the daily operations of the facility, including overall planning, labor management, fiscal activities, and maintenance.



**DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET
CONVENTION CENTER**

PROGRAM NAME: WEST SIDE MARKET

OBJECTIVES: Provide a venue where quality food products can be bought and sold.

ACTIVITIES: Supervise Tenant contract compliance, fiscal and maintenance activities, rent structure development and overall planning.

PROGRAM NAME: CLEVELAND BROWNS STADIUM

OBJECTIVES: Provide a source of public relaxation and entertainment through the ownership and leasing of Cleveland Browns Stadium for the play of professional football games and the presentation of other entertainment and public attractions.

ACTIVITIES: Monitor lease agreement compliance.

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

CONVENTION CENTER

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,334,889 | \$ 1,268,730 | \$ 1,216,161 | \$ 1,240,791 |
| PART TIME PERMANENT | 1,024,998 | 985,052 | 1,196,238 | 850,000 |
| INJURY PAY | 1,362 | - | - | - |
| LONGEVITY | 16,525 | 15,350 | 14,400 | 15,275 |
| WAGE SETTLEMENTS | 30,634 | - | - | - |
| SEPARATION PAYMENTS | 1,820 | 16,941 | - | - |
| BONUS INCENTIVE | 1,500 | 1,000 | - | - |
| OVERTIME | 448,132 | 315,558 | 244,782 | 359,100 |
| TOTAL | \$ 2,859,862 | \$ 2,602,631 | \$ 2,671,581 | \$ 2,465,166 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 233,602 | \$ 239,591 | \$ 229,555 | \$ 253,739 |
| DENTAL | 15,466 | 14,123 | 12,933 | 13,950 |
| EYE CARE | 1,667 | 1,578 | 1,401 | 1,520 |
| PERS | 421,296 | 357,738 | 382,074 | 371,671 |
| FICA-MEDICARE | 34,351 | 31,095 | 33,013 | 12,724 |
| WORKERS COMPENSATION | 140,490 | 96,780 | 116,837 | 68,293 |
| LIFE INSURANCE | 1,414 | 1,294 | 1,174 | 1,215 |
| UNEMPLOYMENT COMPENSATION | 58,286 | 36,727 | 46,883 | 22,568 |
| TOOL INSURANCE | 450 | 450 | 450 | 450 |
| CLOTHING ALLOWANCE | 2,880 | 3,255 | 2,700 | 2,700 |
| CLOTHING MAINTENANCE | 5,050 | 3,225 | 7,500 | 4,125 |
| UNION WELFARE PAYMENT | 20,774 | 16,406 | 22,036 | 20,000 |
| TOTAL | \$ 935,726 | \$ 802,262 | \$ 856,556 | \$ 772,955 |
| TRAINING AND PROFESSIONAL DUES | | | | |
| PROFESSIONAL DUES | \$ 1,323 | \$ 1,043 | \$ 1,049 | \$ 1,000 |
| TOTAL | \$ 1,323 | \$ 1,043 | \$ 1,049 | \$ 1,000 |
| UTILITIES | | | | |
| CHILLED WATER | \$ 12,342 | \$ - | \$ - | \$ - |
| GAS | 18,207 | 31,282 | 39,075 | 31,651 |
| ELECTRICITY - CPP | 964,372 | 1,008,562 | 936,794 | 974,266 |
| STEAM | 793,091 | 709,267 | 794,766 | 800,000 |
| SECURITY AND MONITOR SYSTEM | 5,136 | - | - | - |
| TOTAL | \$ 1,793,148 | \$ 1,749,111 | \$ 1,770,635 | \$ 1,805,917 |

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

CONVENTION CENTER

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 2,464 | \$ 3,583 | \$ 4,911 | \$ 1,000 |
| PARKING IN CITY FACILITIES | 123,567 | 157,281 | 199,023 | 216,300 |
| PHOTOCOPY MACHINE RENTAL | 143 | - | - | - |
| EQUIPMENT RENTAL | 10,000 | 5,000 | - | 5,000 |
| OTHER CONTRACTUAL | 56,960 | 168,207 | 130,591 | 143,824 |
| BANK SERVICE FEES | 378 | 973 | 1,108 | - |
| CREDIT CARD PROCESSING FEES | 3,872 | 4,095 | 3,327 | 2,500 |
| TOTAL | \$ 197,384 | \$ 339,139 | \$ 338,960 | \$ 368,624 |
| MATERIALS AND SUPPLIES | | | | |
| COMPUTER HARDWARE | \$ - | \$ - | \$ 3,750 | \$ - |
| CLOTHING | 2,429 | - | - | - |
| HARDWARE AND SMALL TOOLS | 9,563 | 2,000 | 2,000 | 2,000 |
| BOILERS, HEATERS AND COOLING | 2,462 | 2,090 | 3,000 | 2,500 |
| SMALL EQUIPMENT | - | 3,442 | - | 2,500 |
| ELECTRICAL SUPPLIES | 22,834 | 19,419 | 10,493 | 12,000 |
| HYGIENE AND CLEANING SUPPLY | 16,995 | 21,665 | 18,452 | 20,000 |
| PAINTING EQUIPMENT AND SUPPLY | - | 500 | 2,400 | 1,000 |
| PLUMBING SUPPLIES AND EQUIP | 5,000 | 5,992 | 7,000 | 6,000 |
| MOTORS AND PUMPS | 8,322 | 8,999 | 8,740 | 9,000 |
| HEATING AND AIR FILTERS | 5,500 | 4,745 | 4,000 | 5,000 |
| LUMBER, GLASS AND DRYWALL | - | 2,500 | 1,000 | 2,500 |
| MEDICAL SUPPLIES | 414 | - | - | 500 |
| DOORS, SHUTTERS, AND WINDOWS | 2,414 | - | - | - |
| OTHER SUPPLIES | 1,745 | 3,724 | 1,604 | 3,000 |
| SAFETY EQUIPMENT | 133 | 1,213 | - | 1,000 |
| BATTERIES | - | - | - | 800 |
| JUST IN TIME OFFICE SUPPLIES | 1,301 | 619 | 1,370 | 1,500 |
| BUILDING MAINTENANCE SUPP | 1,000 | 6,849 | 1,455 | 3,000 |
| MISC MAINTENANCE SUPPLIES | 3,887 | - | - | - |
| TOTAL | \$ 83,999 | \$ 83,757 | \$ 65,264 | \$ 72,300 |
| MAINTENANCE | | | | |
| MAINTENANCE MACHINERY | \$ 11,190 | \$ 6,887 | \$ 3,275 | \$ 5,000 |
| MAINTENANCE FIRE APPARATUS | 2,000 | 456 | 1,500 | 2,000 |
| MAINTENANCE VEHICLES | 2,576 | 7,000 | 5,000 | 5,000 |
| MAINTENANCE UTILITY SYSTEMS | 8,309 | 13,500 | 10,116 | 12,000 |
| MAINTENANCE MISC EQUIP | 19,032 | 9,490 | 12,129 | 11,000 |
| MAINTENANCE BUILDING | 10,235 | 14,500 | 5,840 | 12,000 |
| CHARGES FROM MAINTENANCE | 19,543 | 36,346 | 17,117 | 15,000 |
| TOTAL | \$ 72,885 | \$ 88,179 | \$ 54,976 | \$ 62,000 |

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

CONVENTION CENTER

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ - | \$ 500 | \$ - | \$ - |
| INDIRECT COST | 755,683 | 512,772 | 512,772 | 470,198 |
| TOTAL | \$ 755,683 | \$ 513,272 | \$ 512,772 | \$ 470,198 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 84,015 | \$ 61,935 | \$ 104,369 | \$ 60,687 |
| CHARGES FROM RADIO SYSTEM | 7,835 | 8,905 | 8,369 | 10,596 |
| CHARGES FROM WPC | 556 | - | - | - |
| CHARGES FROM WATER - G.I.S. | - | 1,586 | - | - |
| CHARGES FROM PRINTING | 4,656 | 3,859 | 4,664 | 5,000 |
| CHARGES FROM STOREROOM | 778 | 698 | 1,004 | 613 |
| CHARGES FROM MOTOR VEHICLES | 25,570 | 26,439 | 35,622 | 30,743 |
| CHARGES FROM TRAFFIC ENGINEER | 5,195 | - | 315 | - |
| CHARGES FROM WASTE | 73,527 | 68,920 | 58,887 | 50,000 |
| CHARGES FROM PARKS MAINT | 32,859 | 70,746 | 44,174 | 25,000 |
| TOTAL | \$ 234,990 | \$ 243,088 | \$ 257,404 | \$ 182,639 |
| TOTAL DIVISION | \$ 6,935,001 | \$ 6,422,482 | \$ 6,529,199 | \$ 6,200,799 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| LOCAL TAXES | \$ 4,350,890 | \$ 4,421,046 | \$ 4,183,805 | \$ 4,200,000 |
| SALES AND CHARGES FOR SERVICES | 2,066,434 | 1,648,890 | 1,322,907 | 1,535,799 |
| MISCELLANEOUS REVENUES | 37,194 | 43,062 | 36,036 | 30,000 |
| EXPENDITURE RECOVERIES | 424,198 | 515,698 | 465,042 | 435,000 |
| TOTAL DIVISION | \$ 6,878,717 | \$ 6,628,696 | \$ 6,007,791 | \$ 6,200,799 |

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET
CONVENTION CENTER
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Convention Ctr. & Stadium | 45,201 | 126,903 |
| 1 | 1 | 1 | Deputy Commissioner | 26,274 | 80,091 |
| 2 | 2 | 2 | Manager of Convention Sales | 23,647 | 75,806 |
| 4 | 4 | 4 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 51,467 |
| 2 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 4 | 3 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Assistant Manager of Box Office | 22,333 | 63,917 |
| 1 | 1 | 1 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 1 | Set-up Foreman | 15.63 Hr. | 17.98 Hr. |
| 2 | 2 | 2 | Building Stationary Engineer | 10.14 Hr. | 18.52 Hr. |
| 1 | 1 | 1 | Chief Building Stationary Engineer | 12.37 Hr. | 19.81 Hr. |
| 1 | 1 | 1 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 1 | 1 | 1 | Plumber Welder | 36.76 Hr. | 45.95 Hr. |
| 2 | 2 | 2 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 6 | 6 | 6 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 2 | 2 | 2 | Guard | 10.00 Hr. | 16.55 Hr. |
| 1 | 1 | 1 | Window Washer | 12.54 Hr. | 19.68 Hr. |
| 1 | 1 | 1 | Stage Hand | 19.11 Hr. | 29.29 Hr. |
| 18 | 18 | 18 | | | |
| 27 | 26 | 26 | TOTAL FULL TIME | | |
| 75 | 40 | 75 | PART TIME | | |
| 102 | 66 | 101 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 374,105 | \$ 306,478 | \$ 291,670 | \$ 325,387 |
| PART TIME PERMANENT | 13,983 | 20,802 | 18,656 | 19,012 |
| LONGEVITY | 4,050 | 4,475 | 3,325 | 4,375 |
| SEPARATION PAYMENTS | 1,256 | - | - | 25,036 |
| BONUS INCENTIVE | 2,500 | - | - | - |
| OVERTIME | 29,314 | 53,249 | 45,890 | 30,202 |
| TOTAL | \$ 425,208 | \$ 385,004 | \$ 359,541 | \$ 404,012 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 66,973 | \$ 58,482 | \$ 68,123 | \$ 79,867 |
| DENTAL | 4,187 | 3,891 | 4,014 | 4,412 |
| VISION | 499 | 437 | 426 | 461 |
| PERS | 58,655 | 53,899 | 51,265 | 57,138 |
| FICA-MEDICARE | 4,950 | 4,276 | 3,981 | 3,652 |
| WORKERS COMPENSATION | 18,095 | 8,827 | 11,102 | 7,922 |
| LIFE INSURANCE | 443 | 360 | 349 | 360 |
| CLOTHING ALLOWANCE | 2,780 | 2,480 | 1,620 | 2,000 |
| TOOL INSURANCE | 600 | 600 | 300 | 740 |
| CLOTHING MAINTENANCE | 1,000 | 700 | 500 | 1,180 |
| TOTAL | \$ 158,182 | \$ 133,952 | \$ 141,680 | \$ 157,732 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ 140 | \$ 105 | \$ 105 | \$ 140 |
| TOTAL | \$ 140 | \$ 105 | \$ 105 | \$ 140 |
| UTILITIES | | | | |
| BROKERED GAS | \$ - | \$ - | \$ 21,407 | \$ 17,340 |
| GAS | 83,120 | 101,366 | 106,295 | 86,099 |
| ELECTRICITY - CPP | 67,991 | 64,104 | 103,224 | 107,352 |
| SECURITY AND MONITOR SYSTEM | 1,100 | 662 | - | 1,100 |
| TOTAL | \$ 152,211 | \$ 166,132 | \$ 230,926 | \$ 211,891 |
| CONTRACTUAL SERVICES | | | | |
| MILEAGE (PRIVATE AUTO) | \$ 402 | \$ 296 | \$ 330 | \$ 400 |
| PROFESSIONAL SERVICES | 1,855 | - | - | - |
| JANITORIAL SERVICES | 86,600 | 180,000 | 180,000 | 180,000 |
| PHOTOCOPY MACHINE RENTAL | 41 | - | - | - |
| OTHER CONTRACTUAL | 84,989 | 102,600 | 54,800 | 115,000 |
| TOTAL | \$ 173,888 | \$ 282,896 | \$ 235,130 | \$ 295,400 |

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| FIRE/EMS APPARATUS PARTS | \$ 1,000 | \$ 500 | \$ - | \$ 500 |
| CHEMICAL | 1,854 | 1,665 | - | 1,700 |
| SALT AND DE-ICER | 1,445 | 495 | 1,568 | 1,500 |
| BOILERS, HEATERS AND COOLING | 9,136 | 14,933 | 4,815 | 8,000 |
| ELECTRICAL SUPPLIES | 2,500 | 2,500 | 1,000 | 2,500 |
| SMALL EQUIPMENT | 16,846 | 180 | - | 7,000 |
| HYGIENE AND CLEANING SUPP | 11,570 | 7,198 | 3,700 | 8,000 |
| DOORS, SHUTTERS AND WINDOWS | 8,896 | 6,000 | 2,000 | 5,000 |
| PLUMBING SUPPLIES AND EQUIP | 1,000 | 1,000 | 1,000 | 3,000 |
| MOTORS AND PUMPS | 475 | - | - | 500 |
| HEATING AND AIR FILTERS | 126 | - | - | - |
| MEDICAL SUPPLIES | - | 250 | 250 | 500 |
| OTHER SUPPLIES | 1,625 | 1,427 | 920 | 1,500 |
| JUST IN TIME OFFICE SUPPLIES | 1,737 | 1,687 | 617 | 1,314 |
| BUILDING MAINTENANCE SUPP | 97 | 97 | 97 | 384 |
| TOTAL | \$ 58,304 | \$ 37,932 | \$ 15,966 | \$ 41,398 |
| MAINTENANCE | | | | |
| MAINTENANCE MACHINERY | \$ 8,074 | \$ 5,529 | \$ 12,695 | \$ 15,000 |
| MAINTENANCE FIRE APPARATUS | - | 1,100 | - | 1,000 |
| MAINTENANCE BUILDING | 18,976 | 17,350 | 18,750 | 15,000 |
| CHARGES FROM MAINTENANCE | 7,855 | 34,618 | 30,909 | 8,000 |
| TOTAL | \$ 34,905 | \$ 58,597 | \$ 62,354 | \$ 39,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| INDIRECT COST | \$ 50,293 | \$ 44,228 | \$ 44,228 | \$ 44,224 |
| TOTAL | \$ 50,293 | \$ 44,228 | \$ 44,228 | \$ 44,224 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 5,340 | \$ 11,057 | \$ 5,607 | \$ 5,958 |
| CHARGES FROM WATER POLLUTION | 296 | - | - | 500 |
| CHARGES FROM PRINTING | 1,785 | 1,058 | 1,111 | 1,500 |
| CHARGES FROM STOREROOM | 125 | 33 | - | 32 |
| CHARGES FROM WASTE | 53,779 | 31,513 | 44,658 | 50,000 |
| CHARGES FROM COMMUNITY DEV | - | 1,410 | 1,990 | 2,000 |
| TOTAL | \$ 61,325 | \$ 45,071 | \$ 53,365 | \$ 59,990 |
| TOTAL DIVISION | \$ 1,114,455 | \$ 1,153,917 | \$ 1,143,295 | \$ 1,253,787 |

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES AND CHARGES FOR SERVICES | \$ 1,024,497 | \$ 1,103,453 | \$ 1,105,506 | \$ 1,205,668 |
| MISCELLANEOUS REVENUES | 25,374 | 28,019 | 24,505 | 15,150 |
| EXPENDITURE RECOVERIES | 10,139 | 10,759 | 10,009 | 11,125 |
| TOTAL DIVISION | \$ 1,060,011 | \$ 1,142,231 | \$ 1,140,019 | \$ 1,231,943 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|------------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | OFFICE & CLERICAL | | |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | | | |
| | | | PROFESSIONALS | | |
| 1 | 1 | 1 | Manager of Markets | 28,800 | 75,806 |
| 1 | 0 | 0 | Supervisor of Markets | 19,427 | 43,913 |
| 2 | 1 | 1 | | | |
| | | | SKILLED CRAFT | | |
| 3 | 3 | 3 | Building Stationary Engineer | 10.14 Hr. | 18.52 Hr. |
| 1 | 1 | 1 | Chief Building Stationary Engineer | 12.37 Hr. | 19.81 Hr. |
| 4 | 4 | 4 | | | |
| | | | SERVICE & MAINTENANCE | | |
| 1 | 2 | 2 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 1 | 2 | 2 | | | |
| 8 | 8 | 8 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | TOTAL PART TIME | | |
| 9 | 9 | 9 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

**DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET
CLEVELAND BROWNS STADIUM**

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|----------------------|----------------------|----------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 10,500 | \$ 21,038 | \$ 49,769 | \$ 425,000 |
| INSURANCE AND OFFICIAL BONDS | 111,736 | 6,273 | 172,374 | - |
| PROPERTY RENTAL | 9,118 | 9,108 | 9,108 | - |
| OTHER CONTRACTUAL | - | 68,660 | - | 125,000 |
| STADIUM PROPERTY TAX | 477,118 | 448,762 | 446,707 | 700,000 |
| TOTAL | \$ 608,472 | \$ 553,841 | \$ 677,958 | \$ 1,250,000 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| CUYAHOGA CTY PAYMENTS | \$ - | \$ 2,984,700 | \$ - | \$ - |
| TOTAL | \$ - | \$ 2,984,700 | \$ - | \$ - |
| CAPITAL OUTLAY | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 47,421 | \$ 880,713 | \$ 760,000 |
| TOTAL | \$ - | \$ 47,421 | \$ 880,713 | \$ 760,000 |
| DEBT SERVICES | | | | |
| PRINCIPAL | \$ 2,275,000 | \$ 5,826,448 | \$ 10,764,699 | \$ 10,933,495 |
| INTEREST | 6,482,150 | 6,176,956 | 10,555,802 | 8,810,667 |
| TOTAL | \$ 8,757,150 | \$ 12,003,404 | \$ 21,320,501 | \$ 19,744,162 |
| TOTAL DIVISION | \$ 9,365,622 | \$ 15,589,366 | \$ 22,879,172 | \$ 21,754,162 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Mayor's Estimate |
|---------------------------|----------------------|----------------------|----------------------|-----------------------------|
| SALES & CHARGES | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 |
| INTERGOVERNMENTAL REVENUE | 14,465,454 | 13,780,214 | 13,944,132 | 13,750,000 |
| MISCELLANEOUS REVENUE | 476,144 | 938,867 | 491,309 | - |
| TRANSFER-IN | 9,147,496 | 8,515,546 | 4,640,292 | 8,600,000 |
| TOTAL DIVISION | \$ 24,339,095 | \$ 23,484,627 | \$ 19,325,733 | \$ 22,600,000 |

DIVISION OF PARKING FACILITIES

OFF-STREET

LEIGH STEVENS, COMMISSIONER

The Division of Parking Facilities budget consists of two program centers: Off-Street Parking and On-Street Parking. The Off-Street Parking Program provides for the construction, maintenance and operation of all city owned parking garages and lots throughout the downtown area. The Off-Street Parking Program also oversees the operation of the Gateway East and North Garages. The On-Street Parking Program is designed to enforce the City's parking codes by issuing tickets. The On-Street Parking Program is also responsible for the maintenance, installation and removal of all parking meters throughout the City of Cleveland.

Mission Statement

To provide adequate Off-Street parking throughout the downtown area and to enforce the On-Street parking throughout the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|------------------------|------------------|-----------|----------|------------------|-----------|----------|------------------|-----------|----------|-------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | | |
| | | STAFF | FT | | PT | STAFF | | FT | PT | STAFF |
| PROGRAMS: | | | | | | | | | | |
| Off-Street Parking | \$ 9,967 | 20 | 9 | \$ 10,507 | 17 | 5 | \$ 10,458 | 17 | 5 | |
| On-Street Parking | 1,183 | 25 | | 1,185 | 22 | | 1,306 | 25 | | |
| | \$ 11,150 | 45 | 9 | \$ 11,692 | 39 | 5 | \$ 11,764 | 42 | 5 | |
| FUNDING SOURCE: | | | | | | | | | | |
| Tax Supported | \$ 1,159 | 25 | | \$ 1,160 | 22 | | \$ 1,282 | 25 | | |
| Self Generated | 24 | | | 25 | | | 24 | | | |
| Enterprise Fund* | 9,967 | 20 | 9 | 10,507 | 17 | 5 | 10,458 | 17 | 5 | |
| | \$ 11,150 | 45 | 9 | \$ 11,692 | 39 | 9 | \$ 11,764 | 42 | 5 | |

* Includes additions and use of fund balance. Refer to fund structure section of this document for details.

PROGRAM NAME: OFF-STREET PARKING

OBJECTIVES: To provide off-street parking within the City of Cleveland.

ACTIVITIES: Continue to improve operations. Manage all Community Development properties not being developed but currently being operated as public parking lots, until such time as development becomes feasible. Oversee and monitor parking at the Gateway Garages.

DIVISION OF PARKING FACILITIES

OFF-STREET

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 609,562 | \$ 708,258 | \$ 665,126 | \$ 657,167 |
| PART TIME PERMANENT | 76,515 | 114,729 | 89,645 | 91,909 |
| INJURY PAY | 4,283 | - | - | - |
| LONGEVITY | 7,350 | 8,450 | 8,850 | 7,000 |
| SEPARATION PAYMENTS | 11,319 | - | 8,361 | - |
| OVERTIME | 76,145 | 76,439 | 54,630 | 65,867 |
| TOTAL | \$ 785,174 | \$ 907,876 | \$ 826,611 | \$ 821,943 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 116,065 | \$ 150,100 | \$ 142,131 | \$ 158,082 |
| DENTAL | 7,269 | 9,201 | 7,796 | 8,645 |
| EYE CARE | 1,149 | 1,300 | 1,101 | 1,200 |
| PERS | 102,199 | 124,557 | 115,747 | 123,924 |
| FICA-MEDICARE | 7,804 | 9,765 | 9,384 | 8,958 |
| WORKERS COMPENSATION | 7,880 | 22,750 | 24,671 | 29,155 |
| LIFE INSURANCE | 754 | 862 | 769 | 765 |
| UNEMPLOYMENT COMPENSATION | - | - | - | 11,284 |
| CLOTHING ALLOWANCE | 4,315 | 4,695 | 3,745 | 3,745 |
| CLOTHING MAINTENANCE | 450 | 600 | 600 | 600 |
| TOTAL | \$ 247,886 | \$ 323,830 | \$ 305,944 | \$ 346,358 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ 695 | \$ 695 | \$ 800 | \$ 695 |
| TOTAL | \$ 695 | \$ 695 | \$ 800 | \$ 695 |
| UTILITIES | | | | |
| ELECTRICITY - CPP | \$ 175,384 | \$ 150,531 | \$ 196,698 | \$ 204,566 |
| ELECTRICITY - OTHER | 7,598 | 8,605 | 8,952 | 9,310 |
| TOTAL | \$ 182,982 | \$ 159,136 | \$ 205,650 | \$ 213,876 |

DIVISION OF PARKING FACILITIES

OFF-STREET

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|---------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 21,528 | \$ 1,913,759 | \$ 1,941,742 | \$ 1,700,000 |
| PARKING IN CITY FACILITIES | - | 110 | - | - |
| TAXES | 188,611 | 183,650 | 182,808 | 190,140 |
| PARKING TAX | 433,559 | 641,065 | 601,085 | 644,258 |
| PROPERTY RENTAL | 110,563 | 110,563 | 110,563 | 110,563 |
| PHOTOCOPY MACHINE RENTAL | 149 | - | - | - |
| BANK SERVICE FEES | 44,655 | 71,765 | 52,622 | 25,000 |
| STATE AUDITOR EXAMINATION | 10,031 | 10,477 | 12,120 | 12,200 |
| OTHER CONTRACTUAL | 10,477 | 16,371 | 25,750 | 15,000 |
| CREDIT CARD PROCESSING FEES | 1,691 | 2,912 | 8,052 | 8,000 |
| TOTAL | \$ 821,264 | \$ 2,950,672 | \$ 2,934,742 | \$ 2,705,161 |
| MATERIALS AND SUPPLIES | | | | |
| CLOTHING | \$ 5,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| HARDWARE AND SMALL TOOLS | 1,092 | 5,259 | 4,944 | 5,000 |
| WELDING SUPPLIES AND EQUIP | 500 | 500 | - | 500 |
| ELECTRICAL SUPPLIES | 28,217 | 40,330 | 7,875 | 11,000 |
| HYGIENE AND CLEANING SUPPLIES | - | - | 1,000 | 1,500 |
| MEDICAL SUPPLIES | - | - | 1,000 | 500 |
| SPECIAL EVENTS SUPPLIES | - | - | - | 5,000 |
| BATTERIES | - | - | - | 10,000 |
| MOTOR OIL & LUBRICANTS | - | - | - | 500 |
| OTHER SUPPLIES | 33,313 | 47,318 | 38,384 | 41,000 |
| JUST IN TIME OFFICE SUPPLIES | 2,672 | 2,057 | 1,547 | 2,600 |
| TOTAL | \$ 70,793 | \$ 105,464 | \$ 64,751 | \$ 87,600 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ 5,000 | \$ - | \$ 1,000 |
| MAINTENANCE CONTRACTS | 14,800 | 13,000 | 10,500 | 13,000 |
| MAINTENANCE MACHINERY | 711 | 12,000 | 13,524 | 20,000 |
| CAR WASHES | 1,040 | 1,000 | - | 500 |
| MAINTENANCE MISC EQUIP | 9,900 | 12,040 | 17,679 | 10,500 |
| REPAIR OF OVERHEAD DOORS | - | - | - | 1,000 |
| CHARGES FROM MAINTENANCE | 14,121 | 7,793 | 14,657 | 15,000 |
| TOTAL | \$ 40,572 | \$ 50,833 | \$ 56,360 | \$ 61,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 17,775 | \$ 22,607 | \$ 16,394 | \$ 17,232 |
| CHARGES FROM PRINTING | 5,484 | 5,528 | 7,450 | 8,000 |
| CHARGES FROM STOREROOM | 261 | 74 | 106 | 156 |
| CHARGES FROM MOTOR VEHICLES | 18,785 | 21,153 | 22,722 | 19,610 |
| CHARGES FROM WPC | 1,345 | - | - | - |
| CHARGES FROM WASTE | 670 | 1,277 | 990 | 1,500 |
| CHARGES FROM PARKS MAINT | 71,127 | 79,957 | 66,907 | 82,570 |
| TOTAL | \$ 115,446 | \$ 130,596 | \$ 114,570 | \$ 129,068 |

**DIVISION OF PARKING FACILITIES
OFF-STREET**

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|---------------------|---------------------|----------------------|----------------------|
| INTERFUND SUBSIDIES | | | | |
| TRANSFER TO OTHER SUBCLASSES | \$ 1,704,099 | \$ 967,470 | \$ 1,113,791 | \$ - |
| TOTAL | \$ 1,704,099 | \$ 967,470 | \$ 1,113,791 | \$ - |
| DEBT SERVICE | | | | |
| ENTERPRISE DEBT SERVICE - PRIN | \$ 2,427,103 | \$ 2,446,647 | \$ 3,026,250 | \$ 3,120,000 |
| ENTERPRISE DEBT SERVICE - INT | 1,540,405 | 1,923,947 | 1,857,462 | 2,972,350 |
| TOTAL | \$ 3,967,508 | \$ 4,370,594 | \$ 4,883,712 | \$ 6,092,350 |
| TOTAL DIVISION | \$ 7,936,420 | \$ 9,967,166 | \$ 10,506,930 | \$ 10,458,051 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|---------------------|----------------------|----------------------|----------------------|
| LOCAL TAXES | \$ 433,559 | \$ 641,065 | \$ 601,085 | \$ 644,259 |
| SALES AND CHARGES FOR SERVICES | 6,481,032 | 9,543,464 | 9,294,796 | 9,482,222 |
| MISCELLANEOUS REVENUES | 770,006 | 412,845 | 280,074 | 25,000 |
| REVENUE TRANSFERS | 972,811 | 1,743,463 | 1,025,781 | - |
| EXPENDITURE RECOVERIES | 194,687 | 242,566 | 277,872 | 318,700 |
| TOTAL DIVISION | \$ 8,852,095 | \$ 12,583,403 | \$ 11,479,608 | \$ 10,470,181 |

**DIVISION OF PARKING FACILITIES
OFF-STREET**

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|---------------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Commissioner of Parking Facilities | 40,315 | 128,215 |
| 4 | 4 | 4 | Parking Coordinator | 19.76 Hr. | 22.20 Hr. |
| 5 | 5 | 5 | | | |
| | | | OFFICE & CLERICAL | | |
| 2 | 2 | 2 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 2 | 2 | 2 | | | |
| | | | PROFESSIONALS | | |
| 2 | 2 | 2 | Manager of Parking | 23,647 | 75,806 |
| 1 | 1 | 1 | Accountant IV | 20,800 | 57,689 |
| 3 | 3 | 3 | | | |
| | | | SERVICE & MAINTENANCE | | |
| 3 | 2 | 2 | Parking Meter Collector | 10.00 Hr. | 15.56 Hr. |
| 7 | 5 | 5 | Parking Attendant | 10.00 Hr. | 15.59 Hr. |
| 10 | 7 | 7 | | | |
| 20 | 17 | 17 | TOTAL FULL TIME | | |
| 9 | 5 | 5 | TOTAL PART TIME | | |
| 29 | 22 | 22 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF PARKING FACILITIES

ON-STREET

LEIGH STEVENS, COMMISSIONER

PROGRAM NAME: ON-STREET PARKING

OBJECTIVES: To provide for the on-street parking needs of the City of Cleveland.

ACTIVITIES: Enforce parking regulations. Repair and maintain the current parking meters. Install new electronic parking meters. Evaluate the parking needs of the City of Cleveland. Compile and maintain accurate records pertaining to parking meter repairs. Propose regulations that will provide rapid curb turnover as well as increase the supply of available on-street parking areas.

DIVISION OF PARKING FACILITIES

ON-STREET

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 685,886 | \$ 707,791 | \$ 688,939 | \$ 788,998 |
| LONGEVITY | 7,550 | 6,100 | 6,875 | 7,650 |
| INJURY PAY | 219 | - | 1,241 | - |
| SEPARATION PAYMENTS | 1,184 | 498 | 1,579 | - |
| BONUS INCENTIVE | 9,500 | - | - | - |
| OVERTIME | 27,551 | 23,600 | 21,161 | - |
| TOTAL | \$ 731,890 | \$ 737,989 | \$ 719,795 | \$ 796,648 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 178,936 | \$ 195,778 | \$ 217,089 | \$ 250,797 |
| DENTAL | 12,506 | 12,258 | 12,561 | 13,474 |
| VISION | 1,275 | 1,288 | 1,320 | 1,481 |
| PERS | 102,066 | 97,312 | 101,454 | 120,110 |
| FICA-MEDICARE | 9,090 | 9,125 | 8,799 | 9,960 |
| WORKERS COMPENSATION | 21,103 | 37,594 | 33,319 | 22,896 |
| LIFE INSURANCE | 1,054 | 1,012 | 1,069 | 1,125 |
| UNEMPLOYMENT COMPENSATION | (232) | - | 1,599 | 11,284 |
| CLOTHING ALLOWANCE | 5,800 | 4,800 | 5,550 | 5,800 |
| CLOTHING MAINTENANCE | 3,150 | 2,450 | 2,975 | 3,150 |
| TOTAL | \$ 334,749 | \$ 361,617 | \$ 385,734 | \$ 440,077 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ - | \$ - | \$ 1,356 | \$ - |
| TOTAL | \$ - | \$ - | \$ 1,356 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 17,319 | \$ 13,617 | \$ 16,388 | \$ 16,356 |
| CHARGES FROM WATER - GIS PROJ | - | 6,342 | 61,305 | - |
| CHARGES FROM MOTOR VEHICLES | 49,262 | 63,303 | - | 52,908 |
| TOTAL | \$ 66,581 | \$ 83,262 | \$ 77,693 | \$ 69,264 |
| TOTAL DIVISION | \$ 1,133,219 | \$ 1,182,868 | \$ 1,184,578 | \$ 1,305,989 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|------------------|------------------|-------------------|------------------|
| SALES & CHARGES FOR SERVICE | \$ 30,000 | \$ 24,000 | \$ 24,000 | \$ 24,000 |
| EXPENDITURE RECOVERIES | 506 | 425 | 713 | - |
| TOTAL DIVISION | \$ 30,506 | \$ 24,425 | \$ 24,713 | \$ 24,000 |



**DIVISION OF PARKING FACILITIES
ON-STREET**

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|-----------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | PROFESSIONALS | | |
| 2 | 2 | 2 | Supervisor of Parking Enforcement | 20,800 | 39,483 |
| 2 | 2 | 2 | | | |
| | | | PROTECTIVE SERVICE | | |
| 18 | 15 | 18 | Parking Enforcement Officer | 10.00 Hr. | 14.10 Hr. |
| 18 | 15 | 18 | | | |
| | | | TECHNICIAN | | |
| 1 | 1 | 1 | Parking Meter Foreman | 24,679 | 40,030 |
| 4 | 4 | 4 | Parking Meter Serviceman | 13.62 Hr. | 16.36 Hr. |
| 5 | 5 | 5 | | | |
| 25 | 22 | 25 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF PROPERTY MANAGEMENT

THOMAS NAGEL, COMMISSIONER

The Division of Property Management shall be responsible for the maintenance and utility servicing of all city-owned or leased real property and buildings including without limitation:

- City Hall
- Energy Conservation & Management
- Property Management
- Building Maintenance and Custodial
- East Side Market
- West Side Market

Construction Services include general maintenance, warehouse and inventory, contracted services, heating, ventilation, air conditioning, and mechanical work. Building services include custodial, space utilization, energy, environmental affairs, security and control, City Hall building and multi-use facilities.

Mission Statement

Provide the City of Cleveland's various general fund and select enterprise units a facilities maintenance service to propagate clean, safe and energy efficient facilities.

OPERATING SUMMARY (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| DIVISIONS: | | | | | | | | | |
| City Hall Maintenance | \$ 1,995 | 12 | | \$ 1,976 | 11 | | \$ 2,033 | 12 | |
| Building Maintenance | 4,560 | 59 | | 4,516 | 58 | | 4,651 | 59 | |
| Facilities Security | 97 | 2 | 1 | 96 | 2 | 1 | 100 | 2 | 1 |
| H.V.A.C. Maintenance | 319 | 8 | | 316 | 8 | | 326 | 8 | |
| Summer Facility Maintenance | 482 | 5 | | 477 | 5 | | 492 | 5 | |
| Hough Service Center | 78 | | | 77 | | | 80 | | |
| Carr Municipal Center | 37 | | | 37 | | | 38 | | |
| Building Rehab Task Force | 139 | | | 138 | | | 142 | | |
| East Side Market | 58 | | | 15 | | | 40 | | |
| Convention Ctr. Maintenance | 27 | | | 27 | | | 28 | | |
| 205 St. Clair Building | 515 | 4 | | 510 | 4 | | 525 | 4 | |
| St. Michael's Property | 42 | | | 25 | | | 5 | | |
| | \$ 8,350 | 94 | 1 | \$ 8,210 | 88 | 1 | \$ 8,460 | 90 | 1 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 6,275 | | | \$ 6,308 | | | \$ 6,699 | | |
| Self - Generated | 1,975 | | | 1,862 | | | 1,716 | | |
| | \$ 8,250 | 93 | 1 | \$ 8,170 | 88 | 1 | \$ 8,415 | 90 | 1 |
| East Side Market | \$ 58 | 1 | | \$ 15 | | | \$ 40 | | |
| Special Revenue - St. Michael's | 42 | | | 25 | | | 5 | | |
| | \$ 8,350 | 94 | 1 | \$ 8,210 | 88 | 1 | \$ 8,460 | 90 | 1 |



DIVISION OF PROPERTY MANAGEMENT

PROGRAM NAME: BUILDING OPERATIONS & MAINTENANCE

OBJECTIVES: To provide equipment operators and repair technicians for building HVAC, emergency systems and equipment, power distribution, lighting and other functions necessary to operate a public facility.

ACTIVITIES: Operate chillers, boilers, and fans. Maintain comfortable building interior temperatures throughout the various seasons. Maintain emergency systems in readiness and keep operational during actual emergencies. Perform the various maintenance and repair functions needed to keep a public facility operational.

PROGRAM NAME: HOUSEKEEPING SERVICES

OBJECTIVES: To provide for routine and daily cleaning of selected facilities throughout the City.

ACTIVITIES: Assign Custodial personnel at facilities in need of daily cleaning due to heavy use by the general public and/or employees. Provide a roving cleaning crew weekly to facilities that do not have a heavy usage pattern. Facilitate the timely removal of trash from buildings and provide preventative pest control.

PROGRAM NAME: CAPITAL REPAIRS & IMPROVEMENTS

OBJECTIVES: To provide in-house labor for emergency repairs and planned improvements to City building infrastructures.

ACTIVITIES: Repair, replace and/or add large mechanical, electrical & plumbing systems and equipment. Perform related duties upon doors, windows, roofs, walls, ceilings, sidewalks, driveways, sewers, and landscape irrigation systems. Remodel interior spaces to accommodate changes in use of the facility or changes to existing operations.

PROGRAM NAME: FACILITIES SECURITY

OBJECTIVES: Provide point of entry security at City Hall, Joint Operations Center, and Hough Multi Purpose buildings.

ACTIVITIES: Assign Guards to these buildings during operating hours for the purpose of public safety while visiting the facility. Maintain electronic surveillance systems, security and burglar monitoring systems.

DIVISION OF PROPERTY MANAGEMENT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 3,754,401 | \$ 3,696,879 | \$ 3,694,921 | \$ 3,811,977 |
| PART-TIME PERMANENT | 48,003 | 35,527 | 40,369 | 30,786 |
| INJURY PAY | 5,782 | 9,295 | 7,966 | - |
| LONGEVITY | 43,775 | 39,625 | 37,150 | 37,775 |
| SEPARATION PAYMENTS | 40,103 | 37,492 | 12,513 | - |
| BONUS INCENTIVE | 5,000 | - | - | - |
| OVERTIME | 273,111 | 310,090 | 222,571 | 205,532 |
| TOTAL | \$ 4,170,175 | \$ 4,128,908 | \$ 4,015,490 | \$ 4,086,070 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 641,916 | \$ 667,204 | \$ 677,291 | \$ 716,017 |
| DENTAL | 42,951 | 40,592 | 39,170 | 40,001 |
| VISION | 4,769 | 4,614 | 4,501 | 4,840 |
| PERS | 565,451 | 569,704 | 563,349 | 616,054 |
| FICA-MEDICARE | 44,514 | 45,966 | 47,219 | 50,220 |
| WORKERS COMPENSATION | 238,583 | 185,649 | 188,782 | 228,285 |
| LIFE INSURANCE | 4,118 | 4,087 | 3,881 | 3,960 |
| UNEMPLOYMENT COMPENSATION | 1,955 | 2,134 | 8,860 | - |
| CLOTHING ALLOWANCE | 9,740 | 8,785 | 8,320 | 6,150 |
| TOOL INSURANCE | 1,950 | 1,200 | 1,350 | 2,640 |
| CLOTHING MAINTENANCE | 9,500 | 8,975 | 9,675 | 9,000 |
| TOTAL | \$ 1,565,446 | \$ 1,538,910 | \$ 1,552,398 | \$ 1,677,167 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 68 | \$ - | \$ - | \$ - |
| TUITION & REGISTRATION FEES | 1,082 | - | - | 1,000 |
| PROFESSIONAL DUES | 555 | 782 | 707 | 500 |
| TOTAL | \$ 1,705 | \$ 782 | \$ 707 | \$ 1,500 |
| UTILITIES | | | | |
| CHILLED WATER | \$ 430,652 | \$ - | \$ - | \$ - |
| GAS | 21,176 | 18,829 | 33,852 | 27,420 |
| SEWER - OTHER | - | 1,127 | 990 | 1,000 |
| ELECTRICITY - CPP | 505,103 | 467,312 | 501,019 | 521,060 |
| ELECTRICITY - OTHER | 320,492 | 319,986 | 334,932 | 348,330 |
| STEAM | 531,224 | 990,913 | 942,658 | 913,198 |
| WATER | 489 | 147 | - | - |
| BROKERED GAS SUPPLY | 16,276 | 9,564 | 11,006 | 8,915 |
| TOTAL | \$ 1,825,411 | \$ 1,807,878 | \$ 1,824,458 | \$ 1,819,923 |



DIVISION OF PROPERTY MANAGEMENT

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ | 63 | \$ | - | \$ | - |
| SECURITY SERVICES | 57,277 | | 109,470 | | 84,114 | | 60,000 |
| ADVERTISING AND PUBLIC NOTICE | - | | 200 | | - | | - |
| PARKING IN CITY FACILITIES | 5,151 | | 5,283 | | 4,039 | | 5,000 |
| PHOTOCOPY MACHINE RENTAL | 105 | | - | | - | | - |
| EQUIPMENT RENTAL | 5,000 | | - | | - | | - |
| OTHER CONTRACTUAL | 43,243 | | 28,083 | | 35,721 | | 43,000 |
| TOTAL | \$ 110,777 | \$ | 143,099 | \$ | 123,873 | \$ | 108,000 |
| MATERIALS AND SUPPLIES | | | | | | | |
| CHEMICAL | \$ 5,000 | \$ | 5,000 | \$ | - | \$ | 5,000 |
| CLOTHING | 5,000 | | 10,000 | | 20,000 | | 10,000 |
| HARDWARE AND SMALL TOOLS | 6,865 | | 272 | | 200 | | 1,000 |
| ELECTRICAL SUPPLIES | 52,071 | | 49,120 | | 32,625 | | 50,000 |
| HYGIENE AND CLEANING SUPPLY | 193,695 | | 151,613 | | 203,260 | | 180,000 |
| AQUATICS (POOL) SUPPLIES | - | | 1,750 | | - | | 6,000 |
| DOORS, SHUTTERS AND WINDOWS | 8,000 | | 19,639 | | 12,488 | | 15,000 |
| HEATING AND AIR FILTERS | 2,179 | | - | | - | | 5,000 |
| MEDICAL SUPPLIES | - | | 450 | | 200 | | 1,500 |
| OTHER SUPPLIES | 1,464 | | 173 | | - | | - |
| SAFETY EQUIPMENT | - | | 2,000 | | 2,000 | | 2,000 |
| JUST IN TIME OFFICE SUPPLIES | 1,455 | | 1,243 | | 1,988 | | 2,000 |
| BUILDING MAINTENANCE SUPPLY | 9,882 | | 5,811 | | 11,206 | | 15,000 |
| TOTAL | \$ 285,612 | \$ | 247,071 | \$ | 283,967 | \$ | 292,500 |

DIVISION OF PROPERTY MANAGEMENT

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ 8,100 | \$ 505 | \$ 2,000 | \$ 6,000 |
| MAINTENANCE MACHINERY | 50,701 | 106,835 | 111,877 | 80,000 |
| MAINTENANCE FIRE APPARATUS | 126,268 | 37,788 | 910 | 120,000 |
| CAR WASHES | - | - | - | 500 |
| MAINTENANCE UTILITY SYSTEMS | 2,555 | 2,555 | - | 5,000 |
| MAINTENANCE BUILDING | 25,568 | 8,000 | - | 10,000 |
| TOTAL | \$ 213,192 | \$ 155,683 | \$ 114,787 | \$ 221,500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 38,161 | \$ 34,576 | \$ 33,406 | \$ 34,498 |
| CHARGES FROM RADIO SYSTEM | 6,057 | 6,042 | 4,648 | 5,072 |
| CHARGES FROM WATER | - | - | 315 | 500 |
| CHARGES FROM WATER - GIS PROJ | 2,890 | 6,342 | - | - |
| CHARGES FROM WATER POLL | 204 | 4,388 | 1,537 | 1,000 |
| CHARGES FROM PRINTING | 3,382 | 3,927 | 3,578 | 6,000 |
| CHARGES FROM STOREROOM | 180 | 157 | 157 | - |
| CHARGES FROM MOTOR VEHICLES | 146,017 | 129,596 | 143,353 | 123,719 |
| CHARGES FROM STR CONST MX | 1,800 | 600 | - | - |
| CHARGES FROM WASTE | 55,792 | 40,917 | 64,243 | 35,000 |
| CHARGES FROM COMMUNITY DEV | 1,872 | 917 | 3,366 | 3,000 |
| TOTAL | \$ 256,355 | \$ 227,462 | \$ 254,604 | \$ 208,789 |
| TOTAL DIVISION | \$ 8,428,671 | \$ 8,249,793 | \$ 8,170,284 | \$ 8,415,449 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| INTERGOVERNMENTAL REVENUES | \$ - | \$ 50,000 | \$ - | \$ - |
| SALES & CHARGES FOR SERVICES | 432,440 | 434,925 | 414,215 | 398,948 |
| MISCELLANEOUS REVENUES | 780 | 5,096 | 2,242 | 1,720 |
| TRANSFERS IN | 25,290 | - | 11,939 | 15,000 |
| EXPENDITURE RECOVERIES | 1,467,641 | 1,484,529 | 1,433,788 | 1,300,000 |
| TOTAL DIVISION | \$ 1,926,151 | \$ 1,974,550 | \$ 1,862,183 | \$ 1,715,668 |

DIVISION OF PROPERTY MANAGEMENT

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-------------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 3 | 2 | 2 | Assistant Custodian | 20,800 | 47,053 |
| 1 | 1 | 1 | Custodian of City Hall | 26,274 | 68,745 |
| 1 | 1 | 1 | Commissioner of Property Management | 45,201 | 142,289 |
| 1 | 1 | 1 | Manager of General Maintenance | 23,647 | 75,806 |
| 6 | 5 | 5 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Stock Clerk | 10.00 Hr. | 17.35 Hr. |
| 3 | 3 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Junior Personnel Assistant | 20,800 | 38,221 |
| 2 | 1 | 1 | Building Manager | 23,647 | 75,806 |
| 1 | 1 | 1 | Manager of Enterprise Unit | 23,647 | 75,806 |
| 4 | 3 | 3 | | | |
| PROTECTIVE SERVICE | | | | | |
| 2 | 2 | 2 | Guards | 10.00 Hr. | 16.55 Hr. |
| 2 | 2 | 2 | | | |
| SKILLED CRAFT | | | | | |
| 10 | 7 | 7 | Building Stationary Engineer | 10.14 Hr. | 18.52 Hr. |
| 1 | 1 | 1 | Chief Building Stationary Engineer | 12.37 Hr. | 19.81 Hr. |
| 2 | 2 | 2 | Painter | 30.21 Hr. | 37.76 Hr. |
| 2 | 2 | 2 | Carpenter | 30.60 Hr. | 38.25 Hr. |
| 1 | 1 | 1 | Cement Finisher | 30.85 Hr. | 38.56 Hr. |
| 1 | 1 | 1 | Carpenter Foreman | 31.85 Hr. | 39.50 Hr. |
| 1 | 0 | 0 | Electrical Worker Foreman | 38.50 Hr. | 46.56 Hr. |
| 1 | 1 | 1 | Painter Foreman | 31.46 Hr. | 39.33 Hr. |
| 1 | 1 | 1 | Plumber Foreman | 38.01 Hr. | 46.95 Hr. |
| 1 | 1 | 1 | Plasterer | 30.24 Hr. | 37.80 Hr. |
| 6 | 5 | 5 | Plumber | 36.76 Hr. | 36.76 Hr. |
| 1 | 1 | 1 | Roofer | 31.14 Hr. | 38.93 Hr. |
| 0 | 0 | 2 | Stationary Boiler Room Operator | 12.29 Hr. | 19.21 Hr. |
| 5 | 5 | 5 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 1 | 1 | 1 | Sheetmetal Worker | 35.31 Hr. | 44.14 Hr. |
| 34 | 29 | 31 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 38 | 35 | 35 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 1 | 1 | 1 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 10 | 8 | 8 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 2 | 1 | 1 | Custodian Worker Supervisor | 17.34 Hr. | 19.73 Hr. |
| 2 | 1 | 1 | Window Washer | 12.54 Hr. | 19.68 Hr. |
| 53 | 46 | 46 | | | |
| 102 | 88 | 90 | TOTAL FULL TIME | | |
| 2 | 1 | 1 | PART TIME - Seasonal | | |
| 104 | 89 | 91 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



**DIVISION OF PROPERTY MANAGEMENT
EAST SIDE MARKET**

PROGRAM NAME: MARKETING & MAINTENANCE

OBJECTIVES: Provide the East Side Market Board of Directors a well-maintained commercial property to carry out the business of food vending.

ACTIVITIES: The Manager of Market facilitates building repairs through the Division of Property Management. The Manager is constantly seeking a means of and facilitating the advertising and showcasing the market vendor's products to the community at large.

**DIVISION OF PROPERTY MANAGEMENT
EAST SIDE MARKET**

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|------------------|------------------|-------------------|------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 45,624 | \$ 38,932 | \$ - | \$ - |
| LONGEVITY | 300 | 300 | - | - |
| TOTAL | \$ 45,924 | \$ 39,232 | \$ - | \$ - |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 3,403 | \$ 3,527 | \$ - | \$ - |
| DENTAL | 222 | 207 | - | - |
| VISION | 49 | 47 | - | - |
| PERS | 6,234 | 6,395 | - | - |
| FICA-MEDICARE | 662 | 565 | - | - |
| WORKERS COMPENSATION | 95 | 944 | - | - |
| LIFE INSURANCE | 45 | 41 | - | - |
| TOTAL | \$ 10,709 | \$ 11,726 | \$ - | \$ - |
| CONTRACTUAL SERVICES | | | | |
| SECURITY SERVICES | \$ - | \$ - | \$ 12,000 | \$ 40,000 |
| TOTAL | \$ - | \$ - | \$ 12,000 | \$ 40,000 |
| MATERIALS AND SUPPLIES | | | | |
| BUILDING MAINT SUPPLIES | \$ - | \$ 1,226 | \$ - | \$ - |
| TOTAL | \$ - | \$ 1,226 | \$ - | \$ - |
| MAINTENANCE | | | | |
| BUILDING MAINTENANCE | \$ 190 | \$ - | \$ - | \$ - |
| CHARGES FROM MAINTENANCE | 17,110 | 2,524 | 1,174 | - |
| TOTAL | \$ 17,300 | \$ 2,524 | \$ 1,174 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 606 | \$ - | \$ - | \$ - |
| CHARGES FROM PARK MAINT | 2,354 | 3,721 | 1,426 | - |
| TOTAL | \$ 2,959 | \$ 3,721 | \$ 1,426 | \$ - |
| TOTAL DIVISION | \$ 76,893 | \$ 58,429 | \$ 14,600 | \$ 40,000 |



**DIVISION OF PROPERTY MANAGEMENT
EAST SIDE MARKET**

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited Estimate | 2009 Budget |
|--------------------------------|------------------|-----------------|-------------------------------|----------------|
| SALES AND CHARGES FOR SERVICES | \$ 45,733 | \$ - | \$ - | - |
| MISCELLANEOUS REVENUES | 8,847 | 8,508 | 5,763 | - |
| TOTAL DIVISION | \$ 54,580 | \$ 8,508 | \$ 5,763 | - |

DIVISION OF PARK MAINTENANCE AND PROPERTIES**RICHARD L. SILVA, COMMISSIONER**

The Director of the Department of Parks, Recreation and Properties has the authority to designate all property maintenance activities within the Division of Park Maintenance & Properties. The Commissioner of Park Maintenance & Properties is responsible for the development and implementation of the citywide property maintenance management system that is used to schedule daily Park, Cemeteries, Urban Forestry and Greenhouse assignments.

The primary objectives of the Division of Park Maintenance & Properties are:

- To provide for the maintenance of all trees located on tree lawns, park land, cemeteries, and other public properties.
- To develop a master plan for tree planting and removal.
- To provide for the greenhouse public education programs and displays.
- To maintain the city's formal gardens, malls, street median strips and Cleveland Downtown Public Square quadrants.
- To provide general maintenance services which ensure hazard free parklands, ball diamonds, playgrounds, gardens and other recreational areas.
- To provide remediation services for violation of Sections 209.03 and 209.04 of the Codified Ordinances, related to the maintenance of private vacant property.
- To provide mechanical services to off-road equipment and vehicles.

The division plans to maintain Lot Cleaning and Park Maintenance services. In order to respond to the task of cleaning vacant properties citywide, the following procedures have been established:

- In early March, all lot locations are identified and inspected.
- The city issues notices to property owners regarding the existence of public hazards.
- Crews are assigned to lot cleaning activities.
- Service reports are checked for ownership and historical service information and forwarded to the Division of Assessments and Licenses for issuance of bills.

Mission Statement

To provide the City and its neighborhoods with safe and well-maintained parks, trees, gardens, vacant lots and cemeteries.



DIVISION OF PARK MAINTENANCE AND PROPERTIES

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|-------------------------------|------------------|-------------|-----------|-------------------|-------------|-----------|------------------|-------------|------------|
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Horticulture Development | \$ 457 | 8 | | \$ 466 | 7 | | \$ 460 | 8 | 2 |
| Urban Forestry Maintenance | 2,139 | 26 | | 2,178 | 24 | | 2,150 | 25 | 2 |
| Park Administration | 395 | 5 | | 403 | 5 | | 398 | 5 | |
| Snow Bird | 873 | 7 | | 889 | 7 | | 876 | 7 | |
| Lot Cleaning | 2,422 | 16 | | 2,467 | 15 | | 2,435 | 15 | 92 |
| Equipment Maintenance | 538 | 10 | | 548 | 9 | | 541 | 9 | |
| Parks Ground Maintenance | 5,903 | 66 | | 6,013 | 61 | | 5,935 | 61 | 90 |
| Cemetery Maintenance | 1,973 | 25 | 20 | 2,044 | 24 | 20 | 2,097 | 24 | 20 |
| Project Clean Lot Maintenance | 834 | | | 848 | | | 837 | | 82 |
| | \$ 15,533 | 163 | 20 | \$ 15,856 | 152 | 20 | \$ 15,729 | 154 | 288 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 12,955 | | | \$ 13,080 | | | \$ 13,017 | | |
| Self - Generated | 605 | | | 732 | | | 615 | | |
| | \$ 13,560 | 138 | | \$ 13,812 | 128 | | \$ 13,632 | 130 | 268 |
| Enterprise Fund:* | | | | | | | | | |
| Cemeteries | 1,973 | 29 | 20 | 2,044 | 24 | 20 | 2,097 | 24 | 20 |
| | \$ 1,973 | 29 | 20 | \$ 2,044 | 24 | 20 | \$ 2,097 | 24 | 20 |

* Includes additions and use of fund balance. Refer to fund structure section of this document for details.

DIVISION OF PARK MAINTENANCE AND PROPERTIES**PROGRAM NAME: HORTICULTURE, MALL, AND CULTURAL GARDENS**

OBJECTIVES: To operate the City Greenhouse.

ACTIVITIES: Develop and maintain an awareness and appreciation of natural foliage in formal gardens and park areas. Propagate plant material for seasonal displays. Plant and maintain formal gardens, plazas, malls, and other formal park areas. Provide educational programs related to horticulture and plant life development.

PROGRAM NAME: URBAN FORESTRY

OBJECTIVES: To provide a safe and hazard-free urban forest while striving to preserve its natural beauty.

ACTIVITIES: Remove dead and hazardous trees. Prevent unsafe conditions relating to tree growth. Trim trees for clearance of streetlights, traffic signals and signs, pedestrian and vehicular traffic, as well as building clearance. Remove overgrown tree roots that causes raised sidewalks. Provide public information regarding the care of trees to concerned citizens.

PROGRAM NAME: WAREHOUSE / OPERATIONS HEADQUARTERS

OBJECTIVES: To provide and accurately define the duties and assignments of personnel in order to provide maximum service levels and to provide adequate storage and maintenance of tools and equipment.

ACTIVITIES: Planning, research reports and deliveries. Maintain the warehouse and its grounds.

PROGRAM NAME: FIELD MAINTENANCE

OBJECTIVES: To maintain athletic fields and other grounds.

ACTIVITIES: To drag and line ball diamonds to maintain athletic recreational fields and properties.

PROGRAM NAME: SNOW REMOVAL

OBJECTIVES: To provide access around City Hall, Public Square and quadrants, Malls A, B and C, and other City facilities as directed.

ACTIVITIES: Remove snow from around recreation centers, sidewalks, parking lots, walkways, bus stops, fire hydrants, and street sewers on City property.

PROGRAM NAME: SNOW BIRD

OBJECTIVES: To provide assistance to the Division of Streets in removing snow throughout the City of Cleveland.

ACTIVITIES: Operating snow plows and salt spreaders.

DIVISION OF PARK MAINTENANCE AND PROPERTIES

PROGRAM NAME: LOT CUTTING AND CLEANING

OBJECTIVES: To keep vacant lots within the City aesthetically pleasing and to eliminate health and safety hazards.

ACTIVITIES: Cut weeds and remove debris from vacant lots. File notices of violations with the Division of Environment.

PROGRAM NAME: VEHICLE AND EQUIPMENT REPAIR

OBJECTIVES: To provide mechanical services to off road equipment and vehicles (first echelon maintenance).

ACTIVITIES: Repair mowers, tractors, trimmers, turf vacs, leaf blowers, weed eaters, chain saws, mounted equipment, and assorted hand held equipment.

PROGRAM NAME: PARKS GROUND MAINTENANCE

OBJECTIVES: To provide pleasant and attractive public areas.

ACTIVITIES: Cut grass, fertilize, seed, edge, prune trees and underbrush, mulch, remove debris, etc.

PROGRAM NAME: CEMETERIES

OBJECTIVES: To provide for burials and cemetery maintenance to Cleveland area residents.

ACTIVITIES: Maintain grounds and provide burial services.

DIVISION OF PARK MAINTENANCE AND PROPERTIES

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 5,310,215 | \$ 5,295,102 | \$ 5,351,133 | \$ 5,391,585 |
| SEASONAL | 398,057 | 418,994 | 361,889 | 429,383 |
| PART TIME | - | 5,477 | - | - |
| INJURY PAY | 13,142 | 1,053 | 869 | - |
| LONGEVITY | 61,000 | 59,675 | 59,900 | 60,225 |
| WAGE SETTLEMENTS | 76 | 5,868 | 146 | - |
| SEPARATION PAYMENTS | 27,334 | 1,653 | 55,066 | - |
| BONUS INCENTIVE | 24,500 | - | - | - |
| OVERTIME | 174,413 | 171,407 | 154,790 | 153,000 |
| TOTAL | \$ 6,008,738 | \$ 5,959,229 | \$ 5,983,793 | \$ 6,034,193 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 1,104,065 | \$ 1,227,322 | \$ 1,242,639 | \$ 1,302,969 |
| DENTAL | 71,966 | 72,144 | 69,544 | 72,736 |
| VISION | 6,975 | 7,148 | 6,979 | 7,183 |
| PERS | 813,696 | 816,896 | 823,823 | 909,771 |
| FICA-MEDICARE | 65,204 | 66,604 | 66,310 | 66,619 |
| WORKERS COMPENSATION | 223,779 | 276,275 | 407,072 | 276,444 |
| LIFE INSURANCE | 6,154 | 6,214 | 6,004 | 5,850 |
| UNEMPLOYMENT COMPENSATION | 32,395 | 27,124 | 39,653 | - |
| CLOTHING ALLOWANCE | 40,915 | 40,960 | 40,405 | 38,710 |
| TOOL INSURANCE | 3,200 | 2,800 | 3,850 | 2,800 |
| CLOTHING MAINTENANCE | 20,385 | 17,725 | 19,483 | 16,800 |
| TOTAL | \$ 2,388,734 | \$ 2,561,212 | \$ 2,725,761 | \$ 2,699,882 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 119 | \$ - | \$ - | \$ - |
| TUITION AND REGISTRATION FEES | 680 | 265 | 158 | 350 |
| PROFESSIONAL DUES | - | - | 124 | 150 |
| TOTAL | \$ 799 | \$ 265 | \$ 282 | \$ 500 |
| UTILITIES | | | | |
| GAS | \$ 189,130 | \$ 159,485 | \$ 154,409 | \$ 125,071 |
| ELECTRICITY - CPP | 474,189 | 514,064 | 538,536 | 560,078 |
| ELECTRICITY - OTHER | 28,153 | 32,423 | 37,419 | 38,916 |
| STEAM | 18,983 | 16,506 | 20,029 | 20,800 |
| SECURITY AND MONITORING | 4,492 | 5,047 | 4,455 | 5,092 |
| BROKERED GAS SUPPLY | 14,138 | 9,026 | 14,881 | 12,053 |
| TOTAL | \$ 729,086 | \$ 736,551 | \$ 769,729 | \$ 762,010 |

DIVISION OF PARK MAINTENANCE AND PROPERTIES

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 65,000 | \$ - | \$ - |
| REFEREE SERVICES | 9,371 | 1,990 | 5,104 | - |
| WASTE DISPOSAL | 2,181 | 7,348 | 2,883 | 2,000 |
| MEDICAL SERVICES | 965 | 1,365 | 3,172 | 1,500 |
| ADVERTISING AND PUBLIC NOTICE | 1,696 | - | - | - |
| PARKING IN CITY FACILITIES | 3,832 | 4,756 | 4,104 | 3,640 |
| PROPERTY RENTAL | 43,676 | 43,676 | 43,676 | 43,676 |
| PHOTOCOPY MACHINE RENTAL | 481 | - | - | - |
| OTHER CONTRACTUAL | 1,947,533 | 1,831,980 | 1,854,013 | 1,970,578 |
| TOTAL | \$ 2,009,735 | \$ 1,956,115 | \$ 1,912,951 | \$ 2,021,394 |
| MATERIAL AND SUPPLIES | | | | |
| COMPUTER HARDWARE | \$ - | \$ - | \$ 560 | \$ - |
| CHEMICAL | 691 | - | - | 1,000 |
| SALT AND DE-ICER | 6,989 | 5,855 | 8,249 | 8,000 |
| CLOTHING | 2,546 | 2,712 | 3,506 | 3,417 |
| HARDWARE AND SMALL TOOLS | 7,957 | 20,242 | 7,745 | 10,000 |
| WELDING SUPPLIES AND EQUIP | 500 | - | 2,000 | 2,000 |
| SEED, FERTILIZER AND HERBICIDE | 23,198 | 9,900 | 14,253 | 20,000 |
| SMALL EQUIPMENT | 40,088 | 18,397 | 11,645 | 25,000 |
| OFFICE FURNITURE AND EQUIP | 13,718 | 665 | 442 | - |
| CEMENT, SAND, AND GRAVEL | 3,667 | - | - | - |
| FENCE, POSTS AND BARS | - | 2,000 | 4,000 | 1,000 |
| HYGIENE AND CLEANING SUPP | 5,090 | 4,034 | 3,011 | 5,000 |
| CLAY, SOIL AND TURF | 5,741 | 15,748 | 6,485 | 16,520 |
| PLAYGROUND EQUIPMENT | 7,409 | 10,910 | 1,602 | 5,000 |
| MEDICAL SUPPLIES | 600 | 750 | - | 1,000 |
| LUMBER, GLASS, AND DRYWALL | - | 800 | - | - |
| BATTERIES | - | 373 | - | - |
| OTHER SUPPLIES | 22,088 | 11,832 | 16,587 | 14,550 |
| SPORTING GOODS SUPPLIES | 6,024 | 2,517 | 2,319 | 5,000 |
| SAFETY EQUIPMENT | 5,847 | 4,438 | 6,049 | 6,000 |
| GREENHOUSE MAINT SUPPLIES | 44,114 | 37,633 | 42,313 | 45,000 |
| JUST IN TIME OFFICE SUPPLIES | 4,653 | 3,613 | 3,392 | 3,000 |
| MISC MAINTENANCE SUPPLIES | 14,470 | 12,542 | 18,910 | 13,000 |
| TOTAL | \$ 215,391 | \$ 164,961 | \$ 153,067 | \$ 184,487 |

DIVISION OF PARK MAINTENANCE AND PROPERTIES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ - | \$ 500 | \$ 500 |
| MAINTENANCE CONTRACTS | 8,000 | 43,001 | 9,000 | 8,000 |
| MAINTENANCE MACHINERY | - | - | - | 2,000 |
| MAINTENANCE FIRE APPARATUS | - | 61 | 1,500 | 2,000 |
| MAINTENANCE BUILDING | - | - | - | 500 |
| TOTAL | \$ 8,000 | \$ 43,062 | \$ 11,000 | \$ 13,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS AND DAMAGES | \$ 1,000 | \$ 7,050 | \$ 7,489 | \$ 5,000 |
| TOTAL | \$ 1,000 | \$ 7,050 | \$ 7,489 | \$ 5,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 60,969 | \$ 61,991 | \$ 63,226 | \$ 63,742 |
| CHARGES FROM RADIO SYSTEM | 23,627 | 21,347 | 33,160 | 35,739 |
| CHARGES FROM WATER - GIS PROJ | 2,890 | 6,342 | - | - |
| CHARGES FROM PRINTING | 22,804 | 19,786 | 27,301 | 21,500 |
| CHARGES FROM STOREROOM | 1,401 | 926 | 934 | 1,026 |
| CHARGES FROM MOTOR VEHICLES | 1,767,911 | 1,707,699 | 1,783,438 | 1,539,165 |
| CHARGES FROM STREETS | 13,230 | - | 2,675 | - |
| CHARGES FROM WASTE | 331,308 | 313,746 | 337,410 | 250,000 |
| TOTAL | \$ 2,224,140 | \$ 2,131,837 | \$ 2,248,143 | \$ 1,911,172 |
| TOTAL DIVISION | \$ 13,585,623 | \$ 13,560,282 | \$ 13,812,215 | \$ 13,631,638 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Mayor's Estimate |
|--------------------------------|-------------------|-------------------|-------------------|-----------------------------|
| INTERGOVERNMENTAL REVENUES | \$ 1,881 | \$ - | \$ - | \$ - |
| SALES AND CHARGES FOR SERVICES | 60,582 | 433,991 | 489,695 | 448,161 |
| MISCELLANEOUS REVENUES | 6,806 | 1,625 | 27,326 | 2,180 |
| EXPENDITURE RECOVERIES | 115,613 | 169,674 | 214,570 | 164,245 |
| TOTAL DIVISION | \$ 184,882 | \$ 605,290 | \$ 731,591 | \$ 614,586 |

DIVISION OF PARK MAINTENANCE AND PROPERTIES

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|----------------------------|----------------|---|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 2 | 2 | 2 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Commissioner of Park Maint. & Properties | 42,758 | 143,361 |
| 1 | 1 | 1 | Deputy Commissioner of Park Maint. & Properties | 30,215 | 100,844 |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 3 | 3 | 3 | Assistant Manager of Parks & Urban Forestry | 23.15 Hr. | 25.65 Hr. |
| 3 | 3 | 3 | Manager of Parks & Urban Forestry | 22,333 | 71,948 |
| 12 | 12 | 12 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 3 | 2 | 2 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 0 | 0 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 1 | 1 | 1 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 7 | 5 | 5 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | District Forester | 31,043 | 56,646 |
| 2 | 1 | 1 | Field Operations Forester | 32,445 | 58,786 |
| 3 | 2 | 2 | | | |
| SKILLED CRAFT | | | | | |
| 1 | 1 | 1 | Auto Repairman Unit Leader | 17.78 Hr. | 24.46 Hr. |
| 6 | 6 | 6 | Auto Repair Worker | 12.60 Hr. | 20.16 Hr. |
| 2 | 2 | 2 | Horticulturist Maintenance Foreman | 20.98 Hr. | 23.44 Hr. |
| 1 | 0 | 0 | Welder | 18.36 Hr. | 23.49 Hr. |
| 10 | 9 | 9 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 14 | 14 | 14 | Ground Maintenance Foreman | 18.72 Hr. | 21.13 Hr. |
| 3 | 2 | 3 | Gardener | 16.47 Hr. | 18.84 Hr. |
| 5 | 2 | 2 | Ground Maintenance Worker | 14.75 Hr. | 17.09 Hr. |
| 15 | 15 | 15 | Ground Maintenance Truck Driver | 12.34 Hr. | 17.87 Hr. |
| 51 | 48 | 48 | Real Estate Maintenance Man | 15.60 Hr. | 17.95 Hr. |
| 88 | 81 | 82 | | | |



DIVISION OF PARK MAINTENANCE AND PROPERTIES

COMPARISON OF STAFFING - CONTINUED

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|---------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | TECHNICIAN | | |
| 1 | 1 | 1 | Arborist III | 21.45 Hr. | 23.92 Hr. |
| 9 | 8 | 9 | Arborist II | 19.03 Hr. | 21.45 Hr. |
| 11 | 10 | 10 | Arborist I (Tree Trimmer) | 16.47 Hr. | 18.84 Hr. |
| 21 | 19 | 20 | | | |
| 141 | 128 | 130 | TOTAL FULL TIME | | |
| 268 | 0 | 268 | SEASONAL ** | | |
| 409 | 128 | 398 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

** Seasonal truck drivers are transferred from other City Divisions as needed

DIVISION OF PARK MAINTENANCE AND PROPERTIES

CEMETERIES

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------|---------------------|-------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,011,713 | \$ 923,779 | \$ 949,149 | \$ 992,061 |
| INJURY PAY | 4,480 | - | - | - |
| LONGEVITY | 9,500 | 9,200 | 8,950 | 10,275 |
| WAGE SETTLEMENTS | 128 | - | - | - |
| SEPARATION PAYMENTS | 4,712 | 1,005 | 6,582 | - |
| BONUS INCENTIVE | 500 | - | - | - |
| OVERTIME | 58,034 | 60,587 | 77,378 | 75,631 |
| TOTAL | \$ 1,089,067 | \$ 994,571 | \$ 1,042,060 | \$ 1,077,967 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 204,681 | \$ 201,919 | \$ 214,066 | \$ 230,169 |
| DENTAL | 13,353 | 11,869 | 12,023 | 8,642 |
| EYE CARE | 1,453 | 1,286 | 1,304 | 1,365 |
| PERS | 153,277 | 136,083 | 144,656 | 162,524 |
| FICA-MEDICARE | 12,220 | 10,780 | 11,396 | 11,789 |
| WORKERS COMPENSATION | 43,003 | 62,457 | 44,123 | 46,468 |
| LIFE INSURANCE | 1,260 | 1,099 | 1,084 | 1,080 |
| UNEMPLOYMENT COMPENSATION | - | 17,602 | - | - |
| TOOL INSURANCE | 400 | 400 | 550 | 400 |
| CLOTHING ALLOWANCE | 9,645 | 7,830 | 7,625 | 7,600 |
| CLOTHING MAINTENANCE | 3,925 | 3,075 | 3,000 | 3,000 |
| TOTAL | \$ 443,215 | \$ 454,400 | \$ 439,827 | \$ 473,037 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ - | \$ - | \$ - | \$ 290 |
| TOTAL | \$ - | \$ - | \$ - | \$ 290 |
| UTILITIES | | | | |
| SEWER - OTHER | \$ 1,250 | \$ 6,372 | \$ 1,471 | \$ 4,800 |
| GAS | 20,701 | 27,343 | 31,724 | 25,697 |
| ELECTRICITY - CPP | 44,353 | 34,463 | 35,106 | 36,510 |
| ELECTRICITY - OTHER | 6,983 | 7,103 | 6,380 | 6,635 |
| SECURITY AND MONITORING | 3,628 | 1,968 | 2,052 | 2,081 |
| TOTAL | \$ 76,915 | \$ 77,249 | \$ 76,733 | \$ 75,723 |

DIVISION OF PARK MAINTENANCE AND PROPERTIES
CEMETERIES

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| EPA EMISSION TESTING | \$ - | \$ 667 | \$ - | \$ - |
| MEDICAL SERVICES | 1 | - | 53 | 200 |
| BANK SERVICE FEES | 1,791 | 3,155 | 2,506 | 2,800 |
| CREDIT CARD PROCESSING FEES | 1,326 | 2,092 | 2,402 | 1,200 |
| OTHER CONTRACTUAL | 212,000 | 208,320 | 200,320 | 208,320 |
| TOTAL | \$ 215,117 | \$ 214,234 | \$ 205,281 | \$ 212,520 |
| MATERIAL AND SUPPLIES | | | | |
| COMPUTER HARDWARE | \$ - | \$ - | \$ 1,120 | \$ - |
| SALT AND DE-ICER | - | 501 | 230 | 500 |
| CLOTHING | 324 | 324 | 427 | 350 |
| HARDWARE AND SMALL TOOLS | 1,531 | 2,064 | 2,144 | 2,000 |
| SEED, FERTILIZER AND HERBICIDE | 13,774 | 20,644 | 17,057 | 10,000 |
| SMALL EQUIPMENT | 7,690 | 3,960 | - | 4,000 |
| OFFICE EQUIPMENT | 488 | - | 806 | - |
| HYGIENE AND CLEANING SUPP | 2,392 | 1,150 | 1,688 | 1,750 |
| CLAY, SOIL AND TURF | 3,052 | - | 5,085 | 4,000 |
| LUMBER, GLASS AND DRYWALL | 7,500 | 6,326 | 6,000 | 5,000 |
| MEDICAL SUPPLIES | - | 352 | - | 300 |
| OTHER SUPPLIES | 5,680 | 3,828 | 5,105 | 6,500 |
| SAFETY EQUIPMENT | 677 | 458 | 1,055 | 200 |
| SPORTING GOODS | 255 | - | - | - |
| JUST IN TIME OFFICE SUPPLIES | 327 | 1,160 | 1,012 | 1,600 |
| CEMENT, SAND AND GRAVEL | 1,311 | 1,461 | 1,675 | 3,000 |
| MISC MAINTENANCE SUPPLIES | 237 | 868 | 490 | 600 |
| TOTAL | \$ 45,237 | \$ 43,096 | \$ 43,894 | \$ 39,800 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 124 | \$ - | \$ - | \$ 500 |
| MAINTENANCE CONTRACTS | 1,342 | 891 | - | 1,500 |
| MAINTENANCE BUILDING | - | 80 | 8,000 | - |
| MAINTENANCE MACHINERY | 8,000 | 4,090 | - | 8,000 |
| MAINTENANCE FIRE APPARATUS | - | - | - | 700 |
| CHARGES FROM MAINTENANCE | 31,347 | 27,683 | 25,316 | 23,500 |
| TOTAL | \$ 40,813 | \$ 32,744 | \$ 33,316 | \$ 34,200 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGEMENTS AND DAMAGES | \$ - | \$ 146 | \$ 800 | \$ 3,000 |
| TOTAL | \$ - | \$ 146 | \$ 800 | \$ 3,000 |

DIVISION OF PARK MAINTENANCE AND PROPERTIES

CEMETERIES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 22,091 | \$ 23,980 | \$ 17,839 | \$ 17,834 |
| CHARGES FROM RADIO SYSTEM | 2,312 | 575 | 1,539 | 2,758 |
| CHARGES FROM PRINTING | 4,054 | 2,454 | 3,368 | 3,500 |
| CHARGES FROM STOREROOM | 728 | 1,063 | 849 | 847 |
| CHARGES FROM MOTOR VEHICLES | 138,625 | 116,142 | 168,473 | 145,398 |
| CHARGES FROM STREET CONST | 870 | - | - | - |
| CHARGES FROM WASTE | 17,856 | 12,292 | 9,916 | 10,300 |
| TOTAL | \$ 186,536 | \$ 156,506 | \$ 201,985 | \$ 180,637 |
| TOTAL DIVISION | \$ 2,096,900 | \$ 1,972,946 | \$ 2,043,896 | \$ 2,097,174 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES AND CHARGES FOR SERVICES | \$ 1,450,787 | \$ 1,400,700 | \$ 1,379,007 | \$ 1,431,680 |
| TRANSFERS IN | 390,000 | 290,000 | 305,384 | 415,970 |
| MISCELLANEOUS REVENUES | 248,454 | 276,415 | 348,746 | 247,524 |
| EXPENDITURE RECOVERY | (106) | (33) | 282 | - |
| TOTAL DIVISION | \$ 2,089,136 | \$ 1,967,082 | \$ 2,033,419 | \$ 2,095,174 |

**DIVISION OF PARK MAINTENANCE AND PROPERTIES
CEMETERIES**

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|-----------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Manager of Parks & Urban Forestry | 23,333 | 71,948 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 2 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 3 | 2 | 2 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 1 | Auto Body Repair Worker | 15.73 Hr. | 20.34 Hr. |
| 14 | 13 | 13 | Cemeteries Maintenance Worker I | 14.75 Hr. | 17.09 Hr. |
| 2 | 2 | 2 | Cemeteries Maintenance Worker II | 22.87 Hr. | 25.37 Hr. |
| 3 | 3 | 3 | Cemetery Foreman | 18.72 Hr. | 21.13 Hr. |
| 2 | 2 | 2 | Cemetery Supervisor | 21.46 Hr. | 23.93 Hr. |
| 22 | 21 | 21 | | | |
| 26 | 24 | 24 | TOTAL FULL TIME | | |
| 20 | 20 | 20 | SEASONAL ** | | |
| 46 | 44 | 44 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

** Seasonal employees are reflective during their peak periods, May-September

DEPARTMENT OF COMMUNITY DEVELOPMENT

DARYL RUSH, DIRECTOR

The Department of Community Development is responsible for planning, administering, and evaluating Community Development Block Grant (CDBG) funds received on an annual basis from the United States Department of Housing and Urban Development. The primary objective of this federally funded program is the development of a viable urban community including decent housing, a suitable living environment, and expanded economic opportunities principally for persons of low and moderate income. To achieve this end, the Department implements programs designed to conserve and expand the housing stock; revitalize commercial areas; acquire, maintain, and market vacant land; rehabilitate or reconstruct infrastructure and public facilities; improve the quantity and quality of human services; and provide neighborhood based planning services and small area neighborhood plans.

 OPERATING SUMMARY
 (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-------------|----------|-----------------|-------------|----------|-----------------|-------------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| DIVISIONS: | | | | | | | | | |
| Director's Office | \$ 518 | 6 | | \$ 1,286 | 16 | | \$ 1,418 | 18 | |
| Administrative Services | 2,603 | 29 | | 2,132 | 29 | | 2,539 | 36 | |
| Neighborhood Services | 1,612 | 22 | | 1,528 | 22 | | 1,727 | 24 | |
| Real Estate | 2,021 | 20 | 1 | 925 | 10 | 1 | 1,020 | 12 | 1 |
| | \$ 6,754 | 77 | 1 | \$ 5,871 | 77 | 1 | \$ 6,704 | 90 | 1 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 2,258 | | | \$ 2,207 | | | \$ 2,005 | | |
| Self - Generated | 13 | | | - | | | - | | |
| | \$ 2,271 | | | \$ 2,207 | | | \$ 2,005 | | |
| Community Development Block Grant | \$ 3,503 | 62 | 1 | \$ 2,834 | 77 | 1 | \$ 3,949 | 90 | 1 |
| State Weatherization Grant | 107 | 2 | | 107 | | | 110 | | |
| HOME Grant | 848 | 13 | | 700 | | | 640 | | |
| NEF | 25 | | | 23 | | | - | | |
| | \$ 6,754 | 77 | 1 | \$ 5,871 | 77 | 1 | \$ 6,704 | 90 | 1 |

*Funding sources include General Fund costs for four months, CDBG costs for eight months and HOME & HWAP costs for twelve months.



DEPARTMENT OF COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT/HOME ALLOCATION TO PROGRAMS ADMINISTERED BY
CITY DIVISIONS
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|---|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Parks, Recreation, & Prop-Lot Clean-Up | \$ 890 | | | \$ 890 | | | \$ 890 | | |
| Community Relations- Fair Housing | 86 | 1 | | 86 | 1 | | 86 | 1 | |
| Health- AIDS Prevention | 475 | 2 | | 457 | 2 | | 457 | 2 | |
| Aging- SHAP Program | 260 | 8 | | 260 | 8 | | 260 | 8 | |
| Building & Housing- Demolition/Board up | - | | | 500 | | | 750 | | |
| Building & Housing- Code Enforcement | 419 | 32 | | 419 | 32 | | 419 | 32 | |
| Consumer Affairs-Anti Predatory Lending | 300 | 1 | | 288 | 1 | | 288 | 1 | |
| | <u>\$ 2,430</u> | <u>44</u> | | <u>\$ 2,900</u> | <u>44</u> | | <u>\$ 3,150</u> | <u>44</u> | |



**DEPARTMENT OF COMMUNITY DEVELOPMENT
DIRECTOR'S OFFICE**

The primary objectives of the Director's Office are to coordinate activities of the three operating divisions and to direct and evaluate the programs administered by these divisions.

Mission Statement

To provide supervision. Management and control over the three divisions of the Department of Community Development. The Director's Office also directs and coordinates the Emergency Shelter Grant, Neighborhood Capital Resources and Public Information.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|-----------------------------------|---------------|----------|-----------------|-----------|------|-----------------|-----------|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | COST | STAFF | COST | STAFF | | |
| | FT | PT | | FT | PT | FT | PT | |
| PROGRAMS: | | | | | | | | |
| General Administration | \$ 518 | 6 | \$ 1,286 | 16 | | \$ 1,418 | 18 | |
| | \$ 518 | 6 | \$ 1,286 | 16 | | \$ 1,418 | 18 | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 202 | | \$ 407 | | | \$ 391 | | |
| Self Generated | 10 | | - | | | - | | |
| | \$ 212 | | \$ 407 | | | \$ 391 | | |
| Community Development Block Grant | \$ 306 | 6 | \$ 879 | 16 | | \$ 1,027 | 18 | |
| | \$ 518 | 6 | \$ 1,286 | 16 | | \$ 1,418 | 18 | |

*Funding sources includes General Fund costs for four months and CDBG costs for eight months.



**DEPARTMENT OF COMMUNITY DEVELOPMENT
DIRECTOR'S OFFICE**

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 125,210 | \$ 167,984 | \$ 288,945 | \$ 285,790 |
| LONGEVITY | 2,975 | 2,750 | 15,250 | 9,275 |
| SEPARATION PAYMENTS | - | - | 9,375 | - |
| TOTAL | \$ 128,185 | \$ 170,734 | \$ 313,570 | \$ 295,065 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 20,927 | \$ 12,292 | \$ 42,297 | \$ 43,800 |
| DENTAL | 1,396 | 794 | 2,481 | 2,300 |
| VISION CARE | 123 | 68 | 284 | 265 |
| PERS | 17,561 | 25,670 | 43,395 | 44,100 |
| FICA-MEDICARE | 1,219 | 1,536 | 2,321 | 4,200 |
| WORKERS COMPENSATION | 295 | 976 | 2,833 | 740 |
| LIFE INSURANCE | 135 | 81 | 236 | 200 |
| TOTAL | \$ 41,656 | \$ 41,419 | \$ 93,848 | \$ 95,605 |
| TOTAL DIVISION | \$ 169,841 | \$ 212,153 | \$ 407,418 | \$ 390,670 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------|------------------|-------------------|----------------|
| SALES & CHARGES FOR SERVICES | \$ - | \$ 10,000 | \$ 25 | \$ - |
| TOTAL DIVISION | \$ - | \$ 10,000 | \$ 25 | \$ - |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Director of Community Development | 50,796 | 171,582 |
| 1 | 1 | 1 | Community Development Executive Assistant | 26,274 | 86,765 |
| 2 | 2 | 2 | Administrative Manager | 27,193 | 86,765 |
| 1 | 1 | 1 | Secretary to Director | 36,590 | 138,195 |
| 6 | 6 | 6 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Private Secretary to the Director | 20,800 | 46,165 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Project Coordinator | 27,325 | 87,665 |
| 5 | 5 | 5 | Project Director | 22,333 | 77,944 |
| 3 | 3 | 3 | Senior Development Officer | 12.63 Hr. | 34.20 Hr. |
| 1 | 0 | 1 | Bureau Manager - Housing | 26,797 | 79,760 |
| 10 | 9 | 10 | | | |
| 17 | 16 | 17 | TOTAL GENERAL FUND | | |
| 0 | 0 | 1 | TOTAL GRANT POSITIONS | | |
| 17 | 16 | 18 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF ADMINISTRATIVE SERVICES

TERRENCE A. ROSS, COMMISSIONER

The division provides general management, financial, grant compliance, personnel, labor relations, third party agency contracting and monitoring, logistical, management information system support for the operating divisions within the Department of Community Development.

Mission Statement

To provide internal support and administrative management to the Department including financial, personnel, labor relations, grant compliance, contract monitoring and organizational-related functions.

OPERATING SUMMARY (000'S OMITTED)

| | 2007 | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | COST | STAFF | COST | STAFF | | |
| | FT | PT | FT | PT | FT | PT | | |
| PROGRAMS: | | | | | | | | |
| Accounting | \$ 365 | 6 | \$ 373 | 6 | \$ 380 | 6 | | |
| Budgeting | 149 | 2 | 159 | 2 | 160 | 2 | | |
| Contr. Monitor Audit & Evaluation | 733 | 10 | 467 | 9 | 742 | 13 | | |
| Management Informaton Services | 224 | 3 | 228 | 3 | 230 | 3 | | |
| General Administration | 531 | 2 | 323 | 2 | 301 | 2 | | |
| Compliance | 601 | 6 | 582 | 7 | 726 | 10 | | |
| | \$ 2,603 | 29 | \$ 2,132 | 29 | \$ 2,539 | 36 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 793 | | \$ 806 | | \$ 735 | | | |
| Self-Generated | - | | 1 | | - | | | |
| | \$ 793 | | \$ 807 | | \$ 735 | | | |
| Community Development Block Grant | \$ 1,545 | 25 | \$ 1,062 | 29 | \$ 1,804 | 36 | | |
| NEF | 25 | | 23 | | - | | | |
| HOME | 240 | 4 | 240 | | - | | | |
| | \$ 2,603 | 29 | \$ 2,132 | 29 | \$ 2,539 | 36 | | |

*Funding sources include General Fund costs for four months, CDBG costs for eight months and NEF costs for twelve months.

DIVISION OF ADMINISTRATIVE SERVICES**PROGRAM NAME: ACCOUNTING**

OBJECTIVES: To provide for the proper administration and internal control of receipts and expenditures, and the overall administration of the Department's accounts receivable & collection transactions.

ACTIVITIES: Preparation, processing and monitoring of programmatic and administrative financial transactions. Administration of the Department's interdepartmental service charges, cash receipts and programs. Coordination of the Department's Rehabilitation and New Construction reimbursements. Coordination of the Department's indirect cost plan and processing of related general fund reimbursements. Administration of contract certification process. Preparation of management information reports.

PROGRAM NAME: BUDGETING

OBJECTIVES: To provide budgetary and financial reporting functions and coordinate annual audit activities.

ACTIVITIES: Prepare and monitor annual grant budgets and grant applications. Provide external and internal financial reports. Coordinate annual audit and HUD monitoring review visits. Coordinate grants drawdown activities.

PROGRAM NAME: COMPLIANCE

OBJECTIVES: To provide technical review and support for federally funded activities to insure compliance with all applicable federal regulations.

ACTIVITIES: Review all activities funded under the Community Development Block Grant, HOME, Emergency Shelter Grant, and Housing Opportunities for Persons with AIDS programs to insure compliance with all program regulations, as well as with general federal requirements, including environmental standards, acquisition and relocation, fair labor standards, affirmative marketing, employment and contracting opportunities, and lead paint abatement. Assist in the development of the annual applications for funding. Provide periodic program performance reports to the Department of Housing and Urban Development.

PROGRAM NAME: CONTRACT ADMINISTRATION

OBJECTIVES: To administer the allocation of federal social service funds to third party social service agencies through a competitive process, and to manage the contract development, payment processing, and program review processes for funded third party social service, housing, and community development corporation programs.

ACTIVITIES: Review and evaluate proposals from agencies seeking funding. Provide workshops throughout the funding cycle explaining the application and contracting processes: Prepare third party contracts and scopes of service. Review monthly performance reports, process requests for payments, and make site visits to monitor performance. Provide technical assistance to agencies where needed. Evaluate program effectiveness and overall contract compliance. Assist recipient agencies in development of accounting systems consistent with program requirements. Audit, review and provide program oversight of sub-grantees, and review all financial records of such subgrantees in preparation for audits.

DIVISION OF ADMINISTRATIVE SERVICES**PROGRAM NAME: MANAGEMENT INFORMATION SERVICES**

OBJECTIVES: To provide computer services and technical assistance to all of the Divisions within the Department.

ACTIVITIES: Design, implement and manage the local area network computer system. Train all departmental staff in the usage of the new system. Maintain and upgrade Department software. Provide overall administration of the Department's servers.

PROGRAM NAME: GENERAL ADMINISTRATION

OBJECTIVES: To provide administrative management and support, personnel, payroll and labor relations services to the Department, and ensure that EEO and Affirmative Action goals are met.

ACTIVITIES: Supervise the management and administration of division activities. Expedite and facilitate the preparation and processing of legislation. Conduct research and develop reports as necessary. Administer activities involved with staffing/hiring, personnel records, reports and information systems, policies, procedures and work rules, payroll and salary administration, employee relations and benefits, and job and organizational development. Maintain and upgrade EEO and Affirmative Action programs.

DIVISION OF ADMINISTRATIVE SERVICES

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 385,521 | \$ 495,657 | \$ 491,965 | \$ 460,000 |
| PART-TIME PERMANENT | 20,063 | 15,272 | 10,546 | - |
| MILITARY PERMANENT | 379 | - | - | - |
| LONGEVITY | 15,100 | 15,950 | 15,475 | 14,875 |
| SEPARATION PAYMENT | - | 8,925 | 2,205 | - |
| OVERTIME | 269 | 108 | - | - |
| TOTAL | \$ 421,331 | \$ 535,912 | \$ 520,192 | \$ 474,875 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 80,687 | \$ 65,984 | \$ 92,484 | \$ 91,200 |
| DENTAL | 5,224 | 3,991 | 5,353 | 4,700 |
| VISION CARE | 830 | 611 | 738 | 750 |
| PERS | 61,844 | 49,571 | 63,293 | 72,000 |
| FICA-MEDICARE | 3,802 | 4,589 | 3,877 | 7,000 |
| WORKERS COMPENSATION | 2,655 | 2,252 | 5,048 | 2,600 |
| LIFE INSURANCE | 585 | 431 | 525 | 400 |
| UNEMPLOYMENT COMPENSATION | - | (67) | (76) | - |
| TOTAL | \$ 155,626 | \$ 127,362 | \$ 171,242 | \$ 178,650 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 286 | \$ 315 | \$ - |
| TUITION AND FEES | 3,096 | 480 | 294 | - |
| MILEAGE (PRIVATE AUTO) TRNG | - | - | 100 | - |
| PROFESSIONAL DUES | 604 | 1,954 | 1,992 | - |
| TOTAL | \$ 3,700 | \$ 2,720 | \$ 2,700 | \$ - |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ - | \$ - | \$ 838 | \$ - |
| ELECTRICITY-CPP | 2,420 | 1,148 | - | - |
| ELECTRICITY-OTHER | 754 | 3,000 | 3,467 | - |
| TOTAL | \$ 3,174 | \$ 4,148 | \$ 4,305 | \$ - |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 650 | \$ 9,600 | \$ 5,554 | \$ - |
| TRAVEL - NON-TRAINING | 169 | 416 | 89 | - |
| MILEAGE (PRIVATE AUTO) | 2,211 | 3,269 | 1,338 | - |
| ADVERTISING & PUBLIC NOTICE | 12,931 | 7,584 | 4,147 | - |
| PROGRAM PROMOTION | - | 200 | 404 | - |
| PARKING IN CITY FACILITIES | 1,875 | 1,339 | 32 | - |
| PROPERTY RENTAL | 697 | 913 | - | - |
| INSURANCE AND OFFICIAL BONDS | - | 100 | 324 | - |
| TAXES | - | 2,138 | - | - |
| PHOTOCOPY MACHINE RENTAL | 1,542 | - | - | - |
| OTHER CONTRACTUAL | 7,926 | 7,722 | 13,927 | - |
| TOTAL | \$ 28,000 | \$ 33,280 | \$ 25,816 | \$ - |

DIVISION OF ADMINISTRATIVE SERVICES

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 31 | \$ 66 | \$ 48 | - |
| POSTAGE | 38 | 65 | 116 | - |
| COMPUTER SUPPLIES | - | 3,554 | 1,644 | - |
| COMPUTER HARDWARE | 169 | - | 958 | - |
| COMPUTER SOFTWARE | 1,119 | 339 | - | - |
| OFFICE FURNITURE & EQUIP | 177 | - | 874 | - |
| SMALL EQUIPMENT | 537 | - | - | - |
| PHOTOGRAPHIC SUPPLIES | - | 800 | - | - |
| OTHER SUPPLIES | 583 | 313 | 402 | - |
| JUST IN TIME OFFICE SUPPLIES | 8,298 | 10,423 | 6,428 | - |
| TOTAL | \$ 10,952 | \$ 15,560 | \$ 10,469 | \$ - |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 945 | \$ - | \$ - | - |
| MAINTENANCE CONTRACTS | 6,520 | 6,105 | - | - |
| COMPUTER SOFTWARE MAINT | 3,457 | 1,898 | 2,069 | - |
| CAR WASHES | - | 400 | - | - |
| TOTAL | \$ 10,922 | \$ 8,403 | \$ 2,069 | \$ - |
| CLAIMS, REFUNDS, MISC. | | | | |
| COURT COSTS | \$ 246 | \$ - | \$ - | - |
| TOTAL | \$ 246 | \$ - | \$ - | \$ - |
| INTERDEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 12,964 | \$ - | \$ - | 22,592 |
| CHARGES FROM PRINTING | 27,722 | 35,030 | 38,872 | 35,000 |
| CHARGES FROM STOREROOM | 4,060 | 11,618 | 10,548 | 6,441 |
| CHARGES FROM MOTOR VEHICLES | 2,087 | 16,047 | 20,556 | 17,740 |
| CHARGES FROM PARK MAINT | - | 2,433 | - | - |
| TOTAL | \$ 46,834 | \$ 65,128 | \$ 69,975 | \$ 81,773 |
| TOTAL DIVISION | \$ 680,786 | \$ 792,513 | \$ 806,768 | \$ 735,298 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|----------------|-------------------|----------------|
| INTERGOVERNMENTAL | \$ - | \$ 250 | \$ 125 | - |
| SALES & CHARGES | - | 25 | 25 | - |
| MISCELLANEOUS REVENUES | - | - | 210 | - |
| EXPENDITURE RECOVERIES | - | - | 658 | - |
| TOTAL DIVISION | \$ - | \$ 275 | \$ 1,018 | \$ - |



DIVISION OF ADMINISTRATIVE SERVICES

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|----------------------------|----------------|------------------------------------|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Admin. Services | 40,314 | 128,215 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 2 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 2 | 2 | 2 | Budget Analyst | 20,800 | 51,467 |
| 9 | 3 | 3 | Financial Analyst | 10.00 Hr. | 22.10 Hr. |
| 1 | 1 | 1 | Information Control Analyst | 10.00 Hr. | 20.13 Hr. |
| 2 | 2 | 2 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 1 | 1 | 1 | Asst. Personnel Administrator | 20,800 | 54,164 |
| 1 | 1 | 1 | Budget Management Analyst | 20,800 | 54,164 |
| 1 | 1 | 1 | City Planner | 30,000 | 58,940 |
| 2 | 2 | 2 | Deputy Project Director | 20,093 | 61,006 |
| 2 | 2 | 2 | Project Director | 22,333 | 77,944 |
| 3 | 2 | 3 | Redevelopment Coordinator | 10.00 Hr. | 26.07 Hr. |
| 1 | 1 | 1 | Application Development Supervisor | 39,937 | 84,454 |
| 1 | 1 | 1 | Supervisor of Computer Operations | 30,215 | 86,559 |
| 1 | 1 | 1 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 3 | 2 | 2 | Community Development Planner | 10.00 Hr. | 27.98 Hr. |
| 3 | 3 | 6 | Contract & Monitoring Specialist | 10.00 Hr. | 23.48 Hr. |
| 36 | 28 | 32 | | | |
| 37 | 29 | 33 | TOTAL GENERAL FUND | | |
| 0 | 0 | 3 | TOTAL GRANT POSITIONS | | |
| 37 | 29 | 36 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF NEIGHBORHOOD SERVICES

LOUISE V. JACKSON, COMMISSIONER

The Division of Neighborhood Services administers City Programs for the Department of Community Development that strengthen City neighborhoods through direct services to homeowners, tenants, merchants and community-based institutions that preserve dwelling units through direct loans and grants to property owners for repair, renovations and energy conservation improvements, that maintain safe, high-quality and affordable housing for low income households and provide Community Services to City residents through volunteer efforts supported by City Departments, and other sources.

Mission Statement

To promote the rehabilitation of property structures and sites and to provide critical social services support to the low-income residents throughout the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Rehab. Program Administration | \$ 1,612 | 22 | | \$ 1,528 | 22 | | \$ 1,727 | 24 | |
| | \$ 1,612 | 22 | | \$ 1,528 | 22 | | \$ 1,727 | 24 | |
| FUNDING SOURCE: | | | | | | | | | |
| Tax Support | \$ 360 | | | \$ 514 | | | \$ 475 | | |
| Community Development Block Grant | 685 | 15 | | 447 | 22 | | 622 | 24 | |
| State Weatherization Grant | 107 | 2 | | 107 | | | 110 | | |
| HOME Grant | 460 | 9 | | 460 | | | 520 | | |
| | \$ 1,612 | 26 | | \$ 1,528 | 22 | | \$ 1,727 | 24 | |

*Funding sources include General Fund costs for four months, CDBG costs for eight months, and HOME and Weatherization Grant costs for twelve months.

DIVISION OF NEIGHBORHOOD SERVICES

PROGRAM NAME: REPAIR-A-HOME PROGRAM (RAH);AND SENIOR HOUSING ASSISTANCE PROGRAM (SHAP)

OBJECTIVES: To arrest the physical decline of residential properties within the City, and improve the living conditions of persons. To address the presence of lead-based paint and lead-based paint hazards in the home. The programs principally support those of low and moderate income by providing decent, safe, and sanitary housing.

ACTIVITIES: Conduct property surveys to determine the nature and extent of physical improvements needed to overcome deterioration. Analyze resources and obligations of the individuals whose structures are to be rehabilitated by verifying information submitted on loan applications. Perform lead hazard reduction measures that aid in limiting lead exposure to residents. Notify and inform residents of the dangers of lead. Manage the construction project to ensure quality work.

PROGRAM NAME: SENIOR INIATIATIVE PROGRAM AND EXTERIOR HOME REPAIR PROGRAM

OBJECTIVES: To prevent senior citizen home owners from being victimized by sham repair contractors and predatory loans resulting from code enforcement measures taken by the city. The programs principally support those of very low to moderate income by providing grant and loan to funding to complete needed repairs.

ACTIVITIES: A Building and Housing Inspector will conduct a property assessment to determine if any code/violations exist. The homeowner will be referred to the Department of Aging or the Department of Community Development to determine the repair needs. The homeowner will be eligible for a grant or a loan based on their income.

PROGRAM NAME: HOME WEATHERIZATION ASSISTANCE PROGRAM (HWAP)

OBJECTIVES: To provide eligible City residents with home weatherization services that help reduce heating costs.

ACTIVITIES: Disburse information necessary for applying for assistance pertaining to home weatherization programs. Survey the property to determine the energy savings and to determine what conservative methods should be used. Coordinate this citywide program that is implemented through community based non-profit organizations as sub-grantees.

PROGRAM NAME: THIRD PARTY REHABILITATION AND CDC HOME REPAIR PROGRAM

OBJECTIVES: To coordinate Third Party Non-profit Agency Rehabilitation projects in the neighborhood. To implement Council funded home repair projects in the neighborhoods that are serviced by the local development corporation.

ACTIVITIES: To provide contract monitoring of jobs undertaken by Third Party agencies. Help maintain building standards and housing codes in rehabilitation activities.

DIVISION OF NEIGHBORHOOD SERVICES

PROGRAM NAME: PAINT REFUND PROGRAM

OBJECTIVES: To provide reimbursement to qualified City residents who paint the exterior of their homes.

ACTIVITIES: Process applications, conduct inspections, and process requests for payments. Services are provided by neighborhood organizations in each of the twenty-one wards as well as the Division.

PROGRAM NAME: AFFORD-A-HOME (AAH)

OBJECTIVES: To provide opportunities to purchase a house, become a homeowner and be able to repair that house at an affordable price.

ACTIVITIES: Local banks and neighborhood housing organizations work with the City to achieve the goal of homeownership. Participating neighborhood-housing organizations will gladly show you the many home ownership opportunities available in their communities. Applicants effectively reduce their monthly mortgage payment to a reasonable expense by combining a local bank first mortgage loan at below market interest rates with an interest free second mortgage.

PROGRAM NAME: ANTI - PREDATORY LENDING PROGRAM

OBJECTIVES: The City of Cleveland is committed to aggressively addressing the predatory lending and vacant housing problem within our City. Given the rate of delinquency and the number of foreclosures within the City of Cleveland, the allocation of second mortgage money for refinance transactions is an important tool to the success of the City's effort to curtail foreclosures and decrease the number of vacant properties.

ACTIVITIES: Anti predatory lending program to assist homeowners that have been victimized by a predatory lender and who qualify for refinancing their present predatory loan utilizing the Housing Advocates Incorporated (H.A.I) - (H.E.L.P) Help Eliminate Loans that are Predatory Program. The funds would be applied to close a funding gap in the Loan-to-Value ratio created by the Fannie Mae underwriting criteria. Co-sponsored with local banking institutions and Fannie Mae, the refinance will combine a new first mortgage loan with favorable terms with a second mortgage from the City.

PROGRAM NAME: COMMUNITY SERVICES - CITYWORKS, SUMMER SPROUT COMMUNITY GARDENING, HOME MAINTENANCE

OBJECTIVES: To coordinate programs and projects that encourages and support volunteer efforts to improve Cleveland neighborhoods.

ACTIVITIES: Implement the Cityworks Neighborhood Matching Grant Program funding approximately 125 Block Clubs for various neighborhood improvement projects. Coordinate the Summer Sprout Urban Gardening Program, service approximately 172 community gardening sites. Implement the Home Maintenance program to assist homeowners and tenants in home maintenance basics at convenient, neighborhood locations.

DIVISION OF NEIGHBORHOOD SERVICES

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|---------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 250,613 | \$ 264,854 | \$ 368,397 | \$ 343,000 |
| MILITARY LEAVE | 2,754 | 851 | - | - |
| LONGEVITY | 9,754 | 8,872 | 9,125 | 8,425 |
| SEPARATION PAYMENTS | 23,191 | 7,823 | 3,093 | - |
| BONUS INCENTIVE | - | - | 1 | - |
| TOTAL | \$ 286,313 | \$ 282,400 | \$ 380,616 | \$ 351,425 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 58,929 | \$ 30,001 | \$ 66,797 | \$ 60,300 |
| DENTAL | 4,148 | 1,474 | 4,217 | 3,150 |
| VISION CARE | 575 | 176 | 584 | 450 |
| PERS | 5,540 | 45,237 | 49,110 | 53,200 |
| FICA-MEDICARE | 2,317 | 893 | 4,143 | 5,000 |
| WORKERS COMPENSATION | (6,015) | (1,049) | 4,975 | 1,350 |
| LIFE INSURANCE | 409 | 142 | 398 | 300 |
| UNEMPLOYMENT COMPENSATION | - | - | 1,053 | - |
| CLOTHING ALLOWANCE | - | 216 | 1,200 | - |
| CLOTHING MAINTENANCE | - | - | 150 | - |
| AUTO MAINT ALLOWANCE | - | - | 600 | - |
| TOTAL | \$ 65,903 | \$ 77,090 | \$ 133,227 | \$ 123,750 |
| TOTAL DIVISION | \$ 352,216 | \$ 359,490 | \$ 513,842 | \$ 475,175 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|---------------|-------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Neighborhood Services | 42,758 | 123,549 |
| 1 | 0 | 1 | Asst. Commissioner of Neighborhood Services | 26,274 | 86,765 |
| 2 | 1 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 0 | 0 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.17 Hr. |
| 2 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 2 | 2 | 2 | Project Coordinator | 27,326 | 87,665 |
| 3 | 2 | 2 | Financial Counselor | 10.00 Hr. | 22.20 Hr. |
| 2 | 2 | 2 | Project Director | 22,333 | 77,944 |
| 3 | 2 | 2 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 1 | 1 | Chief Rehabilitation Supervisor | 20,800 | 60,439 |
| 12 | 10 | 10 | | | |
| TECHNICIAN | | | | | |
| 8 | 9 | 9 | Rehabilitation Inspector | 14.60 Hr. | 26.05 Hr. |
| 1 | 1 | 1 | C.D. Code Enf. Insp. Elect.I | 14.08 Hr. | 23.41 Hr. |
| 1 | 0 | 0 | C.D. Code Enf. Insp. Heating I | 14.08 Hr. | 23.41 Hr. |
| 10 | 10 | 10 | | | |
| 26 | 22 | 23 | TOTAL GENERAL FUND | | |
| 0 | 0 | 1 | TOTAL GRANT POSITIONS | | |
| 26 | 22 | 24 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF NEIGHBORHOOD DEVELOPMENT

JOSEPH SIDOTI, COMMISSIONER

In reference to ordinance 1117-06, the Division of Neighborhood Development has been replaced by the Division of Real Estate.

The Division of Neighborhood Development administers City programs intended to encourage the development or improvement of residential and commercial property in Cleveland's neighborhoods, manages public acquisition of real estate to be used in furtherance of the City's neighborhood development activities, manages and proposes allocation of the City's capital resources to provide incentives for private investment in residential and commercial development within the City, plans and implements City programs intended to foster the construction of safe, high-quality market rate and affordable housing for low income residents, and shall perform such other duties as may from time-to-time be required by ordinance or by the Director of Community Development.

Mission Statement

To promote the revitalization of neighborhoods through planning, program and project development in conjunction with neighborhood-based organizations in the areas of housing and local commercial retail activities, public right-of-way and public facilities improvements, and other related community development activities.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-------------|----------|-------------|-------------|----|-------------|-------------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Real Estate | \$ 647 | 5 | 1 | \$ - | | | \$ - | | |
| Commerical Revitalization | 282 | 4 | | - | | | - | | |
| General Administration | 357 | 4 | | - | | | - | | |
| Housing Construction | 735 | 7 | | - | | | - | | |
| | \$ 2,021 | 20 | 1 | \$ - | | | \$ - | | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 903 | | | \$ - | | | \$ - | | |
| Self-Generated | 3 | | | - | | | - | | |
| | \$ 906 | | | \$ - | | | \$ - | | |
| Community Development Block Grant | \$ 967 | 18 | 1 | \$ - | | | \$ - | | |
| HOME | 148 | 2 | | - | | | - | | |
| | \$ 2,021 | 20 | 1 | \$ - | | | \$ - | | |

*Funding sources include General Fund costs for four months, CDBG costs for eight months



DIVISION OF NEIGHBORHOOD DEVELOPMENT

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|----------------------------------|-------------------|-------------------|-------------------|----------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 387,658 | \$ 483,783 | \$ 150,111 | \$ - |
| LONGEVITY | 15,050 | 13,475 | - | - |
| SEPARATION PAYMENTS | 14,253 | - | - | - |
| OVERTIME | 16 | - | - | - |
| TOTAL | \$ 416,978 | \$ 497,258 | \$ 150,111 | \$ - |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 75,249 | \$ 97,306 | \$ 38,467 | \$ - |
| DENTAL | 5,224 | 3,288 | 2,320 | - |
| VISION CARE | 696 | 430 | 324 | - |
| PERS | 75,942 | 81,720 | 15,753 | - |
| FICA-MEDICARE | 2,936 | 2,298 | 762 | - |
| WORKERS COMPENSATION | 6,743 | 3,246 | - | - |
| LIFE INSURANCE | 465 | 295 | 225 | - |
| TOTAL | \$ 167,256 | \$ 188,583 | \$ 57,851 | \$ - |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,150 | \$ 9,222 | \$ 1,438 | \$ - |
| TRAVEL- NON-TRAINING | 62 | - | - | - |
| ADVERTISING AND PUBLIC NOTICE | 556 | - | - | - |
| APPRAISAL FEES | 11,950 | 26,725 | 9,076 | - |
| PARKING IN CITY FACILITIES | - | 222 | - | - |
| TAXES | 183,261 | 157,473 | 49,057 | - |
| OTHER CONTRACTUAL | 933 | 24,317 | 251 | - |
| TOTAL | \$ 197,912 | \$ 217,959 | \$ 59,821 | \$ - |
| INTERDEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PARK MAINT | \$ - | \$ 2,005 | \$ - | \$ - |
| TOTAL | \$ - | \$ 2,005 | \$ - | \$ - |
| TOTAL DIVISION | \$ 782,145 | \$ 905,805 | \$ 267,783 | \$ - |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------|-----------------|-------------------|----------------|
| SALES & CHARGES FOR SERVICES | \$ - | \$ 3,001 | \$ - | \$ - |
| TOTAL DIVISION | \$ - | \$ 3,001 | \$ - | \$ - |

DIVISION OF NEIGHBORHOOD DEVELOPMENT

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 0 | 0 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 0 | 0 | Asst Commissioner of Neighborhood Development | 26,274 | 83,396 |
| 1 | 0 | 0 | Commissioner of Neighborhood Development | 40,315 | 113,755 |
| 3 | 0 | 0 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 0 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 0 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 0 | Information Control Analyst | 10.00 Hr. | 20.13 Hr. |
| 1 | 1 | 0 | Construction Technician | 12.02 Hr. | 22.20 Hr. |
| 1 | 0 | 0 | Redevelopment Coordinator | 10.00 Hr. | 26.07 Hr. |
| 1 | 0 | 0 | Administrative Manager | 27,194 | 86,765 |
| 2 | 1 | 0 | Development Officer | 10.00 Hr. | 26.06 Hr. |
| 1 | 1 | 0 | Redevelopment Advisor | 10.00 Hr. | 23.40 Hr. |
| 8 | 4 | 0 | | | |
| 12 | 5 | 0 | TOTAL FULL TIME | | |
| 1 | 1 | 0 | TOTAL PART TIME | | |
| 13 | 6 | 0 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF REAL ESTATE

JOSEPH SIDOTI, COMMISSIONER

In reference to ordinance 1117-06, the Division of Neighborhood Development has been replaced by the Division of Real Estate.

The Division of Neighborhood Development administers City programs intended to encourage the development or improvement of residential and commercial property in Cleveland's neighborhoods, manages public acquisition of real estate to be used in furtherance of the City's neighborhood development activities, manages and proposes allocation of the City's capital resources to provide incentives for private investment in residential and commercial development within the City, plans and implements City programs intended to foster the construction of safe, high-quality market rate and affordable housing for low income residents, and shall perform such other duties as may from time-to-time be required by ordinance or by the Director of Community Development.

Mission Statement

To promote the revitalization of neighborhoods through planning, program and project development in conjunction with neighborhood-based organizations in the areas of housing and local commercial retail activities, public right-of-way and public facilities improvements, and other related community development activities.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-------------|--------|----|---------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Real Estate | \$ - | | | \$ 925 | 10 | 1 | \$ 1,020 | 12 | 1 |
| | <u>\$ -</u> | | | <u>\$ 925</u> | <u>10</u> | <u>1</u> | <u>\$ 1,020</u> | <u>12</u> | <u>1</u> |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ - | | | \$ 479 | | | \$ 404 | | |
| | <u>\$ -</u> | | | <u>\$ 479</u> | | | <u>\$ 404</u> | | |
| Community Development Block Grant | \$ - | | | \$ 446 | 10 | 1 | \$ 616 | 12 | 1 |
| | <u>\$ -</u> | | | <u>\$ 925</u> | <u>10</u> | <u>1</u> | <u>\$ 1,020</u> | <u>12</u> | <u>1</u> |

*Funding sources include General Fund costs for four months, CDBG costs for eight months

DIVISION OF REAL ESTATE**PROGRAM NAME: REAL ESTATE (CITYWIDE AND CDBG FUNDED ACTIVITIES)**

OBJECTIVES: To implement CDBG Programs that pertain to acquisition, disposition and temporary reuse of real property including, but not limited to reuse of vacant tax delinquent land through the Land Re-utilization Program, land acquisition for public purpose, and acquisition/disposition for new construction or redevelopment. To administer federal, state, and local requirements relating to acquisition, disposition, and relocation and to conduct Community Development Plan administrative duties such as coordinating Slum and Blight Studies as required.

ACTIVITIES: Acquire, dispose and manage the Land Bank Property Inventory. Administer a land marketing program promoting the availability of city owned land for redevelopment. Serve as a source of public information and provide technical assistance to developers, neighborhood groups, and individuals; coordinate a comprehensive inventory system of properties under the Land Bank's control. Acquire and transfer real property as needed; observe applicable relocation requirements for any businesses, families or persons displaced by CDBG or Urban Renewal activities. Establish and maintain accurate ledgers on properties generating income to the department; review and monitor all lease agreements. Assist other Departments with property inquiries, acquisitions and dispositions. Undertake creation of Community Development Plans for various areas, as required, by coordinating necessary Slum/Blight Studies. Undertake Community Reinvestment Area Analysis/Designation as required. Administer the CRA residential tax abatement program.

PROGRAM NAME: COMMERCIAL REVITALIZATION

OBJECTIVES: To keep Cleveland's neighborhood retail districts strong, visually attractive, and economically competitive in a regional shopping market.

ACTIVITIES: The Storefront Renovation Program (SRP) provides financial and design assistance, in the form of rebates and low interest loans, to commercial property owners/business in targeted neighborhood retail areas who comprehensively rehabilitate their buildings' exterior surfaces and surrounding sites. These renovations are completed in accordance with design standards established by the program in "The Cleveland Storefront Renovation Program Design Manual." Applicants receive free design and technical assistance as provided by the City's SRP Design Specialists, along with programmatic and procedural assistance by the Community Development Corporations' SRP staff coordinators.

DIVISION OF REAL ESTATE**PROGRAM NAME: CARTOGRAPHY AND GRAPHICS**

OBJECTIVES: To provide Mapping Services and Graphics Support for the Division of Neighborhood Development, the Department of Community Development, other City Departments, the Mayor's Office, City Council, and Neighborhood Based Development Agencies. To provide mapping assistance to for-profit developers and local agencies for a fee.

ACTIVITIES: Create project and plan area maps for small area planning activities, proposed or potential development activities, and land assembly/inventory activities, as requested. Create graphic displays, charts, poster boards and other presentation projects, as requested. Maintain database maps of housing stock, code enforcement activities, structure conditions surveys, and land/parcel inventories. As part of the overall Geographic Information System (GIS) Project Team, create a digitized base map of the City's proposed Target Pilot Area; program and utilize the Target Pilot Area to test potential Community Development and City-wide development applications of the GIS.

PROGRAM NAME: HOUSING CONSTRUCTION

OBJECTIVES: To promote and facilitate new housing construction, building construction and substantial rehabilitation activities in the City of Cleveland. To serve as the primary contact within City Hall for all housing development citywide.

ACTIVITIES: Review and evaluate prospective redevelopment plans, Housing Trust Fund, NDIF, and Core City project proposals. Negotiate and coordinate preparation of contracts and monitor the construction of new housing and rehabilitation activities.

PROGRAM NAME: STOREFRONT RENOVATION PROGRAM

OBJECTIVES: To keep Cleveland's neighborhood retail districts strong, visually attractive and economically competitive in a regional shopping market.

ACTIVITIES: The storefront Renovation Program (SRP) provides financial and design assistance, in the form of rebates and low interest loans, to commercial property owners/businesses in targeted neighborhood retail areas who comprehensively rehabilitate their buildings' exterior surfaces and surrounding sites. These renovations are completed in accordance with federal design standards established by the program in "The Cleveland Storefront Renovation Program Design Manual." Applicants receive free design and technical assistance as provided by the City's SRP design specialists, along with programmatic and procedural assistance by the community development corporations' SRP staff coordinators.

DIVISION OF REAL ESTATE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|----------------|----------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ - | \$ - | \$ 39,739 | \$ 149,000 |
| PART-TIME PERMANENT | - | - | 3,484 | - |
| LONGEVITY | - | - | 1,225 | 5,950 |
| TOTAL | \$ - | \$ - | \$ 44,449 | \$ 154,950 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ - | \$ - | \$ 1,425 | \$ 33,000 |
| DENTAL | - | - | 75 | 1,700 |
| VISION CARE | - | - | 22 | 250 |
| PERS | - | - | 3,250 | 24,500 |
| FICA-MEDICARE | - | - | 201 | 2,300 |
| WORKERS COMPENSATION | - | - | 3,865 | 2,000 |
| LIFE INSURANCE | - | - | 15 | 150 |
| TOTAL | \$ - | \$ - | \$ 8,854 | \$ 63,900 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ 14,875 | \$ 8,000 |
| APPRAISAL FEES | - | - | 22,040 | 22,000 |
| TAXES | - | - | 117,675 | 155,000 |
| OTHER CONTRACTUAL | - | - | 3,599 | - |
| TOTAL | \$ - | \$ - | \$ 158,189 | \$ 185,000 |
| TOTAL DIVISION | \$ - | \$ - | \$ 211,492 | \$ 403,850 |



DIVISION OF REAL ESTATE

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|----------------------------|----------------|-----------------------------------|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 0 | 1 | Asst. Commissioner of Real Estate | 26,274 | 86,765 |
| 1 | 1 | 1 | Commissioner of Real Estate | 40,315 | 118,351 |
| 3 | 2 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 0 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 0 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 0 | 1 | Information Control Analyst | 10.00 Hr. | 20.13 Hr. |
| 1 | 0 | 1 | Construction Technician | 12.02 Hr. | 22.20 Hr. |
| 1 | 0 | 1 | Redevelopment Coordinator | 10.00 Hr. | 26.07 Hr. |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 2 | 0 | 1 | Development Officer | 10.00 Hr. | 26.06 Hr. |
| 1 | 0 | 1 | Redevelopment Advisor | 10.00 Hr. | 23.40 Hr. |
| 8 | 2 | 7 | | | |
| 12 | 4 | 11 | TOTAL FULL TIME | | |
| 1 | 0 | 1 | TOTAL PART TIME | | |
| 13 | 4 | 12 | TOTAL GENERAL FUND | | |
| 0 | 0 | 1 | TOTAL GRANT POSITIONS | | |
| 13 | 4 | 13 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DEPARTMENT OF BUILDING AND HOUSING

EDWARD W. RYBKA, DIRECTOR

This Department was established to administer and enforce the provisions of the Cleveland Building, Housing and Zoning Codes plus the National Electrical Code and the Ohio Building, Mechanical, Plumbing and Elevator Codes. The Department has two primary functions - Plan Examination and Code Enforcement and is divided into two divisions, Construction Permitting and Code Enforcement, and the Director's Office. The Department registers building contractors, issues permits, inspects all new construction and major rehabilitation, engages in a systematic and complaint-driven code enforcement program for existing properties and provides nuisance abatement to unsafe and/or condemned properties.

Mission Statement

To contribute to Cleveland's urban renaissance by preserving and strengthening neighborhoods through ambitious code enforcement and knowledgeable and customer-friendly permit processing.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|------------------|------------|----|------------------|------------|----|------------------|------------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Code Enforcement | \$ 7,223 | 111 | | \$ 6,873 | 96 | | \$ 6,867 | 100 | |
| Director's Office | 2,144 | 29 | | 2,299 | 27 | | 1,849 | 22 | |
| Construction Permitting | 1,540 | 23 | | 1,624 | 23 | | 1,651 | 23 | |
| | \$ 10,907 | 163 | | \$ 10,796 | 146 | | \$ 10,367 | 145 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Self Generated* | \$ 10,488 | | | \$ 10,377 | | | \$ 9,948 | | |
| | \$ 10,488 | 155 | | \$ 10,377 | 138 | | \$ 9,948 | 137 | |
| Community Development Block Grant | \$ 419 | 8 | | \$ 419 | 8 | | \$ 419 | 8 | |
| | \$ 10,907 | 163 | | \$ 10,796 | 146 | | \$ 10,367 | 145 | |

*Revenues generated exceeded expenditures
See divisions revenue summary for total estimated receipts



**DEPARTMENT OF BUILDING AND HOUSING
DIRECTOR'S OFFICE**

PROGRAM NAME: DIRECTOR'S OFFICE

OBJECTIVES: To provide supervision and management assistance to the Code Enforcement and Permit Sections.

ACTIVITIES: Monitor Department expenditures and revenues and other accounting activities. Maintain records and provide information services. Perform personnel and labor relations functions. Monitor nuisance abatement activities. Oversee and coordinate activities of state-certified staff in both divisions in accordance with State requirements.

**OPERATING SUMMARY
(000'S OMITTED)**

| FUNDING SOURCE: | 2007 | | 2008 | | | 2009 | | |
|-----------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | COST | STAFF | COST | STAFF | | |
| | FT | PT | FT | PT | FT | PT | | |
| General Fund: | | | | | | | | |
| Self Generated | \$ 2,144 | 29 | \$ 2,299 | 27 | \$ 1,849 | 22 | | |
| | <u>\$ 2,144</u> | <u>29</u> | <u>\$ 2,299</u> | <u>27</u> | <u>\$ 1,849</u> | <u>22</u> | | |

DEPARTMENT OF BUILDING AND HOUSING

DIRECTOR'S OFFICE

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,143,688 | \$ 1,259,757 | \$ 1,361,354 | \$ 1,080,231 |
| LONGEVITY | 12,050 | 10,975 | 11,150 | 11,400 |
| SEPARATION PAYMENTS | 7,888 | - | 2,495 | 15,000 |
| OVERTIME | 127 | - | 1 | - |
| TOTAL | \$ 1,163,753 | \$ 1,270,732 | \$ 1,375,000 | \$ 1,106,631 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 179,774 | \$ 194,551 | \$ 216,273 | \$ 187,449 |
| DENTAL | 12,368 | 11,424 | 11,918 | 11,089 |
| VISION CARE | 1,635 | 1,574 | 1,693 | 1,502 |
| PERS | 164,398 | 172,823 | 191,944 | 164,584 |
| FICA-MEDICARE | 10,920 | 12,205 | 13,206 | 10,397 |
| WORKERS COMPENSATION | 2,813 | 28,430 | 39,283 | 38,817 |
| LIFE INSURANCE | 1,181 | 1,166 | 1,279 | 990 |
| UNEMPLOYMENT COMPENSATION | 8,096 | - | - | - |
| TOTAL | \$ 381,185 | \$ 422,173 | \$ 475,596 | \$ 414,828 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 1,645 | \$ 2,215 | \$ 13 | \$ 1,314 |
| TUITION & REGISTRATION FEES | - | - | 180 | 235 |
| OTHER TRAINING SUPPLIES | 111 | - | 171 | 170 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | - | 132 | 135 |
| PROFESSIONAL DUES | 2,905 | 3,320 | 3,580 | 3,600 |
| TOTAL | \$ 4,661 | \$ 5,535 | \$ 4,076 | \$ 5,454 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 58,650 | \$ 50,000 | \$ 50,000 | \$ - |
| TRAVEL - NON-TRAINING | - | - | 519 | - |
| MILEAGE (PRIV AUTO) | - | 522 | 5,699 | 500 |
| MEDICAL SERVICES | 42 | - | - | - |
| PARKING IN CITY FACILITIES | 3,205 | 3,945 | 4,451 | 4,000 |
| PHOTOCOPY MACHINE RENTAL | 808 | - | - | - |
| OTHER CONTRACTUAL | 3,980 | 48,425 | 50,000 | 20,000 |
| CREDIT CARD PROCEESSING FEES | 13,572 | 19,380 | 46,814 | 47,000 |
| TOTAL | \$ 80,257 | \$ 122,272 | \$ 157,483 | \$ 71,500 |

DEPARTMENT OF BUILDING AND HOUSING

DIRECTOR'S OFFICE

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 226 | \$ 214 | \$ 676 | \$ 200 |
| COMPUTER SUPPLIES | 150 | 7,762 | 6,325 | 6,300 |
| COMPUTER HARDWARE | 1,237 | 4,431 | 354 | - |
| SMALL EQUIPMENT | 1,920 | - | - | - |
| OFFICE FURNITURE & EQUIPMENT | 1,142 | 363 | - | - |
| FUEL | - | - | 5 | - |
| PHOTOGRAPHIC SUPPLIES | 40 | 316 | - | - |
| OTHER SUPPLIES | 256 | 258 | 635 | - |
| BATTERIES | 119 | - | - | - |
| JUST IN TIME OFFICE SUPPLIES | 10,002 | 10,245 | 7,417 | 9,133 |
| TOTAL | \$ 15,092 | \$ 23,589 | \$ 15,412 | \$ 15,633 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 990 | \$ 2,788 | \$ - | \$ - |
| MAINTENANCE CONTRACTS | 18,005 | 7,599 | 4,654 | 9,615 |
| COMPUTER HARDWARE MAINT | - | 2,950 | 2,950 | 3,000 |
| COMPUTER SOFTWARE MAINT | 23,627 | 1,500 | - | 4,000 |
| TOTAL | \$ 42,622 | \$ 14,837 | \$ 7,604 | \$ 16,615 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGEMENTS, DAMAGES, & CLAIMS | \$ - | \$ 3,500 | \$ 5,768 | \$ - |
| TOTAL | \$ - | \$ 3,500 | \$ 5,768 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 98,097 | \$ 52,373 | \$ 63,968 | \$ 63,435 |
| CHARGES FROM RADIO SYSTEM | 1,720 | 1,714 | 1,723 | 1,666 |
| CHARGES FROM PRINTING | 66,771 | 59,771 | 55,017 | 65,000 |
| CHARGES FROM STOREROOM | 57,905 | 103,999 | 112,355 | 66,887 |
| CHARGES FROM MOTOR VEHICLES | 30,286 | 33,910 | 25,225 | 21,770 |
| CHARGES FROM WATER- GIS PROJ | 26,848 | 29,713 | - | - |
| TOTAL | \$ 281,627 | \$ 281,481 | \$ 258,288 | \$ 218,758 |
| TOTAL DIVISION | \$ 1,969,197 | \$ 2,144,117 | \$ 2,299,227 | \$ 1,849,419 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| LICENSES & PERMITS | \$ 10,765,932 | \$ 10,548,509 | \$ 10,744,159 | \$ 10,205,100 |
| SALES & CHARGES FOR SERVICES | (8,222) | (60,591) | 577 | - |
| MISCELLANEOUS REVENUE | 51,802 | 40,209 | 52,620 | 30,000 |
| EXPENDITURE RECOVERIES | 783 | 646 | 201 | - |
| TOTAL DIVISION | \$ 10,810,295 | \$ 10,528,773 | \$ 10,797,557 | \$ 10,235,100 |

DEPARTMENT OF BUILDING AND HOUSING
DIRECTOR'S OFFICE
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|-------------------------------------|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 2 | 2 | 2 | Administrator, Assistant | 20,800 | 62,253 |
| 1 | 1 | 1 | Director, Building & Housing | 50,796 | 171,582 |
| 1 | 1 | 1 | Secretary to the Director | 36,590 | 138,195 |
| 1 | 1 | 1 | Deputy Director, Building & Housing | 36,590 | 133,845 |
| 5 | 5 | 5 | | | |
| OFFICE & CLERICAL | | | | | |
| 0 | 1 | 1 | Cashier, Principal | 10.00 Hr. | 22.60 Hr. |
| 2 | 2 | 2 | Cashier, Senior | 10.00 Hr. | 19.23 Hr. |
| 2 | 2 | 2 | Clerk, Principal | 11.93 Hr. | 19.13 Hr. |
| 7 | 4 | 4 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 1 | 0 | 0 | Messenger | 10.00 Hr. | 14.51 Hr. |
| 1 | 1 | 0 | Legal Secretary | 20,800 | 44,579 |
| 13 | 10 | 9 | | | |
| PROFESSIONALS | | | | | |
| 6 | 5 | 5 | Administrative Officer | 20,800 | 51,437 |
| 1 | 0 | 0 | Analyst, Data Base | 30,215 | 86,559 |
| 1 | 0 | 0 | Analyst, Budget & Management | 20,800 | 54,164 |
| 1 | 1 | 1 | Analyst, Senior Budget & Management | 26,274 | 75,986 |
| 4 | 4 | 0 | Assistant Director of Law I | 26,250 | 78,013 |
| 1 | 1 | 1 | Supervisor Data Processing | 20,800 | 58,396 |
| 14 | 11 | 7 | | | |
| TECHNICIAN | | | | | |
| 1 | 1 | 1 | Inspector, Housing | 14.60 Hr. | 19.35 Hr. |
| 1 | 1 | 1 | | | |
| 33 | 27 | 22 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

**DEPARTMENT OF BUILDING AND HOUSING
CODE ENFORCEMENT**

TYRONE JOHNSON, COMMISSIONER

PROGRAM NAME: DIVISION OF CODE ENFORCEMENT

OBJECTIVES: To inspect structures for the purpose of enforcing the City of Cleveland Building, Housing and Zoning Codes and the Ohio Building Code and referenced standards. Maintain uniform standards and requirements of residential, commercial, and industrial buildings.

ACTIVITIES: Cite, condemn board up and secure, abate, or demolish those structures not in compliance with these Codes, which constitute a nuisance and/or a hazard to the general public. Prosecute code enforcement cases and represent the City in all civil matters.

**OPERATING SUMMARY
(000'S OMITTED)**

| FUNDING SOURCE: | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-------------|----|-----------------|-------------|----|-----------------|-------------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| General Fund: | | | | | | | | | |
| Self Generated* | \$ 6,804 | 103 | | \$ 6,454 | 88 | | \$ 6,448 | 92 | |
| | \$ 6,804 | 103 | | \$ 6,454 | 88 | | \$ 6,448 | 92 | |
| Community Development Block Grant | \$ 419 | 8 | | \$ 419 | 8 | | \$ 419 | 8 | |
| | \$ 7,223 | 111 | | \$ 6,873 | 96 | | \$ 6,867 | 100 | |

DEPARTMENT OF BUILDING AND HOUSING

CODE ENFORCEMENT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 4,468,854 | \$ 4,521,933 | \$ 4,303,925 | \$ 4,328,264 |
| INJURY PAY | - | 270 | 5,912 | - |
| LONGEVITY | 56,500 | 53,025 | 52,125 | 49,225 |
| SEPARATION PAYMENTS | 48,112 | 26,767 | 46,828 | 22,000 |
| BONUS INCENTIVE | 3,900 | 4,500 | 3,300 | - |
| OVERTIME | 13,870 | 10,369 | 10,474 | 11,000 |
| TOTAL | \$ 4,591,236 | \$ 4,616,863 | \$ 4,422,564 | \$ 4,410,489 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 851,094 | \$ 937,996 | \$ 870,197 | \$ 824,516 |
| DENTAL | 56,033 | 55,860 | 49,160 | 37,608 |
| VISION CARE | 8,137 | 8,304 | 7,572 | 7,566 |
| PERS | 685,257 | 694,115 | 674,844 | 661,649 |
| FICA-MEDICARE | 53,581 | 55,892 | 55,329 | 54,929 |
| WORKERS COMPENSATION | 38,418 | 224,959 | 163,138 | 204,774 |
| LIFE INSURANCE | 5,093 | 5,104 | 4,643 | 4,500 |
| UNEMPLOYMENT COMPENSATION | - | 9,466 | 6,576 | 5,642 |
| CLOTHING ALLOWANCE | 4,981 | 14,000 | 12,000 | 17,600 |
| CLOTHING MAINTENANCE | 5,400 | - | 1,500 | - |
| AUTOMOBILE MAINT. ALLOWANCE | - | 5,400 | 6,000 | - |
| TOTAL | \$ 1,707,994 | \$ 2,011,096 | \$ 1,850,959 | \$ 1,818,784 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ - | \$ 7 | \$ 490 |
| TUITION & REGISTRATION FEES | 4,430 | 2,390 | 1,615 | 4,040 |
| OTHER TRAINING SUPPLIES | 4,623 | 2,945 | 3,734 | 3,847 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 1,112 | 971 | 816 | 966 |
| PROFESSIONAL DUES | 3,567 | 6,916 | 2,320 | 3,090 |
| TOTAL | \$ 13,732 | \$ 13,222 | \$ 8,492 | \$ 12,433 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 12,070 | \$ 3,650 | \$ 16,717 | \$ 12,949 |
| COURT REPORTER | - | 197 | - | - |
| TRAVEL - NON-TRAINING | 5,982 | 6,282 | 5,502 | 4,830 |
| MILEAGE (PRIVATE AUTO) | 107,744 | 96,307 | 116,356 | 152,000 |
| MEDICAL SERVICES | 70 | - | - | - |
| PARKING IN CITY FACILITIES | 17,857 | 18,480 | 14,190 | 14,007 |
| PHOTOCOPY MACHINE RENTAL | 680 | - | - | - |
| OTHER CONTRACTUAL | 2,850 | - | - | 4,500 |
| TOTAL | \$ 147,253 | \$ 124,916 | \$ 152,765 | \$ 188,286 |

DEPARTMENT OF BUILDING AND HOUSING
CODE ENFORCEMENT

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 154 | \$ - | \$ 100 |
| COMPUTER SUPPLIES | 6,345 | 7,684 | 3,635 | 2,395 |
| COMPUTER HARDWARE | - | 600 | - | - |
| FUEL | 18 | - | - | - |
| CLOTHING | - | - | 1,150 | - |
| HARDWARE & SMALL TOOLS | - | 2,726 | - | - |
| BOILERS, HEATERS & COOL EQUIP. | - | 3,252 | 135 | - |
| OFFICE FURNITURE & EQUIPMENT | 2,224 | 1,700 | 414 | - |
| PHOTOGRAPHIC SUPPLIES | 7,072 | 4,487 | - | - |
| OTHER SUPPLIES | 460 | 747 | 1,324 | - |
| ANTI-FREEZE | 7 | - | - | - |
| BATTERIES | - | 227 | 237 | - |
| JUST IN TIME OFFICE SUPPLIES | 17,923 | 15,579 | 12,321 | 15,000 |
| TOTAL | \$ 34,049 | \$ 37,157 | \$ 19,216 | \$ 17,495 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 65 | \$ - | \$ - | \$ - |
| CAR WASHES | 500 | - | 500 | 500 |
| TOTAL | \$ 565 | \$ - | \$ 500 | \$ 500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 1,484 | \$ 291 | \$ - | \$ - |
| TOTAL | \$ 1,484 | \$ 291 | \$ - | \$ - |
| TOTAL DIVISION | \$ 6,496,313 | \$ 6,803,545 | \$ 6,454,496 | \$ 6,447,987 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|-----------------|-------------------|----------------|
| MISCELLANEOUS REVENUES | \$ - | \$ 1,140 | \$ 780 | \$ - |
| EXPENDITURE RECOVERIES | - | 37 | 1 | - |
| TOTAL DIVISION | \$ - | \$ 1,177 | \$ 781 | \$ - |

**DEPARTMENT OF BUILDING AND HOUSING
CODE ENFORCEMENT
COMPARISON OF STAFFING**

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|---|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Bureau Manager - Building | 26,797 | 79,760 |
| 1 | 1 | 1 | Bureau Manager - Demolition | 26,797 | 79,760 |
| 1 | 1 | 1 | Commissioner, Code Enforcement | 42,758 | 133,845 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 11 | 10 | 10 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 11 | 10 | 10 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Administrative Officer | 20,800 | 51,437 |
| 2 | 1 | 1 | Assistant Chief Building Inspector | 20,800 | 57,029 |
| 6 | 6 | 6 | Chief Building Inspector | 20,800 | 61,781 |
| 1 | 1 | 1 | Inspector, Chief Electrical | 20,800 | 58,396 |
| 1 | 1 | 1 | Inspector, Chief Elevator | 20,800 | 58,396 |
| 1 | 1 | 1 | Inspector, Chief Heating | 20,800 | 59,485 |
| 1 | 1 | 1 | Inspector, Chief Housing | 20,800 | 60,439 |
| 1 | 1 | 1 | Inspector, Chief Plumbing | 20,800 | 58,396 |
| 1 | 0 | 0 | Project Director | 22,333 | 77,944 |
| 15 | 12 | 12 | | | |
| TECHNICIAN | | | | | |
| 4 | 1 | 1 | C.D. Code Enforce. Inspector III | 15.70 Hr. | 26.07 Hr. |
| 3 | 5 | 5 | C.D. Code Enforce. Inspector II | 14.89 Hr. | 24.74 Hr. |
| 12 | 8 | 7 | C.D. Code Enforce. Inspector I | 14.08 Hr. | 23.41 Hr. |
| 1 | 2 | 3 | C.D. Code Enforce. Inspector Trainee | 10.00 Hr. | 19.35 Hr. |
| 2 | 0 | 0 | C.D. Code Enforce. Inspector/Electric I | 14.83 Hr. | 23.41 Hr. |
| 2 | 3 | 3 | C.D. Code Enforce. Inspector/Electric II | 15.66 Hr. | 27.74 Hr. |
| 3 | 3 | 3 | C.D. Code Enforce. Inspector/Electric III | 16.49 Hr. | 26.07 Hr. |
| 1 | 0 | 1 | C.D. Code Enforce. Inspector/Heating I | 14.08 Hr. | 23.41 Hr. |
| 3 | 1 | 1 | C.D. Code Enforce. Inspector/Heating II | 14.89 Hr. | 24.74 Hr. |
| 1 | 2 | 3 | C.D. Code Enforce. Inspector/Heating III | 15.70 Hr. | 26.07 Hr. |
| 1 | 2 | 2 | C.D. Code Enforce. Inspector/Plumbing I | 14.83 Hr. | 23.41 Hr. |
| 1 | 1 | 1 | C.D. Code Enforce. Inspector/Plumbing II | 15.66 Hr. | 24.74 Hr. |
| 1 | 1 | 1 | C.D. Code Enforce. Inspector/Plumbing III | 16.49 Hr. | 26.07 Hr. |
| 5 | 5 | 5 | Inspector, Elevator | 14.23 Hr. | 23.53 Hr. |
| 44 | 36 | 38 | Inspector, Housing | 14.60 Hr. | 19.35 Hr. |
| 1 | 1 | 1 | Site Inspector | 10.00 Hr. | 22.20 Hr. |
| 85 | 71 | 75 | | | |
| 114 | 96 | 100 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DEPARTMENT OF BUILDING AND HOUSING
CONSTRUCTION PERMITTING
TIMOTHY R. WOLOSZ, COMMISSIONER

PROGRAM NAME: CONSTRUCTION PERMITTING

OBJECTIVES: To insure that standards are met that involve the construction, alterations, and repairs of residential, commercial, and industrial buildings. Administer contractor's registrations.

ACTIVITIES: Update procedures for plan examinations and permit issuances. Review and process permit applications and plan reviews in accordance with City and State standards.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|--|-----------------|-----------|--|-----------------|-----------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Self Generated* | \$ 1,540 | 23 | | \$ 1,624 | 23 | | \$ 1,651 | 23 | |
| | \$ 1,540 | 23 | | \$ 1,624 | 23 | | \$ 1,651 | 23 | |

DEPARTMENT OF BUILDING AND HOUSING
CONSTRUCTION PERMITTING

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,115,496 | \$ 1,115,864 | \$ 1,178,502 | \$ 1,183,529 |
| LONGEVITY | 11,700 | 11,225 | 12,100 | 12,800 |
| SEPARATION PAYMENTS | 425 | - | - | 3,000 |
| BONUS INCENTIVE | - | - | 600 | - |
| TOTAL | \$ 1,127,621 | \$ 1,127,089 | \$ 1,191,202 | \$ 1,199,329 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 178,596 | \$ 188,998 | \$ 190,844 | \$ 200,778 |
| DENTAL | 11,578 | 11,061 | 10,570 | 11,030 |
| VISION CARE | 1,595 | 1,480 | 1,467 | 1,623 |
| PERS | 152,614 | 155,848 | 166,279 | 180,370 |
| FICA-MEDICARE | 9,116 | 9,567 | 10,150 | 10,364 |
| WORKERS COMPENSATION | 2,200 | 23,171 | 30,023 | 25,969 |
| LIFE INSURANCE | 1,061 | 1,013 | 1,035 | 1,035 |
| TOTAL | \$ 356,760 | \$ 391,138 | \$ 410,368 | \$ 431,169 |
| TRAINING AND DUES | | | | |
| TUITION & REGISTRATION FEES | \$ 250 | \$ 970 | \$ 250 | \$ 250 |
| OTHER TRAINING SUPPLIES | - | 1,762 | 220 | 2,750 |
| MILEAGE (PRIV AUTO)TRNG PRPS | 117 | 86 | 20 | - |
| PROFESSIONAL DUES | 811 | 800 | 582 | 600 |
| TOTAL | \$ 1,178 | \$ 3,618 | \$ 1,072 | \$ 3,600 |
| CONTRACTUAL SERVICES | | | | |
| TRAVEL - NON-TRAINING | \$ - | \$ - | \$ 100 | \$ - |
| MILEAGE (PRIVATE AUTO) | - | - | 7,887 | - |
| ADVERTISING AND PUBLIC NOTICE | - | 65 | - | - |
| OTHER CONTRACTUAL | 9,198 | 11,419 | 9,358 | 11,250 |
| TOTAL | \$ 9,198 | \$ 11,484 | \$ 17,345 | \$ 11,250 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 239 | \$ 290 | \$ - | \$ 500 |
| COMPUTER SUPPLIES | 242 | - | - | 500 |
| OFFICE FURNITURE & EQUIPMENT | 531 | - | - | - |
| OTHER SUPPLIES | - | 520 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 3,903 | 5,365 | 4,378 | 4,850 |
| TOTAL | \$ 4,915 | \$ 6,176 | \$ 4,378 | \$ 5,850 |
| TOTAL DIVISION | \$ 1,499,672 | \$ 1,539,504 | \$ 1,624,365 | \$ 1,651,198 |

**DEPARTMENT OF BUILDING AND HOUSING
CONSTRUCTION PERMITTING**

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|----------------|-------------------|----------------|
| EXPENDITURE RECOVERIES | \$ - | \$ 19 | \$ - | \$ - |
| TOTAL DIVISION | \$ - | \$ 19 | \$ - | \$ - |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrator, Assistant | 20,800 | 62,253 |
| 1 | 1 | 1 | Commissioner, Construction Permitting | 42,758 | 133,845 |
| 1 | 1 | 1 | Assistant Commissioner of Construction Permitting | 26,274 | 86,765 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 6 | 5 | 5 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Stenographer III | 10.00 Hr. | 17.54 Hr. |
| 7 | 6 | 6 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 2 | Architect, Chief | 23,647 | 98,838 |
| 1 | 1 | 1 | Civil Engineer, Chief | 23,647 | 82,125 |
| 1 | 1 | 1 | Engineer, Chief Mechanical | 23,647 | 82,125 |
| 1 | 1 | 1 | Engineer, Consulting | 36,000 | 92,225 |
| 1 | 1 | 1 | Engineer, Electrical | 10.00 Hr. | 29.08 Hr. |
| 3 | 3 | 3 | Examiner, Plan | 10.00 Hr. | 25.09 Hr. |
| 4 | 4 | 4 | Examiner, Plan Asst. | 13.42 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 14 | 14 | 14 | | | |
| 24 | 23 | 23 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

BOARD OF BUILDING STANDARDS AND APPEALS

The five member Board meets bi-weekly to hear appeals and product approvals in the areas of Building, Housing, Fire Prevention, Air Pollution and Ohio Building Code violations.

Mission Statement

To maintain and ensure high quality and safe standards in building construction by enforcing the Ohio Building Code, the Cleveland Building, Housing, Fire Prevention and Air Pollution Codes.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------------|--------------|----------|----------|---------------|----------|----------|---------------|----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Board Meetings: | | | | | | | | | |
| Appeal Review | \$ 13 | | | \$ 13 | | | \$ 13 | | |
| O.B.B.C. Review | 13 | | 5 | 13 | | 5 | 13 | | 5 |
| Cleveland Bldg. & Rehab Codes | 13 | | | 13 | | | 13 | | |
| Record Maintenance | 60 | 1 | | 62 | 1 | | 82 | 1 | |
| | \$ 99 | 1 | 5 | \$ 101 | 1 | 5 | \$ 121 | 1 | 5 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 82 | | | \$ 86 | | | \$ 106 | | |
| Self-Generated | 17 | | | 15 | | | 15 | | |
| | \$ 99 | 1 | 5 | \$ 101 | 1 | 5 | \$ 121 | 1 | 5 |

BOARD OF BUILDING STANDARDS AND APPEALS**PROGRAM NAME: PERMITS AND CASES**

OBJECTIVES: To fairly and objectively hear and decide on cases involving the issuance of violation notices, condemnation orders, adjudication orders, notices of nonconformance and similar administrative actions issued against City codes.

ACTIVITIES: To conduct bi-weekly meetings, hear testimony by applications, City officials and members of the public regarding the appeal of administrative action, interpret the relevant codes, and adjudicate each case before the Board.

PROGRAM NAME: OHIO BASIC BUILDING CODE REVIEW

OBJECTIVES: To fairly and objectively hear and decide cases involving the Ohio Building Code.

ACTIVITIES: To hear testimony, interpret the OBC, and adjudicate each case before the Board at its bi-weekly meetings.

PROGRAM NAME: APPEALS REVIEW

OBJECTIVES: To maintain high standards of Code interpretation and administration of the City's Building, Housing, Fire Prevention and Air Pollution Codes.

ACTIVITIES: To conduct bi-weekly interdepartmental staff review of all Code related cases, meet with applicants and affected City officials, and recommend actions to the Board.

PROGRAM NAME: RECORD MAINTENANCE

OBJECTIVES: To maintain detailed records of Proceedings of the Board of Building Standards and Building Appeals as required by Charter and laws of the State of Ohio.

ACTIVITIES: To maintain minutes and case files for all appeals and to commence conversion of records to digital format.

BOARD OF BUILDING STANDARDS AND APPEALS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|------------------|------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 42,169 | \$ 42,527 | \$ 44,609 | \$ 44,262 |
| BOARD MEMBERS | 34,265 | 34,995 | 33,410 | 38,779 |
| LONGEVITY | 575 | 575 | 700 | 700 |
| TOTAL | \$ 77,009 | \$ 78,097 | \$ 78,719 | \$ 83,741 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ - | \$ - | \$ - | 12,434 |
| DENTAL | - | - | - | 664 |
| VISION | - | - | - | 54 |
| PERS | 10,538 | 10,084 | 11,330 | 12,626 |
| FICA-MEDICARE | 1,117 | 1,133 | 1,142 | 1,204 |
| WORKERS COMPENSATION | 149 | 1,582 | 2,080 | 1,716 |
| LIFE INSURANCE | 45 | 45 | 45 | 45 |
| TOTAL | \$ 11,849 | \$ 12,844 | \$ 14,597 | \$ 28,743 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ - | \$ - | \$ 149 | \$ 200 |
| TOTAL | \$ - | \$ - | \$ 149 | \$ 200 |
| CONTRACTUAL SERVICES | | | | |
| COURT REPORTER | \$ 3,505 | \$ 2,772 | \$ 2,931 | \$ 3,600 |
| PARKING IN CITY FACILITIES | 611 | 352 | 652 | 800 |
| PHOTOCOPY MACHINE RENTAL | 41 | 717 | - | - |
| TOTAL | \$ 4,157 | \$ 3,841 | \$ 3,583 | \$ 4,400 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 68 | \$ 350 |
| JUST IN TIME SUPPLIES | 200 | 470 | 206 | 200 |
| TOTAL | \$ 200 | \$ 470 | \$ 274 | \$ 550 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 74 | \$ 61 | \$ - | \$ 200 |
| MAINTENANCE CONTRACTS | - | - | - | 100 |
| TOTAL | \$ 74 | \$ 61 | \$ - | \$ 300 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 1,051 | \$ 316 | \$ 473 | \$ 529 |
| CHARGES FROM PRINTING | 1,963 | 1,772 | 2,548 | 1,800 |
| CHARGES FROM STOREROOM | 1,175 | 1,105 | 1,048 | 760 |
| TOTAL | \$ 4,189 | \$ 3,193 | \$ 4,069 | \$ 3,089 |
| TOTAL DIVISION | \$ 97,478 | \$ 98,506 | \$ 101,390 | \$ 121,023 |

BOARD OF BUILDING STANDARDS AND APPEALS

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|------------------|------------------|-------------------|------------------|
| SALES & CHARGES FOR SERVICES | \$ 13,980 | \$ 16,634 | \$ 15,359 | \$ 15,000 |
| TOTAL DIVISION | \$ 13,980 | \$ 16,634 | \$ 15,359 | \$ 15,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|---|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | PROFESSIONALS | | |
| 1 | 1 | 1 | Secretary, Board of Building Standards and Building Appeals | 23,647 | 80,370 |
| 1 | 1 | 1 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Board Chairman | 9,545 | 9,545 |
| 4 | 4 | 4 | Board Members | 7,300 | 7,592 |
| 5 | 5 | 5 | TOTAL BOARD MEMBERS | | |
| 6 | 6 | 6 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

BOARD OF ZONING APPEALS

The five-member Board hears and decides all appeals and zoning decisions made by City officials. The Board is empowered by the Charter to grant, refuse, or revoke the required permits issued by the Director of Building and Housing or any other administrative officer. The function of the staff is to prepare case data for hearing purposes and maintain city records of zoning variations granted.

Mission Statement

To interpret the City's Zoning Code and hear appeals from administrative actions and orders.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------------------|---------------|----------|----------|---------------|-----------|----------|---------------|----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Permits & Cases | \$ 41 | | 5 | \$ 41 | | 5 | \$ 41 | | 5 |
| Appeals Review & Records Maintenance | 156 | 2 | | 153 | 2 | | 158 | 2 | |
| | \$ 197 | 2 | 5 | \$ 194 | 2 | 5 | \$ 199 | 2 | 5 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 174 | | | \$ 173 | | | \$ 179 | | |
| Self-Generated | 23 | | | 21 | | | 20 | | |
| | \$ 197 | 2 | 5 | \$ 194 | 2 | 5 | \$ 199 | 2 | 5 |

PROGRAM NAME: PERMITS & CASES

OBJECTIVES: To fairly and objectively hear and decide on cases involving the interpretations of the City's Zoning Code and any appeal of an administrative action brought before it.

ACTIVITIES: To hear the testimony by applicants, City Officials and members of the public regarding the appeals of interpretations of the Zoning Code or any other administrative action and adjudicate each case.

PROGRAM NAME: APPEALS REVIEW AND RECORDS MAINTENANCE

OBJECTIVES: To maintain high standards of Code interpretations and administration of the City's Zoning Code and to maintain detailed records of the proceedings of the Board of Zoning Appeals as required by the Charter and the Laws of the State of Ohio.

ACTIVITIES: To conduct weekly inter-departmental staff review of all Code related cases, meet with applicants and affected City Officials, and recommend actions to the Board; to maintain minutes and case files for all appeals and to commence conversion of records to digital form.

BOARD OF ZONING APPEALS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT BOARD MEMBERS | \$ 94,710 | \$ 95,113 | \$ 99,940 | \$ 100,926 |
| LONGEVITY | 1,625 | 1,050 | 1,150 | 1,150 |
| SEPARATION PAYMENTS | 6,381 | - | - | - |
| TOTAL | \$ 144,020 | \$ 135,838 | \$ 140,765 | \$ 141,751 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 10,638 | \$ 14,552 | \$ 15,340 | \$ 16,631 |
| DENTAL | 660 | 851 | 849 | 906 |
| VISION | 110 | 132 | 133 | 139 |
| PERS | 19,378 | 18,715 | 18,096 | 21,372 |
| FICA-MEDICARE | 2,068 | 1,947 | 2,018 | 2,039 |
| WORKERS COMPENSATION | 330 | 2,959 | 3,618 | 3,069 |
| LIFE INSURANCE | 94 | 90 | 90 | 90 |
| TOTAL | \$ 33,277 | \$ 39,246 | \$ 40,144 | \$ 44,246 |
| TRAINING AND DUES | | | | |
| TUITION & REGISTRATION FEES | \$ 425 | \$ 300 | \$ 255 | \$ 510 |
| TOTAL | \$ 425 | \$ 300 | \$ 255 | \$ 510 |
| CONTRACTUAL SERVICES | | | | |
| COURT REPORTER | \$ 4,917 | \$ 6,200 | \$ 6,795 | \$ 6,000 |
| PARKING IN CITY FACILITIES | 3,018 | 2,955 | 2,208 | 2,625 |
| PHOTOCOPY MACHINE RENTAL | 60 | - | - | - |
| TOTAL | \$ 7,995 | \$ 9,155 | \$ 9,003 | \$ 8,625 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 18 | \$ 99 | \$ 117 | \$ 250 |
| JUST IN TIME SUPPLIES | 369 | 368 | 255 | 400 |
| TOTAL | \$ 387 | \$ 467 | \$ 372 | \$ 650 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| JUDGMENTS, DAMAGES, & CLAIMS | \$ - | \$ - | \$ 6 | \$ 25 |
| TOTAL | \$ - | \$ - | \$ 6 | \$ 25 |

BOARD OF ZONING APPEALS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 10,183 | \$ 61 | \$ 33 | 187 |
| CHARGES FROM PRINTING | 1,819 | 1,273 | 1,232 | 1,800 |
| CHARGES FROM STOREROOM | 1,387 | 1,617 | 2,029 | 1,564 |
| CHARGES FROM WATER- GIS PROJ | - | 9,429 | - | - |
| TOTAL | \$ 13,389 | \$ 12,380 | \$ 3,294 | \$ 3,551 |
| TOTAL DIVISION | \$ 199,493 | \$ 197,386 | \$ 193,839 | \$ 199,358 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|------------------|------------------|-------------------|------------------|
| SALES & CHARGES FOR SERVICES | \$ 25,091 | \$ 23,365 | \$ 20,708 | 20,000 |
| MISCELLANEOUS REVENUES | - | - | 128 | - |
| TOTAL DIVISION | \$ 25,091 | \$ 23,365 | \$ 20,836 | \$ 20,000 |

BOARD OF ZONING APPEALS

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 0 | 0 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 0 | 0 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Project Coordinator | 27,326 | 87,665 |
| 1 | 1 | 1 | | | |
| 3 | 2 | 2 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Board Chairman | 7,300 | 7,592 |
| 4 | 4 | 4 | Board Members | 6,800 | 7,820 |
| 5 | 5 | 5 | TOTAL PART TIME | | |
| 8 | 7 | 7 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

LANDMARKS COMMISSION

ROBERT KEISER, SECRETARY

The Landmarks Commission is an eleven-member board established in 1972 by City Council, establishing historic preservation as public policy. The Landmarks Commission recommends buildings, sites or districts of historical or architectural significance that are eligible for local designation as landmarks. The Landmarks Commission reviews exterior changes to individual landmarks and to properties within historic districts. The Commission conducts an ongoing survey of historic buildings and sites for Landmark and National Register designation. The Landmarks Commission is a Certified Local Government, acting in cooperation with the State Historic Preservation Office and the National Park Service on issues regarding National Register listing and cases involving Section 106 environmental reviews.

Mission Statement

Identify architecturally and historically significant buildings, sites and districts as local landmarks. Protect those landmarks from demolition and inappropriate alterations. Work with local neighborhoods, city departments, city council and the administration on historic preservation issues.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----------|---------------|----------|----------|---------------|----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Survey | \$ 35 | | | \$ 33 | | | \$ 35 | | |
| Design Review | 102 | 2 | | 95 | 2 | | 100 | 2 | |
| Administration | 45 | | 7 | 42 | | 7 | 43 | | 7 |
| Landmark Designation | 5 | | | 5 | | | 5 | | |
| | \$ 187 | 2 | 7 | \$ 175 | 2 | 7 | \$ 183 | 2 | 7 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 169 | | | \$ 164 | | | \$ 171 | | |
| Self-Generated | 18 | | | 11 | | | 12 | | |
| | \$ 187 | 2 | 7 | \$ 175 | 2 | 7 | \$ 183 | 2 | 7 |

LANDMARKS COMMISSION

PROGRAM NAME: PERMITS AND CASES

OBJECTIVES: Provide staff support to the Landmarks Commission and manage Commission records. Carry out the administrative procedures of the Landmarks Commission.

ACTIVITIES: Prepare Landmarks Commission agendas, minutes and maintain Commission case files. Meets with applicants about proposed changes to buildings that have been locally designated. Advise the Commission regarding design issues for Certificates of Appropriateness.

PROGRAM NAME: SURVEY

OBJECTIVES: Identify buildings, sites, and historic districts for the purpose of Cleveland Landmark and National Register designation.

ACTIVITIES: Conduct architectural surveys to assess the significance of historic buildings, sites and districts and promote historic significance of Cleveland neighborhoods.

PROGRAM NAME: DESIGN REVIEW

OBJECTIVES: Provide staff support to neighborhood - based design review committees.

ACTIVITIES: Prepare agendas and minutes of local design review committees. Prepare staff review of plans submitted to local design review committees. Provide training and staff support to design review committee.

LANDMARKS COMMISSION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 89,936 | \$ 90,698 | \$ 95,118 | \$ 94,362 |
| BOARD MEMBERS | 39,829 | 48,880 | 46,074 | 46,075 |
| LONGEVITY | 1,175 | 1,175 | 1,175 | 1,175 |
| TOTAL | \$ 130,939 | \$ 140,753 | \$ 142,367 | \$ 141,612 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 7,625 | \$ 8,645 | \$ 9,040 | \$ 9,708 |
| DENTAL | 444 | 452 | 452 | 483 |
| VISION | 98 | 102 | 103 | 170 |
| PERS | 17,596 | 19,175 | 14,971 | 21,351 |
| FICA-MEDICARE | 1,124 | 1,260 | 1,246 | 1,236 |
| WORKERS COMPENSATION | 244 | 3,389 | 3,749 | 3,112 |
| LIFE INSURANCE | 90 | 90 | 90 | 90 |
| TOTAL | \$ 27,222 | \$ 33,113 | \$ 29,653 | \$ 36,150 |
| TRAVEL AND DUES | | | | |
| PROFESSIONAL DUES | \$ 115 | \$ 115 | \$ 115 | \$ 300 |
| TOTAL | \$ 115 | \$ 115 | \$ 115 | \$ 300 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ - | \$ 500 |
| ADVERTISING AND PUBLIC NOTICE | 338 | 205 | 357 | 600 |
| PARKING IN CITY FACILITIES | 608 | 642 | 667 | 700 |
| TOTAL | \$ 986 | \$ 848 | \$ 1,024 | \$ 1,800 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 127 | \$ - |
| JUST IN TIME SUPPLIES | 334 | 369 | 96 | 500 |
| TOTAL | \$ 334 | \$ 369 | \$ 224 | \$ 500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 1,148 | \$ - | \$ 30 | \$ 1,070 |
| CHARGES FROM PRINTING | 885 | 1,290 | 892 | 1,300 |
| CHARGES FROM STOREROOM | 403 | 880 | 384 | 431 |
| CHARGES FROM WATER- GIS PROJ | 4,297 | 9,429 | - | - |
| TOTAL | \$ 6,733 | \$ 11,599 | \$ 1,306 | \$ 2,801 |
| TOTAL DIVISION | \$ 166,329 | \$ 186,796 | \$ 174,688 | \$ 183,163 |



LANDMARKS COMMISSION

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------|------------------|------------------|-------------------|------------------|
| LICENSES & PERMITS | \$ 13,977 | \$ 18,057 | \$ 10,400 | \$ 12,000 |
| MISCELLANEOUS | - | - | 126 | - |
| TOTAL DIVISION | \$ 13,977 | \$ 18,057 | \$ 10,526 | \$ 12,000 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|--------------------------------|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | PROFESSIONALS | | |
| 1 | 1 | 1 | City Planner | 30,000 | 58,940 |
| 1 | 1 | 1 | City Planner, Chief | 30,000 | 80,370 |
| 2 | 2 | 2 | | | |
| 2 | 2 | 2 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Chairman, Landmarks Commission | 7,075 | 7,075 |
| 6 | 6 | 6 | Board Members | 6,500 | 6,500 |
| 7 | 7 | 7 | TOTAL BOARD MEMBERS | | |
| 9 | 9 | 9 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

FAIR CAMPAIGN FINANCE COMMISSION

The three-member board is responsible for overseeing the financing of campaigns for Mayor and Cleveland City Council. The Fair Campaign Finance Commission was created following passage by Cleveland voters of the Charter amendment in the November 1994 general election.

Mission Statement

To oversee compliance with the City of Cleveland's Campaign finance laws. To review the Campaign finance reports filed by candidates to assure that relevant campaign contribution and spending limits are adhered to, monitor the timeliness of candidate filings of required reports, cite those in violation of the campaign finance laws, conduct public hearings of candidate appeals, and levy fines for unremediated violations. To provide information on the City's campaign finance laws, release to the public a list of all candidates who accept voluntary expenditure limitations, and maintain records of all declarations and reports filed by candidates.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|-------------|--------|-------------|-----------|-------------|------|--------|----|
| | COST | ACTUAL | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | STAFF | PT | | STAFF | PT |
| | FT | PT | FT | PT | FT | PT | PT | |
| PROGRAMS: | | | | | | | | |
| Information Services | \$ - | | \$ - | | \$ 3 | | | |
| | \$ - | | \$ - | | \$ 3 | | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ - | | \$ - | | \$ 3 | | | |
| | \$ - | | \$ - | | \$ 3 | | | |



FAIR CAMPAIGN FINANCE COMMISSION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|-----------------|----------------|-------------------|----------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 2,500 | \$ - | \$ - | 2,500 |
| TOTAL DIVISION | \$ 2,500 | \$ - | \$ - | 2,500 |



BOXING AND WRESTLING COMMISSION

ABDUL MUHAYMIN, CHAIRMAN

The commission approves and supervises all amateur boxing contests and professional wrestling exhibitions. Other commission duties include training and furnishing officials for all bouts, as well as overseeing tickets, receipts and fund disbursements.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-------------|--------|----------|-------------|-----------|----------|-------------|--------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Boxing | \$ 4 | | 2 | \$ 5 | | 2 | \$ 5 | | 2 |
| | <u>\$ 4</u> | | <u>2</u> | <u>\$ 5</u> | | <u>2</u> | <u>\$ 5</u> | | <u>2</u> |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 4 | | 2 | \$ 5 | | 2 | \$ 5 | | 2 |
| | <u>\$ 4</u> | | <u>2</u> | <u>\$ 5</u> | | <u>2</u> | <u>\$ 5</u> | | <u>2</u> |



BOXING AND WRESTLING COMMISSION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------|----------------|-----------------|-------------------|-----------------|
| SALARIES AND WAGES | | | | |
| BOARD MEMBERS | \$ - | \$ 3,683 | \$ 4,500 | \$ 4,500 |
| TOTAL | \$ - | \$ 3,683 | \$ 4,500 | \$ 4,500 |
| EMPLOYEE BENEFITS | | | | |
| PERS | \$ - | \$ 354 | \$ 617 | \$ 679 |
| FICA-MEDICARE | - | 54 | 65 | 65 |
| WORKERS COMPENSATION | - | - | 98 | 98 |
| TOTAL | \$ - | \$ 408 | \$ 781 | \$ 842 |
| TOTAL DIVISION | \$ - | \$ 4,091 | \$ 5,281 | \$ 5,342 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Chairman Boxing & Wrestling Commission | 2,400 | 2,400 |
| 2 | 1 | 1 | Commission Member | 2,100 | 2,100 |
| 3 | 2 | 2 | TOTAL BOARD MEMBERS | | |
| 3 | 2 | 2 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DEPARTMENT OF ECONOMIC DEVELOPMENT

TRACEY A. NICHOLS, DIRECTOR

Major responsibilities include the following: manage the overall operations of the Department; plan a comprehensive economic development program; operate major commercial/institutional development and redevelopment programs; develop and implement a comprehensive industrial development strategy; operate business investment lending programs; serve as an ombudsman for small businesses within City government; coordinate small business assistance groups; organize local neighborhood based retention and expansion plans; provide business development and marketing resources; and planning and economic policy support.

Mission Statement

To provide governmental leadership that will capitalize on Cleveland's economic strength by the encouragement of economic development, and to provide programs for the city, which will generate additional tax revenue, employment and real property values.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | 2008 | | | 2009 | | |
|--------------------------------|-----------------|----------------|-----------------|----------------|-----------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Administration | \$ 665 | 8 | \$ 711 | 8 | \$ 870 | 9 | | |
| Business Retention & Expansion | 483 | 4 | 516 | 2 | 251 | 3 | | |
| Business Development | 332 | 4 | 355 | 4 | 336 | 4 | | |
| Empowerment Zone | 438 | 5 | 393 | 6 | 465 | 6 | | |
| | \$ 1,918 | 21 | \$ 1,975 | 20 | \$ 1,922 | 22 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 1,292 | 17 | \$ 1,319 | 14 | \$ 1,007 | 16 | | |
| Self-Generated | 188 | | 263 | | 450 | | | |
| | \$ 1,480 | 17 | \$ 1,582 | 14 | \$ 1,457 | 16 | | |
| Grants | \$ 438 | 5 | \$ 393 | 6 | \$ 465 | 6 | | |
| | \$ 1,918 | 22 | \$ 1,975 | 20 | \$ 1,922 | 22 | | |

DEPARTMENT OF ECONOMIC DEVELOPMENT

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To provide day-to-day management of staff assignments, program development legislative affairs, program policy and planning. To provide a development strategy for Cleveland in cooperation with other city departments and provide economic development support to the Mayor, City Council, city departments and the business community. Also, perform capital and operating budget management, loan portfolio and compliance management, grantor agency financial reporting, and coordinate programs audits and management information services.

ACTIVITIES: Provide policy for program management and administer loan programs.

**OPERATING SUMMARY
(000'S OMITTED)**

| FUNDING SOURCE: | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|-----------------|----------------|----------|----|-------------------|----------|----|----------------|----------|----|
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| General Fund | \$ 665 | 8 | | \$ 711 | 8 | | \$ 870 | 9 | |
| | <u>\$ 665</u> | <u>8</u> | | <u>\$ 711</u> | <u>8</u> | | <u>\$ 870</u> | <u>9</u> | |

PROGRAM NAME: BUSINESS RETENTION & EXPANSION

OBJECTIVES: To provide assistance to commercial, industrial, and residential business or projects using federal, state local and private resources to foster economic development in the City of Cleveland.

ACTIVITIES: Market loan programs to the business and the lending community as viable sources of fixed asset financing; package low interest long term loans and tax incentives to businesses; package loans and grants to local development corporations to support for -profit and non-profit neighborhood development; secure federal funds for commercial lending; utilize the Cleveland Citywide Development Corporation to review proposed development projects. Coordinate small business assistance groups; organize local neighborhood based retention and expansion plans.

**OPERATING SUMMARY
(000'S OMITTED)**

| FUNDING SOURCE: | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|-----------------|----------------|----------|----|-------------------|----------|----|----------------|----------|----|
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| General Fund | \$ 483 | 4 | | \$ 516 | 2 | | \$ 251 | 3 | |
| | <u>\$ 483</u> | <u>4</u> | | <u>\$ 516</u> | <u>2</u> | | <u>\$ 251</u> | <u>3</u> | |

DEPARTMENT OF ECONOMIC DEVELOPMENT

PROGRAM NAME: BUSINESS DEVELOPMENT

OBJECTIVES: To assist in the development of real estate opportunities for new businesses as well as assist area businesses with City regulatory, licensing, zoning and building code procedures and clearances. Also, provide assistance in real estate and site location and drafts of expansion plans for area businesses. To develop strategies to promote Cleveland as a good place to live and work.

ACTIVITIES: Collect and make available pertinent real estate and city data. Produce site and expansion plans. Implement interdepartmental programs. Implement and administer the Neighborhood Development Investment Fund (NDIF). Produce marketing brochures promoting both Cleveland and Economic Development assistance programs.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|-----------|----|---------------|----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 332 | 4 | | \$ 355 | 4 | | \$ 336 | 4 | |
| | \$ 332 | 4 | | \$ 355 | 4 | | \$ 336 | 4 | |

PROGRAM NAME: EMPOWERMENT ZONE

OBJECTIVES: To provide for economic development, labor force development and community building utilizing an Economic Development Initiative Grant Title XX and HUD Section 108 Loan pool within the Empowerment Zone designated area.

ACTIVITIES: The ten year links jobs and job training with genuine economic opportunities and business needs, while neighborhood centers help families gain access to the resources they need to make constructive changes in their lives.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|-----------|----|---------------|----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| Grants | \$ 438 | 5 | | \$ 393 | 6 | | \$ 465 | 6 | |
| | \$ 438 | 5 | | \$ 393 | 6 | | \$ 465 | 6 | |

DEPARTMENT OF ECONOMIC DEVELOPMENT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 668,064 | \$ 1,008,596 | \$ 1,142,943 | \$ 1,068,103 |
| LONGEVITY | 3,125 | 2,750 | 4,000 | 4,700 |
| SEPARATION PAYMENTS | 14,223 | 7,362 | 12,748 | - |
| TOTAL | \$ 685,412 | \$ 1,018,708 | \$ 1,159,691 | \$ 1,072,803 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 70,747 | \$ 105,187 | \$ 135,361 | \$ 139,903 |
| DENTAL | 4,498 | 5,977 | 7,442 | 7,750 |
| VISION CARE | 610 | 794 | 900 | 815 |
| PERS | 91,896 | 128,159 | 161,462 | 161,746 |
| FICA-MEDICARE | 9,622 | 13,345 | 15,268 | 15,487 |
| WORKERS COMPENSATION | 1,554 | 18,084 | 26,168 | 25,282 |
| LIFE INSURANCE | 510 | 611 | 690 | 720 |
| UNEMPLOYMENT | - | - | (20) | - |
| TOTAL | \$ 179,436 | \$ 272,158 | \$ 347,271 | \$ 351,703 |
| CONTRACTUAL SERVICES | | | | |
| MILEAGE (PRIVATE AUTO) | \$ 222 | \$ - | \$ - | \$ - |
| PARKING IN CITY FACILITIES | 6,634 | 10,012 | 3,605 | - |
| PROPERTY RENTAL | - | 18,174 | 44,000 | - |
| PHOTOCOPY MACHINE RENTAL | 343 | - | - | - |
| OTHER CONTRACTUAL | - | 117,000 | - | - |
| TOTAL | \$ 7,198 | \$ 145,186 | \$ 47,605 | \$ - |
| MATERIAL AND SUPPLIES | | | | |
| JUST IN TIME SUPPLIES | \$ 3,559 | \$ 3,243 | \$ 1,381 | \$ - |
| TOTAL | \$ 3,559 | \$ 3,243 | \$ 1,381 | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 21,959 | \$ 11,505 | \$ 7,198 | \$ 11,973 |
| CHARGES FROM PRINTING | 10,930 | 9,654 | 11,105 | 12,000 |
| CHARGES FROM STOREROOM | 2,108 | 1,898 | 2,173 | 3,821 |
| CHARGES FROM MOTOR VEHICLES | 2,396 | 399 | 5,097 | 4,399 |
| CHARGES FROM WATER- GIS PROJ | 7,964 | 17,475 | - | - |
| TOTAL | \$ 45,358 | \$ 40,931 | \$ 25,573 | \$ 32,193 |
| TOTAL DIVISION | \$ 920,963 | \$ 1,480,225 | \$ 1,581,521 | \$ 1,456,699 |

DEPARTMENT OF ECONOMIC DEVELOPMENT

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|
| LICENSES & PERMITS | \$ 37,500 | \$ 37,500 | \$ 37,500 | \$ - |
| SALES AND CHARGES FOR SERVICES | (537) | - | - | - |
| MISCELLANEOUS REVENUES | 150 | - | - | - |
| EXPENDITURE RECOVERIES | 662 | 816 | 314 | - |
| TRANSFER IN | 100,000 | 150,000 | 225,617 | 450,000 |
| TOTAL DIVISION | \$ 137,775 | \$ 188,316 | \$ 263,431 | \$ 450,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--------------------------------|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director, Economic Development | 50,795 | 171,581 |
| 1 | 1 | 1 | Chief of Regional Development | 50,795 | 164,919 |
| 1 | 0 | 0 | Chief of Personnel Management | 30,214 | 100,844 |
| 1 | 1 | 1 | Secretary to Directors | 36,590 | 138,195 |
| 4 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 0 | 1 | 1 | Office Manager | 20,800 | 48,224 |
| 1 | 0 | 1 | Chief Clerk | 22,050 | 44,373 |
| 1 | 1 | 1 | Paralegal | 20,800 | 42,428 |
| 2 | 2 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 0 | 0 | Accountant Supervisor | 20,800 | 57,689 |
| 1 | 1 | 2 | Administrative Manager | 27,194 | 86,765 |
| 0 | 0 | 0 | Assistant, Administrator | 20,800 | 71,329 |
| 10 | 5 | 5 | Coordinator, Project | 27,326 | 87,665 |
| 1 | 1 | 1 | Budget Administrator | 30,215 | 100,844 |
| 2 | 2 | 2 | Director, Project | 22,333 | 77,944 |
| 15 | 9 | 10 | | | |
| 21 | 14 | 16 | TOTAL GENERAL FUND | | |
| 5 | 6 | 6 | TOTAL GRANT POSITIONS | | |
| 26 | 20 | 22 | TOTAL DEPARTMENT | | |

*Salary Schedule effective December 8, 2008

DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT

The Division of Workforce Development is responsible for operations under the Workforce Investment Act of 1998 (WIA) Law 105-220. It is the purpose of this Act to establish programs, to create a new comprehensive, workforce investment system. The reformed system is to be customer and business focused, to help individuals access the tools they need to manage their careers through information and high quality services, and to help companies find skilled workers. The goals of the Act are to increase employment retention and earnings of participants, to improve the quality of the workforce to sustain economic growth, to enhance productivity and competitiveness, and to reduce welfare dependency. Satisfaction of these goals will aid in improving the quality of the workforce and enhancing the productivity and competitiveness of the Nation. The U.S. Department of Labor transmits funds (Title I) to the Governors. In Ohio, The Governor has designated Ohio Workforce Areas (OWA's) throughout the State. The geographic boundaries of Cuyahoga County have been designated as OWA #3.

Mission Statement

The Employment Connection strives to attract a customer mix consisting of a variety of individual and business groups to provide as many options for customers as possible. Recognizing that work is integral to an individual's dignity and one's sense of self within the community, the purpose of the Cleveland Career Centers is to address the employment, reemployment, retention, and workplace needs of our community through career counseling, development, and training. We will establish and maintain strong partnerships, with businesses, the public sector, and local educational institutions to ensure that we supply the necessary skills that employers seek. All of us benefit with each successful entry to the world of work.



**DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT**

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------------|------------------|-----------|----|------------------|-----------|-------|------------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Administration | \$ 1,502 | 15 | | \$ 1,710 | 19 | | \$ 1,700 | 12 | |
| Program Services | 9,095 | 43 | | 7,720 | 42 | | 7,500 | 47 | |
| PROES Ex-Offenders | 90 | 4 | | 395 | 4 | | 250 | 4 | |
| Veterans-VR2 & VSTP | 193 | | | 175 | | | 279 | | |
| D.O.L. Healthcare Grant | - | | | - | | | 271 | | |
| | \$ 10,880 | 62 | | \$ 10,000 | 65 | | \$ 10,000 | 63 | |
| FUNDING SOURCE: | | | | | | | | | |
| Workforce Investment Act | \$ 10,219 | 58 | | \$ 8,980 | 61 | | \$ 8,908 | 59 | |
| PROES Ex-Offenders | 90 | 4 | | 395 | 4 | | 120 | 4 | |
| Youth Offender Apprenticeship | - | | | - | | | 130 | | |
| Veterans-VR2 & VSTP | 193 | | | 175 | | | 279 | | |
| D.O.L. Healthcare Grant | - | | | - | | | 271 | | |
| MOU Partner Income | 304 | | | 309 | | | 215 | | |
| Misc Program Income | 74 | | | 141 | | | 77 | | |
| | \$ 10,880 | 62 | | \$ 10,000 | 65 | | \$ 10,000 | 63 | |

**DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT**

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To comply with the responsibilities of the Grant Recipient and Administrative Entity as required under the status of the Workforce Investment Act, the attendant federal regulations and administrative policies of the Ohio Department of Job & Family Services (ODJFS).

ACTIVITIES: To carry out Planning and Development, Contract Administration, Customer Tracking and Reporting, Financial Management and Reporting, Program Evaluation, Audit Resolution, Human Resources & Personnel in an efficient and effective manner.

**PROGRAM NAME: JOB SEARCH SERVICES, TRAINING AND EDUCATION REFERRALS FOR
ADULTS, DISLOCATED WORKERS & YOUTH**

OBJECTIVES: To address the employment, re-employment, retention and workplace needs of our community. To design a collaborative and comprehensive workforce system of the City of Cleveland and Cuyahoga County that assists in meeting the demand. To provide a network of training and educational resources to ensure job seekers and employers maximum access to information and services for basic skill remediation, skill upgrade, and skill-set enhancement for adults and dislocated workers.

ACTIVITIES: Providing the following services to adults & dislocated workers: Provide Central Intake, Objective Assessment, Referral of Participants to Appropriate Training, Supportive Services, Case Management, Basic Education Skills Training, Occupational Skills, On-The-Job Training, Pre-Employment and Work Maturity Skills Training, Work Experience, and Job Search Assistance. Utilization of an Individual Training Account (ITA) system for adults and dislocated workers to ensure customers choice for upgrading training skills and development. Providing employers in the community with On-The-Job and Customized training opportunities for new and/or current employees and to use funds to recruit and retain Cleveland businesses. Administration for year-round comprehensive services for youth and young adults, ages 14-21, which emphasize strong connections between academic and occupational learning. Programs must include access to each of the following activities:

- Paid and Unpaid Work Experience
- Citizenship and Leadership Development Activities
- Support Services
- Adult Mentoring
- Occupational Skills Training
- Comprehensive Guidance & Counseling
- Summer Work Experience
- Tutoring/Study Skills Training
- Alternative Secondary School Services
- Follow-up Services (at least 12 months)

**DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT**

**PROGRAM NAME: EX-OFFENDER PROJECT-PROVIDING REAL OPPORTUNITIES FOR
EX-OFFENDERS TO SUCCEED (PROES)**

OBJECTIVES: The PROES Program is a statewide pilot designed to reduce the rate of recidivism by utilizing intensive life management and job readiness skills training and provide a holistic approach to bring services and training to adult ex-offenders in the Employment Connection environment.

ACTIVITIES: The PROES program includes the following activities: Goals & Objectives, Life Skills, Anger Management, Behavior Modification, Effective Communication, Basic Needs, Critical Thinking, Job Search, Referral to Community Agencies, Job Search, Introduction to the World of Work, Labor Market Information, Job Preparation, and Learning from Rejection.

PROGRAM NAME: CUYAHOGA COUNTY NEIGHBORHOOD CENTER STAFFING

OBJECTIVES: The Cuyahoga County Neighborhood Center staffing project is to provide on-site staff from the Cleveland Career Centers at two local Neighborhood Centers (Glenville & Ohio City) and develop a direct connection between the Neighborhood Center and the Cleveland Career Center services.

ACTIVITIES: Provide information about City of Cleveland programs and/or One Stop Center; Conduct an initial assessment and/or initial eligibility determination to determine which services customer may be eligible; Make referrals to partner/community support services or other City of Cleveland programs; Serve as a resource room attendant in EFS' Career Centers, and assist with developing an employment plan, provide job search assistance and/or connect customers to possible job opportunities.

**DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT
COMPARISON OF STAFFING**

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---------------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 0 | 1 | 1 | Executive Assistant | 35,410 | 140,000 |
| 0 | 1 | 1 | Chief Personnel Management | 30,214 | 100,844 |
| 0 | 2 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 0 | 0 | Chief Clerk | 22,050 | 46,165 |
| 1 | 1 | 0 | Office Manager | 20,800 | 48,223 |
| 4 | 4 | 5 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 9 | 6 | 7 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 15 | 11 | 12 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 3 | Accountant IV | 20,800 | 57,689 |
| 1 | 0 | 0 | Administrative Manager | 27,194 | 86,765 |
| 2 | 1 | 0 | Assistant Mgr HR Planning | 22,333 | 61,755 |
| 1 | 0 | 0 | Budget and Management Analyst | 20,093 | 54,164 |
| 0 | 0 | 1 | Budget Analyst | 20,800 | 51,467 |
| 13 | 11 | 12 | Caseworker II | 10.00 Hr. | 19.23 Hr. |
| 4 | 3 | 3 | Caseworker Supervisor | 22,427 | 44,605 |
| 1 | 2 | 0 | Contract Compliance Officer | 26,274 | 68,745 |
| 0 | 0 | 2 | Contract Monitor Specialist | 10.00 Hr. | 23.48 Hr. |
| 9 | 5 | 2 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 1 | 0 | Fiscal Grant Administrator | 40,900 | 83,586 |
| 2 | 1 | 0 | Fiscal Manager | 23,647 | 78,936 |
| 0 | 1 | 1 | Grant Administrator | 22,333 | 72,986 |
| 1 | 1 | 1 | HR Contract Administrator | 20,231 | 77,977 |
| 2 | 2 | 2 | HR Contract Specialist | 10.00 Hr. | 29.07 Hr. |
| 4 | 4 | 0 | HR On the Job Training Specialist | 10.21 Hr. | 25.00 Hr. |
| 1 | 1 | 0 | HR Monitoring & Evaluation Manager | 30,215 | 100,844 |
| 1 | 1 | 0 | HR Planner | 10.74 Hr. | 30.71 Hr. |
| 5 | 5 | 0 | HR Prop Mgmt Mgr | 26,274 | 76,981 |
| 0 | 0 | 5 | Job Development Coordinator | 20,000 | 58,000 |
| 0 | 0 | 5 | Manager Compensation & Classification | 27,325 | 87,665 |
| 1 | 1 | 1 | Manager of Marketing | 30,214 | 100,844 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 2 | 2 | 1 | Personnel Analyst I | 21,000 | 45,882 |
| 1 | 1 | 5 | Project Coordinator | 27,325 | 87,665 |
| 1 | 0 | 0 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 1 | 1 | 1 | Senior Programmer Analyst | 23,647 | 67,345 |
| 1 | 1 | 0 | Systems Analyst | 20,093 | 60,011 |
| 61 | 51 | 48 | | | |
| SERVICE AND MAINTENANCE | | | | | |
| 1 | 1 | 1 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 1 | 1 | 1 | | | |
| 77 | 65 | 63 | TOTAL FULL TIME | | |
| 77 | 65 | 63 | | | |

* Salary Schedule effective December 8, 2008



OFFICE OF EQUAL OPPORTUNITY

NATOYA J. WALKER, INTERIM DIRECTOR

The Office is responsible for the administration, monitoring and enforcement of the City of Cleveland Area Small Business Code, and the Fannie M. Lewis Cleveland Resident Employment Law programs, Chapters 187 and 188 of the Codified Ordinances of the City, respectively. Goals are to increase participation for target local businesses and residents in City contracts and to evaluate the workforce of all contractors to determine compliance with affirmative action goals. The OEO supports business development for certified small businesses by providing support and technical assistance.

Mission Statement

To advance equal economic benefit for all Clevelanders by ensuring compliance with contractor goals and requirements, by providing development and support activity for target groups, and by overall advocacy, with a commitment to excellent public service.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|---------------|----------------|---------------|----------------|---------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| MBE/FBE Program | \$ 388 | 6 | \$ 345 | 4 | \$ 356 | 4 | | |
| Monitoring Unit | 295 | 6 | 263 | 5 | 271 | 5 | | |
| Outreach Program | 93 | 2 | 83 | 2 | 86 | 2 | | |
| MCBAP - Cleveland | - | | 34 | 1 | - | | | |
| | \$ 776 | 14 | \$ 725 | 12 | \$ 713 | 11 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 762 | | \$ 678 | | \$ 700 | | | |
| Self-Generated | 14 | | 13 | | 13 | | | |
| | \$ 776 | 14 | \$ 691 | 12 | \$ 713 | 11 | | |
| MCBAP - Cleveland | \$ - | | \$ 34 | 1 | \$ - | | | |
| | \$ 776 | 14 | \$ 725 | 13 | \$ 713 | 11 | | |

OFFICE OF EQUAL OPPORTUNITY

PROGRAM NAME: CLEVELAND AREA BUSINESS CODE

OBJECTIVES: To maximize target businesses in participation on city contracts.

ACTIVITIES: Certify CSB/MBE/FBEs, evaluate bids, and monitor their participation on city contracts. Monitor Affirmative Action Compliance in companies doing business with the city.

PROGRAM NAME: OUTREACH

OBJECTIVES: To support and provide development opportunities for businesses certified with the office.

ACTIVITIES: Purchasing advertising as appropriate in periodicals as well as supporting local business partners. Provide and support seminars and workshops such as; How to do Business with the City and the certification process including the advantages of an MBE/FBE certification and sponsor the James H. Walker Construction Management Course.

PROGRAM NAME: FANNIE M. LEWIS CLEVELAND RESIDENT EMPLOYMENT LAW PROGRAM

OBJECTIVES: Enforce compliance and increase participation of Cleveland residents working on construction projects awarded in excess of \$100,000.

ACTIVITIES: Monitor and enforce compliance with the Fannie M. Lewis Cleveland Resident Employee Law (Chapter 188) effective January 1, 2004, requiring twenty percent Cleveland residents on construction contracts \$100,000 or more. Provide monthly reports to the administration and to City Council. Outreach as appropriate.

OFFICE OF EQUAL OPPORTUNITY

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES | | | | |
| FULL TIME PERMANENT | \$ 505,816 | \$ 540,667 | \$ 513,489 | \$ 516,981 |
| LONGEVITY | 3,000 | 2,000 | 1,000 | 1,000 |
| SEPARATION PAYMENTS | 19,469 | 6,307 | - | - |
| TOTAL | \$ 528,284 | \$ 548,974 | \$ 514,489 | \$ 517,981 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 59,230 | \$ 57,930 | \$ 54,203 | \$ 65,808 |
| DENTAL | 3,809 | 3,378 | 3,040 | 3,694 |
| VISION CARE | 521 | 581 | 602 | 682 |
| PERS | 70,475 | 73,782 | 72,250 | 78,096 |
| FICA-MEDICARE | 6,165 | 7,073 | 6,714 | 6,863 |
| WORKERS COMPENSATION | 1,111 | 10,882 | 14,646 | 11,217 |
| LIFE INSURANCE | 506 | 536 | 510 | 540 |
| UNEMPLOYMENT COMPENSATION | 3,924 | 7,911 | - | - |
| TOTAL | \$ 145,741 | \$ 162,073 | \$ 151,965 | \$ 166,900 |
| CONTRACTUAL SERVICES | | | | |
| MILEAGE (PRIVATE AUTO) | \$ - | \$ - | \$ 144 | \$ 200 |
| PROGRAM PROMOTION | 1,130 | - | - | 1,500 |
| PARKING IN CITY FACILITIES | 2,070 | 2,386 | 2,157 | 2,300 |
| PHOTOCOPY MACHINE RENTAL | 349 | - | - | - |
| OTHER CONTRACTUAL | - | 35,061 | - | - |
| TOTAL | \$ 3,550 | \$ 37,446 | \$ 2,301 | \$ 4,000 |
| MATERIAL AND SUPPLIES | | | | |
| OTHER SUPPLIES | \$ - | \$ 32 | \$ 23 | \$ 100 |
| JUST IN TIME OFFICE SUPPLIES | 5,037 | 3,748 | 2,902 | 3,500 |
| TOTAL | \$ 5,037 | \$ 3,780 | \$ 2,925 | \$ 3,600 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 14,837 | \$ 10,448 | \$ 4,649 | \$ 7,239 |
| CHARGES FROM PRINTING | 11,512 | 8,487 | 8,600 | 8,500 |
| CHARGES FROM STOREROOM | 3,025 | 1,734 | 2,945 | 2,453 |
| CHARGES FROM MOTOR VEHICLES | 5,657 | 2,187 | 2,871 | 2,478 |
| CHARGES FROM WATER - GIS PROJ. | - | 929 | - | - |
| TOTAL | \$ 35,030 | \$ 23,785 | \$ 19,065 | \$ 20,670 |
| TOTAL DIVISION | \$ 717,643 | \$ 776,059 | \$ 690,745 | \$ 713,151 |



OFFICE OF EQUAL OPPORTUNITY

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|------------------|
| EXPENDITURE RECOVERIES | 14,088 | 13,937 | 12,764 | 13,000 |
| TOTAL DIVISION | \$ 14,088 | \$ 13,961 | \$ 12,764 | \$ 13,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Gen Mgr. of Admin Services | 26,273 | 86,765 |
| 1 | 1 | 1 | Executive Assistant to the Mayor | 50,796 | 178,000 |
| 2 | 2 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 0 | 1 | Data Control Clerk | 10.00 Hr. | 16.17 Hr. |
| 1 | 0 | 0 | Chief Clerk | 22,050 | 46,165 |
| 0 | 1 | 1 | Student Assistant | 10.00 Hr. | 10.72 Hr. |
| 1 | 1 | 1 | Private Secretary to the Director | 20,800 | 46,165 |
| 3 | 2 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Minority Business Development Administrator | 27,326 | 75,246 |
| 6 | 5 | 5 | Assistant Contract Compliance Officer | 20,093 | 55,191 |
| 1 | 0 | 0 | Misdemeanor Investigator | 20,800 | 46,152 |
| 1 | 1 | 1 | Contract Compliance Officer | 26,274 | 68,745 |
| 9 | 7 | 7 | | | |
| 14 | 11 | 12 | TOTAL DIVISION | | |

*Salary Schedule effective December 8, 2008

CITY PLANNING COMMISSION

ROBERT BROWN, DIRECTOR

The City Planning Commission is comprised of seven members, six of whom are mayoral appointments and the seventh is an appointment of City Council. The Planning Commission is responsible for adopting and maintaining a General Plan for the City, maintaining the City's Zoning Map and Code, undertaking capital improvements planning, and conducting design review in the neighborhood and downtown districts. The Commission is responsible for reviewing and acting upon all legislation regarding planning, zoning, capital improvements, and physical development.

The City Planning department is staff to the City Planning Commission and provides a variety of planning services to the mayor, City Council, City departments, neighborhood organizations, and the general public.

Mission Statement

The mission of the City Planning Commission is to ensure continued physical development for the City through long-range planning and capital improvements planning, and to provide a coordinating role with regard to physical development projects and public improvements.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Administrative Services | \$ 102 | 4 | | \$ 110 | 4 | | \$ 115 | 4 | |
| Planning Administration | 395 | 3 | 6 | 439 | 2 | 6 | 430 | 2 | 6 |
| Zoning Administration | 191 | 2 | 2 | 205 | 2 | 2 | 208 | 2 | 2 |
| Urban Design | 321 | 4 | | 345 | 4 | | 364 | 4 | |
| Citywide Planning | 503 | 8 | | 541 | 8 | | 556 | 8 | |
| | \$ 1,512 | 21 | 8 | \$ 1,640 | 20 | 8 | \$ 1,673 | 20 | 8 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 1,477 | | | \$ 1,586 | | | \$ 1,642 | | |
| Self-Generated | 35 | | | 54 | | | 31 | | |
| | \$ 1,512 | 21 | 8 | \$ 1,640 | 20 | 8 | \$ 1,673 | 20 | 8 |

CITY PLANNING COMMISSION

PROGRAM NAME: ADMINISTRATIVE SERVICES

OBJECTIVES: To provide financial, personnel and logistical support to the operating sections of City Planning Commission staff.

ACTIVITIES: Preparation and monitoring of departmental budget, grant, and contract administration, personnel management, provision of drafting and secretarial services; maintenance of the City's street line and lot line base map series, and preparation of GIS computerized mapping products.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|----------|----|---------------|----------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | FT | PT | FT | PT | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 102 | 4 | | \$ 110 | 4 | | \$ 115 | 4 | |
| | \$ 102 | 4 | | \$ 110 | 4 | | \$ 115 | 4 | |

PROGRAM NAME: PLANNING ADMINISTRATION

OBJECTIVES: To ensure effective and expeditious action on all mandatory legislative referrals and design reviews within the City's Neighborhood Business Revitalization Districts, Public Land Protective Districts, Urban Renewal Areas, and Community Development Plan Areas.

ACTIVITIES: Review of all legislation referred to the Planning Commission; review of project design within the City's design review districts; provision of staff support to the City Planning Commission and its Design Review Advisory Committee.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----------|---------------|----------|----------|---------------|----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | FT | PT | FT | PT | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 360 | 3 | 6 | \$ 385 | 2 | 6 | \$ 399 | 2 | 6 |
| Self-Generated | 35 | | | 54 | | | 31 | | |
| | \$ 395 | 3 | 6 | \$ 439 | 2 | 6 | \$ 430 | 2 | 6 |

CITY PLANNING COMMISSION

PROGRAM NAME: ZONING ADMINISTRATION

OBJECTIVES: To ensure that the City has an up-to-date Zoning Code and Zoning Map and to provide professional advice to the City Planning Commission, the Board of Zoning Appeals, and the City Council regarding matters pertaining to the Zoning Code and Zoning Map.

ACTIVITIES: Preparation of zoning studies and legislation amending the City's Zoning Code or Zoning Map; review of Zoning Appeals and Zoning Code and Zoning Map changes; provision of staff support to the City Planning Commission and the City Planning Committee of Council; maintenance of the City's official zoning map series.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----------|---------------|----------|----------|---------------|----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 191 | 2 | 2 | \$ 205 | 2 | 2 | \$ 208 | 2 | 2 |
| | \$ 191 | 2 | 2 | \$ 205 | 2 | 2 | \$ 208 | 2 | 2 |

PROGRAM NAME: URBAN DESIGN

OBJECTIVES: To provide design services and to prepare urban design plans necessary to facilitate appropriate development principally in neighborhood business districts, the central business district, and along the lakefront.

ACTIVITIES: Preparation of the Lakefront Plan and assistance in preparation of the Euclid Corridor Plan and the Inner Belt Study; maintenance and updating of the Downtown Plan; preparation of project evaluations, project design specifications and design guidelines; preparation of design and planning studies in conjunction with transit projects; provision of design assistance to other City departments, City Council, neighborhood organizations and the general public.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|--|---------------|----------|--|---------------|----------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 321 | 4 | | \$ 345 | 4 | | \$ 364 | 4 | |
| | \$ 321 | 4 | | \$ 345 | 4 | | \$ 364 | 4 | |

CITY PLANNING COMMISSION

PROGRAM NAME: CITYWIDE PLANNING

OBJECTIVES: To provide ongoing planning services necessary to facilitate appropriate development and revitalization, and to prepare comprehensive plans for the city and its districts.

ACTIVITIES: Preparation of the Connecting Cleveland 2020 Citywide Plan; coordination of planning activities for the Cleveland Lakefront, the Euclid Corridor, and the Inner Belt; analysis and dissemination of statistical information; coordination of the citywide streetscape improvements program; and assistance to the Office of Budget and Management in preparing of the City's Annual Capital Improvement Program.

**OPERATING SUMMARY
(000'S OMITTED)**

FUNDING SOURCE:

General Fund:
Tax Support

| 2007 | | 2008 | | | 2009 | | |
|---------------|----------|---------------|----------|---------------|----------|--|--|
| ACTUAL | | UNAUDITED | | | BUDGET | | |
| COST | STAFF | COST | STAFF | COST | STAFF | | |
| | FT PT | | FT PT | | FT PT | | |
| \$ 503 | 8 | \$ 541 | 8 | \$ 556 | 8 | | |
| \$ 503 | 8 | \$ 541 | 8 | \$ 556 | 8 | | |

CITY PLANNING COMMISSION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,014,872 | \$ 971,818 | \$ 1,080,902 | \$ 1,097,503 |
| BOARD MEMBERS | 40,996 | 44,679 | 41,280 | 41,280 |
| PART TIME PERMANENT | 52,900 | 51,439 | 52,656 | 41,268 |
| LONGEVITY | 8,425 | 8,650 | 9,650 | 8,900 |
| SEPARATION PAYMENTS | 13,907 | 1,918 | 5,936 | - |
| TOTAL | \$ 1,131,100 | \$ 1,078,504 | \$ 1,190,423 | \$ 1,188,951 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 84,241 | \$ 87,497 | \$ 111,371 | \$ 123,837 |
| DENTAL | 6,786 | 6,002 | 7,106 | 7,363 |
| VISION | 1,139 | 1,046 | 1,124 | 1,178 |
| PERS | 154,274 | 146,317 | 160,096 | 179,257 |
| FICA-MEDICARE | 10,466 | 9,714 | 11,167 | 15,445 |
| WORKERS COMPENSATION | 2,320 | 27,242 | 28,729 | 25,952 |
| LIFE INSURANCE | 934 | 863 | 915 | 900 |
| UNEMPLOYMENT COMPENSATION | 71 | (17) | - | - |
| TOTAL | \$ 260,230 | \$ 278,664 | \$ 320,507 | \$ 353,932 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 267 | \$ - | \$ - |
| TUITION & REGISTRATION FEES | 1,329 | 740 | 120 | 1,000 |
| TOTAL | \$ 1,329 | \$ 1,007 | \$ 120 | \$ 1,000 |
| CONTRACTUAL SERVICES | | | | |
| ADVERTISING AND PUBLIC NOTICE | \$ - | \$ - | \$ 254 | \$ 1,500 |
| COURT REPORTER | 640 | - | - | - |
| PARKING IN CITY FACILITIES | 6,809 | 6,073 | 4,824 | 6,500 |
| PHOTOCOPY MACHINE RENTAL | 149 | - | - | - |
| OTHER CONTRACTUAL | 48,000 | 43,407 | 35,000 | 41,000 |
| LOCAL MATCH-GRANT PROGRAM | - | - | 7,619 | 15,000 |
| TOTAL | \$ 55,598 | \$ 49,480 | \$ 47,698 | \$ 64,000 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 28 | \$ 1,627 | \$ 500 |
| COMPUTER SUPPLIES | 1,090 | 3,702 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 8,377 | 7,357 | 4,335 | 8,000 |
| TOTAL | \$ 9,467 | \$ 11,087 | \$ 5,961 | \$ 8,500 |



CITY PLANNING COMMISSION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 27,789 | \$ 1,271 | \$ 4,518 | 5,013 |
| CHARGES FROM PRINTING | 23,701 | 30,465 | 11,460 | 15,000 |
| CHARGES FROM STOREROOM | 1,198 | 6,241 | 2,015 | 2,741 |
| CHARGES FROM MOTOR VEHICLES | 1,852 | 1,623 | 3,413 | 2,945 |
| CHARGES FROM WATER GIS | - | 18,858 | - | - |
| TOTAL | \$ 54,539 | \$ 58,458 | \$ 21,406 | \$ 25,699 |
| TOTAL DIVISION | \$ 1,512,263 | \$ 1,477,200 | \$ 1,586,115 | \$ 1,642,082 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|------------------|
| LICENSES & PERMITS | \$ 29,247 | \$ 35,301 | \$ 38,555 | 30,000 |
| SALES AND CHARGES | - | (345) | 1,250 | - |
| MISCELLANEOUS REVENUES | 25 | - | 75 | 300 |
| EXPENDITURE RECOVERIES | 99 | - | 14,361 | 200 |
| TOTAL DIVISION | \$ 29,371 | \$ 34,956 | \$ 54,242 | \$ 30,500 |



CITY PLANNING COMMISSION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Planning | 50,796 | 171,582 |
| 1 | 1 | 1 | Secretary to the Director | 36,590 | 138,195 |
| 1 | 1 | 1 | Administrator, Assistant | 20,800 | 62,253 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 1 | 0 | 0 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 2 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 4 | 1 | 1 | City Planner, Senior Assistant | 10.00 Hr. | 23.40 Hr. |
| 4 | 7 | 7 | City Planner | 30,000 | 58,940 |
| 5 | 6 | 6 | City Planner, Chief | 30,000 | 80,370 |
| 2 | 1 | 1 | Administrator of Engineering & Planning | 30,215 | 109,249 |
| 2 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 17 | 16 | 16 | | | |
| 22 | 20 | 20 | TOTAL FULL TIME | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 1 | City Planner, Chief | 30,000 | 80,370 |
| 6 | 6 | 6 | Member - City Planning Commission | 6,800 | 6,800 |
| 8 | 8 | 8 | TOTAL PART TIME | | |
| 30 | 28 | 28 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF HARBORS

RICKY D. SMITH, DIRECTOR

The Department of Port Control monitors leases for the various areas held by the City along the shores of Lake Erie and the Cuyahoga River. The primary objective of the Department's Division of Harbors was to improve the piers and docks under its jurisdiction by initiating a plan for capital expenditures.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------|-------------|----------|----|---------------|-----------|----|---------------|----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Harbors | \$ 6 | 1 | | \$ 259 | 1 | | \$ 288 | 1 | |
| | <u>\$ 6</u> | <u>1</u> | | <u>\$ 259</u> | <u>1</u> | | <u>\$ 288</u> | <u>1</u> | |
| FUNDING SOURCE: | | | | | | | | | |
| Self-Generated Revenue* | \$ 6 | 1 | | \$ 259 | 1 | | \$ 288 | 1 | |
| | <u>\$ 6</u> | <u>1</u> | | <u>\$ 259</u> | <u>1</u> | | <u>\$ 288</u> | <u>1</u> | |

* Revenues for Harbors exceed operating costs. The balance of revenue is credited to the General Fund.

DIVISION OF HARBORS

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|-------------|-----------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ - | \$ 4,162 | \$ 86,810 | \$ 78,030 |
| TOTAL | \$ - | \$ 4,162 | \$ 86,810 | \$ 78,030 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ - | \$ - | \$ 4,346 | \$ 4,346 |
| DENTAL | - | - | 241 | 241 |
| VISION | - | - | 54 | 54 |
| PERS | - | - | 10,745 | 11,766 |
| FICA-MEDICARE | - | - | 1,113 | 1,131 |
| LIFE INSURANCE | - | - | 45 | 45 |
| TOTAL | \$ - | \$ - | \$ 16,544 | \$ 17,583 |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ - | \$ - | \$ 300 | \$ 1,000 |
| TOTAL | \$ - | \$ - | \$ 300 | \$ 1,000 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 1,805 | \$ 152,100 | \$ 152,100 |
| OTHER CONTRACTUAL | - | - | - | 1,748 |
| TOTAL | \$ - | \$ 1,805 | \$ 152,100 | \$ 153,848 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 37 | \$ 600 |
| POSTAGE | - | - | - | 1,000 |
| COMPUTER HARDWARE | - | - | - | 2,600 |
| MISC MAINTENANCE SUPPLIES | - | - | - | 4,800 |
| TOTAL | \$ - | \$ - | \$ 37 | \$ 9,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ - | \$ - | \$ - | \$ 28,318 |
| CHARGES FROM PRINTING | - | 75 | 3,332 | 200 |
| TOTAL | \$ - | \$ 75 | \$ 3,332 | \$ 28,518 |
| TOTAL DIVISION | \$ - | \$ 6,042 | \$ 259,123 | \$ 287,979 |



DIVISION OF HARBORS

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|
| SALES & CHARGES FOR SERVICE | \$ 485,513 | \$ 449,170 | \$ 429,089 | \$ 420,578 |
| TOTAL DIVISION | \$ 485,513 | \$ 449,170 | \$ 429,089 | \$ 420,578 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|----------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Harbor Manager | 27,325 | 94,971 |
| 1 | 0 | 0 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| <u>2</u> | <u>1</u> | <u>1</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DEPARTMENT OF PUBLIC HEALTH

MATT CARROLL, DIRECTOR

The Department of Public Health works to ensure the health and well being of Cleveland residents through clinical programs and health education, including the support of primary care services, mental health and substance abuse programs, lead poisoning prevention programs, air pollution monitoring and enforcement, health promotion and other environmental health initiatives.

The Department consists of four cost centers: Administration, and the Divisions of Health, Environment, and Air Quality.. In total, the Department employs approximately 180 employees and will have an operating budget in excess of \$20 million in 2008. Grants and revenue from federal, state, and local sources will support more than \$15 million in programs in 2008.

 OPERATING SUMMARY
 (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | | |
|-----------------------------------|------------------|------------|----------|------------------|------------|----------|------------------|------------|----------|--|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | | |
| | | STAFF | | | STAFF | | | STAFF | | |
| | | FT | PT | | FT | PT | | FT | PT | |
| DIVISIONS: | | | | | | | | | | |
| Administration | \$ 715 | 8 | | \$ 676 | 7 | | \$ 855 | 7 | | |
| Health | 10,475 | 72 | 2 | 11,671 | 77 | 2 | 11,846 | 75 | 2 | |
| Environment | 7,053 | 51 | | 4,905 | 52 | | 5,823 | 50 | | |
| Air Quality | 3,498 | 35 | | 3,170 | 44 | | 3,462 | 44 | | |
| | \$ 21,741 | 166 | 2 | \$ 20,422 | 180 | 2 | \$ 21,986 | 176 | 2 | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 3,926 | | | \$ 2,275 | | | \$ 4,087 | | | |
| Self - Generated | 1,891 | | | 3,308 | | | 1,910 | | | |
| | \$ 5,817 | 60 | 1 | \$ 5,583 | 60 | 1 | \$ 5,997 | 59 | | |
| Categorical Grants | \$ 13,452 | 86 | 1 | \$ 11,969 | 99 | 1 | \$ 13,155 | 99 | 2 | |
| Community Development Block Grant | 1,287 | 2 | | 1,309 | 2 | | 1,335 | 2 | | |
| Special Revenue | 1,185 | 18 | | 1,561 | 17 | | 1,499 | 16 | | |
| | \$ 21,741 | 166 | 2 | \$ 20,422 | 178 | 2 | \$ 21,986 | 176 | 2 | |

DIVISION OF HEALTH ADMINISTRATION

MATT CARROLL, DIRECTOR

Mission Statement

To coordinate, direct and supervise the activities of the department.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To provide policy formulation, fiscal supervision and personnel services to the Department's operating divisions.

ACTIVITIES: Process all personnel requests. Provide fiscal monitoring and coordination. Oversee operational activities.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|--|---------------|----------|--|---------------|----------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | |
| Administration | \$ 715 | 8 | | \$ 676 | 7 | | \$ 855 | 7 | |
| | \$ 715 | 8 | | \$ 676 | 7 | | \$ 855 | 7 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 684 | | | \$ 644 | | | \$ 825 | | |
| Self-Generated | 31 | | | 32 | | | 30 | | |
| | \$ 715 | 8 | | \$ 676 | 7 | | \$ 855 | 7 | |

DIVISION OF HEALTH ADMINISTRATION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 474,168 | \$ 483,733 | \$ 472,041 | \$ 440,919 |
| LONGEVITY | 3,168 | 2,968 | 2,967 | 3,200 |
| SEPARATION PAYMENTS | 1,552 | - | 2,718 | - |
| OVERTIME | 72 | 1,010 | - | - |
| TOTAL | \$ 478,959 | \$ 487,711 | \$ 477,726 | \$ 444,119 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 55,337 | \$ 64,399 | \$ 62,679 | \$ 61,392 |
| DENTAL | 3,978 | 3,780 | 3,458 | 3,338 |
| VISION CARE | 437 | 432 | 412 | 411 |
| PERS | 64,951 | 68,236 | 66,778 | 66,959 |
| FICA-MEDICARE | 5,545 | 5,818 | 5,499 | 5,111 |
| WORKERS COMPENSATION | 938 | 10,012 | 13,349 | 11,236 |
| LIFE INSURANCE | 370 | 355 | 333 | 315 |
| CLOTHING ALLOWANCE | 80 | 80 | - | 100 |
| CLOTHING MAINTENANCE | - | - | - | 100 |
| TOTAL | \$ 131,634 | \$ 153,113 | \$ 152,508 | \$ 148,962 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 200 | \$ 1,930 | \$ - | \$ - |
| TUITION AND REGISTRATION FEES | 330 | 855 | 445 | 1,000 |
| PROFESSIONAL DUES | 3,884 | 3,133 | 5,076 | 3,000 |
| TOTAL | \$ 4,414 | \$ 5,918 | \$ 5,521 | \$ 4,000 |
| CONTRACTUAL SERVICES | | | | |
| MILEAGE (PRIVATE AUTO) | \$ 497 | \$ 345 | \$ 699 | \$ 750 |
| SECURITY SERVICES | 12,167 | 12,500 | 24,954 | 22,746 |
| PARKING IN CITY FACILITIES | 4,863 | 4,555 | 7,068 | 6,000 |
| INSURANCE AND OFFICIAL BONDS | 100 | 100 | 100 | 100 |
| PROPERTY RENTAL | 41,258 | 41,033 | - | 221,994 |
| PHOTOCOPY MACHINE RENTAL | 598 | - | - | - |
| OTHER CONTRACTUAL | - | - | 1,213 | - |
| TOTAL | \$ 59,484 | \$ 58,532 | \$ 34,034 | \$ 251,590 |



DIVISION OF HEALTH ADMINISTRATION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 135 | \$ - | \$ - | - |
| OTHER SUPPLIES | 315 | - | - | - |
| JUST IN TIME OFFICE SUPPLIES | 4,418 | 7,311 | 2,387 | 3,150 |
| TOTAL | \$ 4,867 | \$ 7,311 | \$ 2,387 | \$ 3,150 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 4,820 | \$ 2,366 | \$ 3,636 | \$ 2,942 |
| TOTAL | \$ 4,820 | \$ 2,366 | \$ 3,636 | \$ 2,942 |
| TOTAL DIVISION | \$ 684,179 | \$ 714,951 | \$ 675,812 | \$ 854,763 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|------------------|
| EXPENDITURE RECOVERIES | \$ 26,207 | \$ 31,487 | \$ 31,832 | \$ 30,000 |
| TOTAL DIVISION | \$ 26,207 | \$ 31,487 | \$ 31,832 | \$ 30,000 |



DIVISION OF HEALTH ADMINISTRATION

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|----------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Public Health | 50,796 | 171,581 |
| 1 | 0 | 0 | Secretary to the Director | 36,590 | 138,195 |
| 2 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Clerk, Stock | 10.00 Hr. | 19.76 Hr. |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 2 | 2 | 2 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Chief Systems Analyst | 27,326 | 94,971 |
| 1 | 1 | 1 | Chief, Computer Operations | 23,647 | 82,125 |
| 1 | 1 | 1 | Sr. Programmer Analyst | 23,647 | 67,345 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 4 | 4 | 4 | | | |
| 8 | 7 | 7 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



HOUSE OF CORRECTIONS

MARY BOUNDS, ACTING COMMISSIONER

The House of Corrections begins the 2007 year under the Department of Public Safety. Refer to The Public Safety section for 2007 budget numbers.

HOUSE OF CORRECTIONS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|----------------|-------------------|----------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 2,636,886 | \$ - | \$ - | - |
| PART TIME PERMANENT | 2,735 | - | - | - |
| INJURY PAY | 27,563 | - | - | - |
| LONGEVITY | 27,350 | - | - | - |
| WAGE SETTLEMENTS | 495 | - | - | - |
| SEPARATION PAYMENTS | 47,544 | - | - | - |
| BONUS INCENTIVE | 500 | - | - | - |
| OVERTIME | 1,081,662 | - | - | - |
| TOTAL | \$ 3,824,734 | \$ - | \$ - | - |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 609,780 | \$ - | \$ - | - |
| DENTAL | 40,193 | - | - | - |
| VISION CARE | 4,130 | - | - | - |
| PERS | 506,453 | - | - | - |
| FICA-MEDICARE | 45,333 | - | - | - |
| WORKERS COMPENSATION | 227,125 | - | - | - |
| LIFE INSURANCE | 3,443 | - | - | - |
| UNEMPLOYMENT COMPENSATION | 6,267 | - | - | - |
| CLOTHING ALLOWANCE | 25,980 | - | - | - |
| CLOTHING MAINTENANCE | 29,800 | - | - | - |
| FIREARM ALLOWANCE | 2,750 | - | - | - |
| TOTAL | \$ 1,501,253 | \$ - | \$ - | - |
| TRAINING AND DUES | | | | |
| TUITION AND REGISTRATION FEES | \$ - | \$ - | \$ - | - |
| PROFESSIONAL DUES | 2,763 | - | - | - |
| TOTAL | \$ 2,763 | \$ - | \$ - | - |
| UTILITIES | | | | |
| GAS | \$ 84,113 | \$ - | \$ - | - |
| ELECTRICITY - OTHER | 108,165 | - | - | - |
| TOTAL | \$ 192,278 | \$ - | \$ - | - |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 160,180 | \$ - | \$ - | - |
| BANK SERVICE FEES | 1,228 | - | - | - |
| MEDICAL SERVICES | 157,603 | - | - | - |
| PARKING IN CITY FACILITIES | 1,608 | - | - | - |
| PROPERTY RENTAL | 58,893 | - | - | - |
| PHOTOCOPY MACHINE RENTAL | 305 | - | - | - |
| OTHER CONTRACTUAL | - | - | - | - |
| TOTAL | \$ 379,818 | \$ - | \$ - | - |

HOUSE OF CORRECTIONS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|----------------|-------------------|----------------|
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 1,104 | \$ - | \$ - | - |
| COMPUTER SUPPLIES | - | - | - | - |
| CLOTHING | 51,005 | - | - | - |
| SMALL EQUIPMENT | 980 | - | - | - |
| OFFICE FURNITURE AND EQUIP | 3,327 | - | - | - |
| ELECTRICAL SUPPLIES | 2,299 | - | - | - |
| HYGIENE AND CLEANING SUPP | 50,715 | - | - | - |
| PAINTING EQUIPMENT AND SUPP | 797 | - | - | - |
| MEDICAL SUPPLIES | 14,653 | - | - | - |
| FOOD | 355,114 | - | - | - |
| PHOTOGRAPHIC SUPPLIES | 12,375 | - | - | - |
| OTHER SUPPLIES | 12,627 | - | - | - |
| PHARMACEUTICAL SUPPLIES | 86,425 | - | - | - |
| JUST IN TIME OFFICE SUPPLIES | 10,717 | - | - | - |
| BUILDING MAINT SUPPLIES | 15,850 | - | - | - |
| MISC MAINTENANCE SUPPLIES | 1,735 | - | - | - |
| TOTAL | \$ 619,722 | \$ - | \$ - | - |
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ 51,811 | \$ - | \$ - | - |
| MAINTENANCE FIRE APPARATUS | 1,489 | - | - | - |
| TOTAL | \$ 53,299 | \$ - | \$ - | - |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS AND DAMAGES | \$ 1,117 | \$ - | \$ - | - |
| TOTAL | \$ 1,117 | \$ - | \$ - | - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 21,467 | \$ - | \$ - | - |
| CHARGES FROM RADIO SYSTEM | 15,240 | - | - | - |
| CHARGES FROM PRINTING | 11,939 | - | - | - |
| CHARGES FROM STOREROOM | 107 | - | - | - |
| CHARGES FROM MOTOR VEHICLES | 52,355 | - | - | - |
| CHARGES FROM WASTE | 4,236 | - | - | - |
| TOTAL | \$ 105,343 | \$ - | \$ - | - |
| TOTAL DIVISION | \$ 6,680,328 | \$ - | \$ - | - |



HOUSE OF CORRECTIONS

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------|-----------------|----------------|-------------------|----------------|
| MISCELLANEOUS REVENUE | \$ 1,131 | \$ - | \$ - | - |
| TOTAL DIVISION | \$ 1,131 | \$ - | \$ - | - |

DIVISION OF HEALTH**KAREN BUTLER, COMMISSIONER**

The Division of Health is responsible for a broad array of programs and services designed to promote, maintain and improve the health status of Clevelanders. The objective of the Health Division is to interpret and enforce those sections of the State and City law which pertain to public health and disease control. Specific activities of the Health Division include direct medical services, public health nursing, communicable disease surveillance, sexually transmitted disease control, inspection and licensure of medical facilities, laboratory services, chronic disease prevention and health promotion, mental health and substance abuse prevention and treatment, AIDS education, and HIV testing and counseling and maternal health education and infant death reduction.

The Health Division is responsible for the Mayor's Health Advisory Committee, a 25-member committee of community leaders selected to advise the Mayor on issues affecting the public's health and disparities in health status. The Health Division also operates the Bureau of Vital Statistics, which is responsible for the issuance of all birth and death certificates and for keeping, collecting and maintaining those statistics which reflect the general health status of Cleveland.

BUDGET COMMENTS

Grant funding supplements General Fund monies and enables the Health Division to provide a wide range of health services throughout the community. These services include immunization activities, preventive health services to residents in public housing, substance abuse treatment services to inmates in the House of Corrections, and infant mortality reduction. The MomsFirst (formerly known as Healthy Family/Healthy Start) program adds funds to the Division's budget for use by a community-wide consortium of providers and residents to reduce the infant mortality rates in Cleveland.

Mission Statement

The Division of Health's mission is to maximize the health and well-being of the people of Cleveland by preventing disease and injury, promoting wellness, assuring access to quality health care, and advocating for public health.



DIVISION OF HEALTH

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------------|------------------|-----------|----------|------------------|-----------|----------|------------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Health Administration | \$ 4,069 | 22 | 1 | \$ 5,039 | 25 | 1 | \$ 5,139 | 25 | 1 |
| Miles-Broadway | 142 | 1 | | 136 | 1 | | 138 | 1 | |
| J.Glen Smith | 766 | 11 | 1 | 785 | 12 | 1 | 788 | 12 | 1 |
| McCafferty | 301 | 2 | | 298 | 2 | | 307 | 2 | |
| Vital Statistics | 591 | 11 | | 597 | 11 | | 609 | 8 | |
| Mental Health & Substance Abuse | 625 | 10 | | 638 | 11 | | 562 | 11 | |
| Healthy Family/Healthy Start | 2,606 | 8 | | 2,616 | 8 | | 2,673 | 8 | |
| Health Promotion | 1,375 | 7 | | 1,562 | 7 | | 1,630 | 8 | |
| | \$ 10,475 | 72 | 2 | \$ 11,671 | 77 | 2 | \$ 11,846 | 75 | 2 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 1,435 | | | \$ 158 | | | \$ 1,687 | | |
| Self - Generated | 1,687 | | | 3,066 | | | 1,698 | | |
| | \$ 3,122 | 35 | 1 | \$ 3,224 | 36 | 1 | \$ 3,385 | 34 | 1 |
| Categorical Grants | \$ 5,998 | 34 | 1 | \$ 6,981 | 38 | 1 | \$ 7,056 | 41 | 1 |
| Community Develop Block Grant | 1,287 | 2 | | 1,309 | 2 | | 1,335 | | |
| Special Revenue - Medicaid Fund | 68 | 1 | | 157 | 1 | | 70 | | |
| | \$ 10,475 | 72 | 2 | \$ 11,671 | 77 | 2 | \$ 11,846 | 75 | 2 |

DIVISION OF HEALTH

PROGRAM NAME: HEALTH ADMINISTRATION

OBJECTIVES: To provide administrative and operational support in the planning, directing and evaluation of all Division of Health components and activities to ensure that all resources are utilized to the benefit of the Citizens of Cleveland.

ACTIVITIES: Manage general fund and grant budgets, personnel management and administration. Supervise and evaluate Division of Health programs and activities at the Cleveland Health Centers. Coordinate with other agencies and departments on public health issues, initiatives and enforcement actions.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | FT | PT | FT | PT | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 1,336 | 11 | | \$ 1,455 | 11 | | \$ 1,484 | 11 | |
| Categorical Grants | 1,446 | 9 | 1 | 2,275 | 12 | 1 | 2,320 | 12 | 1 |
| Community Develop Block Grant | 1,287 | 2 | | 1,309 | 2 | | 1,335 | 2 | |
| | <u>\$ 4,069</u> | <u>22</u> | <u>1</u> | <u>\$ 5,039</u> | <u>25</u> | <u>1</u> | <u>\$ 5,139</u> | <u>25</u> | <u>1</u> |

PROGRAM NAME: NEIGHBORHOOD HEALTH CENTERS - Miles-Broadway, J. Glen Smith, Thomas McCafferty and Tremont

OBJECTIVES: To provide the public with personal health care programs within their own neighborhoods.

ACTIVITIES: Immunize children to reduce the incidence of preventable childhood diseases. Provide education and treatment programs to identify and decrease the incidence of sexually transmitted diseases. Provide laboratory testing, medical treatment and direct referral of both adult and child patients. Provide HIV/AIDS prevention activities, testing, supportive services and case management. Provide public health nursing home visitations.

MILES-BROADWAY HEALTH CENTER

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|----------|----|---------------|----------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | FT | PT | FT | PT | FT | PT | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 142 | 1 | | \$ 136 | 1 | | \$ 138 | 1 | |
| | <u>\$ 142</u> | <u>1</u> | | <u>\$ 136</u> | <u>1</u> | | <u>\$ 138</u> | <u>1</u> | |



DIVISION OF HEALTH

J. GLEN SMITH HEALTH CENTER

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--|------|--------|----|------|-----------|----|------|--------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |

FUNDING SOURCE:

| | | | | | | | | | | | | |
|--------------------|-----------|------------|-----------|----------|-----------|------------|-----------|----------|-----------|------------|-----------|----------|
| General Fund | \$ | 696 | 10 | 1 | \$ | 714 | 11 | 1 | \$ | 718 | 11 | 1 |
| Categorical Grants | | 70 | 1 | | | 71 | 1 | | | 70 | 1 | |
| | \$ | 766 | 11 | 1 | \$ | 785 | 12 | 1 | \$ | 788 | 12 | 1 |

THOMAS MCCAFFERTY HEALTH CENTER

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--|------|--------|----|------|-----------|----|------|--------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |

FUNDING SOURCE:

| | | | | | | | | | | | | |
|--------------------|-----------|------------|----------|--|-----------|------------|----------|--|-----------|------------|----------|--|
| General Fund | \$ | 231 | 1 | | \$ | 233 | 2 | | \$ | 237 | 2 | |
| Categorical Grants | | 70 | | | | 65 | | | | 70 | | |
| | \$ | 301 | 1 | | \$ | 298 | 2 | | \$ | 307 | 2 | |

DIVISION OF HEALTH

PROGRAM NAME: VITAL STATISTICS

OBJECTIVES: To maintain an accurate record of all births and deaths occurring in Cleveland and 29 suburbs and keep those statistics which reflect upon the general health status of the City.

ACTIVITIES: Register birth and death certificates for Cleveland and 29 surrounding suburbs. Distribute, for a fee, records of births, death and stillbirths. Provide indigent burial services.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--|------|--------|----|------|-----------|----|------|--------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |

FUNDING SOURCE:

| | | | | | | | | | |
|--------------|-----------|------------|-----------|-----------|------------|-----------|-----------|------------|-----------|
| General Fund | \$ | 591 | 11 | \$ | 597 | 11 | \$ | 609 | 11 |
| | \$ | 591 | 11 | \$ | 597 | 11 | \$ | 609 | 11 |

PROGRAM NAME: MENTAL HEALTH AND SUBSTANCE ABUSE 'TREATMENT' SERVICES

OBJECTIVES: To offer help and guidance to those citizens suffering from mental health or drug dependency problems, and to support initiatives that address substance abuse prevention and mental health promotion.

ACTIVITIES: Provide counseling and prevention activities for adults, youth, individuals, families and groups in the area of alcoholism and drug abuse. Promote initiatives that address mental health and well being.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--|------|--------|----|------|-----------|----|------|--------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | | STAFF | | | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |

FUNDING SOURCE:

| | | | | | | | | | |
|---------------------------------|-----------|------------|-----------|-----------|------------|-----------|-----------|------------|-----------|
| General Fund | \$ | 126 | 1 | \$ | 89 | 2 | \$ | 91 | 2 |
| Categorical Grants | | 431 | 8 | | 392 | 8 | | 401 | 8 |
| Special Revenue - Medicaid Fund | | 68 | 1 | | 157 | 1 | | 70 | 1 |
| | \$ | 625 | 10 | \$ | 638 | 11 | \$ | 562 | 11 |



DIVISION OF HEALTH

PROGRAM NAME: MOMSFIRST

OBJECTIVES: To reduce racial disparities in maternal/child health, provide interconceptional care, and address parental depression within the City of Cleveland.

ACTIVITIES: Provide outreach and case finding, case management, health education, and interconceptional care activities through home visits to ensure early and continuous prenatal care for participants.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|--|--------|-------|-----------|-------|------|--------|----|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | COST | STAFF | COST | STAFF | PT | |
| | FT | PT | FT | PT | FT | PT | PT | |

FUNDING SOURCE:

| | | | | | | | | | |
|--------------------|----|--------------|----------|----|--------------|----------|----|--------------|----------|
| Categorical Grants | \$ | 2,606 | 8 | \$ | 2,616 | 8 | \$ | 2,673 | 8 |
| | \$ | 2,606 | 8 | \$ | 2,616 | 8 | \$ | 2,673 | 8 |

PROGRAM NAME: HEALTH PROMOTION UNIT

OBJECTIVES: To help citizens of the City of Cleveland change their lifestyle to move toward a state of optimal health through enhanced awareness, behavior change and the creation of environments that support good health practices.

ACTIVITIES: Participate in county-wide youth tobacco surveillance checks; promote the enforcement of the new no-smoking law; promote smoking cessation programs for adults; coordinate health promotion and health education programming to support tobacco-related chronic disease prevention throughout Cleveland. Coordinate school wellness teams; promote fitness and nutrition activities at local businesses; train parish nurses for church-based prevention; and train city recreation center staff on developing heart health programs and provide link to available resources through local voluntary health organizations.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|--|--------|-------|-----------|-------|------|--------|----|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | COST | STAFF | COST | STAFF | PT | |
| | FT | PT | FT | PT | FT | PT | PT | |

FUNDING SOURCE:

| | | | | | | | | | |
|--------------------|----|--------------|----------|----|--------------|----------|----|--------------|----------|
| Categorical Grants | \$ | 1,375 | 7 | \$ | 1,562 | 5 | \$ | 1,630 | 7 |
| | \$ | 1,375 | 7 | \$ | 1,562 | 5 | \$ | 1,630 | 7 |

DIVISION OF HEALTH**PROGRAM NAME: HIV/AIDS PREVENTION**

OBJECTIVES: To provide regional leadership, planning and advocacy on HIV/AIDS issues; monitor and fund HIV/AIDS programs; provide resource development assistance; and serve as a model in the provision of direct HIV/AIDS services to specific underserved populations.

ACTIVITIES: Disseminate epidemiological reports and other related information on affected communities. Raise public awareness through media, community planning and meetings. Provide advocacy to ensure sufficient funding provided to the region. Provide assistance to agencies in continuous development of programs. Serve on all funding advisory groups. Obtain additional resources for care and services for HIV prevention. Network with other social service agencies to expand efforts. Establish models of service delivery.

PROGRAM NAME: NURSING UNIT

OBJECTIVES: To provide services that protect and promote the health of people who live and work in Cleveland.

ACTIVITIES: Provide immunizations, flu vaccinations, and assistance with screening of sexually transmitted diseases. Conduct day care inspections, telephone triage, and maternity unit inspections. Assist with pediatric and adult medicine clinics, genetic screening follow-up, SIDS follow-up, and community screening and preventive health services.

PROGRAM NAME: COMMUNICABLE DISEASES UNIT

OBJECTIVES: To oversee all communicable disease and public health infrastructure activities, including bioterrorism and pandemic flu preparedness, for the City of Cleveland.

ACTIVITIES: Participate in countywide disease reporting system. Conduct communicable disease investigation, including surveillance and outbreak investigations. Improve training for health department staff on communicable diseases and investigations. Improve infrastructure, including information technology capabilities, in order to more efficiently handle outbreak investigations.

PROGRAM NAME: STD CLINICS

OBJECTIVES: To reduce the incidence of sexually transmitted diseases (STDs) in Cleveland and surrounding areas.

ACTIVITIES: Provide medical and laboratory services for diagnosis and treatment in two STD clinics. Conduct STD surveillance and provide outbreak response. Affect community and individual behavior change through education. Provide testing, treatment, counseling and education toward STD prevention.

DIVISION OF HEALTH

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,511,481 | \$ 1,382,184 | \$ 1,456,422 | \$ 1,480,524 |
| SEASONAL | 3,887 | - | - | - |
| PART TIME PERMANENT | 5,861 | 15,564 | 7,569 | - |
| LONGEVITY | 17,925 | 17,910 | 17,310 | 16,650 |
| INJURY PAY | - | - | 613 | - |
| SEPARATION PAYMENTS | 29,791 | 8,074 | 47,651 | - |
| BONUS INCENTIVE | 2,000 | - | - | - |
| OVERTIME | 2,327 | 394 | 1,689 | - |
| TOTAL | \$ 1,573,272 | \$ 1,424,127 | \$ 1,531,254 | \$ 1,497,174 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 228,186 | \$ 245,532 | \$ 254,327 | \$ 262,756 |
| DENTAL | 15,496 | 15,114 | 14,820 | 15,618 |
| VISION CARE | 2,389 | 2,270 | 2,311 | 2,400 |
| PERS | 215,291 | 202,443 | 208,939 | 224,798 |
| FICA-MEDICARE | 14,701 | 13,298 | 14,470 | 15,001 |
| WORKERS COMPENSATION | 3,607 | 40,157 | 42,630 | 39,702 |
| LIFE INSURANCE | 1,627 | 1,506 | 1,524 | 1,530 |
| CLOTHING ALLOWANCE | 5,530 | 2,880 | 2,880 | 2,880 |
| CLOTHING MAINTENANCE | 300 | 300 | 300 | 300 |
| TOTAL | \$ 487,126 | \$ 523,499 | \$ 542,201 | \$ 564,985 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 465 | \$ 1,653 | \$ - | \$ - |
| TUITION & REGISTRATION FEES | 90 | 761 | 424 | 1,000 |
| PROFESSIONAL DUES | 3,984 | 1,418 | 566 | 3,000 |
| MILEAGE (PRV AUTO) TRNG PRPS | - | 7 | - | - |
| TOTAL | \$ 4,539 | \$ 3,838 | \$ 990 | \$ 4,000 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ - | \$ - | \$ 8,270 | \$ - |
| GAS | 74,992 | 70,061 | 62,419 | 57,258 |
| ELECTRICITY - CPP | 206,100 | 211,997 | 220,705 | 229,533 |
| ELECTRICITY - OTHER | 1,319 | 698 | 2,147 | 2,233 |
| SECURITY & MONITORING SYSTEM | 1,276 | 2,967 | 186 | 2,190 |
| TOTAL | \$ 283,688 | \$ 285,723 | \$ 293,727 | \$ 291,214 |



DIVISION OF HEALTH

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 294,650 | \$ | 363,100 | \$ | 363,100 | \$ | 373,100 |
| CABLE PROFESSIONAL SERVICES | - | | 95 | | - | | - |
| MILEAGE (PRIVATE AUTO) | 1,113 | | 1,061 | | 2,522 | | 2,000 |
| WASTE DISPOSAL | 5,316 | | 6,038 | | 6,885 | | 6,958 |
| SECURITY SERVICES | 15,730 | | 23,339 | | 38,811 | | 11,374 |
| ADVERTISING & PUBLIC NOTICE | - | | 2,299 | | - | | - |
| PARKING IN CITY FACILITIES | 1,585 | | 2,578 | | 1,390 | | 1,500 |
| PROPERTY RENTAL | 45,861 | | 45,861 | | - | | 188,247 |
| PHOTOCOPY MACHINE RENTAL | 1,099 | | - | | - | | - |
| OTHER CONTRACTUAL | 122,668 | | 114,019 | | 61,195 | | 62,388 |
| INDIGENT RELIEF | - | | 20,000 | | 65,000 | | 70,000 |
| REFUNDS AND MISCELLANEOUS | 28 | | - | | - | | - |
| CREDIT CARD PROCESSING FEES | 2,774 | | 306 | | 103 | | - |
| TOTAL | \$ 490,824 | \$ | 578,695 | \$ | 539,006 | \$ | 715,567 |
| MATERIAL AND SUPPLIES | | | | | | | |
| OFFICE SUPPLIES | \$ 350 | \$ | 440 | \$ | 10,343 | \$ | 600 |
| POSTAGE | 406 | | 556 | | 570 | | 250 |
| COMPUTER SUPPLIES | 67 | | - | | - | | - |
| COMPUTER HARDWARE | 283 | | - | | - | | - |
| HYGIENE AND CLEANING SUPP | 1,757 | | 3,401 | | - | | - |
| MEDICAL SUPPLIES | 20,724 | | 12,318 | | 24,537 | | 20,000 |
| FOOD | 29 | | - | | - | | - |
| OTHER SUPPLIES | 12,926 | | 10,398 | | 9,914 | | 10,000 |
| PHARMACEUTICAL SUPPLIES | 16,668 | | 2,972 | | 3,232 | | 10,000 |
| LABORATORY SUPPLIES | 6,599 | | 18,249 | | 18,899 | | 16,000 |
| CAPITAL IMPROVEMENT INVENTORY | - | | - | | 10 | | - |
| JUST IN TIME OFFICE SUPPLIES | 14,242 | | 12,355 | | 6,127 | | 9,000 |
| TOTAL | \$ 74,049 | \$ | 60,691 | \$ | 73,632 | \$ | 65,850 |
| MAINTENANCE | | | | | | | |
| COMPUTER SOFTWARE MAINT | \$ - | \$ | 1,320 | \$ | - | \$ | - |
| MAINTENANCE CONTRACTS | 1,600 | | 610 | | 810 | | 2,262 |
| CAR WASHES | - | | - | | 78 | | - |
| TOTAL | \$ 1,600 | \$ | 1,930 | \$ | 888 | \$ | 2,262 |

DIVISION OF HEALTH

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 220,187 | \$ 130,773 | \$ 158,992 | \$ 155,688 |
| CHARGES FROM PRINTING | 47,829 | 36,023 | 38,118 | 46,379 |
| CHARGES FROM STOREROOM | 16,425 | 13,646 | 11,470 | 12,991 |
| CHARGES FROM MOTOR VEHICLES | 18,641 | 34,718 | 33,907 | 29,263 |
| CHARGES FROM WATER - GIS PROJ | 13,068 | 28,673 | - | - |
| TOTAL | \$ 316,150 | \$ 243,832 | \$ 242,487 | \$ 244,321 |
| TOTAL DIVISION | \$ 3,231,248 | \$ 3,122,334 | \$ 3,224,185 | \$ 3,385,373 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICE | \$ 1,522,370 | \$ 1,516,862 | \$ 1,413,298 | \$ 1,552,000 |
| MISCELLANEOUS REVENUE | 8,357 | 368 | 2,800 | 1,000 |
| EXPENDITURE RECOVERIES | 139,187 | 170,103 | 1,649,923 | 145,000 |
| TOTAL DIVISION | \$ 1,669,914 | \$ 1,687,332 | \$ 3,066,021 | \$ 1,698,000 |

DIVISION OF HEALTH
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|------------------|-------------------------------------|------------------|-----------|
| | Budget 2008 | December 2008 | | Budget 2009 | Minimum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Health | 45,021 | 142,289 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 5 | 4 | 4 | Clerk, Junior | 10.00 Hr. | 1346 Hr. |
| 3 | 3 | 3 | Clerk Principal | 11.93 Hr. | 19.13 Hr. |
| 5 | 5 | 5 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 14 | 13 | 13 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Analyst, Senior Budget & Management | 27,274 | 75,985 |
| 1 | 1 | 1 | Chief, Clinical Laboratories | 23,647 | 74,984 |
| 3 | 3 | 3 | Coordinator, Project | 27,326 | 87,665 |
| 1 | 0 | 0 | Project Director | 22,333 | 77,944 |
| 1 | 0 | 0 | Examiner, Medical | 21.40 Hr. | 62.81 Hr. |
| 1 | 1 | 1 | Health Center Director | 22,333 | 72,986 |
| 1 | 1 | 1 | Nurse, Public Health Director | 26,274 | 80,091 |
| 4 | 4 | 4 | Nurse, Public Health III | 39,099 | 50,936 |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Computer Operator | 10.00 Hr. | 21.33 Hr. |
| 1 | 0 | 0 | Office Manager | 20,800 | 48,223 |
| 17 | 14 | 14 | | | |
| PARAPROFESSIONALS | | | | | |
| 2 | 2 | 2 | Aide, Community Health | 10.00 Hr. | 15.58 Hr. |
| 2 | 2 | 2 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 1 | 1 | Mechanical Handyman | 15.38 Hr. | 17.73 Hr. |
| 1 | 1 | 1 | | | |
| TECHNICIAN | | | | | |
| 2 | 2 | 2 | Clinical Laboratory Technician II | 10.00 Hr. | 22.60 Hr. |
| 1 | 1 | 1 | Nurse, Practical | 14.36 Hr. | 19.02 Hr. |
| 3 | 3 | 3 | | | |
| 38 | 34 | 34 | TOTAL FULL TIME | | |
| 0 | 1 | 0 | Examiner, Medical | 21.40 Hr. | 62.81 Hr. |
| 0 | 1 | 0 | Clerk, Junior | 9.89 Hr. | 13.46 Hr. |
| 1 | 0 | 0 | Clinical Laboratory Technician II | 10.00 Hr. | 22.60 Hr. |
| 1 | 2 | 0 | TOTAL PART TIME | | |
| 39 | 36 | 34 | TOTAL GENERAL FUND | | |
| 41 | 41 | 41 | TOTAL GRANT POSITIONS | | |
| 80 | 77 | 75 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF ENVIRONMENT

WILLIE BESS, COMMISSIONER

The Division of Environmental Health includes 3 Bureaus, which administer some 17 environmental program activities, most of which are mandated by City codes or State of Ohio statutes. The Bureau of Environmental Health Services' objective is to provide programmatic activities (inspections, surveillance and investigations) at a sufficient level to protect the health of the public as it relates to the programs charged to the Bureau through existing codes. Duties of the Bureau consist of nuisance complaint investigations, rodent and vector control activities, school environment inspections, solid and infectious waste inspections and the approval of various license applications as imposed by City and State codes, and allied duties which may be imposed by ordinance or statute.

The Bureau of Childhood Lead Poisoning Prevention's objection is to reduce the incidence of lead poisoning in children and early identification and action to reduce blood lead levels in children diagnosed with lead poisoning. The Bureau's activities include providing educational outreach services as a regional resource center for 19 Northeastern Ohio Counties; screening children ages 1-5 for blood lead levels through direct outreach and cooperation with health care providers; operating a laboratory to analyze blood lead samples; providing medical monitoring and follow-up of lead poisoned children; inspecting residences of lead poisoned children to identify and reduce lead hazards; and contracting with local organizations to perform abatement activities to reduce lead hazards in homes of low-income families.

Mission Statement

To promote and protect the health of all persons who reside in or visit the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|----------------------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|--------|----|
| | COST | ACTUAL | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | | STAFF | PT | | STAFF | PT |
| | FT | PT | FT | PT | FT | PT | PT | |
| PROGRAMS: | | | | | | | | |
| Environment Administration | \$ 362 | 5 | \$ 389 | 5 | \$ 392 | 5 | | |
| Childhood Lead Poisoning Prevent | 4,571 | 17 | 2,228 | 19 | 3,100 | 18 | | |
| Environment Health | 2,120 | 28 | 2,288 | 28 | 2,331 | 27 | | |
| | \$ 7,053 | 50 | \$ 4,905 | 52 | \$ 5,823 | 50 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 1,342 | | \$ 1,191 | | \$ 1,237 | | | |
| Self - Generated | 23 | | 82 | | 57 | | | |
| | \$ 1,365 | 16 | \$ 1,273 | 16 | \$ 1,294 | 16 | | |
| Categorical Grants | \$ 4,571 | 17 | \$ 2,228 | 19 | \$ 3,100 | 18 | | |
| Special Revenue | 1,117 | 17 | 1,404 | 17 | 1,429 | 16 | | |
| | \$ 7,053 | 50 | \$ 4,905 | 52 | \$ 5,823 | 50 | | |



DIVISION OF ENVIRONMENT

PROGRAM NAME: ENVIRONMENT ADMINISTRATION

OBJECTIVES: To provide administrative and operational support in the planning, directing, and evaluation of all Division of Environment components to ensure that all resources are utilized to the benefit of City of Cleveland residents.

ACTIVITIES: Management of General Fund and Grant Budgets. Facilitate daily field activity of all staff. Collection of applicable performance data. Management of operations and maintenance of City Personnel Policies and Procedures. Participation in citizen events relating to environmental Health issues.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | 2009 | |
|------------------------|---------------|----------|---------------|----------|---------------|----------|
| | ACTUAL | | UNAUDITED | | BUDGET | |
| | COST | STAFF | COST | STAFF | COST | STAFF |
| | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | |
| General Fund | \$ 362 | 5 | \$ 389 | 5 | \$ 392 | 5 |
| | \$ 362 | 5 | \$ 389 | 5 | \$ 392 | 5 |



DIVISION OF ENVIRONMENT

PROGRAM NAME: CHILDHOOD LEAD POISONING PREVENTION

OBJECTIVES: To reduce the incidence of lead poisoning in children and to identify early, and reduce the blood levels in, children diagnosed with lead poisoning.

ACTIVITIES: Test over 18,000 children ages 1-5 for lead poisoning through health care providers and outreach. Analyze blood samples in clinical laboratory medical services. Provide and monitor medical follow-up to lead poisoned children. Inspect residences of lead-poisoned children to identify and reduce lead hazards.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------|-----------------|----------------|--|-----------------|----------------|--|-----------------|----------------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | |
| Funding Source: | | | | | | | | | |
| Categorical Grants | \$ 4,571 | 17 | | \$ 2,228 | 19 | | \$ 3,100 | 18 | |
| | \$ 4,571 | 17 | | \$ 2,228 | 19 | | \$ 3,100 | 18 | |

DIVISION OF ENVIRONMENT

PROGRAM NAME: ENVIRONMENTAL HEALTH SERVICES

OBJECTIVES: To ensure sanitary conditions in all neighborhoods and reduce the potential of rodent-borne, vector-borne and food-borne illness.

ACTIVITIES: Conduct food service operation and food establishment inspections. Inspect premises for rodent infestation and provide necessary treatment. Approve and issue licenses as mandated by law. Inspect schools, jails, hotels/motels, public laundries, swimming pools, marinas, manufactured home parks and barbershops. Larvicide catch basins and standing water to control vector borne diseases. Investigate environmental health nuisances reported by the public. Follow up on code violations to ensure they are corrected. Prosecute health code cases. Enforce the Ohio Environmental Protection Agency regulations pertaining to solid waste and infectious management.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 1,003 | 11 | | \$ 884 | 11 | | \$ 902 | 11 | |
| Special Revenue - Food Protection | 987 | 17 | | 1,162 | 17 | | 1,184 | 16 | |
| Special Revenue - Solid Waste | - | | | 66 | | | 70 | | |
| Special Revenue - HUD Fees | 51 | | | 89 | | | 85 | | |
| Special Revenue - Lead Fees | 79 | | | 87 | | | 90 | | |
| | \$ 2,120 | 28 | | \$ 2,288 | 28 | | \$ 2,331 | 27 | |

DIVISION OF ENVIRONMENT

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 722,746 | \$ 794,254 | \$ 775,529 | \$ 720,117 |
| PART TIME PERMANENT | 8,904 | 2,544 | - | - |
| LONGEVITY | 8,769 | 8,506 | 8,429 | 7,725 |
| SEPARATION PAYMENTS | 1,231 | 6,551 | 2,581 | - |
| OVERTIME | 4,880 | 4,040 | 2,659 | - |
| TOTAL | \$ 746,530 | \$ 815,895 | \$ 789,198 | \$ 727,842 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 139,802 | \$ 149,260 | \$ 148,303 | \$ 152,615 |
| DENTAL | 9,330 | 9,101 | 8,917 | 8,406 |
| VISION CARE | 1,361 | 1,465 | 1,344 | 1,269 |
| PERS | 110,580 | 131,453 | 106,222 | 109,736 |
| FICA-MEDICARE | 5,214 | 7,863 | 7,264 | 6,800 |
| WORKERS COMPENSATION | (9,171) | 28,912 | 22,485 | 36,271 |
| LIFE INSURANCE | 813 | 847 | 789 | 720 |
| UNEMPLOYMENT COMPENSATION | (138) | - | - | - |
| TOTAL | \$ 257,792 | \$ 328,901 | \$ 295,324 | \$ 315,817 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 147 | \$ - | \$ - | \$ - |
| TUITION AND REGISTRATION FEES | 70 | 40 | - | 500 |
| PROFESSIONAL DUES | 583 | 1,009 | 473 | 500 |
| CHARGES FOR PARKING CITATIONS | - | 260 | - | - |
| TOTAL | \$ 800 | \$ 1,309 | \$ 473 | \$ 1,000 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ - | \$ - | \$ 21 | \$ - |
| GAS | 10,064 | 11,229 | 12,207 | 9,905 |
| ELECTRICITY - CPP | 14,977 | 19,353 | 18,451 | 19,189 |
| ELECTRICITY - OTHER | 743 | 1,856 | 1,137 | 1,182 |
| TOTAL | \$ 25,785 | \$ 32,438 | \$ 31,816 | \$ 30,276 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 140 | \$ - | \$ - |
| MILEAGE (PRIVATE AUTO) | 5,862 | 6,074 | 1,496 | 1,500 |
| SECURITY SERVICES | 30,167 | 30,500 | 33,931 | 30,500 |
| FREIGHT EXPENSE | 51 | - | - | - |
| ADVERTISING AND PUBLIC NOTICE | - | - | - | 300 |
| PARKING IN CITY FACILITIES | 1,436 | 1,868 | 1,370 | 1,200 |
| PROPERTY RENTAL | 37,186 | 36,982 | - | 62,014 |
| PHOTOCOPY MACHINE RENTAL | 275 | - | - | - |
| OTHER CONTRACTUAL | 73,977 | 41,051 | 50,000 | - |
| TOTAL | \$ 148,952 | \$ 116,615 | \$ 86,797 | \$ 95,514 |



DIVISION OF ENVIRONMENT

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------------|---------------------|-----------|------------------|-----------|------------------|-----------|------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| MATERIAL AND SUPPLIES | | | | | | | |
| CHEMICAL | \$ 5,127 | \$ | 4,997 | \$ | 4,175 | \$ | 9,000 |
| POSTAGE | - | | 14 | | - | | - |
| OTHER SUPPLIES | 2,161 | | 237 | | 15 | | 1,000 |
| JUST IN TIME OFFICE SUPPLIES | 4,255 | | 5,660 | | 531 | | 3,150 |
| TOTAL | \$ 11,544 | \$ | 10,907 | \$ | 4,721 | \$ | 13,150 |
| MAINTENANCE | | | | | | | |
| COMPUTER SOFTWARE MAINT | \$ 959 | \$ | 1,566 | \$ | 1,200 | \$ | 1,300 |
| MAINT MISC EQUIPMENT | - | | 100 | | - | | - |
| CAR WASHES | 500 | | - | | 500 | | 500 |
| TOTAL | \$ 1,459 | \$ | 1,666 | \$ | 1,700 | \$ | 1,800 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 11,272 | \$ | 8,552 | \$ | 8,702 | \$ | 8,322 |
| CHARGES FROM RADIO SYSTEM | 1,137 | | 1,085 | | 1,047 | | 1,104 |
| CHARGES FROM PRINTING | 19,255 | | 15,143 | | 19,098 | | 16,272 |
| CHARGES FROM STOREROOM | 8,017 | | 6,589 | | 7,818 | | 10,705 |
| CHARGES FROM MOTOR VEHICLES | 23,043 | | 16,591 | | 26,033 | | 22,468 |
| CHARGES FROM ARCHITECTURE | 1,543 | | - | | - | | - |
| CHARGES FROM WATER - GIS PROJ | 4,356 | | 9,558 | | - | | - |
| TOTAL | \$ 68,623 | \$ | 57,518 | \$ | 62,698 | \$ | 58,871 |
| TOTAL DIVISION | \$ 1,261,485 | \$ | 1,365,248 | \$ | 1,272,727 | \$ | 1,244,270 |

REVENUE

| | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|------------------|-----------|---------------|-----------|---------------|-----------|---------------|
| | Actual | | Actual | | Unaudited | | Budget |
| LICENSES AND PERMITS | \$ 19,161 | \$ | 19,523 | \$ | 9,293 | \$ | 35,695 |
| SALES AND CHARGES FOR SERVICE | - | | - | | 400 | | - |
| MISCELLANEOUS REVENUE | 907 | | 288 | | 5,472 | | 1,000 |
| EXPENDITURE RECOVERIES | 36,896 | | 3,283 | | 66,490 | | 20,000 |
| TOTAL DIVISION | \$ 56,964 | \$ | 23,094 | \$ | 81,655 | \$ | 56,695 |

DIVISION OF ENVIRONMENT

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Commissioner, Environment | 42,758 | 133,845 |
| 1 | 1 | 1 | | | |
| | | | OFFICE & CLERICAL | | |
| 1 | 1 | 1 | Manager, Office | 20,800 | 48,223 |
| 1 | 1 | 1 | Secretary, Private | 10.00 Hr. | 20.19 Hr. |
| 0 | 1 | 1 | Clerk, Senior | 10.29 Hr. | 15.78 Hr. |
| 2 | 3 | 3 | | | |
| | | | PROFESSIONALS | | |
| 1 | 0 | 0 | Analyst, Budget & Management | 20,800 | 54,164 |
| 1 | 1 | 1 | Supervisor, District-Environment Health | 20,092 | 58,940 |
| 2 | 1 | 1 | | | |
| | | | TECHNICIAN | | |
| 2 | 2 | 2 | Sanitarian I, Public Health | 12.78 Hr. | 20.83 Hr. |
| 4 | 4 | 6 | Sanitarian II, Public Health | 14.35 Hr. | 22.46 Hr. |
| 3 | 3 | 1 | Sanitarian III, Public Health | 15.49 Hr. | 23.58 Hr. |
| 2 | 2 | 2 | Sanitarian IV, Public Health | 10.00 Hr. | 28.97 Hr. |
| 11 | 11 | 11 | | | |
| 16 | 16 | 16 | TOTAL GENERAL FUND | | |
| 19 | 19 | 18 | TOTAL ENVIRONMENTAL GRANT POSITIONS | | |
| 17 | 17 | 16 | TOTAL FOOD PROTECTION FUND | | |
| 52 | 52 | 50 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF AIR QUALITY

RICHARD NEMETH, COMMISSIONER

The Division of Air Quality serves as Ohio EPA's Delegated Agent for air pollution control for all of Cuyahoga County. The objective of the Division is to bring all industrial and commercial sources of air pollution into compliance with the City Air Pollution Code and Ohio Air Pollution regulations. This will result in lower levels of air pollution and continue progress in meeting Federal Clean Air Standards. The Bureau is composed of three sections that work together to achieve the objective of meeting Federal clean air standard. The Field Monitoring Section measures air pollution levels at more than 21 sites in Cuyahoga County for six National Ambient air Criteria Pollutants. These measurements determine the overall air quality in the city and county. The Engineering Section operates the permit system, which requires all industrial sources of air pollution to register and obtain permits. The permit system identifies sources and establishes limits on the amount of emissions released into the atmosphere. The Enforcement Section maintains surveillance on pollution sources and responds to complaints from the public about a variety of air pollution issues.

Mission Statement

To ensure that emissions of regulated air pollutants from industrial sources in Cleveland and Cuyahoga County are in compliance with federal, state and local regulations and to monitor ambient air quality within the Greater Cleveland area meets Federal Clean Air standards each day of the year.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------------|-----------------|----------------|-----------------|----------------|-----------------|-----------|----------------|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | |
| Air Quality Administration | \$ 339 | 1 | \$ 410 | 2 | \$ 463 | 2 | | |
| Air Quality Program (OH EPA) | 3,159 | 34 | 2,760 | 38 | 2,999 | 42 | | |
| | \$ 3,498 | 35 | \$ 3,170 | 40 | \$ 3,462 | 44 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 457 | | \$ 282 | | \$ 338 | | | |
| Self - Generated | 158 | | 128 | | 125 | | | |
| | \$ 615 | 1 | \$ 410 | 2 | \$ 463 | 2 | | |
| Categorical Grants | \$ 2,883 | 34 | \$ 2,760 | 38 | \$ 2,999 | 42 | | |
| | \$ 3,498 | 35 | \$ 3,170 | 40 | \$ 3,462 | 44 | | |



DIVISION OF AIR QUALITY

PROGRAM NAME: AIR QUALITY- OHIO EPA CONTRACT

OBJECTIVES: To ensure that air emissions from industrial sources are in compliance with federal, state, and local Regulations and to monitor air pollution levels throughout Cleveland and Cuyahoga County.

ACTIVITIES: Operate an ambient air-monitoring network to collect air samples at over 21 locations to determine concentrations of particular matter, sulfur dioxide, ozone, carbon monoxide, lead, and nitrogen oxides. Issue installation, operation and renewal permits for industrial air pollution sources. Issue permits for open burning, sandblasting, and asbestos abatement. Inspect industrial air pollution sources to determine compliance with regulations and permit conditions. Inspect asbestos abatement projects to ensure compliance through additional inspections, and forward enforcement actions to the Ohio EPA. Investigate citizen complaints concerning air pollution.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-------------|----|-----------------|-------------|----|-----------------|-------------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| Categorical Grants | \$ 2,883 | 34 | | \$ 2,760 | 38 | | \$ 2,999 | 42 | |
| | <u>\$ 2,883</u> | <u>34</u> | | <u>\$ 2,760</u> | <u>38</u> | | <u>\$ 2,999</u> | <u>42</u> | |



DIVISION OF AIR QUALITY

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME WAGES | \$ 75,545 | \$ | 130,176 | \$ | 94,571 | \$ | 136,964 |
| BONUS INCENTIVE | - | | - | | - | | 300 |
| TOTAL | \$ 75,545 | \$ | 130,176 | \$ | 94,571 | \$ | 137,264 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 8,919 | \$ | 11,076 | \$ | 11,590 | \$ | 17,060 |
| DENTAL | 569 | | 625 | | 623 | | 1,312 |
| VISION CARE | 45 | | 51 | | 52 | | 139 |
| PERS | 12,084 | | 11,012 | | 13,210 | | 20,735 |
| FICA-MEDICARE | 1,088 | | 1,297 | | 1,353 | | 1,986 |
| WORKERS COMPENSATION | 163 | | 1,552 | | 2,033 | | 2,062 |
| LIFE INSURANCE | 41 | | 45 | | 45 | | 90 |
| TOTAL | \$ 22,909 | \$ | 25,659 | \$ | 28,906 | \$ | 43,384 |
| TRAINING AND DUES | | | | | | | |
| TRAVEL | \$ - | \$ | 2,044 | \$ | 872 | \$ | 2,000 |
| TUITION AND REGISTRATION FEES | - | | 833 | | 595 | | - |
| PROFESSIONAL DUES | 5,916 | | 5,599 | | 6,835 | | 3,000 |
| TOTAL | \$ 5,916 | \$ | 8,476 | \$ | 8,302 | \$ | 5,000 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 1,470 | \$ | 174,550 | \$ | - | \$ | - |
| TRAVEL - NON-TRAINING | 11 | | 18 | | - | | - |
| MILEAGE (PRIVATE AUTO) | - | | 6 | | - | | - |
| FREIGHT EXPENSE | - | | 117 | | - | | - |
| PARTICIPATION FEE | 50 | | - | | - | | - |
| OTHER CONTRACTUAL | - | | - | | 1,078 | | - |
| LOCAL MATCH - GRANT PROGRAMS | 281,311 | | 275,504 | | 276,100 | | 276,100 |
| TOTAL | \$ 282,843 | \$ | 450,196 | \$ | 277,178 | \$ | 276,100 |
| MATERIALS AND SUPPLIES | | | | | | | |
| COMPUTER HARDWARE | \$ 2,857 | \$ | - | \$ | - | \$ | - |
| CLOTHING | 96 | | - | | - | | - |
| OFFICE FURNITURE AND EQUIP | 12,900 | | - | | - | | - |
| SHOP SUPPLIES | - | | 178 | | - | | - |
| OTHER SUPPLIES | - | | - | | 620 | | - |
| JUST IN TIME OFFICE SUPPLIES | - | | - | | - | | 1,000 |
| TOTAL | \$ 15,853 | \$ | 178 | \$ | 620 | \$ | 1,000 |
| TOTAL DIVISION | \$ 403,066 | \$ | 614,685 | \$ | 409,577 | \$ | 462,748 |



DIVISION OF AIR QUALITY

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|------------------|-------------------|-------------------|-------------------|
| SALES AND CHARGES FOR SERVICE | \$ 74,110 | \$ 158,221 | \$ 127,961 | \$ 125,000 |
| MISCELLANEOUS REVENUES | 10 | - | - | - |
| TOTAL DIVISION | \$ 74,120 | \$ 158,221 | \$ 127,961 | \$ 125,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|-----------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Commissioner, Air Quality | 42,758 | 133,845 |
| 1 | 0 | 1 | Student Aide | 10.00 Hr. | 10.72 Hr. |
| 2 | 1 | 2 | TOTAL GENERAL FUND | | |
| 42 | 38 | 42 | TOTAL AIR QUALITY GRANT POSITIONS | | |
| 44 | 39 | 44 | TOTAL DIVISION | | |

Salary Schedule effective December 8, 2008



NOTES



DEPARTMENT OF AGING

JANE FUMICH, DIRECTOR

The Department of Aging is a planning, coordinating and direct service agency dedicated to increasing, improving and delivering a variety of services intended to enhance the quality of life for Cleveland's elders and enable them to remain independent in their own homes while preserving their dignity and independence.

Mission Statement

To ensure Cleveland is an elder-friendly community by enhancing the quality of life for Cleveland seniors through advocacy, planning, service coordination and the delivery of needed services.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|------------------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|--|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | | |
| | | STAFF | | | STAFF | | | STAFF | | |
| | | FT | PT | | FT | PT | | FT | PT | |
| PROGRAMS: | | | | | | | | | | |
| Supportive Services/Outreach/Admin | \$ 623 | 9 | 4 | \$ 746 | 9 | 3 | \$ 821 | 9 | 3 | |
| Grant Programs | 481 | 9 | 4 | 372 | 9 | 2 | 495 | 11 | 4 | |
| | \$ 1,104 | 18 | 8 | \$ 1,118 | 18 | 5 | \$ 1,316 | 20 | 7 | |
| FUNDING SOURCE: | | | | | | | | | | |
| General Fund: | | | | | | | | | | |
| Tax Support | \$ 618 | | | \$ 744 | | | \$ 819 | | | |
| Self - Generated | 5 | | | 2 | | | 2 | | | |
| | \$ 623 | 9 | 4 | \$ 746 | 9 | 3 | \$ 821 | 9 | 3 | |
| Grants | \$ 481 | 9 | 4 | \$ 372 | 9 | 2 | \$ 495 | 11 | 4 | |
| | \$ 1,104 | 18 | 8 | \$ 1,118 | 18 | 5 | \$ 1,316 | 20 | 7 | |



DEPARTMENT OF AGING

PROGRAM NAME: SUPPORTIVE SERVICES/COMMUNITY OUTREACH

OBJECTIVES: To identify and assist seniors in accessing services, benefits and programs to ensure they receive adequate assistance in emergencies, the benefits to which they are entitled and programs to help maintain independence.

ACTIVITIES: Participate in a variety of outreach activities to identify seniors in need of assistance. Conduct assessments of older persons in their homes. Link seniors with the services, benefits and programs needed to maintain safety and independence. Assist seniors with utility shut off (i.e. gas, electric, water, etc.) and provide assistance with emergency food from hunger centers, access to home delivered meals, personal care and homemaker services, job assistance, home repairs and chore services. Serve as a liaison with other City departments and agencies concerning services for the elderly. Serve as an advocate for seniors to ensure they receive fair and equal treatment and the services they need.

PROGRAM NAME: CHORE

OBJECTIVES: Enhance the quality of life for Cleveland elders (60+) and enable them to remain independent in their own homes.

ACTIVITIES: Assist seniors with interior and exterior household chores including lawn cutting.

PROGRAM NAME: SENIOR STRIDES

OBJECTIVES: To assist Cleveland seniors (55+) in securing employment.

ACTIVITIES: Provide career and employment counseling, resume preparation, training, job search and job placement.

PROGRAM NAME: SENIOR HOMEOWNERS ASSISTANCE PROGRAM

OBJECTIVES: To assist Cleveland seniors in obtaining critical repairs for their homes.

ACTIVITIES: Provide financial assistance to elderly, low-income homeowners with critical health, safety and maintenance home repairs.

DEPARTMENT OF AGING

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 274,519 | \$ 328,227 | \$ 404,845 | \$ 460,173 |
| SEASONAL | 391 | 1,607 | - | - |
| PART TIME PERMANENT | 56,002 | 55,226 | 47,033 | 48,907 |
| STUDENT TRAINEES | 13,869 | 13,761 | 14,421 | - |
| LONGEVITY | 1,800 | 1,800 | 2,425 | 2,725 |
| SEPARATION PAYMENTS | 6,006 | 30 | 1,539 | - |
| TOTAL | \$ 352,587 | \$ 400,652 | \$ 470,263 | \$ 511,805 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 30,338 | \$ 30,789 | \$ 47,559 | \$ 68,714 |
| DENTAL | 1,922 | 1,791 | 2,710 | 3,815 |
| VISION CARE | 331 | 322 | 454 | 569 |
| PERS | 50,055 | 55,073 | 64,298 | 77,166 |
| FICA-MEDICARE | 4,173 | 5,309 | 6,280 | 6,757 |
| WORKERS COMPENSATION | 710 | 10,828 | 12,388 | 11,073 |
| LIFE INSURANCE | 252 | 292 | 346 | 405 |
| UNEMPLOYMENT COMPENSATION | (65) | - | (40) | - |
| TOTAL | \$ 87,716 | \$ 104,403 | \$ 133,995 | \$ 168,499 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 889 | \$ 1,048 | \$ 500 |
| TUITION & REGISTRATION FEES | 480 | 610 | 450 | 500 |
| PROFESSIONAL DUES | 1,363 | 20 | - | 350 |
| TOTAL | \$ 1,843 | \$ 1,519 | \$ 1,498 | \$ 1,350 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 9,127 | \$ 9,011 | \$ 1,106 | \$ 1,150 |
| TRAVEL- NON-TRAINING | 2,001 | 1,861 | 1,826 | 2,200 |
| MILEAGE (PRIVATE AUTO) | 176 | 257 | 386 | 500 |
| MEDICAL SERVICES | - | - | 53 | - |
| PROGRAM PROMOTION | - | 90 | 90 | - |
| PARKING IN CITY FACILITIES | 5,116 | 6,689 | 5,838 | 4,000 |
| PHOTOCOPY MACHINE RENTAL | 247 | - | - | - |
| EQUIPMENT RENTAL | - | - | 520 | 500 |
| OTHER CONTRACTUAL | - | - | 35,000 | 35,000 |
| TOTAL | \$ 16,667 | \$ 17,908 | \$ 44,819 | \$ 43,350 |



DEPARTMENT OF AGING

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| MATERIAL AND SUPPLIES | | | | | | | |
| OFFICE SUPPLIES | \$ (500) | \$ | - | \$ | - | \$ | - |
| COMPUTER SUPPLIES | - | | - | | 5,244 | | 4,000 |
| COMPUTER HARDWARE | 692 | | 60 | | - | | - |
| COMPUTER SOFTWARE | - | | 181 | | - | | - |
| CLOTHING | 2,498 | | 894 | | 902 | | 1,500 |
| SMALL EQUIPMENT | - | | - | | 1,786 | | 2,000 |
| OFFICE FURNITURE & EQUIPMENT | - | | 474 | | - | | - |
| FOOD | - | | - | | 3,075 | | 4,000 |
| OTHER SUPPLIES | - | | 1,221 | | 400 | | - |
| SPECIAL EVENTS SUPPLIES | 5,241 | | 8,359 | | 1,719 | | 3,000 |
| JUST IN TIME SUPPLIES | 9,271 | | 7,866 | | 2,861 | | 3,000 |
| MISC MAINTENANCE SUPPLIES | - | | 317 | | - | | - |
| TOTAL | \$ 17,202 | \$ | 19,372 | \$ | 15,987 | \$ | 17,500 |
| MAINTENANCE | | | | | | | |
| COMPUTER SOFTWARE MAINT | \$ - | \$ | - | \$ | - | \$ | 800 |
| CAR WASHES | - | | 131 | | 263 | | 250 |
| MAINTENANCE MISC. EQUIPMENT | - | | - | | 211 | | 800 |
| TOTAL | \$ - | \$ | 131 | \$ | 474 | \$ | 1,850 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 8,838 | \$ | 21,703 | \$ | 25,875 | \$ | 25,385 |
| CHARGES FROM PRINTING | 17,962 | | 16,518 | | 15,901 | | 20,000 |
| CHARGES FROM STOREROOM | 6,547 | | 5,720 | | 7,810 | | 5,767 |
| CHARGES FROM MOTOR VEHICLES | 30,197 | | 34,606 | | 28,988 | | 25,017 |
| TOTAL | \$ 63,545 | \$ | 78,548 | \$ | 78,574 | \$ | 76,169 |
| TOTAL DIVISION | \$ 539,560 | \$ | 622,532 | \$ | 745,610 | \$ | 820,523 |

REVENUE

| | 2006 | | 2007 | | 2008 | | 2009 |
|--------------------------------|-----------------|-----------|--------------|-----------|--------------|-----------|--------------|
| | Actual | | Actual | | Unaudited | | Budget |
| INTERGOVERNMENTAL REVENUE | \$ 1,210 | \$ | 610 | \$ | - | \$ | - |
| SALES AND CHARGES FOR SERVICES | - | | 1,350 | | 900 | | - |
| MISCELLANEOUS REVENUES | 2,266 | | 1,065 | | 25 | | - |
| EXPENDITURE RECOVERIES | 847 | | 1,729 | | 617 | | 2,000 |
| TOTAL DIVISION | \$ 4,322 | \$ | 4,754 | \$ | 1,542 | \$ | 2,000 |



DEPARTMENT OF AGING

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|---------------------------|------------------|-----------|
| | Budget 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Aging | 50,796 | 171,582 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 1 | 2 | 2 | Project Coordinator | 27,326 | 87,665 |
| 1 | 1 | 1 | Grants Administrator | 22,333 | 72,986 |
| 2 | 1 | 1 | Assistant Administrator | 21,851 | 71,329 |
| 5 | 5 | 5 | | | |
| PARAPROFESSIONALS | | | | | |
| 4 | 3 | 3 | Geriatric Outreach Worker | 10.00 Hr. | 21.10 Hr. |
| 4 | 3 | 3 | | | |
| 10 | 9 | 9 | TOTAL FULL TIME | | |
| 4 | 3 | 3 | TOTAL PART TIME | | |
| 14 | 12 | 12 | TOTAL GENERAL FUND | | |
| 15 | 11 | 15 | TOTAL GRANT POSITIONS | | |
| 29 | 23 | 27 | TOTAL DEPARTMENT | | |

* Salary Schedule effective December 8, 2008



NOTES

DEPARTMENT OF FINANCE

SHARON DUMAS, DIRECTOR

The Department of Finance consists of twelve divisions. Its specific goals and objectives are as follows:

- To maintain an adequate financial base to sustain a sufficient level of municipal services
- To maintain a good credit rating in the financial community and assure taxpayers that the City of Cleveland is well managed by using prudent financial management practices and maintaining a sound fiscal condition
- To have the ability to withstand local and regional economic trauma, to adjust to changes in the service requirements of the community and to respond to changes in State and Federal priorities and funding
- To initiate systemic change by examining existing procedures, technology needs and financial results of various departments
- To provide value added service to all other departments

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------------|------------------|-------------|-----------|-------------------|-------------|-----------|------------------|-------------|-----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| DIVISIONS: | | | | | | | | | |
| Finance Administration | \$ 755 | 7 | | \$ 734 | 8 | | \$ 866 | 9 | |
| Accounts | 1,804 | 20 | | 1,878 | 20 | | 1,986 | 20 | |
| Assessments & Licenses | 1,886 | 29 | | 2,198 | 32 | | 3,608 | 39 | |
| Treasury | 479 | 5 | | 441 | 5 | | 635 | 8 | |
| Purchases & Supplies | | | | | | | | | |
| General Fund | 537 | 9 | | 592 | 9 | | 592 | 9 | |
| Internal Service (Storeroom) | 714 | 2 | | 840 | 2 | | 874 | 2 | |
| Internal Audit | 563 | 5 | | 604 | 6 | | 835 | 6 | |
| Central Collection Agency | 8,450 | 91 | 11 | 9,002 | 84 | 13 | 10,045 | 109 | 21 |
| Printing & Reproduction | 2,285 | 13 | 1 | 2,928 | 12 | 1 | 2,752 | 14 | 1 |
| Sinking Fund | 58,369 | 2 | | 150,480 | 2 | | 64,509 | 2 | |
| Financial Reporting & Control | 921 | 15 | | 1,323 | 16 | | 1,432 | 17 | |
| Information Technology Planning | 218 | 2 | | 177 | 2 | | 178 | 2 | |
| Information Technology & Services | | | | | | | | | |
| Data Center | 3,007 | 25 | | 3,127 | 25 | | 3,789 | 27 | |
| Telecommunications | 6,390 | 16 | | 6,400 | 14 | | 6,687 | 18 | |
| | \$ 86,378 | 241 | 12 | \$ 180,724 | 237 | 14 | \$ 98,788 | 282 | 22 |

FUNDING SOURCE:

General Fund:

| | | | | | | | | | |
|----------------|------------------|------------|--|------------------|------------|--|------------------|------------|--|
| Tax Supported | \$ 7,759 | | | \$ 8,395 | | | \$ 9,648 | | |
| Self Generated | 2,411 | | | 2,679 | | | 4,273 | | |
| | \$ 10,170 | 119 | | \$ 11,074 | 123 | | \$ 13,921 | 137 | |

| | | | | | | | | | |
|----------------------------|------------------|------------|-----------|-------------------|------------|-----------|------------------|------------|-----------|
| Internal Service* | \$ 9,389 | 31 | 1 | \$ 10,168 | 28 | 1 | \$ 10,313 | 34 | 1 |
| Debt Service* | 58,369 | | | 150,480 | 2 | | 64,509 | 2 | |
| Central Collection Agency* | 8,450 | 91 | 11 | 9,002 | 84 | 13 | 10,045 | 109 | 21 |
| | \$ 86,378 | 241 | 12 | \$ 180,724 | 237 | 14 | \$ 98,788 | 282 | 22 |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.



FINANCE ADMINISTRATION

SHARON DUMAS, DIRECTOR

Mission Statement

To provide professional financial management services as mandated by law and required by City Council, the Mayor's Office, City departments and those in other governmental units.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To supervise the activities of the twelve operational divisions of the Department of Finance.

ACTIVITIES: Maintain and improve the fiscal integrity of the City of Cleveland and improve the efficiency of the various divisions of the Department of Finance.

PROGRAM NAME: RISK MANAGEMENT

OBJECTIVES: To protect the fiscal integrity of the City by assuring the availability of financial resources in the event of a claim against the City.

ACTIVITIES: Maintain adequate loss records and utilize those records in the development of adequate cash reserves. Purchase adequate property and casualty insurance to protect the City's assets in the event of loss. Manage contracts with insurance consultants hired to assist in the selection of insurance carriers. Provide advice regarding specific insurance related questions.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------|---------------|----------------|---------------|----------------|---------------|------------------|----------------|--|
| | ACTUAL | | UNAUDITED | | | MAYOR'S ESTIMATE | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | |
| Administration | \$ 580 | 5 | \$ 558 | 6 | \$ 598 | 6 | | |
| Risk Management | 175 | 2 | 176 | 2 | 268 | 3 | | |
| | \$ 755 | 7 | \$ 734 | 8 | \$ 866 | 9 | | |

FUNDING SOURCE:

General Fund:

| | | | | | | | | |
|----------------|---------------|----------|---------------|----------|---------------|----------|--|--|
| Tax Support | \$ 753 | | \$ 733 | | \$ 865 | | | |
| Self Generated | 2 | | 1 | | 1 | | | |
| | \$ 755 | 7 | \$ 734 | 8 | \$ 866 | 9 | | |

FINANCE ADMINISTRATION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 443,789 | \$ 534,093 | \$ 525,471 | \$ 621,163 |
| SEASONAL | - | 4,393 | 6,397 | - |
| MILITARY LEAVE | 5,482 | 16,712 | 26,211 | - |
| LONGEVITY | 1,175 | 1,675 | 1,375 | 1,675 |
| SEPARATION PAYMENTS | 6,834 | 6,727 | - | - |
| OVERTIME | - | - | 69 | - |
| TOTAL | \$ 457,279 | \$ 563,601 | \$ 559,522 | \$ 622,838 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 30,175 | \$ 42,885 | \$ 41,554 | \$ 51,681 |
| DENTAL | 1,900 | 2,456 | 2,258 | 2,980 |
| VISION CARE | 295 | 374 | 418 | 489 |
| PERS | 67,177 | 69,101 | 75,638 | 93,905 |
| FICA-MEDICARE | 6,542 | 8,101 | 8,017 | 9,007 |
| WORKERS COMPENSATION | 1,125 | 13,396 | 14,772 | 12,198 |
| LIFE INSURANCE | 263 | 314 | 319 | 404 |
| TOTAL | \$ 107,477 | \$ 136,628 | \$ 142,976 | \$ 170,664 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 558 | \$ 1,140 | \$ 646 | \$ 10,000 |
| TUITION & REGISTRATION FEES | 190 | 750 | 385 | 4,500 |
| MILAGE (PRIV AUTO) TRNG PRPS | 92 | - | 541 | - |
| PROFESSIONAL DUES | 3,174 | 2,988 | 2,918 | 1,000 |
| TOTAL | \$ 4,014 | \$ 4,878 | \$ 4,490 | \$ 15,500 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ 9,023 | \$ - | \$ 10,000 |
| FREIGHT EXPENSE | - | - | 500 | - |
| PARKING IN CITY FACILITIES | 1,281 | 1,472 | 403 | 3,000 |
| INSURANCE & OFFICIAL BONDS | - | - | - | 300 |
| CREDIT CARD PROCESSING FEES | - | 2,100 | - | 700 |
| PHOTOCOPY MACHINE RENTAL | 94 | - | - | - |
| TOTAL | \$ 1,375 | \$ 12,595 | \$ 903 | \$ 14,000 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 24 | \$ - | \$ 200 |
| POSTAGE | 94 | 341 | - | 400 |
| COMPUTER SUPPLIES | 340 | - | - | - |
| COMPUTER SOFTWARE | 228 | - | - | - |
| OTHER SUPPLIES | - | 1,010 | 450 | 6,000 |
| JUST IN TIME SUPPLIES | 2,076 | - | (1,381) | 3,000 |
| TOTAL | \$ 2,737 | \$ 1,375 | \$ (931) | \$ 9,600 |



FINANCE ADMINISTRATION

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 38,204 | \$ 28,711 | \$ 24,632 | 27,779 |
| CHARGES FROM PRINTING | 5,389 | 6,604 | 1,827 | 2,500 |
| CHARGES FROM STOREROOM | 310 | 241 | 209 | 3,019 |
| TOTAL | \$ 43,903 | \$ 35,556 | \$ 26,668 | \$ 33,298 |
| TOTAL DIVISION | \$ 616,785 | \$ 754,632 | \$ 733,628 | \$ 865,900 |

REVENUE

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|---------------|-----------------|-----------------|-----------------|
| | Actual | Actual | Unaudited | Budget |
| SALES & CHARGES FOR SERVICES | \$ - | \$ (23) | \$ - | - |
| MISCELLANEOUS REVENUES | 100 | 571 | - | - |
| EXPENDITURE RECOVERIES | 545 | 965 | 1,230 | 1,000 |
| TOTAL DIVISION | \$ 645 | \$ 1,514 | \$ 1,230 | \$ 1,000 |



FINANCE ADMINISTRATION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--------------------------------------|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Finance | 50,796 | 171,581 |
| 2 | 1 | 1 | Secretary to Director of Departments | 36,590 | 138,195 |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| <u>4</u> | <u>3</u> | <u>3</u> | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Risk Manager | 27,326 | 94,971 |
| 1 | 1 | 1 | Project Coordinator | 27,326 | 87,665 |
| 2 | 1 | 2 | Safety Program Officer | 25,000 | 64,298 |
| <u>5</u> | <u>4</u> | <u>5</u> | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Private Secretary to Director | 20,800 | 46,165 |
| <u>1</u> | <u>1</u> | <u>1</u> | | | |
| <u>10</u> | <u>8</u> | <u>9</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF ACCOUNTS

RICHARD SENSENBRENNER, COMMISSIONER

The Division of Accounts maintains the City's financial accounting records and facilitates the timely payment of the City's liabilities. Also, the Division serves as the collection point for all payroll data and monitors the processing of the City's payrolls and related reports. The division records cash receipts, performs reviews of cash disbursements and processes encumbrances and maintains the City's document storage.

Mission Statement

To accurately record financial transactions and to provide centralized accounting services to the City Departments.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|-----------------|----------------|-----------------|----------------|-----------------|-----------|----------------|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | |
| General Accounting | \$ 343 | 4 | \$ 375 | 4 | \$ 395 | 4 | | |
| Payroll | 715 | 8 | 751 | 8 | 795 | 8 | | |
| Accounts Payable | 656 | 7 | 657 | 7 | 695 | 7 | | |
| Records Management | 90 | 1 | 95 | 1 | 101 | 1 | | |
| | \$ 1,804 | 20 | \$ 1,878 | 20 | \$ 1,986 | 20 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 1,790 | | \$ 1,878 | | \$ 1,986 | | | |
| Self Generated | 14 | | - | | - | | | |
| | \$ 1,804 | 20 | \$ 1,878 | 20 | \$ 1,986 | 20 | | |



DIVISION OF ACCOUNTS

PROGRAM NAME: GENERAL ACCOUNTING

OBJECTIVES: To maintain the City's records utilizing the PeopleSoft financial system.

ACTIVITIES: To process the encumbrances of contracts, to verify the pre-encumbrance of legislation and to record receivables.

PROGRAM NAME: PAYROLL

OBJECTIVES: To provide accurate and timely payroll data and reports on a bi-weekly basis.

ACTIVITIES: Collect and disburse data and reports.

PROGRAM NAME: ACCOUNTS PAYABLE

OBJECTIVES: To pay the City's vendors in a timely and accurate manner.

ACTIVITIES: To verify the accuracy of payment documentation received and to process payments to the City's vendors.

PROGRAM NAME: RECORDS MANAGEMENT

OBJECTIVES: To maintain the integrity of the Division's document files.

ACTIVITIES: To file and retrieve the various documents within the responsibility of the Division.



DIVISION OF ACCOUNTS

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 811,106 | \$ | 869,402 | \$ | 931,682 | \$ | 961,213 |
| LONGEVITY | 4,600 | | 4,800 | | 5,075 | | 5,375 |
| SEPARATION PAYMENTS | 5,522 | | - | | - | | 25,800 |
| OVERTIME | 1,790 | | 1,255 | | 563 | | - |
| TOTAL | \$ 823,017 | \$ | 875,457 | \$ | 937,320 | \$ | 992,388 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 130,210 | \$ | 148,287 | \$ | 157,941 | \$ | 167,910 |
| DENTAL | 9,099 | | 8,742 | | 9,131 | | 9,359 |
| VISION CARE | 1,275 | | 1,267 | | 1,291 | | 1,363 |
| PERS | 113,211 | | 118,855 | | 130,735 | | 145,732 |
| FICA-MEDICARE | 9,478 | | 10,516 | | 11,320 | | 11,929 |
| WORKERS COMPENSATION | 1,150 | | 16,912 | | 23,843 | | 20,434 |
| LIFE INSURANCE | 848 | | 874 | | 889 | | 900 |
| UNEMPLOYMENT COMPENSATION | 662 | | - | | - | | - |
| TOTAL | \$ 265,932 | \$ | 305,453 | \$ | 335,150 | \$ | 357,627 |
| TRAINING AND DUES | | | | | | | |
| TRAVEL | \$ 124 | \$ | 2,581 | \$ | 20 | \$ | 1,000 |
| TUITION & REGISTRATION FEES | 748 | | 2,038 | | 379 | | 2,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 80 | | - | | 143 | | - |
| PROFESSIONAL DUES & SUBSCRIPT | 645 | | 1,198 | | 850 | | 1,000 |
| TOTAL | \$ 1,597 | \$ | 5,817 | \$ | 1,392 | \$ | 4,000 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 298,084 | \$ | 260,000 | \$ | 390,000 | \$ | 275,800 |
| ADVERTISING AND PUBLIC NOTICE | 1,623 | | - | | - | | - |
| PARKING IN CITY FACILITIES | 49 | | 13 | | 132 | | - |
| INSURANCE AND OFFICIAL BONDS | 175 | | 175 | | 175 | | 250 |
| PHOTOCOPY MACHINE RENTAL | 755 | | - | | - | | - |
| OTHER CONTRACTUAL | 302,035 | | 316,939 | | 180,000 | | 319,000 |
| TOTAL | \$ 602,720 | \$ | 577,127 | \$ | 570,307 | \$ | 595,050 |

DIVISION OF ACCOUNTS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 1,882 | \$ 1,292 | \$ 965 | \$ 1,300 |
| POSTAGE | 984 | 877 | 805 | 800 |
| COMPUTER HARDWARE | - | 68 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 7,530 | 11,582 | 5,582 | 7,000 |
| TOTAL | \$ 10,396 | \$ 13,819 | \$ 7,352 | \$ 9,100 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 454 | \$ 203 | \$ 80 | \$ 2,000 |
| TOTAL | \$ 454 | \$ 203 | \$ 80 | \$ 2,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 15,257 | \$ 8,004 | \$ 8,936 | \$ 8,556 |
| CHARGES FROM PRINTING | 11,596 | 10,574 | 10,276 | 10,000 |
| CHARGES FROM STOREROOM | 9,116 | 7,654 | 7,542 | 6,666 |
| CHARGES FROM MOTOR VEHICLES | - | - | 132 | 114 |
| TOTAL | \$ 35,969 | \$ 26,232 | \$ 26,886 | \$ 25,336 |
| TOTAL DIVISION | \$ 1,740,085 | \$ 1,804,108 | \$ 1,878,487 | \$ 1,985,501 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|------------------|-------------------|----------------|
| MISCELLANEOUS REVENUES | \$ 205 | \$ 13,877 | \$ 107 | - |
| EXPENDITURE RECOVERIES | 21 | - | - | - |
| TOTAL DIVISION | \$ 226 | \$ 13,877 | \$ 107 | - |



DIVISION OF ACCOUNTS

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|---------------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Accounts | 40,315 | 128,215 |
| 1 | 1 | 1 | Deputy Commissioner of Accounts | 26,274 | 85,815 |
| 2 | 2 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 1 | 0 | 0 | Accountant Clerk I | 10.00 Hr. | 15.59 Hr. |
| 6 | 7 | 7 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | Receptionist | 10.00 Hr. | 14.86 Hr. |
| 9 | 9 | 9 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Auditor | 20,093 | 57,124 |
| 1 | 1 | 1 | Accountant II | 10.00 Hr. | 21.10 Hr. |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 2 | 2 | 2 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Budget & Management Analyst | 20,800 | 54,164 |
| 1 | 1 | 1 | Central Payroll Supervisor | 20,800 | 83,586 |
| 1 | 1 | 1 | Personnel Assistant | 20,800 | 46,057 |
| 8 | 8 | 8 | | | |
| TECHNICIANS | | | | | |
| 1 | 1 | 1 | Senior System Analyst | 20,800 | 79,299 |
| 1 | 1 | 1 | | | |
| 20 | 20 | 20 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF ASSESSMENTS AND LICENSES

DEDRICK C. STEPHENS, COMMISSIONER

The Division of Assessments and Licenses primary mission is to promote and support the health and safety of the citizens of Cleveland through the issuance of licenses, collection of business taxes, billing of various City services, ensuring accuracy of weighing and measuring devices and preparation of special assessments. The Division of Assessments and Licenses also provides value-added centralized services of accounting, billing, accounts receivable management and processing services for other City Departments (Building and Housing; Health; Parks, Recreation and Properties; Service; Safety - Police, Fire, Emergency Medical Services; Board of Zoning Appeals and the Board of Building Standards).

The Division of Assessments and Licenses administers the following business taxes: admissions, transient occupancy (hotel/motel), motor vehicle lessor, parking and coin operated amusement device. The Division of Assessments and Licenses works with other City Divisions and Departments to ensure that the Codified Ordinances of the City are met for the issuance of City licenses and permits to protect the public

The Division's Billing Section is responsible for billing City services provided by the Divisions of Emergency Medical Service, Streets, Waste Collection, Building & Housing, Health, Police and Fire. EMS and Health invoices are submitted to medical insurance carriers including Federal and State agencies for payment. Once the receivable is established payments are recorded and delinquent accounts are pursued for collection.

The Division's Bureau of Weights and Measures participates in protecting the City's consumers through inspecting and ensuring that supermarket scales, gasoline pumps and other commercial measuring devices are uniformly accurate. The bureau seals the City's supermarket and retail price scanning devices, gasoline pumps and performs regular and unscheduled inspections of the City's taxicabs and taximeters. The bureau interacts with other similar city, county and state bureaus, which initiate such laws and special investigations that are deemed necessary to ensure consumer protection with the spirit of the Consumer Protection Code

The Division of Assessments and Licenses assists citizens and businesses seeking licenses or permits. The Division of Assessments and Licenses prepares and certifies assessments. It also serves all legal notices for assessments, appropriation of property and street vacations.

Mission Statement

To promote and support the health and safety of the citizens of Cleveland through the issuance of licenses and serving of legal notices. Maximize revenues for the City by efficiently billing certain services provided by City divisions. Protection of citizens by ensuring the accuracy and integrity of weighing devices.

DIVISION OF ASSESSMENTS AND LICENSES

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|-----------------------------|-----------------|----------------|-----------------|----------------|-----------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Licenses - Processing | \$ 331 | 6 | \$ 386 | 7 | \$ 593 | 7 | | |
| Licenses - Compliance | 166 | 2 | 193 | 4 | 297 | 4 | | |
| Business Tax Administration | 227 | 3 | 264 | 3 | 405 | 6 | | |
| Billing | 781 | 11 | 911 | 11 | 1,630 | 15 | | |
| Weights & Measures | 216 | 4 | 251 | 4 | 386 | 4 | | |
| Citizen Assistance | 165 | 3 | 193 | 3 | 297 | 3 | | |
| | \$ 1,886 | 29 | \$ 2,198 | 32 | \$ 3,608 | 39 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Self Generated* | \$ 1,886 | | \$ 2,198 | | \$ 3,608 | | | |
| | \$ 1,886 | 29 | \$ 2,198 | 32 | \$ 3,608 | 39 | | |

* Revenue generated by this Division exceeds expenditures. See Division's Revenue summary for total receipts.

PROGRAM NAME: LICENSES - PROCESSING

OBJECTIVES: To ensure that City licenses are processed timely with revenue accurately applied to the correct chart of account.

ACTIVITIES: Issue over 130 different types of licenses and permits (approximately 25,000 per year). Collect, deposit and accurately account for license fees. Maintain licensing computer system.

PROGRAM NAME: LICENSES - COMPLIANCE

OBJECTIVES: To ensure that establishments and/or individuals have the proper Divisional license and abide by the laws stipulated in Ordinance.

ACTIVITIES: Visit establishments or investigate complaints from constituents. Educate establishment on the proper license or permit requirements. Ensure each establishment has the proper license to legally operate in the City.

PROGRAM NAME: TAX COLLECTION

OBJECTIVES: To ensure compliance with and accurate collection of the City's Admission Tax, Transient Occupancy (Hotel/Motel) Tax, Motor Vehicle Lessor Tax, Parking Tax and Coin Operated Amusement Tax.

ACTIVITIES: Collect and reconcile the above taxes.

DIVISION OF ASSESSMENTS AND LICENSES

PROGRAM NAME: SPECIAL ASSESSMENT

OBJECTIVES: Prepare and administer special assessments and business improvement districts according to State and local laws. Timely and accurately prepare certifications to the County.

ACTIVITIES: Serve legal notices for various City assessments (business improvement districts, paving, sidewalks, downtown tree, etc.), appropriation of property and street vacations. Invoice for special assessments, special improvement districts and City expense recoveries (board-up, demolitions, vacant lots and structures). Apply payments and certify unpaid accounts to the County for collection on property tax bills.

PROGRAM NAME: BILLING

OBJECTIVES: To maximize revenue for the City through the efficient billing for services provided by Emergency Medical Service; Streets; Waste Collection; Building and Housing; Parks, Recreation and Properties; Police and Fire unnecessary alarms and alarm registration.

ACTIVITIES: Pre-billing research and organization; data entry of all source documents; generate and distribute invoices; bill appropriate medical insurance carriers for the Emergency Medical Service; manage accounts receivable; collect delinquent accounts; comply with Health Insurance Portability and Accountability Act; maintain management information system of billing and collection activities.

PROGRAM NAME: WEIGHTS AND MEASURES

OBJECTIVES: To assure the accuracy and honesty of all weighing and measuring devices in the City of Cleveland.

ACTIVITIES: Inspect and seal all weighing and measuring devices, including commercial scales and gasoline pumps in the City annually. Investigate complaints concerning the accuracy of weighing devices. Issue violations, condemn instruments, and ensure that all violations are corrected.

PROGRAM NAME: CITIZEN AND BUSINESS ASSISTANCE

OBJECTIVES: To provide information and assistance to businesses and citizens seeking licenses, permits and inspections of weighing devices.

ACTIVITIES: Work with businesses, citizens and internal Divisions to efficiently issue licenses and permits and ensure compliance with the Codified Ordinances of the City.

PROGRAM NAME: TRANSPORTATION ADMINISTRATION

OBJECTIVES: To administer a safe, quality, customer focused transportation services that benefits the community and enhances the image of the City.

ACTIVITIES: License taxicabs, inspect taxicabs, and ensure that each driver abides by the Codified Ordinance of the City.

DIVISION OF ASSESSMENTS AND LICENSES

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,020,210 | \$ 1,087,186 | \$ 1,207,164 | \$ 1,666,983 |
| LONGEVITY | 10,675 | 10,400 | 10,300 | 11,925 |
| SEPARATION PAYMENTS | 11,344 | 13,094 | - | 24,490 |
| OVERTIME | 29,573 | 16,755 | 42,520 | 5,000 |
| TOTAL | \$ 1,071,802 | \$ 1,127,434 | \$ 1,259,983 | \$ 1,708,398 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 161,769 | \$ 195,485 | \$ 221,420 | \$ 331,357 |
| DENTAL | 10,675 | 11,799 | 12,498 | 18,242 |
| VISION CARE | 1,870 | 1,937 | 2,040 | 2,624 |
| PERS | 141,479 | 151,079 | 174,881 | 253,881 |
| FICA-MEDICARE | 11,799 | 13,510 | 15,468 | 21,646 |
| WORKERS COMPENSATION | 2,568 | 22,073 | 30,389 | 27,586 |
| LIFE INSURANCE | 1,155 | 1,185 | 1,268 | 1,710 |
| CLOTHING MAINTENANCE | 508 | 733 | 697 | 1,225 |
| TOTAL | \$ 331,823 | \$ 397,802 | \$ 458,660 | \$ 658,271 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 3,467 | \$ 6,310 | \$ 4,884 | \$ 6,600 |
| TUITION & REGISTRATION FEES | 1,212 | 2,337 | 3,773 | 4,840 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 317 | - | 97 | - |
| PROFESSIONAL DUES | 1,159 | 2,164 | 2,370 | 2,440 |
| TOTAL | \$ 6,155 | \$ 10,811 | \$ 11,124 | \$ 13,880 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 27,705 | \$ 130,750 | \$ 254,738 | \$ 997,558 |
| COURT REPORTER | - | - | - | 12,480 |
| MILEAGE (PRIVATE AUTO) | 44 | 20 | 18 | 1,550 |
| SECURITY SERVICES | - | - | - | 4,225 |
| ADVERTISING AND PUBLIC NOTICE | 10,709 | 7,791 | 6,238 | 8,500 |
| PARKING IN CITY FACILITIES | 415 | 316 | 480 | 500 |
| INSURANCE & OFFICIAL BONDS | - | - | - | 100 |
| PHOTOCOPY MACHINE RENTAL | 353 | - | - | - |
| SPECIAL ASSESSMENT | - | - | - | 4,000 |
| OTHER CONTRACTUAL | 1,214 | 1,265 | 2,360 | - |
| CREDIT CARD PROCESSING FEES | - | 313 | 4,015 | 4,294 |
| TOTAL | \$ 40,439 | \$ 140,455 | \$ 267,849 | \$ 1,033,207 |

DIVISION OF ASSESSMENTS AND LICENSES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 844 | \$ 2,774 | \$ 675 | \$ - |
| POSTAGE | - | 16 | - | - |
| COMPUTER SUPPLIES | 1,842 | 1,410 | 285 | - |
| CHEMICAL | - | 473 | 429 | - |
| COMPUTER HARDWARE | - | - | - | 2,200 |
| COMPUTER SOFTWARE | - | - | - | 2,695 |
| OFFICE FURNITURE & EQUIP | 2,437 | 2,405 | 333 | - |
| HARDWARE & SMALL TOOLS | - | 864 | 4,767 | - |
| SMALL EQUIPMENT | - | - | - | 3,725 |
| OTHER SUPPLIES | 12,832 | 15,492 | 13,238 | 19,000 |
| JUST IN TIME SUPPLIES | 7,461 | 10,593 | 8,756 | 12,000 |
| TOTAL | \$ 25,416 | \$ 34,026 | \$ 28,483 | \$ 39,620 |
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ 2,995 | \$ 2,334 | \$ 2,334 | \$ 3,600 |
| TOTAL | \$ 2,995 | \$ 2,334 | \$ 2,334 | \$ 3,600 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| COURT COSTS | \$ - | \$ 135 | \$ - | \$ - |
| TOTAL | \$ - | \$ 135 | \$ - | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 17,023 | \$ 4,223 | \$ 6,360 | \$ 6,445 |
| CHARGES FROM WATER - GIS PROJ | - | 11,056 | - | - |
| CHARGES FROM PRINTING | 39,843 | 52,271 | 68,574 | 65,000 |
| CHARGES FROM STOREROOM | 69,027 | 89,468 | 76,213 | 63,700 |
| CHARGES FROM MOTOR VEHICLES | 19,231 | 16,318 | 18,355 | 15,841 |
| TOTAL DIVISION | \$ 145,124 | \$ 173,336 | \$ 169,503 | \$ 150,986 |
| TOTAL DIVISION | \$ 1,623,755 | \$ 1,886,334 | \$ 2,197,937 | \$ 3,607,962 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| LOCAL TAXES | \$ 24,903,651 | \$ 27,903,342 | \$ 26,658,579 | \$ 24,100,000 |
| LICENSES & PERMITS | 297,350 | 368,176 | 325,128 | 383,360 |
| SALES & CHARGES FOR SERVICES | 126,070 | 157,164 | 146,089 | 175,000 |
| FINES & FORFEITURES | - | 175 | 4,525 | 1,600 |
| MISCELLANEOUS REVENUES | - | 175 | 110 | - |
| EXPENDITURE RECOVERIES | 225,677 | 102,390 | 25,553 | - |
| TOTAL DIVISION | \$ 25,552,746 | \$ 28,531,422 | \$ 27,159,985 | \$ 24,659,960 |

DIVISION OF ASSESSMENTS AND LICENSES

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|--|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Assessments and Licenses | 40,315 | 118,351 |
| 2 | 2 | 2 | Assistant Commissioner of Assessments and Licenses | 23,647 | 82,125 |
| 3 | 3 | 3 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Accountant Clerk II | 10.00 Hr. | 16.83 Hr. |
| 3 | 4 | 4 | Principal Cashier | 10.00 Hr. | 22.60 Hr. |
| 2 | 2 | 2 | Senior Cashier | 10.00 Hr. | 19.23 Hr. |
| 1 | 1 | 1 | Data Control Clerk | 10.00 Hr. | 16.17 Hr. |
| 1 | 1 | 1 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 8 | 9 | 9 | | | |
| PROFESSIONALS | | | | | |
| 2 | 2 | 3 | Auditor | 20,093 | 57,194 |
| 2 | 1 | 1 | Accountant IV | 20,800 | 57,689 |
| 1 | 0 | 1 | Administrative Manager | 27,194 | 86,765 |
| 3 | 0 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 2 | 2 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Assistant Director of Law | 26,250 | 78,013 |
| 0 | 0 | 1 | Chief Auditor | 26,250 | 82,125 |
| 0 | 1 | 1 | Project Coordinator | 27,326 | 87,665 |
| 10 | 7 | 11 | | | |
| TECHNICIAN | | | | | |
| 3 | 3 | 3 | Inspector of Weights & Measures | 10.00 Hr. | 17.04 Hr. |
| 1 | 0 | 2 | Bill Collector | 10.02 Hr. | 16.16 Hr. |
| 3 | 2 | 2 | Miscellaneous Investigator | 10.00 Hr. | 17.73 Hr. |
| 3 | 1 | 1 | Misdemeanor Investigator | 10.00 Hr. | 22.19 Hr. |
| 1 | 0 | 0 | Computer Operator | 10.00 Hr. | 22.20 Hr. |
| 0 | 0 | 1 | IT Project Manager II | 22,333 | 77,537 |
| 9 | 6 | 6 | Senior Data Conversion Operator | 10.80 Hr. | 17.55 Hr. |
| 1 | 1 | 1 | Supervisor of Weights & Measures | 20,800 | 61,781 |
| 21 | 13 | 16 | | | |
| 42 | 32 | 39 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

TREASURY DIVISION**JAMES HARTLEY, ACTING TREASURER**

The City Treasurer is the custodian of all public money of the City. Treasury is the central office through which all banking, treasury management and related auxiliary services are provided to City departments and divisions. Treasury receives and disburses all public money of the City on warrants issued by the Commissioner of Accounts in accordance with the City Charter and Codified Ordinances. Funds are held in approved depositories protected by pledge collateral or invested in accordance with the City's Cash Management and Investment Policy. Treasury is the paymaster for all City employees and as such coordinates the distribution of payroll checks, manages employee direct deposit and administers the US Savings Bond program.

PROGRAM NAME: CASH COLLECTION AND DEPOSITORY SERVICES

OBJECTIVES: To safeguard the City's cash resources from the time of collection to deposit.

ACTIVITIES: Receive and prepare funds for deposit; open and monitor bank accounts; provide City departments and divisions with access to banking and other depository services.

PROGRAM NAME: CASH MANAGEMENT SERVICES

OBJECTIVES: To provide cash management services consistent with approved policies/procedures and prudent business practices.

ACTIVITIES: Determine cash requirements and maintain appropriate cash flow; process wire and ACH transfers; administer city wide petty cash and requests for special change funds; identify and collect unclaimed funds due to the City.

PROGRAM NAME: INVESTMENT SERVICES

OBJECTIVES: To maximize investment returns and maintain a portfolio that provides safety of principal and sufficient liquidity to meet the operating needs of the City.

ACTIVITIES: Initiate and record investment transactions; analyze investment activities; and prepare/maintain the investment portfolio, records and reports.

PROGRAM NAME: EMPLOYEE PAYROLL SERVICES

OBJECTIVES: To safeguard employee payroll and direct deposit information and provide for secure and efficient distribution of employee payroll checks and vouchers.

ACTIVITIES: Setup and maintain direct deposit of employee payroll; sort and distribute payroll checks, stubs and express vouchers; manage the reissue of lost checks and direct deposit rejects; administer the employee US Savings Bond program; and coordinate the distribution of approved payroll inserts.



TREASURY DIVISION

PROGRAM NAME: DISBURSEMENT SERVICES

OBJECTIVES: To maintain secure control over disbursement warrants and provide for the prompt distribution of warrants to payees.

ACTIVITIES: Print and distribute warrants for vendor payments, employee reimbursements, jury vouchers and CCA refunds. Monitor and process checks held by or returned to the City.

Mission Statement

To oversee the receipt, deposit, disbursement and investment of all public money of the City.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------------------|---------------|----------------|--|---------------|----------------|--|---------------|----------------|--|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Cash Collection / Depository Services | \$ 121 | 1 | | \$ 105 | 1 | | \$ 216 | 3 | |
| Cash Management | 87 | 1 | | 71 | 1 | | 81 | 1 | |
| Investment Services | 119 | 1 | | 97 | 1 | | 190 | 2 | |
| Employee Payroll Services | 81 | 1 | | 67 | 1 | | 67 | 1 | |
| Disbursement Services | 71 | 1 | | 101 | 1 | | 81 | 1 | |
| | \$ 479 | 5 | | \$ 441 | 5 | | \$ 635 | 8 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Self Generated* | \$ 479 | | | \$ 441 | | | \$ 635 | | |
| | \$ 479 | 5 | | \$ 441 | 5 | | \$ 635 | 8 | |

* Most interest earned by the General Fund is attributed to this Division and, therefore, revenue for the Division exceeds expenditures. See Division's Revenue summary for total receipts.

TREASURY DIVISION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 374,553 | \$ 321,946 | \$ 284,092 | \$ 428,699 |
| LONGEVITY | 2,450 | 2,275 | 2,100 | 1,300 |
| SEPARATION PAYMENTS | - | - | 16,505 | - |
| OVERTIME | - | 437 | - | - |
| TOTAL | \$ 377,003 | \$ 324,658 | \$ 302,697 | \$ 429,999 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 42,713 | \$ 41,881 | \$ 36,385 | \$ 62,672 |
| DENTAL | 2,754 | 2,449 | 2,028 | 3,159 |
| VISION CARE | 376 | 322 | 292 | 496 |
| PERS | 50,116 | 47,664 | 39,785 | 64,831 |
| FICA-MEDICARE | 4,143 | 3,532 | 3,750 | 6,216 |
| WORKERS COMPENSATION | 869 | 7,747 | 8,648 | 6,484 |
| LIFE INSURANCE | 308 | 263 | 233 | 360 |
| TOTAL | \$ 101,280 | \$ 103,857 | \$ 91,120 | \$ 144,218 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 467 | \$ - | \$ - | \$ 600 |
| TUITION AND REGISTRATION | 570 | 600 | 399 | 4,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 194 | 100 | 75 | 200 |
| PROFESSIONAL DUES | 482 | 645 | 149 | 1,000 |
| TOTAL | \$ 1,713 | \$ 1,345 | \$ 623 | \$ 5,800 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,601 | \$ - | \$ - | \$ - |
| BANK SERVICE FEES | 10 | - | - | - |
| ADVERTISING AND PUBLIC NOTICE | - | - | - | 2,500 |
| PARKING IN CITY FACILITIES | 84 | 129 | 158 | 200 |
| INSURANCE AND OFFICIAL BONDS | 4,244 | 5,787 | 1,131 | 7,000 |
| PHOTOCOPY MACHINE RENTAL | 1,714 | - | - | - |
| OTHER CONTRACTUAL | 1,361 | - | - | - |
| BANK SERVICE FEES | 31 | 60 | - | - |
| TOTAL | \$ 9,044 | \$ 5,976 | \$ 1,289 | \$ 9,700 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ 55 | \$ 2,000 |
| POSTAGE | 170 | 254 | 458 | 450 |
| SMALL EQUIPMENT | 661 | - | - | - |
| OFFICE FURNITURE & EQUIP | - | 500 | - | 750 |
| OTHER SUPPLIES | 3,774 | 1,612 | 3,652 | 3,000 |
| JUST IN TIME OFFICE SUPPLIES | 1,680 | 1,630 | 439 | 2,000 |
| TOTAL | \$ 6,285 | \$ 3,996 | \$ 4,604 | \$ 8,200 |

TREASURY DIVISION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 705 | \$ - | \$ 3,914 | \$ 3,750 |
| MAINTENANCE CONTRACTS | 758 | 4,066 | 705 | 1,000 |
| TOTAL | \$ 1,463 | \$ 4,066 | \$ 4,619 | \$ 4,750 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 15,267 | \$ 4,512 | \$ 3,352 | \$ 4,502 |
| CHARGES FROM PRINTING | 5,196 | 5,233 | 6,137 | 7,000 |
| CHARGES FROM STOREROOM | 24,930 | 25,062 | 26,661 | 20,670 |
| TOTAL | \$ 45,393 | \$ 34,807 | \$ 36,150 | \$ 32,172 |
| TOTAL DIVISION | \$ 542,180 | \$ 478,704 | \$ 441,103 | \$ 634,839 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICES | \$ (532) | \$ - | \$ - | - |
| MISCELLANEOUS REVENUES | 3,011,906 | 4,016,136 | 2,085,650 | 1,000,000 |
| EXPENDITURE RECOVERIES | 10 | 11 | - | - |
| TOTAL DIVISION | \$ 3,011,384 | \$ 4,016,147 | \$ 2,085,650 | \$ 1,000,000 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|----------------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 0 | 0 | City Treasurer | 42,758 | 123,549 |
| 1 | 0 | 0 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 2 | Principal Cashier | 10.00 Hr. | 22.60 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 2 | 2 | 3 | | | |
| PROFESSIONALS | | | | | |
| 0 | 0 | 1 | Deputy Treasurer | 42,758 | 123,549 |
| 3 | 2 | 3 | Fiscal Manager | 23,647 | 82,125 |
| 1 | 1 | 1 | Investment Manager | 23,647 | 82,125 |
| 4 | 3 | 5 | | | |
| 7 | 5 | 8 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF PURCHASES AND SUPPLIES

JAMES HARDY, C.P.M., COMMISSIONER

The Division of Purchases and Supplies is the central office through which all competitively bid purchases for the City are processed, under such regulations as are provided by ordinance and by the direction of the Board of Control. The Division also disposes of all property, real and personal, that has been deemed unsuitable for use, not needed by the City, or may have been condemned as useless. Purchases and disposals are processed through the submission of requisitions and/or competitive bidding as required by ordinance authorization.

Mission Statement

To purchase in a timely manner all goods and services for the City, of the correct quality and at the lowest possible cost, in support of the mission of the City of Cleveland and in compliance with all Codified Ordinances.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 ACTUAL | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|---------------------------------|-----------------|----------------|-------------------|----------------|-----------------|----------------|--|--|
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Purchasing | \$ 537 | 9 | \$ 592 | 9 | \$ 592 | 9 | | |
| Storeroom | 714 | 2 | 840 | 2 | 874 | 2 | | |
| | \$ 1,251 | 11 | \$ 1,432 | 11 | \$ 1,466 | 11 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 513 | 9 | \$ 561 | 9 | \$ 567 | 9 | | |
| Self Generated | 24 | | 31 | | 25 | | | |
| | \$ 537 | 9 | \$ 592 | 9 | \$ 592 | 9 | | |
| User Fees - Internal Serv Fund* | \$ 714 | 2 | \$ 840 | 2 | \$ 874 | 2 | | |
| | \$ 1,251 | 11 | \$ 1,432 | 11 | \$ 1,466 | 11 | | |

* Includes addition and use of Fund balance. Refer to Fund structure section of this document for details.



DIVISION OF PURCHASES AND SUPPLIES

PROGRAM NAME: PURCHASES & SUPPLIES

OBJECTIVES: To procure quality commodities and services at the lowest possible cost and in a timely manner through effective and efficient competitive bidding. To meet or exceed MBE/FBE goals. To provide a level playing field where all vendors can compete fairly for city business. To maximize return on the disposal of assets.

ACTIVITIES: Administers competitive bidding processes for both formal and non-formal bids, (requisitioned and telephone quoted items); develops, implements, and maintains citywide requirements contracts; performs out-reach to the local vendor community; evaluates, reviews recommendations for contract award; prepares and processes contract recommendations for Board of Control approval; executes competitively bid contracts, processes petty cash vouchers; and disposes of surplus property, real and personal.

DIVISION OF PURCHASES AND SUPPLIES

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 333,593 | \$ 349,677 | \$ 357,589 | \$ 389,049 |
| SEASONAL | - | - | 720 | - |
| PART TIME PERMANENT | - | - | 1,200 | - |
| LONGEVITY | 1,925 | 2,525 | 2,525 | 2,450 |
| OVERTIME | 10,597 | 10,898 | 35,451 | 3,708 |
| TOTAL | \$ 346,114 | \$ 363,100 | \$ 397,485 | \$ 395,207 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 49,194 | \$ 64,450 | \$ 61,169 | \$ 71,576 |
| DENTAL | 3,170 | 3,838 | 3,499 | 4,232 |
| VISION CARE | 510 | 530 | 510 | 582 |
| PERS | 45,353 | 50,510 | 55,146 | 59,585 |
| FICA-MEDICARE | 4,499 | 4,723 | 5,189 | 5,191 |
| WORKERS COMPENSATION | 649 | 7,112 | 16,005 | 11,738 |
| LIFE INSURANCE | 364 | 398 | 368 | 405 |
| UNEMPLOYMENT COMPENSATION | 177 | 413 | - | - |
| TOTAL | \$ 103,915 | \$ 131,973 | \$ 141,887 | \$ 153,309 |
| TRAINING AND DUES | | | | |
| TUITION & REGISTRATION FEES | \$ 735 | \$ 1,122 | \$ - | \$ 700 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 10 | - | 17 | - |
| PROFESSIONAL DUES | 900 | 1,095 | 1,130 | 1,575 |
| TOTAL | \$ 1,645 | \$ 2,217 | \$ 1,147 | \$ 2,275 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 1 | \$ - | \$ - | \$ - |
| TOTAL | \$ 1 | \$ - | \$ - | \$ - |
| CONTRACTUAL SERVICES | | | | |
| REFEREE SERVICES | \$ - | \$ - | \$ 24 | \$ - |
| MILEAGE (PRIVATE AUTO) | - | - | - | 125 |
| PARKING IN CITY FACILITIES | - | - | 8 | - |
| OTHER CONTRACTUAL | 21 | 8 | 10,203 | - |
| TOTAL | \$ 21 | \$ 8 | \$ 10,235 | \$ 125 |

DIVISION OF PURCHASES AND SUPPLIES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 1,476 | \$ 266 | \$ 1,595 | \$ 2,000 |
| POSTAGE | 89 | 16 | - | - |
| COMPUTER HARDWARE | - | 15 | - | - |
| OFFICE FURNITURE & EQUIPMENT | - | 3,296 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 1,062 | 77 | 2,145 | 3,000 |
| TOTAL | \$ 2,628 | \$ 3,670 | \$ 3,740 | \$ 5,000 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 1,230 | \$ - | \$ - | \$ 500 |
| MAINTENANCE CONTRACTS | - | 600 | - | 500 |
| COMPUTER HARDWARE MAINT | 395 | - | - | - |
| TOTAL | \$ 1,625 | \$ 600 | \$ - | \$ 1,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 14,653 | \$ 2,116 | \$ 2,897 | \$ 2,864 |
| CHARGES FROM PRINTING | 27,950 | 19,237 | 19,962 | 20,000 |
| CHARGES FROM STOREROOM | 15,950 | 13,882 | 15,018 | 12,404 |
| TOTAL | \$ 58,553 | \$ 35,235 | \$ 37,877 | \$ 35,268 |
| TOTAL DIVISION | \$ 514,501 | \$ 536,804 | \$ 592,371 | \$ 592,184 |

REVENUE

| | 2006 Actual | 2007 Actual | 2007 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|------------------|
| MISCELLANEOUS REVENUES | \$ 25,801 | \$ 24,036 | \$ 31,486 | \$ 25,000 |
| TOTAL DIVISION | \$ 25,801 | \$ 24,036 | \$ 31,486 | \$ 25,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | ADMINISTRATORS & OFFICIALS | | |
| 1 | 1 | 1 | Commissioner of Purchases & Supplies | 42,758 | 123,549 |
| 1 | 1 | 1 | OFFICE & CLERICAL | | |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 1 | 1 | 1 | Typist | 10.00 Hr. | 14.65 Hr. |
| 3 | 3 | 3 | PROFESSIONALS | | |
| 4 | 4 | 4 | Buyer | 20,800 | 47,055 |
| 1 | 1 | 1 | Contract Administrator / Purchasing Supervisor | 23,647 | 65,066 |
| 1 | 0 | 0 | Project Coordinator | 27,326 | 87,665 |
| 6 | 5 | 5 | | | |
| 10 | 9 | 9 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



**DIVISION OF PURCHASES AND SUPPLIES
STOREROOM**

Mission Statement

To provide timely and inexpensive mail service for all the various divisions of City Government.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|---------------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Purchasing | \$ 537 | 9 | | \$ 592 | 9 | | \$ 592 | 9 | |
| Storeroom | 714 | 2 | | 840 | 2 | | 874 | 2 | |
| | <u>\$ 1,251</u> | <u>11</u> | | <u>\$ 1,432</u> | <u>11</u> | | <u>\$ 1,466</u> | <u>11</u> | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 513 | 9 | | \$ 561 | 9 | | \$ 567 | 9 | |
| Self Generated | 24 | | | 31 | | | 25 | | |
| | <u>\$ 537</u> | <u>9</u> | | <u>\$ 592</u> | <u>9</u> | | <u>\$ 592</u> | <u>9</u> | |
| User Fees - Internal Serv Fund* | \$ 714 | 2 | | \$ 840 | 2 | | \$ 874 | 2 | |
| | <u>\$ 1,251</u> | <u>11</u> | | <u>\$ 1,432</u> | <u>11</u> | | <u>\$ 1,466</u> | <u>11</u> | |

* Includes addition and use of Fund balance. Refer to Fund structure section of this document for details.

PROGRAM NAME: MAILROOM

OBJECTIVES: To provide a mail delivery/pick-up site accessible to all divisions of City Government while providing timely mailing services at the lowest possible postage cost commensurate with timely deliveries and departmental service objectives.

ACTIVITIES: Processes out-going U.S. mail. Sorts and distributes interoffice and USPS mail via designated in-house mailboxes. Serves as a delivery point for all classes of mail delivered from the United States Postal Service- i.e. certified mail, non-deliverable mail, postage due items, etc. Prepares mail for outside pre-sort mailing services. Processes monthly interdepartmental billing to Divisions of City Government for all postage disbursed.

DIVISION OF PURCHASES AND SUPPLIES

STOREROOM

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 42,445 | \$ 52,372 | \$ 48,110 | \$ 69,604 |
| LONGEVITY | 300 | 134 | - | - |
| SEPARATION PAYMENTS | 2,676 | - | - | - |
| OVERTIME | 105 | - | 4,572 | 486 |
| TOTAL | \$ 45,527 | \$ 52,507 | \$ 52,683 | \$ 70,090 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 5,075 | \$ 13,870 | \$ 10,087 | \$ 13,121 |
| DENTAL | 330 | 851 | 589 | 906 |
| VISION CARE | 108 | 162 | 128 | 171 |
| PERS | 5,276 | 7,249 | 7,402 | 10,567 |
| FICA-MEDICARE | 649 | 739 | 746 | 1,016 |
| WORKER'S COMPENSATION | 356 | 3,773 | 1,713 | 1,149 |
| LIFE INSURANCE | 53 | 90 | 71 | 90 |
| TOTAL | \$ 11,846 | \$ 26,734 | \$ 20,737 | \$ 27,020 |
| CONTRACTUAL SERVICES | | | | |
| EQUIPMENT RENTAL | \$ 2,168 | \$ 14,220 | \$ 14,220 | \$ 14,220 |
| COMPUTER SOFTWARE RENTAL | - | - | 1,130 | - |
| OTHER CONTRACTUAL | - | - | - | 10,000 |
| TOTAL | \$ 2,168 | \$ 14,220 | \$ 15,350 | \$ 24,220 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ - | \$ - | \$ 300 |
| POSTAGE | 891,000 | 612,800 | 750,000 | 750,000 |
| COMPUTER SUPPLIES | - | 7,579 | 1,073 | 2,500 |
| TOTAL | \$ 891,000 | \$ 620,379 | \$ 751,073 | \$ 752,800 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ 191 | \$ 520 | \$ - |
| TOTAL | \$ - | \$ 191 | \$ 520 | \$ - |
| TOTAL DIVISION | \$ 950,541 | \$ 714,031 | \$ 840,363 | \$ 874,130 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALES & CHARGES FOR SERVICES | \$ 451 | \$ - | \$ - | \$ - |
| MISCELLANEOUS REVENUES | 2,131 | 2,535 | 4,312 | - |
| EXPENDITURE RECOVERIES | 859,082 | 848,918 | 875,233 | 700,562 |
| TOTAL DIVISION | \$ 861,664 | \$ 851,452 | \$ 879,545 | \$ 700,562 |



**DIVISION OF PURCHASES AND SUPPLIES
STOREROOM**

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|------------------|------------------|----------------|--------------------|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | OFFICE & CLERICAL | | |
| 1 | 0 | 1 | Accountant Clerk I | 10.00 Hr. | 14.98 Hr. |
| 1 | 1 | 1 | Storekeeper | 10.00 Hr. | 18.99 Hr. |
| <u>2</u> | <u>1</u> | <u>2</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

INTERNAL AUDIT

FRANK BADALAMENTI, MANAGER OF INTERNAL AUDIT

The Division of Internal Audit acts as an independent Division within the Department of Finance to provide, an objective assurance and consulting activity designed to add value and improve the City's operations. The Division assists City divisions in the achievement of financial and operational goals by planning and conducting financial and administrative audits.

Mission Statement

To assist departments and divisions in the achievement of financial and operational goals by planning and conducting financial and administrative audits.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|----------------------------------|---------------|----------|----|---------------|-----------|-------|---------------|----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Financial, Compliance & Op Audit | \$ 563 | 5 | | \$ 604 | 6 | | \$ 835 | 6 | |
| | <u>\$ 563</u> | <u>5</u> | | <u>\$ 604</u> | <u>6</u> | | <u>\$ 835</u> | <u>6</u> | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 563 | | | \$ 604 | | | \$ 835 | | |
| | <u>\$ 563</u> | <u>5</u> | | <u>\$ 604</u> | <u>6</u> | | <u>\$ 835</u> | <u>6</u> | |

PROGRAM NAME: FINANCIAL & OPERATIONAL AUDITING

OBJECTIVES: To improve management's internal, financial and administrative controls.

ACTIVITIES: Investigate actual and potential lapses of control and incidents of risk and assist State-required external auditor during the annual citywide audit.

INTERNAL AUDIT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 303,755 | \$ 261,515 | \$ 316,473 | \$ 344,824 |
| MILITARY LEAVE | - | - | 1,375 | - |
| LONGEVITY | 1,200 | 1,200 | 1,200 | 900 |
| SEPARATION PAYMENTS | - | 2,606 | 2,113 | - |
| TOTAL | \$ 304,955 | \$ 265,321 | \$ 321,160 | \$ 345,724 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 28,082 | \$ 26,465 | \$ 37,262 | \$ 47,991 |
| DENTAL | 2,133 | 1,890 | 2,485 | 2,682 |
| VISION CARE | 295 | 248 | 289 | 326 |
| PERS | 41,989 | 36,763 | 44,250 | 52,125 |
| FICA-MEDICARE | 4,309 | 3,744 | 4,531 | 5,000 |
| WORKERS COMPENSATION | 573 | 6,266 | 7,068 | 7,001 |
| LIFE INSURANCE | 270 | 214 | 240 | 270 |
| UNEMPLOYMENT COMPENSATION | - | 4,354 | 311 | - |
| TOTAL | \$ 77,650 | \$ 79,943 | \$ 96,435 | \$ 115,395 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ - | \$ 2,683 | \$ - |
| TUITION & REGISTRATION FEES | 14,750 | 8,320 | 4,534 | 6,000 |
| MILEAGE (PRIVATE AUTO) | - | - | - | 1,000 |
| PROFESSIONAL DUES | 840 | 2,063 | 609 | 1,900 |
| TOTAL | \$ 15,590 | \$ 10,383 | \$ 7,826 | \$ 8,900 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ 9,975 | \$ 15,000 |
| MILEAGE (PRIVATE AUTO) | 339 | 599 | 1,190 | - |
| PARKING IN CITY FACILITIES | 220 | - | - | - |
| PHOTOCOPY MACHINE RENTAL | 106 | - | - | - |
| STATE AUDITOR EXAMINATION | 197,061 | 199,419 | 158,953 | 335,000 |
| TOTAL | \$ 197,727 | \$ 200,017 | \$ 170,118 | \$ 350,000 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 72 | \$ - | \$ 1,000 |
| COMPUTER HARDWARE | - | 439 | 1,786 | - |
| COMPUTER SOFTWARE | 3,997 | 1,359 | 1,557 | 2,000 |
| OFFICE FURNITURE & EQUIPMENT | 523 | - | - | - |
| PAPER AND OTHER PRINTING SUPP | - | - | - | 2,000 |
| PRINTED MATERIALS | - | - | - | 2,000 |
| OTHER SUPPLIES | 420 | - | - | - |
| JUST IN TIME OFFICE SUPPLIES | 1,913 | 2,870 | 1,010 | 3,500 |
| TOTAL | \$ 6,853 | \$ 4,740 | \$ 4,353 | \$ 10,500 |



INTERNAL AUDIT

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH \$ | 12,284 \$ | 1,463 \$ | 1,525 \$ | 1,460 |
| CHARGES FROM PRINTING | 2,188 | 1,214 | 2,291 | 3,000 |
| CHARGES FROM STOREROOM | 147 | 26 | 129 | 85 |
| CHARGES FROM MOTOR VEHICLES | 153 | - | 137 | 118 |
| TOTAL | \$ 14,772 | \$ 2,703 | \$ 4,081 | \$ 4,663 |
| TOTAL DIVISION | \$ 617,547 | \$ 563,108 | \$ 603,973 | \$ 835,182 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|----------------|
| EXPENDITURE RECOVERIES | \$ 17,922 | \$ 23,334 | - | - |
| TOTAL DIVISION | \$ 17,922 | \$ 23,334 | - | - |



INTERNAL AUDIT
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|-----------------------------------|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | In-Charge Senior Internal Auditor | 49,500 | 81,913 |
| 1 | 1 | 1 | Manager Internal Audit | 40,315 | 118,351 |
| 2 | 2 | 2 | Senior Internal Auditor | 23,647 | 65,066 |
| 2 | 2 | 2 | Auditor | 20,093 | 57,124 |
| 6 | 6 | 6 | | | |
| 6 | 6 | 6 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

CENTRAL COLLECTION AGENCY

NASSIM M. LYNCH, ADMINISTRATOR

The Division of Taxation was established by Ordinance No. 2393-66 effective November 28, 1966. As provided in the Ordinance, the Division operates a centralized collection facility known as the Central Collection Agency for purposes of collecting the municipal income tax for the City of Cleveland and any other municipalities that wish to join the tax agency for purposes of administering their municipal income tax ordinances. The contract between the City of Cleveland and other member communities provides that the general policy of the Agency is established under an Executive Board made up of the Finance Director of the City of Cleveland and four members elected by the members of the agency.

The Income Tax Administrator is charged with the responsibility of receiving, recording and maintaining accurate records of the taxes collected for the forty-two member municipalities of the Central Collection Agency. This includes enforcement of the ordinance, making and enforcing regulations, determining tax due and investigating persons or corporations who the Administrator has reason to believe owe taxes.

Mission Statement

To provide an efficient, centralized collection structure for collection of income tax for Cleveland and other member communities.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|-----------|-----------------|-----------|-----------|------------------|------------|-----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| | FT | PT | FT | PT | FT | PT | FT | PT | |
| PROGRAMS: | | | | | | | | | |
| Collection | \$ 1,943 | 20 | 10 | \$ 2,063 | 17 | 9 | \$ 3,242 | 26 | 17 |
| Audit | 1,690 | 18 | | 2,199 | 18 | | 3,243 | 43 | |
| Compliance | 3,381 | 36 | | 2,817 | 32 | | 1,965 | 24 | |
| Data Entry | 507 | 6 | 1 | 687 | 6 | 2 | 725 | 6 | 3 |
| Record Retention | 592 | 7 | | 687 | 7 | | 320 | 4 | |
| Taxpayer Assistance | 337 | 4 | | 549 | 4 | 2 | 550 | 6 | 1 |
| | \$ 8,450 | 91 | 11 | \$ 9,002 | 84 | 13 | \$ 10,045 | 109 | 21 |
| FUNDING SOURCE: | | | | | | | | | |
| Collection Fees: | | | | | | | | | |
| Cleveland* | \$ 5,921 | | | \$ 7,101 | | | \$ 7,445 | | |
| Suburbs | 2,529 | | | 1,901 | | | 2,600 | | |
| | \$ 8,450 | 91 | 11 | \$ 9,002 | 84 | 13 | \$ 10,045 | 109 | 21 |

* Includes addition and use of Fund balance. Refer to Fund structure of this document for details.

**CENTRAL COLLECTION AGENCY****PROGRAM NAME: COLLECTION**

OBJECTIVES: To process municipal income tax collections on a daily basis.

ACTIVITIES: Pre-audit and process incoming municipal income tax returns, withholding reports and estimates daily upon receipt. Balance and deposit all cash and checks.

PROGRAM NAME: AUDIT

OBJECTIVES: To ensure that all taxpayers file correctly and pay the correct amount of income taxes for each year a return is due.

ACTIVITIES: Conduct audits to ensure compliance with the income tax ordinances.

PROGRAM NAME: COMPLIANCE

OBJECTIVES: To enforce strict compliance of the municipal income tax ordinances.

ACTIVITIES: Verify that all individuals and businesses subject to the tax file returns and pay all taxes due, including penalties and interest due for late payment of taxes.

PROGRAM NAME: DATA ENTRY

OBJECTIVES: To generate accurate daily additions to the income tax records.

ACTIVITIES: Key or translate all tax forms, returns, source documents and employers' supplied W-2's into machine-readable language.

PROGRAM NAME: RECORD RETENTION

OBJECTIVES: To provide retention filing and legally secure storage of all tax records by the municipal income tax ordinance.

ACTIVITIES: Maintenance of tax records, assuring accessibility to Central Collection Agency staff.

PROGRAM NAME: TAXPAYER ASSISTANCE

OBJECTIVES: To provide information and assistance to all taxpayers in the area served by CCA.

ACTIVITIES: Work with the member communities to reduce the number of errors on returns filed through individual assistance and tax educational programs.



CENTRAL COLLECTION AGENCY

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|------------------------------------|---------------------|-----------|------------------|-----------|------------------|-----------|------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 3,749,998 | \$ | 3,597,246 | \$ | 3,591,729 | \$ | 4,324,172 |
| SEASONAL | 29,245 | | 24,732 | | 39,357 | | 106,297 |
| PART-TIME PERMANENT | 83,746 | | 117,544 | | 151,830 | | 236,414 |
| LONGEVITY | 36,125 | | 42,025 | | 40,175 | | 38,125 |
| SEPARATION PAYMENTS | 7,388 | | 10,068 | | 22,810 | | 15,143 |
| OVERTIME | 219,977 | | 166,639 | | 155,143 | | 183,163 |
| TOTAL | \$ 4,126,479 | \$ | 3,958,254 | \$ | 4,001,044 | \$ | 4,903,314 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 620,400 | \$ | 660,489 | \$ | 629,266 | \$ | 879,929 |
| DENTAL | 42,076 | | 40,574 | | 37,333 | | 47,449 |
| VISION CARE | 6,857 | | 6,471 | | 5,800 | | 7,630 |
| PERS | 561,452 | | 548,143 | | 558,559 | | 736,986 |
| FICA-MEDICARE | 46,677 | | 45,115 | | 46,387 | | 61,613 |
| WORKER'S COMPENSATION | 10,823 | | 104,954 | | 123,723 | | 91,191 |
| LIFE INSURANCE | 4,481 | | 4,268 | | 3,878 | | 4,590 |
| UNEMPLOYMENT COMPENSATION | 4,410 | | 4,802 | | - | | - |
| TOTAL | \$ 1,297,175 | \$ | 1,414,816 | \$ | 1,404,945 | \$ | 1,829,388 |
| TRAINING & PROFESS DUES | | | | | | | |
| TRAVEL | \$ 2,439 | \$ | 2,677 | \$ | 3,231 | \$ | 2,500 |
| TUITION & REGISTRATION FEES | 1,120 | | 420 | | 1,700 | | 500 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 78 | | 564 | | - | | - |
| PROFESSIONAL DUES | 13,871 | | 12,341 | | 11,058 | | 11,310 |
| TOTAL | \$ 17,508 | \$ | 16,002 | \$ | 15,989 | \$ | 14,310 |
| UTILITIES | | | | | | | |
| ELECTRICITY - CPP | \$ 23,722 | \$ | 35,781 | \$ | 22,150 | \$ | 23,036 |
| ELECTRICITY - OTHER | - | | - | | - | | 89 |
| SECURITY & MONITORING SYSTEM | 9,564 | | - | | - | | 7,000 |
| TOTAL | \$ 33,286 | \$ | 35,781 | \$ | 22,150 | \$ | 30,125 |



CENTRAL COLLECTION AGENCY

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,145,529 | \$ 809,898 | \$ 1,398,487 | \$ 1,226,500 |
| MILEAGE (PRIVATE AUTO) | 4,296 | 4,392 | 6,891 | 6,500 |
| ADVERTISING AND PUBLIC NOTICE | 1,253 | 2,621 | 2,073 | 2,000 |
| PARKING IN CITY FACILITIES | 2,661 | 2,666 | 2,712 | 3,000 |
| INSURANCE AND OFFICIAL BONDS | - | 1,110 | - | 1,200 |
| PHOTOCOPY MACHINE RENTAL | 1,616 | - | - | - |
| EQUIPMENT RENTAL | 927 | 930 | 465 | - |
| OTHER CONTRACTUAL | 12,355 | 7,095 | 7,320 | 8,900 |
| STATE AUDITOR EXAMINATION | 23,996 | 35,857 | 43,591 | 50,000 |
| BANK SERVICE FEES | 255,647 | 260,557 | 175,662 | 265,000 |
| CREDIT CARD PROCESSING FEES | 37,405 | 58,504 | 81,817 | 70,000 |
| TOTAL | \$ 1,485,684 | \$ 1,183,629 | \$ 1,719,018 | \$ 1,633,100 |
| MATERIALS & SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 15,462 | \$ 90,002 | \$ 76,231 | \$ 99,500 |
| POSTAGE | 474,502 | 315,161 | 250,377 | 402,500 |
| COMPUTER SUPPLIES | - | 1 | - | 2,000 |
| COMPUTER HARDWARE | - | 51,126 | 12,150 | 20,000 |
| COMPUTER SOFTWARE | 79,538 | 24,519 | 24,682 | 50,000 |
| OFFICE FURNITURE & EQUIPMENT | 2,879 | 4,971 | 26,508 | 2,000 |
| HYGIENE AND CLEANING SUPPLIES | - | - | 758 | 500 |
| MEDICAL SUPPLIES | - | - | - | 500 |
| PAPER AND OTHER SUPPLIES | - | - | - | 500 |
| PRINTED MATERIALS | - | - | - | 500 |
| OTHER SUPPLIES | 1,063 | 1,062 | 1,010 | 1,000 |
| BATTERIES | - | - | - | 500 |
| JUST IN TIME OFFICE SUPPLIES | 61,096 | 14,443 | 119,050 | 40,000 |
| BUILDING MAINTENANCE SUPPLY | 270 | - | - | - |
| TOTAL | \$ 634,811 | \$ 501,284 | \$ 510,767 | \$ 619,500 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 14,017 | \$ 14,190 | \$ 9,110 | \$ 11,000 |
| MAINTENANCE CONTRACTS | 2,286 | 846 | 971 | 2,250 |
| COMPUTER HARDWARE MAINT | 12,100 | 8,286 | 32,655 | 35,000 |
| COMPUTER SOFTWARE MAINT | 25,747 | 43,414 | 25,290 | 56,500 |
| MAINTENANCE VEHICLES | - | - | - | 200 |
| CAR WASHES | - | 181 | 51 | 200 |
| MAINTENANCE BUILDING | - | 13,650 | - | - |
| CHARGES FROM MAINT | - | - | - | 10,000 |
| TOTAL | \$ 54,150 | \$ 80,567 | \$ 68,076 | \$ 115,150 |



CENTRAL COLLECTION AGENCY

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|----------------------|
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| COURT COSTS | \$ 14,868 | \$ 8,854 | \$ 9,596 | \$ 10,000 |
| INDIRECT COST | 494,438 | 448,338 | 482,388 | 452,118 |
| TOTAL | \$ 509,306 | \$ 457,192 | \$ 491,984 | \$ 462,118 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM GENERAL FUND | \$ 350,000 | \$ 350,283 | \$ 373,948 | \$ 373,948 |
| CHARGES FROM TELEPHONE | 61,311 | 48,028 | 44,301 | 47,507 |
| CHARGES FROM PRINTING | 133,144 | 363,521 | 332,850 | 350,000 |
| CHARGES FROM MOTOR VEHICLE | 9,114 | 9,544 | 13,240 | 11,423 |
| TOTAL | \$ 553,569 | \$ 771,376 | \$ 764,338 | \$ 782,878 |
| CAPITAL OUTLAY | | | | |
| OFFICE EQUIPMENT | \$ 1,619 | \$ - | \$ 3,705 | \$ 10,000 |
| AUTOMOBILES | - | 31,589 | - | 45,000 |
| TRUCKS | - | 1 | - | - |
| TOTAL | \$ 1,619 | \$ 31,590 | \$ 3,705 | \$ 55,000 |
| TOTAL DIVISION | \$ 8,713,587 | \$ 8,450,491 | \$ 9,002,016 | \$ 10,444,883 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|---------------------|----------------------|---------------------|----------------------|
| LOCAL TAXES | \$ 5,810,000 | \$ 5,880,000 | \$ 4,410,000 | \$ 7,251,261 |
| MISCELLANEOUS REVENUES | 80,774 | 1,610,443 | 496,424 | 265,000 |
| TRANSFERS IN | 1,800 | 1,800 | 9,261 | - |
| EXPENDITURE RECOVERIES | 2,571,167 | 2,529,312 | 1,901,417 | 2,600,000 |
| TOTAL DIVISION | \$ 8,463,741 | \$ 10,021,555 | \$ 6,817,102 | \$ 10,116,261 |



CENTRAL COLLECTION AGENCY

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Asst. Income Tax Administrator | 26,274 | 86,765 |
| 1 | 1 | 1 | Income Tax Administrator | 42,758 | 133,845 |
| 3 | 3 | 3 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Fiscal Manager | 23,647 | 82,125 |
| 1 | 1 | 1 | Chief Bureau of Accounts and Collections | 22,333 | 61,755 |
| 1 | 1 | 1 | Office Manager | 20,800 | 48,223 |
| 8 | 8 | 8 | | | |
| OFFICE & CLERICAL | | | | | |
| 3 | 3 | 3 | Junior Cashier | 10.00 Hr. | 16.16 Hr. |
| 1 | 1 | 1 | Principal Cashier | 10.00 Hr. | 22.60 Hr. |
| 8 | 5 | 9 | Accountant Clerk II | 10.00 Hr. | 16.83 Hr. |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 2 | 1 | 1 | Messenger | 10.00 Hr. | 14.51 Hr. |
| 2 | 2 | 2 | Receptionist | 10.00 Hr. | 14.86 Hr. |
| 25 | 17 | 25 | Income Tax Tracer | 10.04 Hr. | 17.00 Hr. |
| 42 | 30 | 42 | | | |
| PROFESSIONALS | | | | | |
| 14 | 11 | 13 | Auditor | 20,093 | 57,124 |
| 3 | 2 | 2 | Assistant Director of Law | 26,250 | 78,013 |
| 17 | 12 | 17 | Tax Auditor I | 10.60 Hr. | 17.84 Hr. |
| 12 | 6 | 11 | Tax Auditor II | 12.41 Hr. | 19.74 Hr. |
| 1 | 1 | 1 | Miscellaneous Investigator | 10.00 Hr. | 17.73 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 1 | 1 | 1 | Project Leader / Application | 30,215 | 86,559 |
| 1 | 2 | 2 | Asst. Income Tax Financial Supervisor | 22,333 | 61,755 |
| 9 | 8 | 9 | Income Tax Supervisor | 20,093 | 55,191 |
| 59 | 44 | 57 | | | |
| PARAPROFESSIONALS | | | | | |
| 1 | 0 | 0 | Chief Legal Investigator | 23,647 | 65,166 |
| 2 | 2 | 2 | Paralegal | 20,800 | 42,428 |
| 3 | 2 | 2 | | | |
| 112 | 84 | 109 | TOTAL FULL TIME | | |
| 4 | 3 | 3 | Income Tax Tracer | 10.04 Hr. | 17.00 Hr. |
| 1 | 1 | 1 | Student Assistant | 10.00 Hr. | 10.72 Hr. |
| 13 | 9 | 17 | Student Aide | 10.00 Hr. | 10.72 Hr. |
| 18 | 13 | 21 | TOTAL PART TIME | | |
| 130 | 97 | 130 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



PRINTING AND REPRODUCTION

MICHAEL HEWETT, COMMISSIONER

The duties of the Commissioner of Printing & Reproduction are as follows: to administer and control the affairs of the division; to supervise the printing, photocopying or other reproduction of material required for use by the City of Cleveland; to develop specifications, evaluate bids, recommend the lease, rental or purchase of all photocopiers; and to perform any duties which may arise by codified ordinance or by the Director of Finance.

The Division of Printing & Reproduction is responsible for producing all forms, stationary, manuals, directories, reports, brochures, newsletters and other literature used by city departments, divisions, boards, bureaus, council and Cleveland Municipal Court.

The Division of Printing & Reproduction operates a production facility at 1735 Lakeside Ave. The division also maintains a full-service copy center at City Hall.

Mission Statement

The Division of Printing and Reproduction is committed to providing exceptional customer service and money-saving printing solutions to the City of Cleveland. The Division of Printing is dedicated to achieving these goals by continuing to implement the latest technologies, by responding immediately to our customers' unique needs and by striving daily to be the City's provider of low-cost, high-quality and fast turnaround reprographic services.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Printing Services | \$ 1,942 | 11 | 1 | \$ 2,489 | 10 | 1 | \$ 2,339 | 12 | 1 |
| Copy Center | 343 | 2 | | 439 | 2 | | 413 | 2 | |
| | \$ 2,285 | 13 | 1 | \$ 2,928 | 12 | | \$ 2,752 | 14 | |
| FUNDING SOURCE: | | | | | | | | | |
| User Fees: | | | | | | | | | |
| Internal Service Fund* | \$ 2,285 | | | \$ 2,928 | | | \$ 2,752 | | |
| | \$ 2,285 | 13 | 1 | \$ 2,928 | 12 | 1 | \$ 2,752 | 14 | 1 |

* Includes addition and use of Fund balance. Refer to Fund structure of this document for details.

PROGRAM NAME: PRINTING SERVICES

OBJECTIVES: To provide comprehensive reprographic services to the City of Cleveland.

ACTIVITIES: Print materials requested by various city divisions. Administer the city's photocopier contracts.

PROGRAM NAME: COPY CENTER

OBJECTIVES: Provide a variety of photocopying services from a centralized location at City Hall.

ACTIVITIES: Process assignments as submitted. Offer technical assistance to customers.

PRINTING AND REPRODUCTION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 514,554 | \$ 544,993 | \$ 546,789 | \$ 618,415 |
| PART-TIME PERMANENT | - | 4,791 | 2,290 | 19,794 |
| INJURY PAY | 3,904 | 568 | - | - |
| LONGEVITY | 4,825 | 4,525 | 4,825 | 4,075 |
| SEPARATION PAYMENTS | 1,120 | - | 6,088 | - |
| OVERTIME | 57,327 | 53,876 | 45,094 | 33,585 |
| TOTAL | \$ 581,731 | \$ 608,753 | \$ 605,086 | \$ 675,869 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 74,074 | \$ 94,637 | \$ 93,005 | \$ 111,905 |
| DENTAL | 5,422 | 5,972 | 5,570 | 6,097 |
| VISION CARE | 807 | 890 | 772 | 952 |
| PERS | 77,211 | 84,987 | 83,293 | 101,900 |
| FICA-MEDICARE | 6,773 | 7,139 | 7,347 | 8,747 |
| WORKER'S COMPENSATION | 1,107 | 16,714 | 46,536 | 25,776 |
| LIFE INSURANCE | 503 | 563 | 566 | 586 |
| CLOTHING ALLOWANCE | 800 | - | - | - |
| CLOTHING MAINTENANCE | 847 | 927 | 1,828 | - |
| TOTAL | \$ 167,544 | \$ 211,830 | \$ 238,917 | \$ 255,963 |
| TRAINING & PROFESS DUES | | | | |
| TRAVEL | \$ - | \$ 40 | \$ - | \$ 500 |
| TUITION & REGISTRATION FEES | - | 1,690 | - | 1,000 |
| OTHER TRAINING SUPPLIES | - | - | - | 500 |
| PROFESSIONAL DUES | 1,029 | 1,293 | 2,031 | 1,000 |
| TOTAL | \$ 1,029 | \$ 3,023 | \$ 2,031 | \$ 3,000 |
| UTILITIES | | | | |
| GAS | \$ 2,513 | \$ 3,701 | \$ 8,696 | \$ 7,044 |
| ELECTRICITY - CPP | 29,006 | 31,241 | 37,444 | 38,942 |
| SECURITY & MONITORING SYSTEM | 677 | 578 | 277 | 1,000 |
| TOTAL | \$ 32,197 | \$ 35,520 | \$ 46,417 | \$ 46,986 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ - | \$ 500 | \$ 500 |
| WASTE DISPOSAL | - | - | - | 500 |
| PARKING IN CITY FACILITIES | 66 | 6 | 51 | 250 |
| INSURANCE AND OFFICIAL BONDS | - | - | 5 | - |
| PHOTOCOPY MACHINE RENTAL | 635,705 | 584,381 | 829,939 | 825,000 |
| OTHER CONTRACTUAL | 49,795 | 65,465 | 30,200 | 20,000 |
| TOTAL | \$ 685,566 | \$ 649,851 | \$ 860,694 | \$ 846,250 |

PRINTING AND REPRODUCTION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS & SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ - | \$ 457 | \$ 1,792 | \$ 1,000 |
| DISCOUNTS LOST | - | (4) | - | - |
| POSTAGE | - | - | - | 500 |
| COMPUTER SUPPLIES | 785 | - | - | - |
| COMPUTER HARDWARE | 5,669 | 98 | 5,874 | 4,000 |
| COMPUTER SOFTWARE | - | 798 | 635 | 1,000 |
| CLOTHING | - | - | - | 3,000 |
| SMALL EQUIPMENT | 14,936 | 17,316 | 6,365 | 7,500 |
| ELECTRICAL SUPPLIES | - | - | 1,100 | 1,000 |
| HYGIENE AND CLEANING SUPP | 1,121 | - | 941 | 1,000 |
| PAPER AND OTHER SUPPLIES | 609,559 | 652,853 | 742,074 | 750,000 |
| PRINTED MATERIALS | - | 26 | - | - |
| SHOP SUPPLIES | 127 | - | - | - |
| OTHER SUPPLIES | 716 | 2,045 | 2,130 | 1,000 |
| SAFETY EQUIPMENT | - | - | (330) | - |
| JUST IN TIME OFFICE SUPPLIES | 5,381 | 4,369 | 6,399 | 3,500 |
| TOTAL | \$ 638,294 | \$ 677,958 | \$ 766,979 | \$ 773,500 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ - | \$ 2,570 | \$ 2,000 |
| MAINTENANCE CONTRACTS | 29,260 | 72,083 | 78,138 | 100,000 |
| COMPUTER HARDWARE MAINT | - | - | - | 1,000 |
| COMPUTER SOFTWARE MAINT | - | 7,554 | - | 10,000 |
| MAINTENANCE MACHINERY | 279 | - | 6,000 | 10,000 |
| CAR WASHES | 150 | - | 350 | 500 |
| REPAIR OF OVERHEAD DOORS | - | - | - | 500 |
| CHARGES FROM MAINTENANCE | 6,274 | 6,319 | 6,682 | 6,000 |
| TOTAL | \$ 35,964 | \$ 85,956 | \$ 93,741 | \$ 130,000 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| COURT COSTS | \$ - | \$ 270 | \$ - | \$ - |
| TOTAL | \$ - | \$ 270 | \$ - | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 10,654 | \$ 9,238 | \$ 16,297 | \$ 16,259 |
| CHARGES FROM MOTOR VEHICLE | 1,297 | 2,751 | 4,686 | 4,045 |
| TOTAL | \$ 11,951 | \$ 11,988 | \$ 20,984 | \$ 20,304 |
| CAPITAL OUTLAY | | | | |
| OTHER EQUIPMENT | \$ - | \$ - | \$ 293,586 | \$ - |
| TOTAL | \$ - | \$ - | \$ 293,586 | \$ - |
| TOTAL DIVISION | \$ 2,154,275 | \$ 2,285,149 | \$ 2,928,434 | \$ 2,751,872 |



PRINTING AND REPRODUCTION

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICES | \$ 680 | \$ 446 | \$ - | - |
| MISCELLANEOUS REVENUES | 21,238 | 25,870 | 24,485 | - |
| EXPENDITURE RECOVERIES | 2,184,772 | 2,365,319 | 2,638,254 | 2,760,700 |
| TOTAL DIVISION | \$ 2,206,689 | \$ 2,391,635 | \$ 2,662,739 | \$ 2,760,700 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Commissioner of Printing and Reproduction | 40,315 | 128,215 |
| 1 | 1 | 1 | Asst. Commissioner, Division of Printing and Repro. | 23,647 | 82,125 |
| 2 | 2 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 3 | 3 | 3 | Copy Center Operator, Offset Duplicating Machine | 10.00 Hr. | 17.83 Hr. |
| 1 | 0 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 5 | 4 | 5 | | | |
| PARAPROFESSIONALS | | | | | |
| 2 | 1 | 2 | Print Shop Helper | 10.61 Hr. | 14.24 Hr. |
| 2 | 1 | 2 | | | |
| PROFESSIONAL | | | | | |
| 1 | 1 | 1 | Desktop Publishing Specialist | 20,231 | 56,423 |
| 1 | 1 | 1 | | | |
| SKILLED CRAFT | | | | | |
| 1 | 1 | 1 | First Press Operator | 12.00 Hr. | 21.18 Hr. |
| 2 | 1 | 1 | Second Press Operator | 10.00 Hr. | 18.94 Hr. |
| 1 | 1 | 1 | Printing Foreman | 28,405 | 50,578 |
| 4 | 3 | 3 | | | |
| TECHNICIANS | | | | | |
| 1 | 1 | 1 | PC Technician | 25,000 | 48,223 |
| 1 | 1 | 1 | | | |
| 15 | 12 | 14 | TOTAL FULL TIME | | |
| 0 | 1 | 0 | First Press Operator | 12.00 Hr. | 21.18 Hr. |
| 0 | 1 | 1 | TOTAL PART TIME | | |
| 15 | 13 | 15 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

**DEBT SERVICE
SINKING FUND COMMISSION**

FRANK G. JACKSON, PRESIDENT

SHARON DUMAS, SECRETARY

MARTIN J. SWEENEY, MEMBER

ELIZABETH C. HRUBY, ASSISTANT SECRETARY

The Sinking Fund is the bond retirement fund of the City and its operations are governed by the Ohio Revised Code, the City Charter and the General Bond Ordinance. The Sinking Fund Commission consists of the Mayor, Director of Finance and City Council President. An Assistant Secretary is appointed by the members to conduct the business of the Sinking Fund Commission. The Sinking Fund Commission is responsible for the issuance and payment of all City debt including general obligation, special revenue, non-tax revenue and tax increment financing debt.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|-----------------------------|------------------|----------------|-------------------|----------------|------------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Debt Admin. & Record Maint. | \$ 454 | 1 | \$ 407 | 1 | \$ 452 | 1 | | |
| Debt Issuance & Compliance | 185 | 1 | 176 | 1 | 194 | 1 | | |
| Bond & Note Payments | 57,730 | | 149,897 | | 63,863 | | | |
| | \$ 58,369 | 2 | \$ 150,480 | 2 | \$ 64,509 | 2 | | |
| FUNDING SOURCE: | | | | | | | | |
| Local Taxes | \$ 23,721 | | \$ 22,351 | | \$ 22,344 | | | |
| Intergovernmental | 3,301 | | 4,321 | | 4,862 | | | |
| Self Generated | 819 | | 502 | | 350 | | | |
| Bond Proceeds | 960 | | 91,089 | | - | | | |
| TIF / Developer Receipts | 311 | | 236 | | 268 | | | |
| Other Proceeds | 30 | | 289 | | - | | | |
| Restricted Income Tax | 19,500 | | 24,013 | | 26,198 | | | |
| Subordinated Income Tax | 4,783 | | 4,287 | | 4,648 | | | |
| Transfers | 7,310 | | 3,589 | | 4,287 | | | |
| Reserve* | (2,366) | | (197) | | 1,552 | | | |
| | \$ 58,369 | 2 | \$ 150,480 | 2 | 64,509 | 2 | | |

* Includes drawdown (additions) and use of Fund balance. Refer to Fund structure section of this document for details.

DEBT SERVICE SINKING FUND COMMISSION

DEBT MANAGEMENT POLICY

The Sinking Fund Commission is responsible for maintaining detailed records of the City's outstanding debt obligations until their maturity and ensuring that all debt is paid when due. The Sinking Fund Commission's composition is defined in the City Charter and its duties are outlined in the covenants of the General Bond Ordinance and the Sinking Fund Ordinance.

The Sinking Fund Commission acts as the citywide coordinator for all debt issuance and monitoring activities. This includes the sale of all general obligation, special obligation and enterprise (revenue) bonds and notes. In addition the Commission deposits on behalf of itself and the Enterprise Funds any moneys to be applied to the payment of debt charges. This includes money and investments derived from ad valorem property taxes, restricted income tax, enterprise reimbursements, non-tax revenues and the proceeds of renewal bonds or notes. The Commission maintains and reconciles all bank accounts for General Obligation, Special Obligation and Enterprise (Proprietary) Obligations of the City.

The City issues its general obligation bonds in connection with its overall Capital Improvement Program. Programs that have benefited from the issuance of general obligation debt include, but are not limited to, public service improvements, bridge and roadway improvements, recreation facilities, and urban redevelopment.

The City's Enterprise Funds develop their own individual capital improvement programs and issue revenue debt as is necessary to assist with the implementation of their CIP programs. The Sinking Fund Commission works jointly with each individual Enterprise Fund when issuing revenue debt.

PROGRAM NAME: DEBT ADMINISTRATION AND RECORD MAINTENANCE

OBJECTIVES: To ensure the proper disbursement of funds for the payment of debt by maintaining accurate records of fixed rate and variable rate debt service requirements and other schedules of cash and investments.

ACTIVITIES: Maintain complete records of all financing transactions and outstanding debt service requirements. Respond to bondholder questions and requests. Record and reconcile all debt related activity within the City's accounting system. Process all principal and interest payments. Collect funds from the Cuyahoga County Auditor, the General Fund, the Restricted Income Tax Fund, Special Revenue Funds and Enterprise Funds in order to make funds available for disbursements on a timely basis for the payment of debt service. Prepare the state required debt schedule, which certifies the amount to be paid from taxes and levying tax sufficient to cover debt service. Through an escrow agent or trustee, coordinate the investment of cash in investments permitted under the General Bond Ordinance, the Sinking Fund Ordinance and enterprise fund indentures.

PROGRAM NAME: DEBT ISSUANCE AND COMPLIANCE

OBJECTIVES: To ensure that the City issues all debt in a cost effective manner and complies with all covenants in the General Bond Ordinance, the Sinking Fund Ordinance and in all revenue or special obligation bond indentures as well as all federal regulations governing the issuance of debt.

DEBT SERVICE
SINKING FUND COMMISSION

ACTIVITIES: Coordinate the issuance of debt and other obligations by working with the Law Department, bond counsel, financial advisors, underwriters, rating agencies and insurers. Evaluate financing proposals received by the city. Determine structure of financing transactions. Coordinate the annual submission of continuing disclosure information pursuant to the City's various Continuing Disclosure Agreements for its bond issues in accordance with SEC Rule 15c2-12. Facilitate the required arbitrage rebate calculations required by federal regulations.

2008 ACTIVITY

Effective April 22, 2008, the City issued \$93,712,880 Public Power System Revenue Bonds, Series 2008. Proceeds of the Series 2008A Bonds were used to refund all of the Series 2006B auction rate bonds which were outstanding in the amount of \$20,325,000. The Series 2008B Bonds are being used to fund Cleveland Public Power's Capacity Expansion Program which will improve the electric system's reliability and will provide for future load growth opportunities.

As of May 1, 2008, the City issued \$59,560,000 Subordinate Lien Income Tax Bonds, Series 2008. The proceeds of these bonds are being used to pay costs of various public projects including bridge and roadway improvements, parks and recreation facility improvements, public facilities improvements, cemeteries improvements and revitalization/demolition costs. In conjunction with the issuance of these bonds, Standard & Poor's assigned the bonds a rating of AA and also upgraded the City's outstanding general obligation bonds to AA. The bonds are being paid from Restricted Income Tax collections.

On October 7, 2008, \$10,090,000 Final Judgment General Obligation Bonds, Series 2008A, were issued. The proceeds of these bonds are being used to finance the costs of paying final judgments and court-approved settlements.

The turmoil in the financial markets during all of 2008 had a detrimental effect on the City's outstanding variable rate bonds. The downgrades of the various municipal bond insurers and the financial difficulties faced by investment banks caused the auction rate securities market to collapse in the first quarter of the year and interest rates to increase significantly. As a result, by the end of July the City had refunded all of its outstanding auction rate securities which included the following:

- \$20,325,000 of Public Power System Revenue Bonds, Series 2006B which were refunded as fixed rate bonds,
- \$108,390,000 Series 2007 Certificates of Participation (Cleveland Stadium Project) which were converted to weekly variable rate bonds with a letter of credit provided by Wachovia Bank,
- \$148,175,000 Airport System Revenue Bonds, Series 2007A, which were refunded as weekly variable rate bonds by the Series 2008AB&C Bonds with a Wachovia Bank letter of credit,
- \$132,500,000 Airport System Revenue Bonds, Series 2003AB&C, which were refunded as weekly variable rate bonds by the Series 2008DEFG&H Bonds backed by letters of credit supplied by UBS, US Bank and KBC; and
- \$26,900,000 Series 2003 Taxable Economic and Community Development Revenue Bonds which were refunded as weekly variable rate obligations backed by a letter of credit from Citizens Bank.

The downgrade of the bond insurers also led to the refunding of two other variable rate bond issues. The first was the 1994 Subordinated Income Tax Variable Rate Refunding Bonds (Police & Fire Pension) which were outstanding in the amount of \$56,900,000. In August 2008, these bonds were refunded as fixed rate bonds by the \$59,960,000 Subordinate Lien Unrestricted Income Tax Bonds and an associated interest rate swap agreement with Ambac Financial Services was terminated. Finally, in November the City refunded the \$90,000,000 Water Revenue Bonds, Series L, with \$90,800,000 Water Revenue Bonds, Series Q. These are weekly variable rate bonds secured by a letter of credit provided by Bank of America.

DEBT SERVICE
SINKING FUND COMMISSION
2009 ACTIVITY

In 2009, the City is planning or reviewing the feasibility of the following financings:

- General Obligation Bonds for improvements to roads and bridges, recreation facilities and other public facilities;
- Airport System Refunding Revenue Bonds to refund the Series 1997 D&E Bonds and replace the Letter of Credit provider;
- Water Refunding Revenue Bonds to refund the Series M Bonds in order to replace the bond insurer; and
- Refunding or other financing alternatives which meet the City's financial and operational goals and/or which respond to the current market turmoil.

BOND RATINGS

As of December 31, 2008 the City's Bond Ratings for general obligation bonds, revenue bonds, and certificates of participation were as follows:

| | Moody's Investors Service | Standard & Poor's | Fitch Investors |
|---------------------------------------|--|----------------------------------|----------------------------|
| General Obligation Bonds+ | A2 | AA | A+ |
| Subordinate Lien Income Tax Bonds | A3 | AA | N/A |
| Core City Bonds | A3 | AA- | N/A |
| Waterworks Revenue Bonds | Aa2 | AA | N/A |
| Cleveland Public Power Revenue Bonds | A2 | A- | N/A |
| Airport Revenue Bonds | A3 | A- | A |
| Stadium Certificates of Participation | A3 | A- | N/A |
| Parking Revenue Bonds++ | Aa3 | AAA | AAA |

+ On April 10, 2008, in conjunction with the City's issuance of its Subordinate Lien Income Tax Bonds, Standard & Poor's raised its rating on the City's General Obligation Bonds from A to AA.

++ Insured ratings based on the rating of Financial Security Assurance, Inc

The Ohio Revised Code provides that the net debt of the municipal corporation, whether or not approved by the electors, shall not exceed 10.5% of the assessed value of all property in the municipal corporation as listed and assessed for taxation. In addition, the unvoted net debt of municipal corporations cannot exceed 5.5% of total assessed value of property. The City's total debt limit (10.5%) is \$623,433,152 and unvoted debt limit (5.5%) is \$326,560,222. At January 1, 2009, the City had the capacity, under the indirect debt limitation calculation per the Ohio Revised Code, to issue approximately \$45 million of additional unvoted debt. These debt limitations are not expected to affect the financing of any currently planned facilities or services.

**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

| | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--|----------------------|----------------------|----------------------|
| Unvoted Tax Supported General Obligation Bonds | | | |
| Bonds Redeemed | \$ 31,590,000 | \$ 33,450,000 | \$ 32,235,000 |
| Interest on Bonds | 16,877,362 | 16,572,048 | 17,026,711 |
| | \$ 48,467,362 | \$ 50,022,048 | \$ 49,261,711 |
| Subordinated Income Tax Bonds (Police & Fire Pension) | | | |
| Bonds Redeemed | \$ 1,800,000 | \$ 2,000,000 | \$ 1,500,000 |
| Interest on Bonds* | 2,934,671 | 2,506,432 | 3,032,575 |
| Transfer to Escrow Agent | - | 57,320,428 | - |
| Other | - | 4,797,355 | - |
| | \$ 4,734,671 | \$ 66,624,215 | \$ 4,532,575 |
| 2008 Core City Fund | | | |
| Bonds Redeemed | \$ - | \$ 500,000 | \$ 525,000 |
| Interest on Bonds | - | 435,051 | 1,121,770 |
| Other | - | 287,261 | 182,000 |
| Transfer to Escrow Agent | - | 27,254,067 | - |
| | \$ - | \$ 28,476,379 | \$ 1,828,770 |
| 2003 Core City Fund | | | |
| Bonds Redeemed | \$ 500,000 | \$ - | \$ - |
| Interest on Bonds * | 1,459,074 | 718,699 | - |
| Other | 78,904 | 54,150 | - |
| | \$ 2,037,978 | \$ 772,849 | \$ - |
| Lower Eudid TIF Bonds | | | |
| Bonds Redeemed | \$ 87,000 | \$ 429,000 | \$ 426,000 |
| Interest on Bonds | 196,085 | 219,155 | 201,865 |
| | \$ 283,085 | \$ 648,155 | \$ 627,865 |
| Nontax Revenue Refunding Bonds - Stadium | | | |
| Bonds Redeemed | \$ - | \$ 110,000 | \$ 985,000 |
| Interest on Bonds * | 648,231 | 648,231 | 645,207 |
| | \$ 648,231 | \$ 758,231 | \$ 1,630,207 |
| 2004 Core City Bonds | | | |
| Bonds Redeemed | \$ 675,000 | \$ 695,000 | \$ 725,000 |
| Interest on Bonds | 884,035 | 861,422 | 835,708 |
| | \$ 1,559,035 | \$ 1,556,422 | \$ 1,560,708 |

**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

| | 2007 Actual | | 2008 Unaudited | | 2009 Budget |
|--|----------------------|-----------|--------------------|-----------|-------------------|
| 2008 Subordinate Lien Income Tax Bonds | | | | | |
| Bonds Redeemed | \$ - | \$ | - | \$ | 1,930,000 |
| Interest on Bonds | - | | 1,037,859 | | 2,490,863 |
| | \$ - | \$ | 1,037,859 | \$ | 4,420,863 |
| Sinking Fund Operations | | | | | |
| Personnel | \$ 169,329 | \$ | 178,366 | \$ | 178,812 |
| Other | 469,731 | | 404,999 | | 467,400 |
| | \$ 639,060 | \$ | 583,365 | \$ | 646,212 |
| Total Expenditures | \$ 58,369,422 | \$ | 150,479,523 | \$ | 64,508,911 |

* All or a portion paid by capitalized interest from the proceeds of the bonds

REVENUE

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget |
|-------------------------------|----------------------|-----------|-------------------|-----------|--------------------|-----------|-------------------|
| PROPERTY TAXES | \$ 22,875,925 | \$ | 23,720,972 | \$ | 22,350,879 | \$ | 22,343,963 |
| INTERGOVERNMENTAL REVENUE | 2,477,498 | | 3,300,913 | | 4,320,751 | | 4,861,496 |
| RESTRICTED INCOME TAX | 18,750,000 | | 19,500,000 | | 24,012,500 | | 26,198,000 |
| SUBORDINATED INCOME TAX | 4,759,015 | | 4,783,724 | | 4,286,639 | | 4,648,050 |
| INVESTMENT EARNINGS | 770,722 | | 737,375 | | 328,677 | | 200,000 |
| BOND FEES & SERVICES | 159,920 | | 81,464 | | 173,782 | | 150,000 |
| NOTE / BOND PROCEEDS | 107,540 | | 959,954 | | 91,088,956 | | - |
| TRANSFERS FROM OTHER SUBFUNDS | 1,647,439 | | 6,064,614 | | 2,079,538 | | 1,828,770 |
| OTHER PROCEEDS | 122,539 | | 30,000 | | 289,034 | | - |
| EXPENDITURE RECOVERY ISSUE 2 | 365,006 | | - | | - | | - |
| TIF / DEVELOPER RECEIPTS | 220,641 | | 310,636 | | 236,453 | | 268,240 |
| GENERAL FUND TRANSFER | 656,182 | | 1,245,252 | | 1,509,300 | | 2,458,044 |
| DRAW/(ADD) OF FUND BALANCE | 3,531,111 | | (2,365,482) | | (196,986) | | 1,552,348 |
| TOTAL RECEIPTS | \$ 56,443,538 | \$ | 58,369,422 | \$ | 150,479,523 | \$ | 64,508,911 |

**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

| | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|----------------------|----------------------|------------------------|
| WATER REVENUE BONDS+ | | | |
| EXPENDITURES: | | | |
| Principal | \$ 17,695,000 | \$ 19,660,000 | \$ 27,285,000 |
| Interest | 34,898,952 | 37,953,936 | 38,694,231 |
| Total Expenditures | \$ 52,593,952 | \$ 57,613,936 | \$ 65,979,231 |
| RECEIPTS | | | |
| Utility Reimbursement | \$ 52,593,952 | \$ 57,613,936 | \$ 65,979,231 |
| Total Receipts | \$ 52,593,952 | \$ 57,613,936 | \$ 65,979,231 * |

* Includes \$7,148,252 of capitalized interest from the proceeds of the 2007 Series 0 Bonds.

Airport System Revenue Bonds

| | | | | |
|---------------------------|----------------------|------------------------|-------------------------|--|
| EXPENDITURES: | | | | |
| Principal | \$ 21,075,000 | \$ 16,860,000 | \$ 16,830,000 | |
| Interest | 44,464,283 | 45,301,593 | 42,828,612 | |
| Total Expenditures | \$ 65,539,283 | \$ 62,161,593 | \$ 59,658,612 | |
| RECEIPTS | | | | |
| Enterprise Reimbursement | \$ 65,539,283 | \$ 62,161,593 | \$ 59,658,612 | |
| Total Receipts | \$ 65,539,283 | \$ 62,161,593 * | \$ 59,658,612 ** | |

*Includes \$3,684,885 of capitalized interest from the Series 2003 Bonds and \$2,563,445 of capitalized interest from the remarketing of the 2000C Bonds.

** Includes \$1,315,000 of capitalized interest from the Series 2003 Bonds and \$3,831,785 of capitalized interest from the remarketing of the 2000C Bonds.

Ohio Water Development Authority Loans - Water +

| | | | | |
|---------------------------|---------------------|---------------------|---------------------|--|
| EXPENDITURES: | | | | |
| Principal | \$ 3,144,499 | \$ 4,551,705 | \$ 4,829,148 | |
| Interest | 2,864,604 | 3,896,145 | 3,841,041 | |
| Total Expenditures | \$ 6,009,103 | \$ 8,447,850 | \$ 8,670,189 | |
| RECEIPTS | | | | |
| Utility Reimbursement | \$ 6,009,103 | \$ 8,447,850 | \$ 8,670,189 | |
| Total Receipts | \$ 6,009,103 | \$ 8,447,850 | \$ 8,670,189 | |

+ Amounts shown above are actual amounts paid to bondholders during the year and therefore may not match the debt service amounts in the budget of enterprise funds which reflect deposit requirements in anticipation of these payments.



**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

| | 2007 Actual | | 2008 Unaudited | | 2009 Budget |
|---|-------------------|-----------|-------------------|-----------|----------------|
| Ohio Water Development Authority Loans - Water Pollution Control + | | | | | |
| EXPENDITURES: | | | | | |
| Principal | \$ 416,373 | \$ | 432,699 | \$ | 449,618 |
| Interest | 190,477 | | 174,195 | | 157,233 |
| Total Expenditures | \$ 606,850 | \$ | 606,894 | \$ | 606,851 |
| RECEIPTS | | | | | |
| Utility Reimbursement | \$ 606,850 | \$ | 606,894 | \$ | 606,851 |
| Total Receipts | \$ 606,850 | \$ | 606,894 | \$ | 606,851 |

Public Power System - Revenue Bonds +

| | | | | | |
|---------------------------|----------------------|-----------|-------------------|-----------|-------------------|
| EXPENDITURES: | | | | | |
| Principal | \$ 8,045,000 | \$ | 8,335,000 | \$ | 8,530,000 |
| Interest | 9,368,159 | | 10,484,503 | | 11,094,829 |
| Total Expenditures | \$ 17,413,159 | \$ | 18,819,503 | \$ | 19,624,829 |
| RECEIPTS | | | | | |
| Utility Reimbursement | \$ 17,413,159 | \$ | 18,819,503 * | \$ | 19,624,829 ** |
| Total Receipts | \$ 17,413,159 | \$ | 18,819,503 | \$ | 19,624,829 |

* Includes \$1,175,719 of capitalized interest from the 2008B Bonds.

** Includes \$2,085,019 of capitalized interest from the 2008B Bonds.

Parking Facilities Revenue Refunding Bonds +

| | | | | | |
|---------------------------|---------------------|-----------|------------------|-----------|------------------|
| EXPENDITURES: | | | | | |
| Principal | \$ 2,795,000 | \$ | 2,945,000 | \$ | 3,120,000 |
| Interest | 3,350,972 | | 3,191,234 | | 2,972,350 |
| Total Expenditures | \$ 6,145,972 | \$ | 6,136,234 | \$ | 6,092,350 |
| RECEIPTS | | | | | |
| Enterprise Reimbursement | \$ 6,145,972 | \$ | 6,136,234 | \$ | 6,092,350 |
| Total Receipts | \$ 6,145,972 | \$ | 6,136,234 | \$ | 6,092,350 |

+ Amounts shown above are actual amounts paid to bondholders during the year and therefore may not match the debt service amounts in the budget of enterprise funds which reflect deposit requirements in anticipation of these payments.

DEBT SERVICE
SINKING FUND COMMISSION

UNVOTED TAX SUPPORTED OBLIGATIONS

| PURPOSE | MONTH DUE | ISSUE DATE | MATURITY DATE | INTEREST RATE | 12/31/2008 BALANCE | 2009 PRINCIPAL | 2009 INTEREST | TOTAL DUE |
|-------------------------|-----------|------------|---------------|---------------|--------------------|----------------|---------------|------------|
| BRIDGES & ROADS | MAR/SEP | 1993 | 2009 | VAR | 805,000 | 805,000 | 43,269 | 848,269 |
| BRIDGES & ROADS | FEB./AUG. | 1997 | 2014 | VAR | 4,015,000 | 0 | 230,863 | 230,863 |
| BRIDGES & ROADS | APR/OCT | 1998 | 2015 | VAR | 5,425,000 | 680,000 | 243,348 | 923,348 |
| BRIDGES & ROADS | MAY/NOV. | 1999 | 2010 | VAR | 1,865,000 | 910,000 | 92,340 | 1,002,340 |
| BRIDGES & ROADS | JUNE/DEC. | 2000 | 2012 | VAR | 1,815,000 | 575,000 | 92,170 | 667,170 |
| BRIDGES & ROADS | JUNE/DEC. | 2002 | 2014 | VAR | 6,970,000 | 1,300,000 | 308,375 | 1,608,375 |
| BRIDGES & ROADS | FEB./AUG. | 2003 | 2017 | VAR | 13,535,000 | 1,480,000 | 583,963 | 2,063,963 |
| BRIDGES & ROADS | JUNE/DEC. | 2004 | 2024 | VAR | 5,555,000 | 540,000 | 211,306 | 751,306 |
| BRIDGES & ROADS | APR/OCT | 2005A | 2021 | VAR | 14,080,000 | 830,000 | 657,163 | 1,487,163 |
| BRIDGES & ROADS | MAY/NOV. | 2007A | 2027 | VAR | 17,035,000 | 590,000 | 774,450 | 1,364,450 |
| CEMETERY IMPROVEMENT | APR/OCT | 1998 | 2018 | VAR | 1,135,000 | 95,000 | 51,461 | 146,461 |
| CEMETERY IMPROVEMENT | MAY/NOV. | 2007A | 2027 | VAR | 490,000 | 15,000 | 22,288 | 37,288 |
| DEMO/REVITALIZATION | MAY/NOV. | 2007A | 2032 | VAR | 5,885,000 | 140,000 | 264,419 | 404,419 |
| FINAL JUDGMENT | JUNE/DEC. | 2002 | 2027 | VAR | 400,000 | 100,000 | 14,800 | 114,800 |
| FINAL JUDGMENT-SERIES B | MAY/NOV | 2007B | 2031 | VAR | 2,000,000 | 55,000 | 84,213 | 139,213 |
| FINAL JUDGMENT 2008A | MAY/NOV | 2008A | 2033 | VAR | 10,090,000 | 160,000 | 570,515 | 730,515 |
| FIRE APPARATUS | MAY/NOV. | 1999 | 2009 | VAR | 100,000 | 100,000 | 4,900 | 104,900 |
| NEIGHBORHOOD DEVELOP. | APR/OCT | 2005A | 2025 | VAR | 6,260,000 | 255,000 | 282,906 | 537,906 |
| PARKS & RECREATION | MAR/SEP | 1993 | 2012 | VAR | 1,140,000 | 265,000 | 61,275 | 326,275 |
| PARKS & RECREATION | FEB./AUG. | 1997 | 2005 | VAR | 1,115,000 | 0 | 64,113 | 64,113 |
| PARKS & RECREATION | APR/OCT | 1998 | 2018 | VAR | 2,175,000 | 180,000 | 98,609 | 278,609 |
| PARKS & RECREATION | MAY/NOV. | 1999 | 2010 | VAR | 320,000 | 155,000 | 15,845 | 170,845 |
| PARKS & RECREATION | JUNE/DEC. | 2000 | 2012 | VAR | 720,000 | 230,000 | 36,550 | 266,550 |
| PARKS & RECREATION | JUNE/DEC. | 2002 | 2013 | VAR | 2,485,000 | 465,000 | 124,575 | 589,575 |
| PARKS & RECREATION | FEB./AUG. | 2003 | 2017 | VAR | 3,715,000 | 405,000 | 160,313 | 565,313 |
| PARKS & RECREATION | JUNE/DEC. | 2004 | 2024 | VAR | 1,225,000 | 120,000 | 46,625 | 166,625 |
| PARKS & RECREATION | APR/OCT | 2005A | 2021 | VAR | 5,315,000 | 315,000 | 248,044 | 563,044 |
| PARKS & RECREATION | MAY/NOV | 2007A | 2026 | VAR | 2,625,000 | 100,000 | 118,913 | 218,913 |
| PUBLIC FACILITIES | APR/OCT | 1998 | 2018 | VAR | 4,180,000 | 340,000 | 189,549 | 529,549 |
| PUBLIC FACILITIES | MAR/SEP | 1993 | 2013 | VAR | 3,415,000 | 615,000 | 183,556 | 798,556 |
| PUBLIC FACILITIES | FEB./AUG. | 1997 | 2015 | VAR | 4,125,000 | 0 | 237,188 | 237,188 |
| PUBLIC FACILITIES | MAY/NOV. | 1999 | 2010 | VAR | 430,000 | 210,000 | 21,290 | 231,290 |
| PUBLIC FACILITIES | JUNE/DEC. | 2000 | 2012 | VAR | 1,285,000 | 410,000 | 65,255 | 475,255 |
| PUBLIC FACILITIES | JUNE/DEC. | 2002 | 2013 | VAR | 1,335,000 | 250,000 | 66,925 | 316,925 |
| PUBLIC FACILITIES | FEB./AUG. | 2003 | 2017 | VAR | 6,535,000 | 715,000 | 281,963 | 996,963 |
| PUBLIC FACILITIES | APR/OCT | 2005A | 2023 | VAR | 6,445,000 | 310,000 | 294,650 | 604,650 |
| PUBLIC FACILITIES | MAY/NOV | 2007A | 2024 | VAR | 15,390,000 | 685,000 | 690,800 | 1,375,800 |
| RESIDENTIAL AREA IMPR. | FEB./AUG | 1997 | 2015 | VAR | 375,000 | 0 | 21,563 | 21,563 |
| RESIDENTIAL DEVELOP. | JUNE/DEC. | 2000 | 2012 | VAR | 300,000 | 95,000 | 15,235 | 110,235 |
| RESIDENTIAL NEIGH. | MAY/NOV. | 1999 | 2010 | VAR | 205,000 | 100,000 | 10,150 | 110,150 |
| RESIDENTIAL NEIGH. DEV. | APR/OCT | 1998 | 2018 | VAR | 610,000 | 50,000 | 27,664 | 77,664 |
| RESIDENTIAL NEIGH. DEV. | JUNE/DEC. | 2002 | 2013 | VAR | 580,000 | 110,000 | 29,075 | 139,075 |
| RESIDENTIAL NEIGH. DEV. | FEB./AUG. | 2003 | 2017 | VAR | 2,600,000 | 285,000 | 112,200 | 397,200 |
| SERIES 1993 REFUNDING | MAR/SEP | 1993 | 2011 | VAR | 14,860,000 | 7,925,000 | 798,725 | 8,723,725 |
| SERIES 1997 REFUNDING | FEB./AUG. | 1997 | 2018 | VAR | 21,365,000 | 0 | 1,228,488 | 1,228,488 |
| SERIES 2005 REFUNDING | APR/OCT | 2005 | 2023 | VAR | 82,590,000 | 3,340,000 | 4,372,738 | 7,712,738 |
| SERIES 2007C REFUNDING | MAY/NOV | 2007C | 2027 | VAR | 27,965,000 | 5,795,000 | 1,369,550 | 7,164,550 |
| URBAN RENEWAL | MAR/SEP | 1993 | 2013 | VAR | 745,000 | 135,000 | 40,044 | 175,044 |
| Total | | | | | 313,630,000 | 32,235,000 | 15,564,211 | 47,799,211 |

DEBT SERVICE
SINKING FUND COMMISSION

EXPENDITURES

| | 2006 Actual | | 2007 Actual | | 2008 Unaudited | | 2009 Budget |
|------------------------------------|-------------------|-----------|----------------|-----------|-------------------|-----------|----------------|
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 135,674 | \$ | 136,824 | \$ | 143,492 | \$ | 142,351 |
| LONGEVITY | 1,000 | | 1,000 | | 1,100 | | 1,100 |
| TOTAL | \$ 136,674 | \$ | 137,824 | \$ | 144,592 | \$ | 143,451 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 7,215 | \$ | 8,185 | \$ | 8,564 | \$ | 9,199 |
| DENTAL | 444 | | 452 | | 452 | | 483 |
| VISION CARE | 98 | | 102 | | 103 | | 109 |
| PERS | 18,342 | | 19,033 | | 20,197 | | 21,628 |
| FICA-MEDICARE | 657 | | 663 | | 695 | | 700 |
| WORKER'S COMPENSATION | 228 | | 2,981 | | 3,671 | | 3,152 |
| LIFE INSURANCE | 90 | | 90 | | 90 | | 90 |
| TOTAL | \$ 27,075 | \$ | 31,505 | \$ | 33,774 | \$ | 35,361 |
| TRAINING & PROFESS DUES | | | | | | | |
| TRAVEL | \$ - | \$ | 1,305 | \$ | - | \$ | 1,000 |
| PROFESSIONAL DUES | 1,350 | | 1,500 | | - | | 800 |
| TOTAL | \$ 1,350 | \$ | 2,805 | \$ | - | \$ | 1,800 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 136,794 | \$ | 95,744 | \$ | 34,817 | \$ | 75,000 |
| COUNTY AUD & TREAS COLL FEE | 364,324 | | 370,298 | | 369,373 | | 390,000 |
| TOTAL | \$ 501,118 | \$ | 466,043 | \$ | 404,190 | \$ | 465,000 |
| MATERIAL & SUPPLIES | | | | | | | |
| POSTAGE | \$ 505 | \$ | 744 | \$ | 515 | \$ | 500 |
| COMPUTER HARDWARE | - | | 117 | | - | | - |
| JUST IN TIME OFFICE SUPPLIES | - | | - | | 294 | | - |
| TOTAL | \$ 505 | \$ | 861 | \$ | 809 | \$ | 500 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM PRINTING | \$ 83 | \$ | 23 | \$ | - | \$ | 100 |
| TOTAL | \$ 83 | \$ | 23 | \$ | - | \$ | 100 |
| TOTAL DIVISION | \$ 666,804 | \$ | 639,060 | \$ | 583,365 | \$ | 646,212 |



DEBT SERVICE
SINKING FUND COMMISSION

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| INTERGOVERNMENTAL REVENUES \$ | 25,420 | \$ 18,731 | \$ 20,118 | \$ 28,000 |
| MISCELLANEOUS REVENUES | 25 | - | - | - |
| TRANSFERS IN | 421,653 | 540,000 | 386,194 | 468,212 |
| EXPENDITURE RECOVERIES | 159,895 | 81,464 | 173,782 | 150,000 |
| TOTAL DIVISION | \$ 606,993 | \$ 640,195 | \$ 580,094 | \$ 646,212 |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--------------------------------------|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Asst. Secy - Sinking Fund Commission | 27,326 | 91,283 |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 49,469 |
| 2 | 2 | 2 | | | |
| 2 | 2 | 2 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



FINANCIAL REPORTING AND CONTROL

JAMES E. GENTILE, CPA, CITY CONTROLLER

The Division of Financial Reporting and Control is the centralized accounting function for the City of Cleveland. The Division's primary responsibilities are:

- Performing reconciliation of cash and investments.
- Maintaining control over the City's accounting system and the integrity of the information submitted to it.
- Preparing and issuing numerous required financial reports including the Comprehensive Annual Financial Report.
- Performing certain accounting tasks that are not applicable to any outside division or department.
- Issuing best practice accounting policies and procedures throughout the city.

Mission Statement

To maintain controls over the City's accounting system and the integrity of the information submitted to that system as well as to prepare and issue financial statements for the City on an annual basis.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|-----------------------------|---------------|-------------|----|-----------------|-------------|----|-----------------|-------------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT | PT | COST | STAFF FT | PT | COST | STAFF FT | PT |
| PROGRAMS: | | | | | | | | | |
| Proprietary Fund Accounting | \$ 241 | 2 | | \$ 345 | 3 | | \$ 374 | 3 | |
| General Accounting | 157 | 3 | | 226 | 4 | | 245 | 5 | |
| Cash Reconciliation | 205 | 3 | | 295 | 4 | | 319 | 4 | |
| Special Revenue | 139 | 3 | | 200 | 2 | | 216 | 2 | |
| Data Entry | 179 | 4 | | 257 | 3 | | 278 | 3 | |
| | \$ 921 | 15 | | \$ 1,323 | 16 | | \$ 1,432 | 17 | |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 921 | | | \$ 1,323 | | | \$ 1,432 | | |
| | \$ 921 | 15 | | \$ 1,323 | 16 | | \$ 1,432 | 17 | |

FINANCIAL REPORTING AND CONTROL**PROGRAM NAME: PROPRIETARY/CAPITAL FUND ACCOUNTING**

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's:

- Capital projects activity for all fund types
- Fixed assets
- Internal service funds
- Enterprise funds

ACTIVITIES: Train user department financial personnel on accounting issues as needed. Coordinate and reconcile inter-fund receivable/payable accounts. Prepare and review the year-end work-papers needed for financial reporting purposes. Reconcile the minor enterprise and internal service funds' fixed assets. Maintain status of capital project activity for all city departments and divisions. Track and assess the adequacy of internal service billings and rates. Initiate drawdowns of capital funds. Periodically review system generated reports to help ensure data accuracy.

PROGRAM NAME: GENERAL ACCOUNTING

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's general fund, debt service funds, trust and agency funds.

ACTIVITIES: Review financial data for the general fund. Periodically review system generated reports to help ensure data accuracy. Train user department financial personnel on accounting issues as needed. Prepare and review the year-end work papers needed for financial reporting purposes. Assist in the closing activities and the preparation of the annual financial report. Monitor and ensure proper recording of City debt activity. Prepare certain journal entries that are not directly attributable to a specific department or division. Monitor and reconcile agency fund activity including allocating expenditures to the appropriate funds. Assist in the development of financial reports needed by user departments.

PROGRAM NAME: CASH RECONCILIATION

OBJECTIVES: To reconcile cash and investments on a monthly basis to the General Ledger.

ACTIVITIES: Develop procedures for reconciling and making corrections to general ledger cash and investments for all funds on a monthly basis. Account for the daily reimbursement of commingled cash from segregated funds. Reconcile the balances recorded in the general ledger to the portfolio prepared by the Treasurer. Perform reconciliation's on Municipal Court bank account activity. Assist in implementation of City's cash and investment policy. Monitor the timeliness of draw down activity. Prepare and review the year-end work papers needed for financial reporting purposes. Compile and ensure accuracy of all outstanding warrants. Calculate and distribute commingled interest.



FINANCIAL REPORTING AND CONTROL

PROGRAM NAME: SPECIAL REVENUE ACCOUNTING

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's grant and miscellaneous non-grant special review funds.

ACTIVITIES: Periodically review system generated reports to help ensure data accuracy. Train user department financial personnel on accounting issues as needed. Prepare and review the year-end work papers needed for financial reporting purposes. Establish procedures for closing out inactive grants in the accounting system. Assist grantees in preparing year-end audit schedules and analyses. Monitor cash drawn for all grants operating on a cash reimbursement basis. Reduce the time required to prepare and file cost reimbursement reports for grants. Monitor City grant personnel's compliance with grant agreements. Monitor the City utilization of grant funds to maximize usage. Establish and update citywide grant policies and procedures.

PROGRAM NAME: DATA ENTRY

OBJECTIVES: Input accurate data in the City's accounting system in a timely manner.

ACTIVITIES: Provide centralized data entry support for the City's accounting system. Enter various documents directly into the accounting system, including requisitions, receiving warrants, internal service billings and other documents as required.

FINANCIAL REPORTING AND CONTROL

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|-------------------|-------------------|-------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 692,518 | \$ 621,818 | \$ 950,713 | \$ 1,016,049 |
| LONGEVITY | 6,050 | 5,525 | 5,800 | 5,775 |
| SEPARATION PAYMENTS | 5,795 | 9,154 | 3,955 | - |
| OVERTIME | 21,686 | 39,516 | 33,220 | 25,468 |
| TOTAL | \$ 726,049 | \$ 676,013 | \$ 993,688 | \$ 1,047,292 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 74,850 | \$ 86,068 | \$ 128,760 | \$ 142,707 |
| DENTAL | 4,773 | 4,963 | 6,980 | 7,809 |
| VISION CARE | 808 | 732 | 898 | 1,046 |
| PERS | 98,166 | 92,224 | 134,858 | 157,899 |
| FICA-MEDICARE | 6,330 | 6,910 | 12,320 | 13,423 |
| WORKERS COMPENSATION | 1,766 | 23,984 | 18,008 | 21,663 |
| LIFE INSURANCE | 623 | 559 | 705 | 765 |
| UNEMPLOYMENT COMPENSATION | 9,975 | - | - | - |
| TOTAL | \$ 197,290 | \$ 215,441 | \$ 302,528 | \$ 345,312 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 1,324 | \$ 670 | \$ 781 | \$ 1,800 |
| TUITION & REGISTRATION FEES | 1,340 | 250 | 1,000 | 2,730 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 276 | 78 | 756 | - |
| PROFESSIONAL DUES | 3,352 | 1,729 | 1,289 | 1,700 |
| TOTAL | \$ 6,292 | \$ 2,727 | \$ 3,827 | \$ 6,230 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 750 | \$ - | \$ - | \$ - |
| ADVERTISING AND PUBLIC NOTICE | 591 | 581 | 508 | 550 |
| PARKING IN CITY FACILITIES | 16 | 48 | 1,013 | 1,520 |
| PHOTOCOPY MACHINE RENTAL | 915 | - | - | - |
| TOTAL | \$ 2,272 | \$ 629 | \$ 1,521 | \$ 2,070 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 32 | \$ - | \$ 566 | \$ 1,000 |
| POSTAGE | - | - | 18 | - |
| COMPUTER SUPPLIES | 736 | - | 1,121 | - |
| COMPUTER HARDWARE | - | 98 | - | - |
| COMPUTER SOFTWARE | - | - | 225 | - |
| OFFICE FURNITURE & EQUIP | - | 530 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 1,737 | 3,009 | 2,713 | 3,500 |
| TOTAL | \$ 2,504 | \$ 3,637 | \$ 4,644 | \$ 4,500 |



FINANCIAL REPORTING AND CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|---------------------|---------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ - | \$ - | 500 |
| MAINTENANCE MISC. EQUIP | - | 60 | 42 | - |
| TOTAL | \$ - | \$ 60 | \$ 42 | \$ 500 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 18,481 | \$ 8,709 | \$ 1,649 | \$ 6,296 |
| CHARGES FROM PRINTING | 13,005 | 13,337 | 14,668 | 20,000 |
| CHARGES FROM STOREROOM | 41 | 19 | 19 | 35 |
| TOTAL | \$ 31,527 | \$ 22,065 | \$ 16,337 | \$ 26,331 |
| TOTAL DIVISION | \$ 965,935 | \$ 920,570 | \$ 1,322,586 | \$ 1,432,235 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|----------------|-------------------|----------------|
| EXPENDITURE RECOVERIES | \$ - | \$ 456 | \$ 50 | \$ - |
| TOTAL DIVISION | \$ - | \$ 456 | \$ 50 | \$ - |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | City Comptroller | 42,758 | 133,845 |
| 2 | 1 | 1 | Assistant City Comptroller | 41,312 | 110,333 |
| 0 | 1 | 1 | Fiscal Manager | 23,647 | 82,125 |
| 3 | 3 | 3 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Asst Mgr/App Dev/Tech Supp | 46,225 | 121,191 |
| 1 | 1 | 1 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 3 | 3 | 4 | Accountant IV | 20,800 | 57,689 |
| 1 | 0 | 0 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Fiscal Grant Administrator | 40,000 | 83,586 |
| 1 | 1 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Project Coordinator | 22,333 | 87,665 |
| 4 | 2 | 2 | Accountant Supervisor | 23,647 | 70,426 |
| 13 | 10 | 11 | | | |
| TECHNICIANS | | | | | |
| 1 | 1 | 1 | Senior Data Conversion Operator | 10.80 Hr. | 17.55 Hr. |
| 1 | 1 | 1 | Data Conversion Supervisor | 11.92 Hr. | 19.68 Hr. |
| 1 | 1 | 1 | Data Processing Supervisor | 20,800 | 58,396 |
| 3 | 3 | 3 | | | |
| 19 | 16 | 17 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



INFORMATION TECHNOLOGY AND SERVICES

DOUG DIVISH, COMMISSIONER

The Division of Information Technology & Services mission is to provide information that is stored, transmitted, and/or processed by technology to all areas of the executive branch of City Government. The services include information technical planning, application development, and hardware and software acquisition, management of Telecommunication and technical support. The Division also manages the City's servers, operates data/voice communications network, the Customer Support Center and the office automation responsibilities.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------------------|-----------------|-----------|----|-----------------|-----------|----|------------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Administration & Planning | \$ 1,173 | 7 | | \$ 1,223 | 7 | | \$ 1,482 | 4 | |
| Application & Computer Network | 1,203 | 16 | | 1,252 | 16 | | 1,517 | 21 | |
| Technical Support Services | 631 | 2 | | 652 | 2 | | 790 | 2 | |
| Telecommunications Delivery Serv. | 6,390 | 16 | | 6,400 | 14 | | 6,687 | 18 | |
| | \$ 9,397 | 41 | | \$ 9,527 | 39 | | \$ 10,476 | 45 | |
| FUNDING SOURCE: | | | | | | | | | |
| Tax Support | \$ 3,001 | | | \$ 3,119 | | | \$ 3,785 | | |
| Self Generated | 6 | | | 8 | | | 4 | | |
| | \$ 3,007 | 25 | | \$ 3,127 | 25 | | \$ 3,789 | 27 | |
| Internal Service User Charge | | | | | | | | | |
| Telecommunications* | \$ 6,390 | 16 | | \$ 6,400 | 14 | | \$ 6,687 | 18 | |
| | \$ 9,397 | 41 | | \$ 9,527 | 39 | | \$ 10,476 | 45 | |

* Includes addition and use of Fund Balance. Refer to Fund Structure of this document for details.



INFORMATION TECHNOLOGY AND SERVICES

PROGRAM NAME: APPLICATION & COMPUTER NETWORK APPLICATIONS

OBJECTIVES: To develop, install and maintain the application and network infrastructure for the citywide enterprise. Ensure the enterprise networks, servers, database, applications and telecommunication switches are configured and maintained to obtain maximum performance, minimal downtime and are secured.

ACTIVITIES: Provide development, implementation, maintenance and support for citywide applications and network infrastructure. Coordinate and support the implementation of new technologies and new systems to maximize the benefit and reliability to city services and departments.

PROGRAM NAME: TECHNICAL SUPPORT SERVICES

OBJECTIVES: To provide overall technical support for the planning, development, evaluation, installation and maintenance and inventory of the IT hardware /software environment for the City of Cleveland.

ACTIVITIES: Provide daily monitoring and tuning of the system hardware/software environment including the maintenance and installation of hardware/software products, operating support for the recovery from the solution to major system problems and the management and control of technical resources for the City of Cleveland.

PROGRAM NAME: TELECOMMUNICATIONS DELIVERY SERVICES

OBJECTIVES: To provide effective and cost-efficient telecommunications services to the City of Cleveland. To provide installation, repair and maintenance services to telecommunications systems and equipment, infrastructure cabling, data networks and related equipment.

ACTIVITIES: Operate citywide desktop telephones, pagers, cell phone, voicemail messaging and faxing. Research and implement improvements to the City's network communications systems. Research and implement equipment purchases. Ensure the City's network infrastructure is current and meets the changing technology needs of the City's Department and Divisions.



INFORMATION TECHNOLOGY AND SERVICES

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|------------------------------------|---------------------|-----------|------------------|-----------|------------------|-----------|------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 1,439,336 | \$ | 1,503,847 | \$ | 1,438,675 | \$ | 1,510,746 |
| LONGEVITY | 4,475 | | 5,200 | | 5,600 | | 12,950 |
| SEPARATION PAYMENTS | 24,293 | | 9,826 | | - | | - |
| OVERTIME | 200 | | 222 | | 3,061 | | - |
| TOTAL | \$ 1,468,304 | \$ | 1,519,095 | \$ | 1,447,336 | \$ | 1,523,696 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 195,580 | \$ | 210,984 | \$ | 195,447 | \$ | 235,542 |
| DENTAL | 12,841 | | 12,321 | | 11,088 | | 12,697 |
| VISION CARE | 1,265 | | 1,365 | | 1,318 | | 1,493 |
| PERS | 199,429 | | 208,817 | | 201,791 | | 229,726 |
| FICA-MEDICARE | 19,704 | | 20,048 | | 18,701 | | 19,884 |
| WORKER'S COMPENSATION | 52,490 | | 72,792 | | 88,730 | | 88,427 |
| LIFE INSURANCE | 1,144 | | 1,174 | | 1,118 | | 1,215 |
| UNEMPLOYMENT COMPENSATION | 7,814 | | - | | (165) | | - |
| TOTAL | \$ 490,267 | \$ | 527,500 | \$ | 518,027 | \$ | 588,984 |
| TRAINING & PROFESS DUES | | | | | | | |
| TRAVEL | \$ 1,469 | \$ | - | \$ | 3,883 | \$ | 5,250 |
| TUITION & REGISTRATION FEES | 6,740 | | 6,721 | | 24,485 | | 44,797 |
| OTHER TRAINING SUPPLIES | - | | - | | 52 | | - |
| MILEAGE (PRIV AUTO) TRNG PRPS | 278 | | - | | 140 | | - |
| PROFESSIONAL DUES | 464 | | - | | 200 | | 50 |
| TOTAL | \$ 8,951 | \$ | 6,721 | \$ | 28,760 | \$ | 50,097 |
| UTILITIES | | | | | | | |
| ELECTRICITY - OTHER | \$ - | \$ | 391 | \$ | - | \$ | 874 |
| TOTAL | \$ - | \$ | 391 | \$ | - | \$ | 874 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 140,760 | \$ | 170,600 | \$ | 98,814 | \$ | 323,204 |
| PARKING IN CITY FACILITIES | 9,721 | | 9,437 | | 11,923 | | 5,040 |
| PHOTOCOPY MACHINE RENTAL | 441 | | - | | - | | - |
| TOTAL | \$ 150,922 | \$ | 180,037 | \$ | 110,737 | \$ | 328,244 |

INFORMATION TECHNOLOGY AND SERVICES

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIAL & SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 1,140 | \$ 947 | \$ 1,892 | \$ 2,500 |
| POSTAGE | 159 | 173 | 26 | 500 |
| COMPUTER SUPPLIES | 1,043 | 7,515 | 8,844 | 13,250 |
| COMPUTER HARDWARE | 1,971 | 5,015 | 2,260 | - |
| COMPUTER SOFTWARE | 37,532 | 33,079 | 8,466 | 30,678 |
| HARDWARE & SMALL TOOLS | - | 195 | - | - |
| OFFICE FURNITURE & EQUIPMENT | - | - | 1,478 | - |
| JUST IN TIME OFFICE SUPPLIES | 10,526 | 7,974 | 3,510 | 6,000 |
| TOTAL | \$ 52,370 | \$ 54,898 | \$ 26,475 | \$ 52,928 |
| MAINTENANCE | | | | |
| COMPUTER HARDWARE MAINT | \$ 22,693 | \$ 48,434 | \$ 95,116 | \$ 249,466 |
| COMPUTER SOFTWARE MAINT | 174,335 | 212,270 | 229,470 | 328,732 |
| TOTAL | \$ 197,028 | \$ 260,704 | \$ 324,586 | \$ 578,198 |
| CLAIMS, REFUNDS, MISCELLANEOUS | | | | |
| COURT COSTS | \$ - | \$ 90 | \$ - | \$ - |
| TOTAL | \$ - | \$ 90 | \$ - | \$ - |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE | \$ 223,519 | \$ 426,162 | \$ 644,318 | \$ 640,582 |
| CHARGES FROM WATER - GIS PROJ. | - | 11,056 | - | - |
| CHARGES FROM PRINTING | 8,692 | 10,196 | 9,244 | 10,000 |
| CHARGES FROM STOREROOM | 94 | 21 | 12 | 41 |
| CHARGES FROM MOTOR VEHICLE | 13,127 | 10,432 | 17,633 | 15,218 |
| TOTAL | \$ 245,432 | \$ 457,867 | \$ 671,207 | \$ 665,841 |
| TOTAL DIVISION | \$ 2,613,274 | \$ 3,007,303 | \$ 3,127,128 | \$ 3,788,862 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-----------------|-----------------|-------------------|-----------------|
| SALES & CHARGES FOR SERVICES | \$ - | \$ 125 | \$ 100 | - |
| FINES & FORFEITURES | - | 1,500 | 300 | - |
| MISCELLANEOUS REVENUES | 3,944 | 390 | 2,256 | - |
| EXPENDITURE RECOVERIES | 5,558 | 3,723 | 4,937 | 3,500 |
| TOTAL DIVISION | \$ 9,503 | \$ 5,738 | \$ 7,592 | \$ 3,500 |

INFORMATION TECHNOLOGY AND SERVICES

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | Budget 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 1 | Application Delivery Services Manager | 65,000 | 94,731 |
| 1 | 1 | 1 | Commissioner of Information Technology & Services | 52,735 | 142,289 |
| 1 | 1 | 1 | Deputy Commissioner of Information Systems | 30,215 | 96,981 |
| 2 | 0 | 0 | IT Project Director | 22,333 | 77,944 |
| <u>6</u> | <u>4</u> | <u>4</u> | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Assistant Manager Applications & Tech Support Serv. | 46,225 | 121,191 |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Database Coordinator | 30,214 | 78,756 |
| 1 | 1 | 1 | Fiscal Manager | 23,647 | 82,125 |
| 1 | 0 | 0 | IT Security Officer | 30,215 | 78,448 |
| 1 | 1 | 1 | IT Training Analyst | 38,000 | 61,296 |
| 1 | 1 | 1 | IT Training Coordinator | 38,000 | 72,012 |
| 1 | 0 | 0 | Information Tech ElecData Auditor | 35,000 | 78,013 |
| 2 | 1 | 1 | Network Analyst II | 30,214 | 87,630 |
| 1 | 2 | 3 | PC Technician | 25,000 | 48,223 |
| 0 | 0 | 1 | Senior Programmer Analyst | 9.73 Hr. | 32.38 Hr. |
| 4 | 3 | 3 | Senior Systems Analyst | 20,800 | 79,299 |
| 1 | 1 | 1 | Shift Supervisor Operations | 20,800 | 58,396 |
| 1 | 1 | 1 | Supervisor of Computer Operations | 30,215 | 86,559 |
| 1 | 1 | 1 | Supv. of Systems and Tech Support | 55,000 | 83,586 |
| 3 | 3 | 3 | Systems Analyst | 20,800 | 60,011 |
| 1 | 1 | 1 | Web Content Editor | 20,800 | 58,926 |
| 1 | 1 | 1 | Web Developer | 30,215 | 81,194 |
| 1 | 0 | 0 | Web Master | 30,215 | 97,436 |
| <u>25</u> | <u>21</u> | <u>23</u> | | | |
| <u>31</u> | <u>25</u> | <u>27</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 704,389 | \$ 773,831 | \$ 771,189 | \$ 873,540 |
| LONGEVITY | 7,050 | 6,450 | 6,800 | 6,300 |
| SEPARATION PAYMENTS | 11,284 | - | 9,229 | - |
| BONUS INCENTIVE | 2,500 | - | - | - |
| OVERTIME | 750 | 1,439 | 3,085 | - |
| TOTAL | \$ 725,973 | \$ 781,719 | \$ 790,302 | \$ 879,840 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 99,356 | \$ 134,034 | \$ 135,686 | \$ 170,116 |
| DENTAL | 6,205 | 7,735 | 7,471 | 9,176 |
| VISION CARE | 891 | 1,045 | 988 | 1,110 |
| PERS | 96,113 | 107,823 | 109,716 | 132,653 |
| FICA-MEDICARE | 5,880 | 6,516 | 6,508 | 8,173 |
| WORKER'S COMPENSATION | 1,297 | 15,064 | 21,013 | 17,384 |
| LIFE INSURANCE | 660 | 724 | 690 | 765 |
| UNEMPLOYMENT COMPENSATION | 1,877 | - | - | - |
| CLOTHING ALLOWANCE | 4,500 | 4,500 | 4,500 | 3,308 |
| CLOTHING MAINTENANCE | 2,625 | 2,625 | 2,625 | - |
| TOTAL | \$ 219,405 | \$ 280,065 | \$ 289,199 | \$ 342,685 |
| TRAINING & PROFESS DUES | | | | |
| TRAVEL | \$ 1,375 | \$ 892 | \$ 1,286 | \$ 1,950 |
| TUITION & REGISTRATION FEES | 6,440 | 4,237 | 1,357 | 8,495 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 42 | - | - | - |
| TOTAL | \$ 7,857 | \$ 5,129 | \$ 2,643 | \$ 10,445 |
| UTILITIES | | | | |
| CELLULAR SERVICES | \$ 569,143 | \$ 575,175 | \$ 575,000 | \$ 575,000 |
| TELEPHONE-OHIO BELL | 4,076,952 | 3,628,583 | 2,922,717 | 3,474,200 |
| TELEPHONE-LONG DISTANCE | 21,285 | 74,891 | 51,523 | 49,440 |
| TELEPHONE | 222,090 | 535,531 | 1,375,343 | 683,285 |
| SECURITY & MONITORING SYSTEM | - | 26,566 | 24,669 | 26,500 |
| CONTRACTUAL UTILITIES | - | 879 | - | - |
| TOTAL | \$ 4,889,470 | \$ 4,841,625 | \$ 4,949,252 | \$ 4,808,425 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 110,400 | \$ 109,600 | \$ 163,653 | \$ 82,697 |
| ADVERTISING AND PUBLIC NOTICE | - | - | - | 3,000 |
| PARKING IN CITY FACILITIES | 10,080 | 10,095 | 9,240 | 11,760 |
| EQUIPMENT RENTAL | - | - | 10,929 | - |
| PAGER RENTAL | 87,523 | 16,556 | - | 7,500 |
| TOTAL | \$ 208,003 | \$ 136,251 | \$ 183,822 | \$ 104,957 |

**INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS**

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIALS & SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 20 | \$ - | \$ - | 1,500 |
| POSTAGE | 18 | - | 58 | 100 |
| COMPUTER SUPPLIES | 640 | - | 804 | 2,000 |
| COMPUTER HARDWARE | - | 178 | 1,924 | 5,000 |
| SALT & DE-ICER | - | - | - | 150 |
| HARDWARE & SMALL TOOLS | 3,213 | - | 852 | 4,750 |
| OFFICE FURNITURE & EQUIPMENT | 1,834 | - | 250 | 2,000 |
| OTHER SUPPLIES | 8,316 | 35,131 | 26,535 | 32,000 |
| JUST IN TIME OFFICE SUPPLIES | 1,609 | 21 | 1,304 | 3,000 |
| TOTAL | \$ 15,650 | \$ 35,330 | \$ 31,727 | \$ 50,500 |
| MAINTENANCE | | | | |
| MAINTENANCE CONTRACTS | \$ 72,118 | \$ 83,325 | \$ 22,839 | \$ 214,795 |
| COMPUTER SOFTWARE MAINT. | 219,173 | 224,834 | 129,550 | 275,000 |
| TOTAL | \$ 291,290 | \$ 308,159 | \$ 152,389 | \$ 489,795 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 860 | \$ 1,590 | \$ 426 | \$ - |
| TOTAL | \$ 860 | \$ 1,590 | \$ 426 | \$ - |
| TOTAL DIVISION | \$ 6,358,508 | \$ 6,389,868 | \$ 6,399,760 | \$ 6,686,647 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICES | \$ 111,429 | \$ 80,257 | \$ 84,711 | - |
| MISCELLANEOUS REVENUES | 2,694 | 51,596 | 333,660 | - |
| EXPENDITURE RECOVERIES | 6,234,695 | 6,570,033 | 5,748,958 | 6,414,119 |
| TOTAL DIVISION | \$ 6,348,819 | \$ 6,701,886 | \$ 6,167,329 | \$ 6,414,119 |



**INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS
COMPARISON OF STAFFING**

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Chief Safety Signal | 18.60 Hr. | 35.73 Hr. |
| 1 | 1 | 1 | Assistant Commissioner | 23,647 | 83,428 |
| <u>2</u> | <u>2</u> | <u>2</u> | | | |
| OFFICE AND CLERICAL | | | | | |
| 3 | 3 | 3 | Billing Clerk | 10.00 Hr. | 16.15 Hr. |
| 1 | 0 | 0 | Junior Clerk | 10.00 Hr. | 13.46 Hr. |
| 3 | 2 | 5 | Telephone Operator | 10.00 Hr. | 16.16 Hr. |
| <u>7</u> | <u>5</u> | <u>8</u> | | | |
| PROFESSIONALS | | | | | |
| 5 | 5 | 5 | Telecommunications Tech I | 19.54 Hr. | 30.50 Hr. |
| 1 | 1 | 1 | IT Telecom Analyst I | 30,214 | 69,842 |
| 2 | 1 | 1 | IT Telecom Analyst II | 30,214 | 86,559 |
| 0 | 0 | 1 | Call Center Manager | 65,000 | 94,731 |
| <u>8</u> | <u>7</u> | <u>8</u> | | | |
| <u>17</u> | <u>14</u> | <u>18</u> | TOTAL TELECOMMUNICATIONS | | |

* Salary Schedule effective December 8, 2008

OFFICE OF INFORMATION TECHNOLOGY PLANNING

ADMINISTRATIVE OFFICE - DEPARTMENT OF FINANCE

Mission Statement

Create a culture of excellence in our Information Technology (IT) environment, enabled by sound and efficient operational practices, employing state of the art IT as an instrument for enabling access, information exchange and cost-efficient and effective "government-to-citizen", and "governments-to-government" and "government-to-business" online services which fosters a stronger government and community.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|----------------------------------|---------------|--------------|----|---------------|-----------------|----|---------------|--------------|----|
| | COST | ACTUAL STAFF | | COST | UNAUDITED STAFF | | COST | BUDGET STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| IT Strategic Planning & Program | \$ 114 | 2 | | \$ 91 | 2 | | \$ 178 | 2 | |
| IT Policy & Program Management | 46 | | | 38 | | | - | | |
| Digital Divide Community Partner | 58 | | | 48 | | | - | | |
| | \$ 218 | 2 | | \$ 177 | 2 | | \$ 178 | 2 | |
| FUNDING SOURCE: | | | | | | | | | |
| Tax Support | \$ 218 | | | \$ 177 | | | \$ 178 | | |
| | \$ 218 | 2 | | \$ 177 | 2 | | \$ 178 | 2 | |

PROGRAM NAME: CITYWIDE IT STRATEGIC/CAPITAL PLANNING AND PROGRAM REVIEW

OBJECTIVES: Develop a citywide IT Strategic Plan. Implement a process to ensure all city departments have an IT plan. Strengthen IT planning skills for the City's IT leadership. Engage external community resources to assist with Plan development and Strategies.

ACTIVITIES: Review and obtain approval for IT Strategic Plan. Complete FMIS RFP Project. Integrate IT Strategic Capital Planning with the City's Budget Planning Process. Develop a process for integrating the Office of IT Planning and Review into the City's Consultant Review Committee and Board of Control approval protocols.

**OFFICE OF INFORMATION TECHNOLOGY PLANNING****PROGRAM NAME: IT POLICY, GOVERNANCE, PROGRAM MANAGEMENT AND STRATEGIC IMPLEMENTATION**

OBJECTIVES: Provide oversight of citywide IT Strategic Plan. Identify policy and program needs for policy development. Oversee the development and implementation of citywide IT policies to improve the management of IT assets, practices and procedures. Develop and propose IT policy actions to the IT Strategic Council to achieve IT priorities.

ACTIVITIES: Conduct regular IT Strategic Council Meetings. Conduct community advisory groups as appropriate to foster public/private partnerships for strategic IT initiatives. Provide implementation oversight for the recommendations of the Operations Efficiency Task Force IT Action Team. Develop and implement a citywide IT performance Service Level Dashboard.

PROGRAM NAME: DIGITAL DIVIDE COMMUNITY INITIATIVES

OBJECTIVES: Assist in designing and implementing program to increase digital literacy for employees and citizens in underserved communities. Engage external community resources to provide state-of-the-art infrastructures to support free citywide Internet access services for households at or below the poverty level; and foster program to provide affordable access and training for Anyone, Anywhere at Anytime.

ACTIVITIES: Develop an inclusive community-based strategy for providing wireless access to the Internet for all constituents. Continue working the Cuyahoga Community College and other community leaders to continue the expansion of the CLIMB (Computer Learning In My Backyard) program to increase the level of digital literacy and impact the quality of life of those living in our underserved neighborhoods.



OFFICE OF INFORMATION TECHNOLOGY PLANNING

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|------------------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 209,316 | \$ | 173,980 | \$ | 132,155 | \$ | 131,378 |
| LONGEVITY | 575 | | 575 | | 575 | | 700 |
| SEPARATION PAYMENTS | - | | - | | 7,663 | | - |
| TOTAL | \$ 209,891 | \$ | 174,555 | \$ | 140,393 | \$ | 132,078 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 8,550 | \$ | 8,185 | \$ | 5,543 | \$ | 4,287 |
| DENTAL | 535 | | 452 | | 302 | | 238 |
| VISION CARE | 119 | | 102 | | 69 | | 54 |
| PERS | 29,914 | | 25,745 | | 18,885 | | 19,913 |
| FICA-MEDICARE | 3,030 | | 2,517 | | 2,022 | | 1,905 |
| WORKER'S COMPENSATION | 400 | | 4,313 | | 4,650 | | 1,482 |
| LIFE INSURANCE | 109 | | 101 | | 105 | | 46 |
| TOTAL | \$ 42,658 | \$ | 41,414 | \$ | 31,575 | \$ | 27,925 |
| TRAINING & PROFESS DUES | | | | | | | |
| TRAVEL | \$ - | \$ | 654 | \$ | 1,644 | \$ | 2,000 |
| TUITION & REGISTRATION FEES | - | | 195 | | 2,650 | | 3,600 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | | - | | - | | 525 |
| PROFESSIONAL DUES | - | | - | | - | | 400 |
| TOTAL | \$ - | \$ | 849 | \$ | 4,294 | \$ | 6,525 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ - | \$ | - | \$ | - | \$ | 5,000 |
| MILEAGE (PRIVATE AUTO) | - | | 29 | | - | | 1,000 |
| PROGRAM PROMOTION | - | | - | | - | | 2,500 |
| TOTAL | \$ - | \$ | 29 | \$ | - | \$ | 8,500 |
| MATERIALS & SUPPLIES | | | | | | | |
| POSTAGE | \$ 47 | \$ | 184 | \$ | - | \$ | 200 |
| COMPUTER HARDWARE | - | | - | | 110 | | - |
| COMPUTER SOFTWARE | - | | - | | - | | 1,000 |
| OTHER SUPPLIES | - | | - | | - | | 1,000 |
| JUST IN TIME OFFICE SUPPLIES | - | | - | | 365 | | 1,000 |
| TOTAL | \$ 47 | \$ | 184 | \$ | 475 | \$ | 3,200 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM PRINTING | \$ - | \$ | 961 | \$ | 176 | \$ | - |
| TOTAL | \$ - | \$ | 961 | \$ | 176 | \$ | - |
| TOTAL DIVISION | \$ 252,596 | \$ | 217,992 | \$ | 176,913 | \$ | 178,228 |



OFFICE OF INFORMATION TECHNOLOGY PLANNING

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|----------------|-------------------|----------------|
| EXPENDITURE RECOVERIES | \$ 176 | \$ 24 | - | - |
| TOTAL DIVISION | \$ 176 | \$ 24 | - | - |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|------------------|----------------|--------------------------|------------------|---------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 1 | 0 | 0 | Chief Technology Officer | 45,000 | 150,454 |
| 1 | 1 | 1 | Project Manager II | 22,333 | 77,537 |
| <u>3</u> | <u>2</u> | <u>2</u> | | | |
| <u>3</u> | <u>2</u> | <u>2</u> | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



NOTES



OFFICE OF BUDGET AND MANAGEMENT

LEE CARPENTER, BUDGET ADMINISTRATOR

The Office of Budget and Management was established in 1965 to provide budget analysis and management consulting services to all departments of the City.

Mission Statement

To enhance the fiscal integrity of the City by preparing, implementing and monitoring balanced budgets and financial plans that ensure the availability of required resources and enhance the quality of life for all citizens in the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | 2009 | | |
|------------------------|---------------|----------------|---------------|----------------|---------------|----------------|--|--|
| | ACTUAL | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | COST | STAFF FT PT | COST | STAFF FT PT | | |
| PROGRAMS: | | | | | | | | |
| Operating Budget | \$ 464 | 6 | \$ 455 | 6 | \$ 496 | 6 | | |
| Capital Budget | 83 | 1 | 82 | 1 | 84 | 1 | | |
| Management Support | 107 | 1 | 105 | 1 | 106 | 1 | | |
| | \$ 654 | 8 | \$ 642 | 8 | \$ 686 | 8 | | |
| FUNDING SOURCE: | | | | | | | | |
| General Fund: | | | | | | | | |
| Tax Support | \$ 647 | | \$ 642 | | \$ 686 | | | |
| Self Generated | 7 | | - | | - | | | |
| | \$ 654 | 8 | \$ 642 | 8 | \$ 686 | 8 | | |

PROGRAM NAME: OPERATING BUDGET

OBJECTIVES: To adequately plan for resources required for the City to deliver services approved and adopted via City appropriations.

ACTIVITIES: Mayor's Estimate prepared and submitted before February 1st. Quarterly comprehensive analyses of current budget vs. actual expenses. City Cost Allocation Plan (CAP Indirect Costs) updated.

OFFICE OF BUDGET AND MANAGEMENT

PROGRAM NAME: CAPITAL BUDGET

OBJECTIVES: To ensure the City's ability to maintain the City's capital plan and to support the provision of cost-effective services through minimizing operating costs, renovating the City's neighborhoods and promoting economic development and job creation.

ACTIVITIES: Annual Restricted Income Tax and multi-year General Obligation Bond budgets developed. Prepare and distribute a monthly capital project assessment and a 10-year Financial Plan.

PROGRAM NAME: FINANCIAL PLANNING

OBJECTIVES: To project the City's financial and capital requirements.

ACTIVITIES: Monitor consumer spending, local employment trends and integrate results into financial projections for the Tax Budget. Perform ongoing analysis of appropriations by organization. Review Revenue and Expenditure estimates and project changes in fund balances. Generate a 3-Year Financial Plan and provide ongoing economic input to management for decision making.

PROGRAM NAME: MANAGEMENT SUPPORT

OBJECTIVES: To assist and advise the Mayor's Office, Division Managers and City Council in the efficient application of the resources available to them.

ACTIVITIES: City-wide Budget Analyst Training Sessions developed and conducted. OBM Policy & Procedures completed. Monthly budget status sessions conducted with City Managers. "E-Government" Budget Web Site developed.

PROGRAM NAME: AUDIT COMPLIANCE

OBJECTIVES: To establish effective, pro-active procedures for the Office of Budget and Management that result in properly resolving all current year audit findings, as well as minimizing and significantly reducing audit findings for the coming year.

ACTIVITIES: Develop and implement a comprehensive, "proactive", written audit compliance plan. All legal reports and filings prepared and submitted on time.

PROGRAM NAME: GRANT COMPLIANCE

OBJECTIVES: To aid in the effective administration of grant programs for the City of Cleveland in accordance with Federal and Local Department laws, regulations, policies and procedures.

ACTIVITIES: Conduct City-Wide Grant Training. Revise and distribute grant policies & procedures. Create City-Wide Fiscal Monitoring Plan. Distribute monthly Notice of Funding Availabilities (NOFA) to all Departments.

OFFICE OF BUDGET AND MANAGEMENT

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 452,232 | \$ 409,651 | \$ 475,516 | \$ 498,942 |
| LONGEVITY | 1,900 | 2,000 | 1,875 | 2,175 |
| TOTAL | \$ 454,132 | \$ 411,651 | \$ 477,391 | \$ 501,117 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 43,521 | \$ 43,785 | \$ 59,057 | \$ 69,188 |
| DENTAL | 2,811 | 2,601 | 3,287 | 3,577 |
| VISION CARE | 385 | 352 | 397 | 434 |
| PERS | 61,732 | 57,861 | 66,373 | 75,553 |
| FICA-MEDICARE | 5,545 | 4,931 | 5,818 | 6,238 |
| WORKERS COMPENSATION | 3,634 | 15,332 | 10,629 | 10,407 |
| LIFE INSURANCE | 353 | 312 | 345 | 360 |
| TOTAL | \$ 117,981 | \$ 125,172 | \$ 145,906 | \$ 165,757 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 78 | \$ 1,977 | \$ 2,710 | \$ 3,000 |
| TUITION & REGISTRATION FEES | 589 | 870 | 1,305 | 1,500 |
| PROFESSIONAL DUES | 630 | 630 | - | 650 |
| TOTAL | \$ 1,297 | \$ 3,477 | \$ 4,015 | \$ 5,150 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 8,978 | \$ 100,000 | \$ - | \$ - |
| ADVERTISING AND PUBLIC NOTICE | 518 | 699 | 356 | 900 |
| PHOTOCOPY MACHINE RENTAL | 188 | - | - | - |
| TOTAL | \$ 9,684 | \$ 100,699 | \$ 356 | \$ 900 |
| MATERIALS AND SUPPLIES | | | | |
| POSTAGE | \$ 182 | \$ 108 | \$ 86 | \$ 100 |
| COMPUTER HARDWARE | - | 39 | - | - |
| OFFICE FURNITURE & EQUIP | - | 482 | - | - |
| OTHER SUPPLIES | 1,267 | 511 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 556 | 2,151 | 677 | 3,000 |
| TOTAL | \$ 2,005 | \$ 3,291 | \$ 764 | \$ 3,100 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 4,303 | \$ 9,999 | \$ 13,678 | \$ 10,000 |
| TOTAL | \$ 4,303 | \$ 9,999 | \$ 13,678 | \$ 10,000 |
| TOTAL DIVISION | \$ 589,402 | \$ 654,290 | \$ 642,109 | \$ 686,024 |



OFFICE OF BUDGET AND MANAGEMENT

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|----------------|-----------------|-------------------|----------------|
| MISCELLANEOUS REVENUES | \$ 50 | \$ - | \$ - | - |
| EXPENDITURE RECOVERIES | - | 6,675 | - | - |
| TOTAL DIVISION | \$ 50 | \$ 6,675 | \$ - | - |

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|----------------------|------------------|----------------|------------------------------------|------------------|---------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Budget Administrator | 30,215 | 100,844 |
| 2 | 2 | 2 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Budget & Management Analyst | 20,800 | 54,164 |
| 4 | 3 | 4 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 8 | 7 | 8 | | | |
| 8 | 7 | 8 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DEPARTMENT OF LAW

ROBERT TRIOZZI, DIRECTOR

The Department of Law is comprised of both Civil and Criminal Divisions. The Civil Division represents the City in all civil proceedings and serves as legal advisor to the City, its officers, departments, and, in some instances, its employees. In doing so, the Civil Division prepares documents and instruments, drafts legislation, renders formal and informal legal opinions, and performs other services the law requires. The Department of Law also represents the City of Cleveland in all criminal proceedings in Cleveland Municipal Court.

Mission Statement

To promote the interests of the City of Cleveland and its residents by providing sound legal advice to the City, its departments, officials, and employees; to protect the City's legal rights and interests in all legal proceedings; and to fairly and aggressively prosecute all who undermine the quality of life in Cleveland by violating the City's laws.

OPERATING SUMMARY
 (000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|----------------|--|-----------------|----------------|--|-----------------|----------------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Civil | \$ 6,179 | 65 | | \$ 6,890 | 61 | | \$ 6,891 | 69 | |
| Criminal | 2,171 | 24 | | 2,389 | 27 | | 2,335 | 27 | 1 |
| | \$ 8,350 | 89 | | \$ 9,279 | 88 | | \$ 9,226 | 96 | 1 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 8,144 | | | \$ 9,019 | | | \$ 9,070 | | |
| Self - Generated | 20 | | | 101 | | | 10 | | |
| | \$ 8,164 | 86 | | \$ 9,120 | 85 | | \$ 9,080 | 93 | 1 |
| VAWA Grant | \$ 186 | 3 | | \$ 159 | 3 | | \$ 146 | 3 | |
| | \$ 8,350 | 89 | | \$ 9,279 | 88 | | \$ 9,226 | 96 | 1 |

DEPARTMENT OF LAW

PROGRAM NAME: CITY REPRESENTATION IN CIVIL LITIGATION

OBJECTIVES: To effectively represent the City of Cleveland in all civil proceedings and expedite the resolution of claims filed with the City.

ACTIVITIES: Defend and resolve civil lawsuits in which the City or its representatives are a party. Process personal injury and property damage claims for and against the City.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 6,179 | 65 | | \$ 6,890 | 61 | | \$ 6,891 | 69 | |
| | <u>\$ 6,179</u> | <u>65</u> | | <u>\$ 6,890</u> | <u>61</u> | | <u>\$ 6,891</u> | <u>69</u> | |

PROGRAM NAME: CRIMINAL INVESTIGATIONS, MEDIATION AND PROSECUTIONS

OBJECTIVES: To represent the City of Cleveland in misdemeanor criminal proceedings before the Cleveland Municipal Court and process felony charges on behalf of the State of Ohio.

ACTIVITIES: Prosecute criminal actions before the Cleveland Municipal Court and process felony charges on behalf of the State of Ohio. Conduct thousands of citizen complaint intake interviews annually as well as mediation hearings.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | | FT | PT | | FT | PT | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund | \$ 1,985 | 21 | | \$ 2,230 | 24 | | \$ 2,189 | 24 | |
| VAWA Grant | 186 | 3 | | 159 | 3 | | 146 | 3 | 1 |
| | <u>\$ 2,171</u> | <u>24</u> | | <u>\$ 2,389</u> | <u>27</u> | | <u>\$ 2,335</u> | <u>27</u> | <u>1</u> |



DEPARTMENT OF LAW

PROGRAM NAME: BUILDING, HOUSING, HEALTH, FIRE AND TAX CODE ENFORCEMENT

OBJECTIVES: To improve the quality of life in Cleveland by fairly and aggressively enforcing the City's building, housing, health, fire, and tax codes.

ACTIVITIES: Prosecute violations of the various City codes in the appropriate forum. Advise City officials and employees on the applicability and interpretation of the City's codes to particular situations.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------|---------------|----------|----|---------------|-----------|-------|-------------|--------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| FUNDING SOURCE: | | | | | | | | | |
| Building & Housing * | \$ 285 | 5 | | \$ 285 | 5 | | \$ - | | |
| | \$ 285 | 5 | | \$ 285 | 5 | | \$ - | | |

* Historically part of the Building & Housing budget, but moving entirely within the Dept of Law in 2009

PROGRAM NAME: LEGAL ADVISOR TO CITY AGENCIES, OFFICIALS AND EMPLOYEES

OBJECTIVES: To serve as daily legal advisor to all City departments, officials, and employees.

ACTIVITIES: Provide legal advice and counsel to the administration and City Council on legal issues that arise out of City operations in all areas of the law, including labor and employment, real estate, health, environment, utilities, aviation, economic development, and all aspects of municipal law. Prepare contracts, legislation, legal opinions, and other legal documents.

PROGRAM NAME: DOMESTIC VIOLENCE PROGRAM

OBJECTIVES: To use a collaborative effort between prosecutors, safety forces, and witness/victim advocates in overseeing criminal investigations and prosecuting offenders of domestic violence and stalking crimes in the City's neighborhoods.

ACTIVITIES: Develop evidence and prosecute domestic violence and stalking crimes, even when the victim is unwilling to cooperate.

PROGRAM NAME: PUBLIC RECORDS MANAGEMENT

OBJECTIVES: To oversee a timely and complete response to requests for public records.

ACTIVITIES: Coordinate and monitor the timely collection and dissemination of documents responsive to requests for public records.

DEPARTMENT OF LAW

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 4,599,391 | \$ 4,743,216 | \$ 4,883,472 | \$ 5,265,167 |
| PART TIME WAGES | 41,099 | 7,065 | 4,500 | 8,450 |
| LONGEVITY | 18,400 | 18,550 | 23,025 | 25,700 |
| SEPARATION PAYMENTS | 28,893 | 10,343 | 3,605 | - |
| TOTAL | \$ 4,687,782 | \$ 4,779,174 | \$ 4,914,602 | \$ 5,299,317 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 532,912 | \$ 619,856 | \$ 646,691 | \$ 754,183 |
| DENTAL | 34,838 | 35,615 | 35,682 | 40,688 |
| VISION | 4,006 | 4,151 | 4,185 | 4,942 |
| PERS | 630,112 | 661,493 | 686,757 | 798,974 |
| FICA-MEDICARE | 58,015 | 58,955 | 60,651 | 67,967 |
| WORKERS COMPENSATION | 9,833 | 103,913 | 131,040 | 111,805 |
| LIFE INSURANCE | 3,660 | 3,743 | 3,791 | 4,095 |
| UNEMPLOYMENT COMPENSATION | 1,759 | - | - | - |
| TOTAL | \$ 1,275,135 | \$ 1,487,726 | \$ 1,568,798 | \$ 1,782,654 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 3,341 | \$ 2,199 | \$ 1,495 | \$ 3,000 |
| TUITION & REGISTRATION FEES | 1,813 | 27,880 | 1,697 | 25,000 |
| PROFESSIONAL DUES | 127,130 | 132,211 | 129,560 | 150,000 |
| TOTAL | \$ 132,283 | \$ 162,290 | \$ 132,752 | \$ 178,000 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 842,826 | \$ 1,114,831 | \$ 945,590 | \$ 720,000 |
| COURT REPORTER | 68,580 | 87,111 | 100,020 | 85,000 |
| CABLE PROFESSIONAL SERVICES | - | - | 45 | - |
| TRAVEL - NON TRAINING | - | - | 730 | - |
| MILEAGE (PRIVATE AUTO) | 802 | 863 | 1,322 | 700 |
| JURY AND WITNESS FEES | - | - | 20 | - |
| ADVERTISING AND PUBLIC NOTICE | 248 | 253 | - | 300 |
| PARKING IN CITY FACILITIES | 4,347 | 4,390 | 2,197 | 4,300 |
| INSURANCE AND OFFICIAL BONDS | 200 | 100 | 100 | - |
| PHOTOCOPY MACHINE RENTAL | 644 | - | - | - |
| OTHER CONTRACTUAL | 8,882 | 64,225 | 21,419 | 2,000 |
| LOCAL MATCH-GRANT PROGRAMS | 48,146 | 48,634 | 39,750 | 45,340 |
| TOTAL | \$ 974,675 | \$ 1,320,407 | \$ 1,111,193 | \$ 857,640 |

DEPARTMENT OF LAW

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 8,207 | \$ 16,150 | \$ 10,617 | \$ 10,000 |
| POSTAGE | 3,616 | 2,066 | 3,119 | 4,000 |
| COMPUTER HARDWARE | - | - | 119 | - |
| PHOTOGRAPHIC SUPPLIES | 5,742 | 5,985 | 303 | 6,000 |
| PRINTED MATERIALS | - | - | 4,320 | - |
| JUST IN TIME OFFICE SUPPLIES | 26,996 | 25,249 | 13,381 | 25,000 |
| TOTAL | \$ 44,561 | \$ 49,450 | \$ 31,858 | \$ 45,000 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 17,569 | \$ 1,472 | \$ 6,000 | \$ 1,500 |
| MAINTENANCE CONTRACTS | 126 | - | - | 150 |
| TOTAL | \$ 17,695 | \$ 1,472 | \$ 6,000 | \$ 1,650 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| COURT COSTS | \$ 14,720 | \$ 21,324 | \$ 16,204 | \$ 17,000 |
| JUDGMENTS, DAMAGES & CLAIMS | 698,064 | 226,275 | 1,275,848 | 830,000 |
| TOTAL | \$ 712,784 | \$ 247,599 | \$ 1,292,052 | \$ 847,000 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 56,556 | \$ 70,811 | \$ 16,382 | \$ 24,916 |
| CHARGES FROM PRINTING | 37,859 | 26,549 | 33,747 | 35,000 |
| CHARGES FROM STOREROOM | 8,307 | 7,096 | 11,426 | 7,013 |
| CHARGES FROM MOTOR VEHICLES | 4,760 | 2,917 | 2,038 | 1,759 |
| CHARGES FROM WATER - GIS PROJ | 3,888 | 8,532 | - | - |
| TOTAL | \$ 111,370 | \$ 115,905 | \$ 63,592 | \$ 68,688 |
| TOTAL DIVISION | \$ 7,956,286 | \$ 8,164,023 | \$ 9,120,846 | \$ 9,079,949 |

REVENUE

| | 2005 Actual | 2006 Actual | 2007 Unaudited | 2008 Budget |
|------------------------------|------------------|------------------|-------------------|------------------|
| SALES & CHARGES FOR SERVICES | \$ (847) | \$ 25 | \$ 771 | \$ - |
| MISCELLANEOUS REVENUES | 10,010 | 13,103 | 5,529 | 10,000 |
| EXPENDITURE RECOVERIES | 7,491 | 7,113 | 94,383 | - |
| TOTAL DIVISION | \$ 16,654 | \$ 20,241 | \$ 100,682 | \$ 10,000 |

DEPARTMENT OF LAW
COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | Budget 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 6 | 6 | 6 | Chief Assistant Director of Law | 31,500 | 122,592 |
| 1 | 1 | 1 | Chief Assistant Prosecutor | 36,750 | 134,949 |
| 1 | 1 | 1 | Chief Corporate Counsel | 36,750 | 134,949 |
| 1 | 1 | 1 | Chief Counsel | 36,750 | 134,949 |
| 1 | 1 | 1 | Chief Trial Counsel | 36,750 | 134,949 |
| 1 | 1 | 1 | Director of Law | 50,796 | 171,582 |
| 11 | 11 | 11 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 2 | 3 | 3 | Assistant Administrator | 21,851 | 71,329 |
| 2 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 2 | 2 | 2 | Deputy Project Director | 20,093 | 61,006 |
| 2 | 3 | 3 | Docket Clerk | 20,800 | 35,267 |
| 6 | 6 | 7 | Legal Secretary | 20,800 | 44,579 |
| 0 | 0 | 1 | Miscellaneous Investigator | 10.00 Hr. | 17.73 Hr. |
| 4 | 3 | 3 | Misdemeanor Investigator | 20,800 | 46,152 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 1 | 1 | 1 | Personnel Assistant | 20,800 | 46,057 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 1 | 0 | 0 | Public Information Officer | 10.00 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Receptionist | 10.00 Hr. | 14.86 Hr. |
| 2 | 2 | 2 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Supervisor of Hardware Evaluation | 30,215 | 86,559 |
| 27 | 26 | 28 | | | |
| PROFESSIONALS | | | | | |
| 26 | 23 | 29 | Assistant Director of Law I (s), | 26,250 | 83,586 |
| 4 | 4 | 4 | Assistant Director of Law I, | 26,250 | 78,013 |
| 1 | 1 | 1 | Assistant Director of Law II, | 31,500 | 94,731 |
| 17 | 16 | 16 | Assistant Prosecutor | 23,100 | 94,731 |
| 1 | 1 | 1 | First Assistant Prosecutor | 31,500 | 122,592 |
| 49 | 45 | 51 | | | |
| PARAPROFESSIONALS | | | | | |
| 2 | 2 | 2 | Chief - Civil Branch Legal Investigator | 23,647 | 65,066 |
| 1 | 1 | 1 | Claims Examiner | 10.00 Hr. | 22.20 Hr. |
| 3 | 3 | 3 | | | |
| 90 | 85 | 93 | TOTAL FULL TIME | | |
| 1 | 0 | 1 | TOTAL PART TIME | | |
| 91 | 85 | 94 | TOTAL GENERAL FUND | | |
| 3 | 3 | 3 | TOTAL GRANT POSITIONS | | |
| 94 | 88 | 97 | TOTAL DEPARTMENT | | |

* Salary Schedule effective December 8, 2008



**DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL
TRUDY HUTCHINSON, DIRECTOR**

The Department of Personnel and Human Resources is a service department designed to meet the employment and training needs of the City of Cleveland residents and local businesses. The Department's purpose is to be a reliable and effective resource for those seeking employment and to help empower people to become self-sufficient so they contribute to an improved local economy. In addition, the Department provides current City employees with a wide range of personnel services in the areas of recruitment, wage and salary administration, employee benefits, employee safety and rehabilitation, labor relations, education and research, affirmative action, and employee health.

Mission Statement

The Department of Personnel & Human Resources is committed to providing quality, uniform and cost effective services to over 9,000 diverse City employees in the areas of Personnel Administration, Training, Employee Benefits & Relations, Equal Employment Opportunity, Employee Safety, Labor Relations, and Workers' Compensation in order to better serve the employees and the citizenry of the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|----------------------------------|-----------------|-----------|----------|-----------------|-----------|----------|-----------------|-----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| General Administration | \$ 1,330 | 5 | | \$ 1,400 | 8 | | \$ 1,369 | 8 | |
| Employee Health & Benefits | 109 | 3 | | 112 | 3 | | 110 | 3 | |
| Employee Safety & Rehabilitation | 169 | 6 | | 168 | 3 | | 164 | 4 | |
| Education & Research | 78 | 2 | 1 | 74 | | 2 | 72 | | 2 |
| Labor Relations & Affirm. Action | 111 | 3 | | 112 | 2 | | 109 | 2 | |
| | \$ 1,797 | 19 | 1 | \$ 1,866 | 16 | 2 | \$ 1,824 | 17 | 2 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 1,445 | | | \$ 1,565 | | | \$ 1,591 | | |
| Self Generated | 352 | | | 301 | | | 233 | | |
| | \$ 1,797 | 19 | 1 | \$ 1,866 | 16 | 2 | \$ 1,824 | 17 | 2 |

DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL**PROGRAM NAME: GENERAL ADMINISTRATION**

OBJECTIVES: To provide support and assistance in coordinating Personnel programs and acting as a liaison with staff, other City Departments and the general public with regard to City personnel and human resources services.

ACTIVITIES: Develop and implement work policies and procedures applicable to City of Cleveland employees. Implement affirmative action and equal employment policies and procedures throughout the City of Cleveland. Insures that the hiring process is in compliance with union regulations and civil service rules. Serves as the point of contact for federal and state agencies, municipalities, local businesses and outside agencies seeking employment and statistical data concerning the City of Cleveland's workforce; processing questionnaires, surveys and requests for information. Administers and audits the City of Cleveland's integrated human resource management system. Administer the ADA Accommodation Review Committee. Provide leadership to collective bargaining negotiations and contract management. Assist departments in filling vacancies by providing qualified candidates in a means consistent with Equal Employment Opportunity principles (EEO). Advertise vacant positions and conduct searches to recruit for professional positions. Conduct preliminary interviews and refer qualified candidates to divisions. Recruit individuals for summer, seasonal and other programs. Administer background checks for new hires and others, as appropriate. Coordinate selection of individuals from Civil Services List. Maintains and supports the integrated Human Resource Management System. Insures that the hiring process is in compliant with union regulations and civil service rules. Administers the City's Employee Assistance Program.

PROGRAM NAME: EMPLOYEE HEALTH AND BENEFITS

OBJECTIVES: To administer, coordinate and promote an understanding of the Employee Benefits Programs to all City of Cleveland employees.

ACTIVITIES: Administer the City's medical, dental, and life insurance programs for all eligible employees. Provide leadership with the negotiation process of the City's health care plans. Provide an understanding of City policies and procedures. Maintain federal compliance for HIPAA/COBRA regulations. Plan and implement employee recognition programs to improve employee morale. Coordinate charitable campaigns for various non profit groups. Monitor and appeal disputed unemployment compensation claims through hearing process.

PROGRAM NAME: EDUCATION AND RESEARCH SERVICES

OBJECTIVES: To increase the knowledge and skills of City of Cleveland government with the resources of the academic community.

ACTIVITIES: Conducts citywide training programs to be in compliance with City policies and procedures, and other governmental mandates. Coordinate educational programs to meet specific training needs of the City of Cleveland departments. Identify student interns and co-op students for volunteer opportunities and hire. Create educational and research opportunities for employees.

DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

PROGRAM NAME: EMPLOYEE SAFETY AND REHABILITATION

OBJECTIVES: To provide an effective program for promoting worker safety, reducing injuries and accidents and to provide a mechanism whereby injuries employees may voluntarily participate in rehabilitation programs for a timely return to work.

ACTIVITIES: Conduct on-the-job briefing and seminars on safety awareness. Monitor injuries on a case-by-case basis and process consenting candidates through state-sponsored rehabilitations programs. Conduct announced and unannounced inspections of work sites. Review and process Worker's Compensation claims and forward to the State Bureau of Worker's Compensation. Review yearly claims experience and process refund claims. Administer Motor Vehicle Accident Review Committee and policy. Monitor departmental compliance with the Right-To-Know Ordinance.

PROGRAM NAME: LABOR RELATIONS AND EQUAL EMPLOYMENT OPPORTUNITY

OBJECTIVES: To negotiate and administer City of Cleveland's labor agreements and to enforce affirmative action and Equal Opportunity requirements of the law.

ACTIVITIES: Provide leadership to collective bargaining contract negotiations. Investigate and resolve grievance issues promptly. Administer the terms and conditions of all of the City's collective bargaining agreements. Interpret and enforce EEO principles in City of Cleveland departments. Provide training to managers on the labor relations process and any changes in the contracts. Compile and monitor data within City of Cleveland departments for EEO compliance. Prepare various compliance reports for governmental agencies. Act as an ADA liaison for City Departments. Investigate complaints of discrimination and harassment to expedite resolution.



DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 902,053 | \$ 846,800 | \$ 871,052 | \$ 847,986 |
| PART TIME PERMANENT | - | 10,615 | 23,335 | 38,983 |
| LONGEVITY | 6,125 | 5,825 | 5,525 | 4,950 |
| SEPARATION PAYMENTS | 816 | 21,027 | 11,306 | - |
| TOTAL | \$ 908,994 | \$ 884,267 | \$ 911,218 | \$ 891,919 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 121,782 | \$ 129,006 | \$ 154,374 | \$ 152,790 |
| DENTAL | 8,295 | 7,772 | 8,481 | 7,988 |
| VISION CARE | 882 | 813 | 836 | 869 |
| PERS | 120,976 | 120,194 | 125,769 | 134,474 |
| FICA-MEDICARE | 10,208 | 9,868 | 10,129 | 10,039 |
| WORKERS COMPENSATION | 2,187 | 55,497 | 47,339 | 36,631 |
| LIFE INSURANCE | 795 | 739 | 746 | 720 |
| UNEMPLOYMENT COMPENSATION | - | 5,798 | (96) | - |
| TOTAL | \$ 265,125 | \$ 329,686 | \$ 347,579 | \$ 343,511 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ - | \$ 1,978 | \$ - |
| TUITION & REGISTRATION FEES | 193 | - | 1,345 | - |
| OTHER TRAINING SUPPLIES | - | - | - | 699 |
| MILEAGE (PRIVATE AUTO) | - | - | 960 | - |
| PROFESSIONAL DUES | 607 | 7,197 | 5,950 | 7,475 |
| TOTAL | \$ 800 | \$ 7,197 | \$ 10,232 | \$ 8,174 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 598,627 | \$ 534,009 | \$ 560,202 | \$ 510,500 |
| COBRA - MEDICAL COVERAGE | 35,960 | - | - | 36,000 |
| EXPENSE ACCOUNT REIMBURSE | - | - | 358 | - |
| ADVERTISING AND NOTICE | - | 4,998 | - | - |
| PARKING IN CITY FACILITIES | 1,133 | (36) | 1,188 | 1,500 |
| PHOTOCOPY MACHINE RENTAL | 600 | - | - | - |
| OTHER CONTRACTUAL | 37,500 | - | - | - |
| TOTAL | \$ 673,820 | \$ 538,972 | \$ 561,748 | \$ 548,000 |

DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------------|---------------------|-----------|------------------|-----------|------------------|-----------|------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| MATERIAL AND SUPPLIES | | | | | | | |
| OFFICE SUPPLIES | \$ 1,197 | \$ | 458 | \$ | 384 | \$ | 1,200 |
| OFFICE FURNITURE & EQUIPMENT | - | | - | | 195 | | - |
| MEDICAL SUPPLIES | - | | - | | 75 | | - |
| SMALL EQUIPMENT | - | | 1,142 | | - | | - |
| FOOD | - | | 592 | | 212 | | 1,000 |
| OTHER SUPPLIES | 155 | | 109 | | - | | - |
| JUST IN TIME OFFICE SUPPLIES | 4,627 | | 5,883 | | 3,623 | | 2,500 |
| TOTAL | \$ 5,979 | \$ | 8,184 | \$ | 4,489 | \$ | 4,700 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 18,247 | \$ | 8,549 | \$ | 3,456 | \$ | 5,923 |
| CHARGES FROM PRINTING | 18,273 | | 18,256 | | 21,787 | | 20,000 |
| CHARGES FROM STOREROOM | 3,110 | | 1,454 | | 5,663 | | 2,756 |
| CHARGES FROM MOTOR VEHICLES | - | | 118 | | - | | - |
| TOTAL | \$ 39,630 | \$ | 28,376 | \$ | 30,906 | \$ | 28,679 |
| TOTAL DIVISION | \$ 1,894,348 | \$ | 1,796,681 | \$ | 1,866,172 | \$ | 1,824,983 |

REVENUE

| | 2006 | | 2007 | | 2008 | | 2009 |
|---------------------------|-------------------|-----------|----------------|-----------|----------------|-----------|----------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALE OF SCRAPPED VEHICLES | \$ - | \$ | - | \$ | 550 | \$ | - |
| MISCELLANEOUS REVENUES | 347,474 | | 347,666 | | 297,477 | | 233,000 |
| EXENDITURE RECOVERIES | 7 | | 4,742 | | 2,587 | | - |
| TOTAL DIVISION | \$ 347,481 | \$ | 352,407 | \$ | 300,614 | \$ | 233,000 |



DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|--|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Director of Personnel and Human Resources | 50,796 | 171,582 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 0 | 0 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 2 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 3 | 2 | 2 | Assistant Personnel Administrator | 20,800 | 54,164 |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 1 | 1 | 1 | Personnel Assistant | 20,800 | 46,057 |
| 5 | 3 | 3 | Junior Personnel Assistant | 20,800 | 38,221 |
| 2 | 2 | 2 | Labor Relations Officer | 27,326 | 75,246 |
| 1 | 1 | 1 | General Manager of Administrative Services | 26,274 | 86,765 |
| 1 | 0 | 1 | Labor Relations Manager | 30,215 | 109,249 |
| 1 | 0 | 0 | Manager of Education & Research | 27,326 | 87,665 |
| 1 | 1 | 1 | Manager of Employee Relations | 27,326 | 87,665 |
| 1 | 1 | 1 | Manager of Equal Employment Opportunity | 27,326 | 87,665 |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 1 | 1 | Senior Systems Analyst | 20,800 | 79,299 |
| 19 | 14 | 15 | | | |
| 22 | 16 | 17 | TOTAL FULL TIME | | |
| 0 | 1 | 1 | Junior Personnel Assistant | 20,800 | 38,221 |
| 1 | 1 | 1 | Manager of Education & Research | 27,326 | 87,665 |
| 1 | 2 | 2 | TOTAL PART TIME | | |
| 23 | 18 | 19 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



CIVIL SERVICE COMMISSION

LUCILLE AMBROZ, SECRETARY

The Civil Service Commission is a five (5) member Board appointed by the Mayor, with each member serving a six (6) year term. The Commission meets in public session and is responsible for: creating and monitoring rules and policies for the civil service of the City of Cleveland; conducting hearings relative to disciplinary action for employees; developing new job classifications and duty statements, and abolishing obsolete classifications and duty statements; testing and certification of all individuals in the classified service; managing and maintaining civil service records for employees; and enforcing the residency requirement pursuant to Charter Amendment 74.

Mission Statement

To create and implement policies and procedures to acquire and promote qualified candidates for employment with the City of Cleveland and to ensure compliance with the residency requirements of the City Charter.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------|---------------|----------|----------|-----------------|-----------|----------|---------------|----------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Policy-Making | \$ 60 | 1 | 5 | \$ 84 | 1 | 4 | \$ 97 | 1 | 5 |
| Testing | 53 | 4 | | 767 | 3 | | 683 | 3 | |
| Record Maintenance | 553 | 2 | | 73 | 2 | | 67 | 2 | |
| Residency Investigation | 91 | 2 | | 127 | 2 | | 116 | 2 | |
| | \$ 757 | 9 | 5 | \$ 1,051 | 8 | 4 | \$ 963 | 8 | 5 |
| FUNDING SOURCE: | | | | | | | | | |
| General Fund: | | | | | | | | | |
| Tax Support | \$ 721 | | | \$ 1,034 | | | \$ 938 | | |
| Self Generated | 36 | | | 17 | | | 25 | | |
| | \$ 757 | 9 | 5 | \$ 1,051 | 8 | 4 | \$ 963 | 8 | 5 |



CIVIL SERVICE COMMISSION

PROGRAM NAME: POLICY-MAKING

OBJECTIVES: To promulgate and maintain Civil Service rules and policies and to conduct meetings and administrative hearings.

ACTIVITIES: Conduct regular board meetings to discuss and act upon related issues; hold hearings for disciplinary actions and other administrative actions.

PROGRAM NAME: TESTING

OBJECTIVES: To conduct fair and valid examinations based on job responsibilities and qualifications and identify qualified candidates for employment.

ACTIVITIES: Conduct job analysis and develop and prepare examinations; prepare and distribute bulletins for test announcements; accept applications for test filings; test candidates, grade examination and notify individuals of results.

PROGRAM NAME: RECORD MAINTENANCE

OBJECTIVES: To maintain accurate information regarding tests and certain personnel transactions for employees in the classified Civil Service and to certify qualified candidates to appointing authorities for employment with the City.

ACTIVITIES: Prepare eligible lists from examination results; certify candidates for vacant positions; maintain seniority records for promotional purposes.

PROGRAM NAME: RESIDENCY INVESTIGATION

OBJECTIVES: To conduct investigations pursuant to Section 137 of the City Charter and Section 74, Residency Requirements, and the general condition of the City's Civil Service.

ACTIVITIES: Examine and determine validity of documents submitted as proof of residency; conduct investigations as needed to determine compliance and obtain evidence for hearings of individuals found to be out of compliance; ascertain compliance at the end of 6 months of employment.

CIVIL SERVICE COMMISSION

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 317,873 | \$ 354,061 | \$ 380,144 | \$ 369,288 |
| BOARD MEMBERS | 39,653 | 39,675 | 38,697 | 39,675 |
| PART TIME PERMANENT | 38,783 | - | - | - |
| LONGEVITY | 2,275 | 2,450 | 2,875 | 3,350 |
| SEPARATION PAYMENTS | 2,655 | - | 569 | - |
| OVERTIME | 351 | 6,961 | 7,686 | - |
| TOTAL | \$ 401,589 | \$ 403,148 | \$ 429,972 | \$ 412,313 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 47,210 | \$ 56,233 | \$ 61,021 | \$ 63,352 |
| DENTAL | 3,083 | 3,351 | 3,471 | 3,577 |
| VISION CARE | 373 | 403 | 431 | 434 |
| PERS | 53,936 | 54,427 | 58,082 | 62,164 |
| FICA-MEDICARE | 5,074 | 5,110 | 5,467 | 5,263 |
| WORKERS COMPENSATION | 2,996 | 8,252 | 11,210 | 9,374 |
| LIFE INSURANCE | 334 | 334 | 368 | 360 |
| UNEMPLOYMENT COMPENSATION | (1,100) | (1,489) | - | - |
| TOTAL | \$ 111,907 | \$ 126,621 | \$ 140,050 | \$ 144,524 |
| TRAINING AND DUES | | | | |
| TUITION & REGISTRATION FEES | \$ - | \$ - | \$ 150 | \$ 200 |
| PROFESSIONAL DUES | - | - | - | 100 |
| TOTAL | \$ - | \$ - | \$ 150 | \$ 300 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,076,104 | \$ 19,668 | \$ 260,941 | \$ 200,000 |
| COURT REPORTER | 512 | 6,007 | 11,786 | 15,000 |
| REFEREE SERVICES | 9,000 | 6,000 | 12,000 | 15,000 |
| MILEAGE (PRIVATE AUTO) | 23 | - | - | - |
| MEDICAL SERVICES | 1 | - | 145,000 | 150,000 |
| PARKING IN CITY FACILITIES | 557 | 784 | 1,395 | 1,000 |
| PHOTOCOPY MACHINE RENTAL | 204 | - | - | - |
| OTHER CONTRACTUAL | 83,176 | 166,493 | 23,162 | - |
| TOTAL | \$ 1,169,576 | \$ 198,953 | \$ 454,284 | \$ 381,000 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 47 | \$ - | \$ - | \$ - |
| PHOTOGRAPHIC SUPPLIES | - | - | 23 | 500 |
| OTHER SUPPLIES | 80 | 91 | 127 | - |
| JUST IN TIME OFFICE SUPPLIES | 3,004 | 3,369 | 1,790 | 2,500 |
| OFFICE FURNITURE & EQUIPMENT | - | 1,949 | - | - |
| TOTAL | \$ 3,131 | \$ 5,408 | \$ 1,940 | \$ 3,000 |



CIVIL SERVICE COMMISSION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|-------------------|---------------------|-------------------|
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 12,362 | \$ 1,513 | \$ 2,480 | \$ 2,555 |
| CHARGES FROM PRINTING | 1,292 | 9,540 | 7,024 | 7,500 |
| CHARGES FROM STOREROOM | 3,665 | 3,640 | 5,091 | 2,986 |
| CHARGES FROM MOTOR VEHICLES | 8,804 | 8,203 | 10,256 | 8,852 |
| TOTAL | \$ 26,122 | \$ 22,896 | \$ 24,852 | \$ 21,893 |
| TOTAL DIVISION | \$ 1,712,326 | \$ 757,025 | \$ 1,051,248 | \$ 963,030 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|------------------|------------------|-------------------|------------------|
| MISCELLANEOUS REVENUES | \$ 13,425 | \$ 36,470 | \$ 17,137 | \$ 25,000 |
| EXPENDITURE RECOVERIES | 15 | 3 | 11 | - |
| TOTAL DIVISION | \$ 13,440 | \$ 36,473 | \$ 17,148 | \$ 25,000 |



CIVIL SERVICE COMMISSION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|---|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Secretary of the Civil Service Commission | 25,012 | 96,445 |
| 1 | 1 | 1 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Private Secretary | 10.00 Hr. | 20.19 Hr. |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 2 | 2 | 2 | | | |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Chief Civil Service Examiner | 26,274 | 68,745 |
| 1 | 0 | 0 | Civil Service Examiner II | 20,080 | 42,428 |
| 1 | 1 | 1 | Civil Service Examiner III | 20,080 | 48,702 |
| 1 | 0 | 0 | Miscellaneous Investigator | 20,800 | 36,878 |
| 1 | 1 | 1 | Supervisor of Civil Service Records | 20,800 | 58,396 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 7 | 5 | 5 | | | |
| 10 | 8 | 8 | TOTAL FULL TIME | | |
| 5 | 4 | 5 | TOTAL BOARD MEMBERS | | |
| 15 | 12 | 13 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



NOTES

DEPARTMENT OF PUBLIC UTILITIES

BARRY A. WITHERS, INTERIM DIRECTOR

The Department of Public Utilities is comprised of the following divisions and sections: General Administration, Radio Communication, Utilities Fiscal Control, Water, Water Pollution Control, and Cleveland Public Power. Also included in the Department are CATV 20 and the Photography Lab sections. The Department is self-supporting but participates in obtaining federal & state grants and loans for various improvements when these monies are available.

The Division of Utilities Administration is specifically designed to have administrative charge, control, and supervision over the Divisions of Utilities Fiscal Control, Water, Water Pollution Control, Cleveland Public Power and the office of Radio Communication. Functions and duties of the various Divisions are treated separately under their respective headings.

OPERATING SUMMARY
(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------|-------------------|--------------|-----------|-------------------|--------------|-----------|-------------------|--------------|-----------|
| | ACTUAL | | | UNAUDITED | | | BUDGET | | |
| | COST | STAFF | | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT | |
| DIVISIONS: | | | | | | | | | |
| Utilities Administration | \$ 2,819 | 22 | 1 | \$ 2,313 | 25 | | \$ 2,593 | 26 | 2 |
| Radio Communication | 2,208 | 4 | | 1,846 | 6 | | 2,419 | 8 | |
| Fiscal Control | 2,981 | 44 | | 3,196 | 44 | | 4,064 | 48 | |
| Water | 240,481 | 1,095 | 13 | 248,851 | 1,099 | 11 | 265,243 | 1,167 | 17 |
| Water Pollution Control | 24,316 | 146 | | 22,426 | 146 | | 25,556 | 161 | 2 |
| Cleveland Public Power | 152,457 | 326 | 1 | 160,135 | 324 | 6 | 178,504 | 355 | 2 |
| | \$ 425,262 | 1,637 | 15 | \$ 438,767 | 1,644 | 17 | \$ 478,379 | 1,765 | 23 |
| FUNDING SOURCE: | | | | | | | | | |
| Self Generated Revenue* | \$ 417,254 | 1,567 | 14 | \$ 431,412 | 1,569 | 17 | \$ 469,303 | 1,683 | 21 |
| Expenditure Recovery* | 8,008 | 70 | 1 | 7,355 | 75 | | 9,076 | 82 | 2 |
| | \$ 425,262 | 1,637 | 15 | \$ 438,767 | 1,644 | 17 | \$ 478,379 | 1,765 | 23 |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.



DIVISION OF UTILITIES ADMINISTRATION

BARRY A. WITHERS, INTERIM DIRECTOR

Mission Statement

To provide administrative control and supervision over the Divisions of Utilities Fiscal Control, Water, Water Pollution Control, Cleveland Public Power, the Office of Radio Communication, CATV23 and Photography Lab.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 ACTUAL | | | 2008 UNAUDITED | | | 2009 BUDGET | | |
|------------------------------|-----------------|----------------|--|-------------------|----------------|--|-----------------|----------------|--|
| | COST | STAFF FT PT | | COST | STAFF FT PT | | COST | STAFF FT PT | |
| PROGRAMS: | | | | | | | | | |
| Administration | \$ 1,272 | 9 1 | | \$ 1,134 | 13 | | \$ 1,525 | 14 2 | |
| Cable Television | 1,547 | 13 | | 1,179 | 12 | | 1,068 | 12 | |
| | \$ 2,819 | 22 1 | | \$ 2,313 | 25 | | \$ 2,593 | 26 2 | |
| FUNDING SOURCE: | | | | | | | | | |
| Sales & Charges for Services | \$ 21 | | | \$ 26 | | | \$ 22 | | |
| Miscellaneous Revenue* | 1,354 | | | 1,037 | | | 1,503 | | |
| Expenditure Recovery | 1,444 | | | 1,250 | | | 1,068 | | |
| | \$ 2,819 | 22 1 | | \$ 2,313 | 25 | | \$ 2,593 | 26 2 | |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.



DIVISION OF UTILITIES ADMINISTRATION

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To coordinate and manage the activities of the Department of Public Utilities.

ACTIVITIES: Monitor the promotion of Minority Business Enterprise and Female Business Enterprise involvement in the procurement process. Direct operating and financial performance of Water, Water Pollution, Cleveland Public Power, and the Office of Radio Communication. Manage priorities and oversee capital improvement plans.

PROGRAM NAME: CABLE TELEVISION

OBJECTIVES: To ensure cable television franchisee's compliance with the franchise agreement.

ACTIVITIES: Monitor compliance in financial, technical, personnel and construction areas. Develop rules, procedures and regulations for the construction, operation, maintenance and use of the cable television system. Investigate and mediate disputes between the operator and subscribers. Operate City access channel.



DIVISION OF UTILITIES ADMINISTRATION

EXPENDITURES

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------|---------------------|-----------|------------------|-----------|------------------|-----------|------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | |
| FULL TIME PERMANENT | \$ 1,229,734 | \$ | 1,228,768 | \$ | 1,272,952 | \$ | 1,417,579 |
| SEASONAL | 6,978 | | 5,464 | | 10,227 | | 8,069 |
| PART TIME PERMANENT | - | | 9,231 | | - | | - |
| LONGEVITY | 6,600 | | 7,000 | | 6,300 | | 7,700 |
| SEPARATION PAYMENTS | 6,012 | | 174,773 | | 9,105 | | - |
| OVERTIME | 31,386 | | 37,491 | | 35,700 | | 22,566 |
| TOTAL | \$ 1,280,710 | \$ | 1,462,726 | \$ | 1,334,284 | \$ | 1,455,914 |
| EMPLOYEE BENEFITS | | | | | | | |
| HOSPITALIZATION | \$ 140,465 | \$ | 172,600 | \$ | 196,410 | \$ | 228,918 |
| DENTAL | 9,044 | | 9,849 | | 10,801 | | 12,639 |
| VISION CARE | 1,060 | | 1,149 | | 1,184 | | 1,358 |
| PERS | 167,457 | | 182,434 | | 185,177 | | 219,507 |
| FICA-MEDICARE | 13,173 | | 14,008 | | 15,635 | | 17,589 |
| WORKERS COMPENSATION | 11,029 | | 26,363 | | 41,763 | | 35,550 |
| LIFE INSURANCE | 926 | | 1,001 | | 1,050 | | 1,170 |
| UNEMPLOYMENT COMPENSATION | - | | - | | - | | 3,385 |
| TOTAL | \$ 343,154 | \$ | 407,404 | \$ | 452,020 | \$ | 520,116 |
| TRAINING AND DUES | | | | | | | |
| TRAVEL | \$ 14,343 | \$ | 12,379 | \$ | 6,297 | \$ | 9,000 |
| TUITION & REGISTRATION FEES | 7,540 | | 5,648 | | 1,789 | | 5,000 |
| PROFESSIONAL DUES | 1,973 | | 9,644 | | 2,923 | | 5,000 |
| TOTAL | \$ 23,857 | \$ | 27,671 | \$ | 11,009 | \$ | 19,000 |
| CONTRACTUAL SERVICES | | | | | | | |
| PROFESSIONAL SERVICES | \$ 1,303 | \$ | 300 | \$ | 35 | \$ | - |
| MILEAGE (PRIVATE AUTO) | - | | 104 | | 484 | | 500 |
| ADVERTISING AND NOTICE | 961 | | 454 | | 4,600 | | - |
| PROGRAM PROMOTION | 16,000 | | 6,136 | | 15,896 | | 50,000 |
| PARKING IN CITY FACILITIES | 19,706 | | 24,248 | | 18,906 | | 17,500 |
| PROPERTY RENTAL | 80,028 | | 118,728 | | 118,728 | | 118,728 |
| PHOTOCOPY MACHINE RENTAL | 878 | | - | | - | | - |
| OTHER CONTRACTUAL | 66,526 | | 77,173 | | 96,442 | | 83,500 |
| TOTAL | \$ 185,402 | \$ | 227,142 | \$ | 255,091 | \$ | 270,228 |

DIVISION OF UTILITIES ADMINISTRATION

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 19,315 | \$ 1,927 | \$ 1,042 | \$ 2,500 |
| COMPUTER SUPPLIES | - | - | - | 1,000 |
| COMPUTER HARDWARE | 6,274 | 3,436 | - | 2,000 |
| COMPUTER SOFTWARE | - | - | - | 2,000 |
| PHOTOGRAPHIC SUPPLIES | 2,200 | 16,606 | 11,355 | 10,000 |
| OTHER SUPPLIES | 615 | 2,127 | 1,123 | 3,000 |
| JUST IN TIME OFFICE SUPPLIES | 6,550 | 10,522 | 7,310 | 10,000 |
| TOTAL | \$ 34,954 | \$ 34,618 | \$ 20,830 | \$ 30,500 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ 450 | \$ 187 | \$ 2,000 |
| MAINTENANCE CONTRACTS | - | 1,830 | - | 1,000 |
| MAINTENANCE UTILITY SYSTEMS | 36,907 | 23,751 | 28,083 | 30,000 |
| TOTAL | \$ 36,907 | \$ 26,031 | \$ 28,270 | \$ 33,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| INDIRECT COST | \$ 61,008 | \$ 80,963 | \$ 80,963 | \$ 226,828 |
| TOTAL | \$ 61,008 | \$ 80,963 | \$ 80,963 | \$ 226,828 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 8,812 | \$ 15,765 | \$ 9,547 | \$ 10,123 |
| CHARGES FROM RADIO SYSTEM | 220 | 138 | 7 | - |
| CHARGES FROM WATER | - | - | 937 | - |
| CHARGES FROM PRINTING | 16,444 | 13,051 | 14,498 | 21,500 |
| CHARGES FROM STOREROOM | 145 | 71 | 119 | - |
| CHARGES FROM MOTOR VEHICLES | 1,231 | 2,889 | 7,191 | 6,206 |
| TOTAL | \$ 26,852 | \$ 31,914 | \$ 32,299 | \$ 37,829 |
| CAPITAL OUTLAY | | | | |
| TELECOMMUNICATIONS EQUIP | \$ 65,339 | \$ 520,132 | \$ 44,287 | \$ - |
| TRANSFER TO CAPITAL | - | - | 54,263 | - |
| TOTAL | \$ 65,339 | \$ 520,132 | \$ 98,550 | \$ - |
| TOTAL DIVISION | \$ 2,058,181 | \$ 2,818,601 | \$ 2,313,316 | \$ 2,593,415 |
| REVENUE | | | | |
| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
| SALES & CHARGES FOR SERVICES | \$ 7,953 | \$ 21,202 | \$ 25,622 | \$ 22,000 |
| MISCELLANEOUS REVENUES | 1,042,076 | 1,227,636 | 1,315,910 | 1,369,258 |
| EXPENDITURE RECOVERIES | 804,161 | 1,444,362 | 1,250,192 | 1,067,582 |
| TOTAL DIVISION | \$ 1,854,191 | \$ 2,693,200 | \$ 2,591,724 | \$ 2,458,840 |



DIVISION OF UTILITIES ADMINISTRATION

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------|----------------------------|----------------|--|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 2 | 2 | Administrative Manager | 27,194 | 86,765 |
| 1 | 2 | 2 | Administrative Officer | 20,800 | 51,437 |
| 4 | 6 | 6 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Director of Public Utilities | 50,796 | 171,582 |
| 1 | 0 | 1 | Secretary to the Director | 36,590 | 138,195 |
| 8 | 11 | 12 | | | |
| TECHNICIAN | | | | | |
| 1 | 1 | 1 | Chief Photographer | 20,800 | 49,697 |
| 1 | 1 | 1 | Photographer | 10.00 Hr. | 21.10 Hr. |
| 2 | 2 | 2 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 1 | 1 | 1 | | | |
| PROFESSIONALS | | | | | |
| 1 | 2 | 2 | Assistant Contract Compliance Officer | 20,093 | 55,191 |
| 1 | 1 | 1 | Cable Production Manager | 20,800 | 90,359 |
| 1 | 0 | 0 | Cable Production Specialist | 20,800 | 37,416 |
| 3 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 1 | 1 | General Manager of Administrative Services | 26,274 | 86,765 |
| 1 | 0 | 0 | Labor Relations Officer | 27,326 | 75,246 |
| 1 | 1 | 1 | Manager of Marketing | 30,215 | 100,844 |
| 1 | 0 | 0 | Manager of Telecommunications | 30,215 | 100,844 |
| 1 | 2 | 2 | Project Coordinator | 27,326 | 87,665 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 2 | 2 | 2 | Telecommunications Specialist | 30,215 | 65,707 |
| 14 | 11 | 11 | | | |
| 25 | 25 | 26 | TOTAL FULL TIME | | |
| 1 | 0 | 2 | SEASONAL | | |
| 26 | 25 | 28 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



OFFICE OF RADIO COMMUNICATIONS

BRAD A. HANDKE, ADMINISTRATIVE MANAGER

Mission Statement

To operate the City's radio system in a reliable and secure manner, suitable for use by all City divisions, by providing maintenance, programming services interoperability, and improvements to the infrastructure to insure sufficient system capacity to meet the wireless communications needs of the City.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | 2008 | | | | 2009 | |
|------------------------|-----------------|----------|-----------------|----------|----|-----------------|----------|----|
| | ACTUAL | | UNAUDITED | | | | BUDGET | |
| | COST | STAFF | COST | STAFF | | COST | STAFF | |
| | FT | PT | | FT | PT | | FT | PT |
| PROGRAMS: | | | | | | | | |
| Radio Communications | \$ 2,208 | 4 | \$ 1,846 | 6 | | \$ 2,419 | 8 | |
| | \$ 2,208 | 4 | \$ 1,846 | 6 | | \$ 2,419 | 8 | |
| FUNDING SOURCE: | | | | | | | | |
| Expenditure Recovery* | \$ 2,208 | 4 | \$ 1,846 | 6 | | \$ 2,419 | 8 | |
| | \$ 2,208 | 4 | \$ 1,846 | 6 | | \$ 2,419 | 8 | |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

PROGRAM NAME: RADIO SYSTEM MAINTENANCE

OBJECTIVES: To maintain the City's 800 MHz system in a reliable condition, suitable for use by all City divisions including Police, Fire and EMS.

ACTIVITIES: Ensure that maintenance contracts are in place for infrastructure, as well as for ancillary facilities; to administer maintenance contracts, respond to alarms, system problems, and user problems in an effort to coordinate maintenance efforts.

PROGRAM NAME: RADIO SYSTEM ADMINISTRATION

OBJECTIVES: Respond quickly to requests for programming and reprogramming of mobile and portable radios, as well as other system requests.

ACTIVITIES: Work with user divisions to ensure that changes in radio templates are made in a timely fashion and suggest changes or improvements in radio configuration. Provide advice on how to best create interoperability between the internal and external entities located in and outside of the City, and retemplate radios that have undergone maintenance or are being relocated from one vehicle to another.

OFFICE OF RADIO COMMUNICATIONS

PROGRAM NAME: EQUIPMENT PURCHASE PROGRAM

OBJECTIVES: To purchase equipment for city divisions to ensure the proper operation of all City of Cleveland radios and related equipment, including equipment installed into city owned vehicles.

ACTIVITIES: Obtain necessary equipment through multiple contracts to ensure proper operation of city owned equipment. Use the leverage of large quantity discounts offered by vendors by combining orders for similar items from multiple divisions' orders. To serve as the one stop purchasing center for materials related to both installation and maintenance of ancillary radio equipment as well as their peripheral devices.

PROGRAM NAME: WIRELESS COMMUNICATIONS BUILDING PERMIT APPLICATIONS

OBJECTIVES: Ensure that wireless communications providers utilize existing and new poles and structures in an efficient and non-blocking manner.

ACTIVITIES: Review building permit applications and conduct site visits.

PROGRAM NAME: LEASE OF FACILITIES FOR WIRELESS COMMUNICATIONS USE

OBJECTIVES: Ensure that leases for City properties by wireless communications providers provide City divisions with fair compensation for their usage.

ACTIVITIES: Negotiate leases with wireless communications providers in conjunction with the Law Department and the City division that owns the property or facility.

PROGRAM NAME: ORC SERVICE CENTER FACILITY

OBJECTIVES: Provide services related to the installation, removal and repair of 800 MHz two-way radios from City divisions. This program also provides for drive-in services for vehicles that usually go to outside vendors for miscellaneous radio services. Also in 2008 the Service Center took on responsibility for other peripheral equipment including GPS, AVL, and some MDT/Camera work.

ACTIVITIES: Install and remove radios for other City divisions, so as to reduce the amount of money being spent on outside vendors. To provide service to all City divisions using 800 MHz radio equipment. This program will eliminate most of the outsourcing of radio services that the City of Cleveland does for its vehicle fleet and will help to prevent vehicles and personnel from being Out of Service. In addition in 2008 the Service Center began removing equipment related to MDT's, GPS, and AVL, from vehicles to reduce the cost of having outside vendors remove this equipment.

OFFICE OF RADIO COMMUNICATIONS

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME WAGES | \$ 164,654 | \$ 189,034 | \$ 240,832 | \$ 360,480 |
| LONGEVITY | 875 | 2,425 | 2,425 | 4,025 |
| OVERTIME | 4,412 | 3,885 | 10,054 | 18,868 |
| TOTAL | \$ 169,941 | \$ 195,343 | \$ 253,311 | \$ 383,373 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 32,235 | \$ 44,306 | \$ 52,636 | \$ 88,257 |
| DENTAL | 2,031 | 2,500 | 2,844 | 4,829 |
| VISION CARE | 178 | 234 | 304 | 588 |
| PERS | 20,743 | 26,946 | 34,894 | 57,801 |
| FICA-MEDICARE | 1,859 | 2,122 | 2,306 | 3,939 |
| WORKERS COMPENSATION | 1,173 | 3,504 | 5,251 | 5,563 |
| LIFE INSURANCE | 146 | 180 | 218 | 360 |
| CLOTHING ALLOWANCE | 405 | 1,240 | 1,280 | 1,950 |
| CLOTHING MAINTENANCE | 180 | 540 | 580 | 1,560 |
| TOTAL | \$ 58,951 | \$ 81,572 | \$ 100,313 | \$ 164,847 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ - | \$ 735 | \$ 8,009 | \$ 5,000 |
| TUITION & REGISTRATION FEES | - | - | - | 2,000 |
| PROFESSIONAL DUES | 1,258 | 638 | - | - |
| TOTAL | \$ 1,258 | \$ 1,373 | \$ 8,009 | \$ 7,000 |
| UTILITIES | | | | |
| GAS | \$ 340 | \$ 343 | \$ 383 | \$ 389 |
| ELECTRICITY - CPP | 25,422 | 26,468 | 15,855 | 16,336 |
| ELECTRICITY - OTHER | 26,286 | 30,019 | 30,022 | 29,377 |
| TOTAL | \$ 52,048 | \$ 56,830 | \$ 46,260 | \$ 46,102 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 300 | \$ 1,500 | \$ 1,500 | \$ - |
| TRAVEL - NON - TRAINING | - | - | - | 1,000 |
| MILEAGE (PRIVATE AUTO) | 183 | 148 | - | 1,000 |
| PARKING IN CITY FACILITIES | 1,320 | 1,210 | 1,320 | 1,320 |
| TAXES | - | 13,216 | - | - |
| PROPERTY RENTAL | 116,484 | 121,946 | 120,454 | 129,204 |
| TOTAL | \$ 118,287 | \$ 138,020 | \$ 123,274 | \$ 132,524 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 346 | \$ 262 | \$ 158 | \$ 1,000 |
| HARDWARE & SMALL TOOLS | 2,177 | 2,616 | 519 | 5,000 |
| SMALL EQUIPMENT | 13,023 | 15,149 | 11,787 | 15,000 |
| OFFICE FURNITURE & EQUIPMENT | - | 7,696 | 7,772 | - |
| OTHER SUPPLIES | 76,906 | 126,243 | 23,968 | 100,000 |
| TOTAL | \$ 92,451 | \$ 151,965 | \$ 44,204 | \$ 121,000 |

OFFICE OF RADIO COMMUNICATIONS

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ - | \$ 1,165 | \$ - | \$ 3,000 |
| MAINTENANCE CONTRACTS | 1,008,206 | 1,302,118 | 1,182,468 | 1,276,601 |
| MAINTENANCE UTILITY SYSTEMS | 24,500 | 25,301 | 32,236 | 100,000 |
| TOTAL | \$ 1,032,706 | \$ 1,328,584 | \$ 1,214,704 | \$ 1,379,601 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 6,452 | \$ 13,872 | \$ 7,086 | \$ 8,907 |
| CHARGES FROM LIGHT AND POWER | 12,000 | 6,000 | - | - |
| CHARGES FROM WATER | - | - | - | 25,000 |
| CHARGES FROM PRINTING | 360 | 468 | 406 | - |
| CHARGES FROM MOTOR VEHICLES | 568 | 4,302 | 3,540 | 3,055 |
| CHARGES FROM WATER - GIS PROJ | - | 7,929 | - | - |
| TOTAL | \$ 19,380 | \$ 32,571 | \$ 11,032 | \$ 36,962 |
| CAPITAL OUTLAY | | | | |
| AUTOMOBILES | \$ - | \$ 25,093 | \$ - | \$ - |
| OTHER EQUIPMENT | 140,061 | 39,360 | 26,034 | 147,301 |
| TRANSFER TO CAPITAL PROJECT | 181,418 | 157,266 | 18,471 | - |
| TOTAL | \$ 321,479 | \$ 221,719 | \$ 44,505 | \$ 147,301 |
| TOTAL DIVISION | \$ 1,866,501 | \$ 2,207,979 | \$ 1,845,612 | \$ 2,418,710 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALES & CHARGES FOR SERVICES | \$ 190,182 | \$ 203,586 | \$ 213,840 | \$ 205,410 |
| MISCELLANEOUS REVENUE | 41,161 | 45,708 | 37,220 | 20,000 |
| EXPENDITURE RECOVERIES | 1,424,572 | 1,645,602 | 1,660,593 | 1,968,551 |
| TOTAL DIVISION | \$ 1,655,915 | \$ 1,894,896 | \$ 1,911,653 | \$ 2,193,961 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 0 | 0 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Supervisor of Radio Services | 15.13 Hr. | 23.89 Hr. |
| 2 | 2 | 3 | | | |
| TECHNICIANS | | | | | |
| 5 | 4 | 5 | Radio Technician | 16.38 Hr. | 19.98 Hr. |
| 5 | 4 | 5 | | | |
| 7 | 6 | 8 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



DIVISION OF FISCAL CONTROL

DENNIS A. NICHOLS, COMMISSIONER

This division is responsible for the financial reporting of the divisions of Water, Water Pollution Control, Cleveland Public Power and Radio Communication. Utilities Fiscal Control is the financial arm of the Department of Public Utilities; therefore, it is a separate division with a separate budget that is funded by the Department of Public Utilities enterprise funds: Water, WPC and CPP. Our functions include but are not limited to monitoring, reporting and auditing the operational results of the divisions of the Department of Public Utilities.

Mission Statement

Provide accurate and timely financial services and information to meet our customers' needs and compliance requirements

OPERATING SUMMARY

(000'S OMITTED)

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------|-----------------|-----------|----|-----------------|-----------|----|-----------------|-----------|----|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Utilities Fiscal Control | \$ 2,981 | 44 | | \$ 3,196 | 44 | | \$ 4,064 | 48 | |
| | \$ 2,981 | 44 | | \$ 3,196 | 44 | | \$ 4,064 | 48 | |
| FUNDING SOURCE: | | | | | | | | | |
| Miscellaneous Revenue* | \$ 2,981 | 44 | | \$ 3,196 | 44 | | \$ 4,064 | 48 | |
| | \$ 2,981 | 44 | | \$ 3,196 | 44 | | \$ 4,064 | 48 | |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

PROGRAM NAME: CASH RECEIPTS AND REMITTANCE PROCESSING

OBJECTIVES: To process water, sewer and electricity customer payments and mail deposits receipts in 48 hours.

ACTIVITIES: Process all payments. Account for al activities in the Water and Cleveland Public Power billing systems. Prepare bank deposits and funds for delivery to the City of Cleveland Treasurer. Archive all payment information as required by law and regulations.



DIVISION OF FISCAL CONTROL

PROGRAM NAME: CASH SERVICES

OBJECTIVES: The Cashier Section is responsible for taking customer payments at the Carl B. Stokes Public Utilities Building at 1201 Lakeside Avenue each business day.

ACTIVITIES: Collect all over the counter payments. Balance all cash transactions at the end of each business day. Submit payment transactions to the Cash Receipts sections so customer payments are recorded in Water and Cleveland Public Power customer information systems respectively. Prepare the bank deposits of daily receipts.

PROGRAM NAME: GENERAL ACCOUNTING SECTION

OBJECTIVES: Compile financial reports in the Department of Public Utilities. Comply with all reporting requirements set by the State of Ohio and the Governmental Accounting Standards Board.

ACTIVITIES: Monitor all financial transactions. Account for all cash and currency as required by City of Cleveland Codified Ordinance. Verify that all cash and currency are remitted to the City of Cleveland Treasury. Perform all accounting functions. Prepare financial statements and operational reports for the divisions of Water, Water Pollution Control and Cleveland Public Power.

PROGRAM NAME: ACCOUNTS RECEIVABLE SECTION

OBJECTIVES: Review and audit all customer billing transactions and perform required accounting duties of the operating divisions.

ACTIVITIES: Audit customer refunds; process certified collections receipts; reconcile bank statements and process returned checks due to non-sufficient funds; Perform daily and monthly bank reconciliations. Prepare month end billing activity reports for Water, Sewer and Cleveland Public Power.

DIVISION OF FISCAL CONTROL

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 1,888,502 | \$ 1,911,291 | \$ 2,020,823 | \$ 2,254,094 |
| SEASONAL | 11,140 | - | - | - |
| LONGEVITY | 16,525 | 16,750 | 16,275 | 14,725 |
| WAGE SETTLEMENTS | 1,043 | - | - | - |
| SEPARATION PAYMENTS | 7,912 | 20,378 | 68,549 | 92,100 |
| OVERTIME | 129,699 | 189,213 | 172,364 | 120,138 |
| TOTAL | \$ 2,054,822 | \$ 2,137,633 | \$ 2,278,011 | \$ 2,481,057 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 240,630 | \$ 290,926 | \$ 310,469 | \$ 356,113 |
| DENTAL | 15,376 | 17,038 | 17,213 | 19,851 |
| VISION CARE | 2,716 | 2,882 | 2,940 | 3,003 |
| PERS | 273,101 | 291,484 | 309,401 | 360,181 |
| FICA-MEDICARE | 18,579 | 20,401 | 23,091 | 32,684 |
| WORKERS COMPENSATION | 3,990 | 42,572 | 58,422 | 58,339 |
| LIFE INSURANCE | 1,916 | 2,036 | 2,010 | 2,160 |
| UNEMPLOYMENT COMPENSATION | 2,909 | - | 9,230 | 11,284 |
| TOTAL | \$ 559,216 | \$ 667,338 | \$ 732,776 | \$ 843,615 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 1,234 | \$ 2,033 | \$ 336 | \$ 15,000 |
| TUITION & REGISTRATION FEES | 875 | 2,069 | 55 | 16,500 |
| MILEAGE (PRIV AUTO) TRNG PRPS | - | - | 140 | 1,000 |
| PROFESSIONAL DUES | 1,150 | 2,153 | 953 | 1,500 |
| TOTAL | \$ 3,258 | \$ 6,255 | \$ 1,484 | \$ 34,000 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 1,420 | \$ 6,500 | \$ 8,907 | \$ 75,000 |
| PARKING IN CITY FACILITIES | 557 | 830 | 1,320 | 1,320 |
| OTHER CONTRACTUAL | 5,868 | 4,500 | 300 | 2,000 |
| TOTAL | \$ 7,845 | \$ 11,830 | \$ 10,527 | \$ 78,320 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 6,940 | \$ 6,636 | \$ 7,066 | \$ 4,000 |
| COMPUTER HARDWARE | - | 2,396 | - | 4,000 |
| COMPUTER SOFTWARE | - | - | - | 3,000 |
| OFFICE FURNITURE & EQUIPMENT | 918 | 1,823 | - | 4,000 |
| OTHER SUPPLIES | 1,063 | 317 | 525 | - |
| JUST IN TIME OFFICE SUPPLIES | 14,415 | 11,542 | 9,618 | 12,000 |
| TOTAL | \$ 23,336 | \$ 22,714 | \$ 17,209 | \$ 27,000 |



DIVISION OF FISCAL CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 1,309 | \$ 718 | \$ 6,030 | \$ 12,000 |
| MAINTENANCE CONTRACTS | 36,581 | 35,446 | 41,368 | - |
| TOTAL | \$ 37,890 | \$ 36,165 | \$ 47,398 | \$ 12,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| INDIRECT COST | \$ 105,307 | \$ 87,331 | \$ 87,331 | \$ 97,951 |
| TOTAL | \$ 105,307 | \$ 87,331 | \$ 87,331 | \$ 97,951 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM PRINTING | \$ 13,880 | \$ 10,813 | \$ 21,740 | \$ 20,000 |
| TOTAL | \$ 13,880 | \$ 10,813 | \$ 21,740 | \$ 20,000 |
| CAPITAL OUTLAY | | | | |
| OFFICE EQUIPMENT | \$ - | \$ 945 | \$ - | \$ 10,000 |
| COMPUTER HARDWARE | - | - | - | 460,000 |
| TOTAL | \$ - | \$ 945 | \$ - | \$ 470,000 |
| TOTAL DIVISION | \$ 2,805,555 | \$ 2,981,023 | \$ 3,196,476 | \$ 4,063,946 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------|---------------------|---------------------|---------------------|---------------------|
| MISCELLANEOUS REVENUE | \$ 3,022,862 | \$ 3,480,341 | \$ 3,879,874 | \$ 3,590,529 |
| EXPENDITURE RECOVERIES | - | 18 | 5 | - |
| TOTAL DIVISION | \$ 3,022,862 | \$ 3,480,360 | \$ 3,879,879 | \$ 3,590,529 |



DIVISION OF FISCAL CONTROL

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 3 | 3 | 3 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Commissioner of Utilities Fiscal Control | 40,315 | 118,351 |
| 3 | 2 | 2 | Utilities Comptroller | 26,274 | 86,765 |
| 7 | 6 | 6 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 1 | 1 | 1 | General Manager of Administrative Services | 26,274 | 86,765 |
| 1 | 1 | 1 | Principal Cashier | 10.00 Hr. | 22.60 Hr. |
| 2 | 1 | 1 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 5 | 5 | 5 | Senior Cashier | 10.00 Hr. | 19.23 Hr. |
| 7 | 5 | 5 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 1 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 18 | 15 | 15 | | | |
| PROFESSIONALS | | | | | |
| 4 | 4 | 4 | Accountant I | 10.00 Hr. | 19.23 Hr. |
| 2 | 1 | 2 | Accountant II | 10.00 Hr. | 21.10 Hr. |
| 2 | 2 | 2 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 3 | 2 | 3 | Accountant IV | 20,800 | 57,689 |
| 4 | 4 | 4 | Accountant Supervisor | 23,647 | 70,426 |
| 2 | 2 | 2 | Auditor | 20,093 | 57,124 |
| 1 | 0 | 1 | Budget Analyst | 20,800 | 51,467 |
| 1 | 1 | 1 | Chief Auditor - Utilities | 23,647 | 82,125 |
| 1 | 1 | 1 | Project Director | 22,333 | 77,944 |
| 2 | 2 | 2 | Senior Internal Auditor | 23,647 | 65,066 |
| 1 | 0 | 1 | Unit Supervisor | 13.29 Hr. | 22.17 Hr. |
| 23 | 19 | 23 | | | |
| TECHNICIANS | | | | | |
| 4 | 4 | 4 | Senior Data Conversion Operator | 10.80 Hr. | 17.55 Hr. |
| 4 | 4 | 4 | | | |
| 52 | 44 | 48 | TOTAL FULL TIME | | |
| 1 | 0 | 0 | SEASONAL | | |
| 53 | 44 | 48 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF WATER**J. CHRISTOPHER NIELSON, COMMISSIONER**

The Division of Water (CWD) was created in 1853 and charged with the responsibility of collecting, treating, pumping and distributing potable water and providing related water service to customers within its service areas.

The Division of Water operates a major public water supply system, which services not only the City of Cleveland, but also approximately 76 suburban municipalities in Cuyahoga, Geauga, Lake, Medina, Portage, and Summit counties. The present service area covers about 680 square miles of which 593 square miles are for core services while 87 square miles are provisional emergency feed areas. CWD serves more than 1.55 million people. The City is empowered to establish rates and charges for the service provided by its Water Division, to acquire property and construct facilities to provide water services throughout the service area and to perform other necessary functions with respect to the operation and maintenance of the water works system. The Division of Water is a self-supporting regional utility.

The Division of Water draws raw water from four (4) intake tunnels in Lake Erie, chemically treats and disinfects the water, passes it through mixing and settling basins and then sand and gravel filters so that it becomes potable, and pumps it into reservoirs, storage towers, tanks and distribution lines. These services are provided to all of greater Cleveland, with approximately 50% of the water to industrial and commercial users, and the remaining 50% to residential users.

The Division of Water maintains and operates four (4) treatment plants, five (5) major pumping stations, eleven (11) secondary pumping stations, twenty-one (21) storage facilities, and about 5,200 miles of water mains in four (4) different pressure zones which are determined by elevation above the lake. The City of Cleveland has recognized that a viable public water supply system is essential to the social and economic growth of a metropolitan city. If the City and surrounding areas are to grow and contribute to the economic viability of the central core, it is necessary for the area to have an adequate, economical public water supply.

Mission Statement

CWD delivers a reliable supply of high quality water and customer services to promote public health and safety, economy, and quality of life of Greater Cleveland.



DIVISION OF WATER

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | | |
|-------------------------|-------------------|--------------|-----------|-------------------|--------------|-----------|-------------------|--------------|-----------|--|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | | |
| | | STAFF | FT | | PT | STAFF | | FT | PT | |
| PROGRAMS: | | | | | | | | | | |
| Water Operations | \$ 212,388 | 1,095 | 13 | \$ 237,040 | 1,099 | 11 | \$ 245,927 | 1,167 | 17 | |
| Capital | 28,093 | | | 11,811 | | | 19,316 | | | |
| | \$ 240,481 | 1,095 | 13 | \$ 248,851 | 1,099 | 11 | \$ 265,243 | 1,167 | 17 | |
| FUNDING SOURCE: | | | | | | | | | | |
| Self Generated Revenue* | \$ 240,481 | 1,095 | 13 | \$ 248,851 | 1,099 | 11 | \$ 265,243 | 1,167 | 17 | |
| | \$ 240,481 | 1,095 | 13 | \$ 248,851 | 1,099 | 11 | \$ 265,243 | 1,167 | 17 | |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

PROGRAM NAME: WATER OPERATIONS

OBJECTIVES: To provide potable water and related water services to customers in service areas.

ACTIVITIES: Collect, treat, pump and distribute potable water. Install and read meters to determine customer usage. Make service calls for system maintenance.

PROGRAM NAME: CAPITAL

OBJECTIVES: To upgrade and improve the water treatment and delivery system.

ACTIVITIES: Utilize engineering staff to design and undertake capital projects. Continue a multi-year, ongoing Capital Improvement Program to sustain aging infrastructure.

DIVISION OF WATER

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 49,063,900 | \$ 48,700,489 | \$ 51,235,417 | \$ 52,685,000 |
| CRAFTS | - | 548,897 | - | - |
| SEASONAL | 362,387 | 195,558 | 113,605 | - |
| MILITARY LEAVE | 952 | 2,964 | - | - |
| PART TIME PERMANENT | 81,353 | 96,580 | 99,815 | 133,208 |
| INJURY PAY | 53,443 | 29,514 | 14,002 | - |
| STUDENT TRAINEES | - | 17,690 | 74,446 | 71,270 |
| LONGEVITY | 532,300 | 533,050 | 536,525 | 563,100 |
| WAGE SETTLEMENTS | 11,308 | 1,038,122 | 39,495 | - |
| SEPARATION PAYMENTS | 344,331 | 339,497 | 451,022 | 400,000 |
| BONUS INCENTIVE | 55,500 | (7,500) | 500 | - |
| OVERTIME | 3,748,639 | 4,709,276 | 4,419,062 | 3,941,400 |
| TOTAL | \$ 54,254,115 | \$ 56,204,138 | \$ 56,983,889 | \$ 57,793,978 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 8,604,128 | \$ 9,365,754 | \$ 9,696,205 | \$ 10,706,232 |
| DENTAL | 564,029 | 552,527 | 542,754 | 597,736 |
| VISION CARE | 69,233 | 68,538 | 67,669 | 73,181 |
| PERS | 7,338,299 | 7,581,739 | 7,938,814 | 8,653,246 |
| FICA-MEDICARE | 576,916 | 611,212 | 636,244 | 675,412 |
| WORKERS COMPENSATION | 2,592,203 | 2,119,870 | 2,599,484 | 2,520,763 |
| LIFE INSURANCE | 49,995 | 49,575 | 49,238 | 51,570 |
| UNEMPLOYMENT COMPENSATION | 58,093 | 77,718 | 41,131 | 100,000 |
| CLOTHING ALLOWANCE | 227,251 | 228,340 | 221,477 | 233,745 |
| TOOL INSURANCE | 10,320 | 10,580 | 10,470 | 10,020 |
| CLOTHING MAINTENANCE | 115,465 | 112,905 | 114,495 | 121,080 |
| TOTAL | \$ 20,205,933 | \$ 20,778,759 | \$ 21,917,981 | \$ 23,742,985 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 66,254 | \$ 75,462 | \$ 58,256 | \$ 143,190 |
| TUITION & REGISTRATION FEES | 79,565 | 73,604 | 79,381 | 165,130 |
| OTHER TRAINING SUPPLIES | 4,958 | 5,996 | 20,252 | 12,950 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 76 | 2,833 | 2,118 | - |
| PROFESSIONAL DUES | 276,021 | 227,229 | 209,068 | 295,206 |
| TOTAL | \$ 426,873 | \$ 385,124 | \$ 369,075 | \$ 616,476 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 1,336,146 | \$ 604,775 | \$ 640,926 | \$ 1,000,000 |
| SEWER - OTHER | 1,162,598 | 1,429,632 | 1,305,894 | 1,638,600 |
| TELEPHONE | 329,010 | 906,826 | 1,548,120 | 1,300,000 |
| GAS | 1,377,612 | 1,070,954 | 1,459,838 | 1,800,000 |
| ELECTRICITY - CPP | 11,738,813 | 12,590,143 | 12,707,408 | 13,000,000 |
| ELECTRICITY - OTHER | 5,314,284 | 6,026,527 | 5,755,949 | 5,687,800 |
| STEAM | 44,586 | 36,642 | 46,836 | 45,320 |
| CONTRACUAL UTILITIES | - | 1,634 | - | - |
| TOTAL | \$ 21,303,049 | \$ 22,667,134 | \$ 23,464,971 | \$ 24,471,720 |

DIVISION OF WATER

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|---------------------|---------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 3,121,094 | \$ 4,526,196 | \$ 6,520,832 | \$ 6,012,640 |
| MILEAGE (PRIVATE AUTO) | 133 | 268 | 1,487 | 53,825 |
| ADVERTISING AND PUBLIC NOTICE | 154,369 | 159,142 | 137,177 | 175,925 |
| PARKING IN CITY FACILITIES | 8,543 | 8,493 | 4,755 | 8,850 |
| TAXES | 212,619 | 203,019 | 211,635 | 230,000 |
| PHOTOCOPY MACHINE RENTAL | 3,792 | - | - | - |
| EQUIPMENT RENTAL | 12,345 | 22,450 | 20,964 | 75,900 |
| OTHER CONTRACTUAL | 1,089,117 | 3,087,134 | 3,269,700 | 2,185,920 |
| COUNTY AUD & TREAS COLL FEE | 8,363 | 6,940 | 7,121 | 5,000 |
| STATE AUDITOR EXAMINATION | 19,389 | 39,017 | 47,924 | 90,000 |
| BANK SERVICE FEES | 82,512 | 74,308 | 75,634 | 15,000 |
| CREDIT CARD PROCESSING FEE | 62,757 | 82,566 | 107,080 | 100,000 |
| TOTAL | \$ 4,775,034 | \$ 8,209,530 | \$ 10,404,309 | \$ 8,953,060 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 7,678 | \$ 6,671 | \$ 18,864 | \$ 35,755 |
| POSTAGE | 1,321,866 | 1,428,096 | 1,651,997 | 1,710,500 |
| COMPUTER SUPPLIES | 19,506 | 26,873 | 39,789 | 27,665 |
| COMPUTER HARDWARE | 18,999 | 39,704 | 19,951 | 33,300 |
| COMPUTER SOFTWARE | 68,280 | 22,940 | 11,765 | 144,600 |
| FUEL | 1 | 105,351 | 59,000 | 222,245 |
| CHEMICAL | 4,479,247 | 4,834,420 | 5,850,000 | 4,947,750 |
| SALT & DE-ICER | 29,127 | 10,734 | 32,438 | 39,900 |
| CLOTHING | 6,771 | 6,600 | 1,800 | 22,340 |
| HARDWARE & SMALL TOOLS | 202,483 | 266,443 | 227,371 | 292,200 |
| SMALL EQUIPMENT | 77,285 | 81,101 | 131,801 | 114,950 |
| OFFICE FURNITURE & EQUIPMENT | 28,000 | 31,955 | 11,581 | 58,550 |
| ELECTRICAL SUPPLIES | 163,558 | 281,222 | 291,985 | 305,500 |
| HYGIENE AND CLEANING SUPP | 44,786 | 105,515 | 124,569 | 155,350 |
| MOTORS AND PUMPS | 35,804 | 19,319 | 28,670 | 59,375 |
| LABORATORY SUPPLIES | 250,227 | 200,288 | 121,000 | 137,200 |
| PAPER AND OTHER SUPPLIES | 102,244 | 82,645 | - | 15,325 |
| OTHER SUPPLIES | 70,648 | 64,899 | 64,850 | 103,720 |
| SAFETY EQUIPMENT | 289,481 | 255,078 | 316,144 | 330,000 |
| JUST IN TIME OFFICE SUPPLIES | 136,934 | 110,134 | 77,707 | 132,150 |
| BUILDING MAINTENANCE SUPP | 171,672 | 41,425 | 50,648 | 121,300 |
| CEMENT, SAND & GRAVEL | 1,462,001 | 1,551,191 | 1,870,880 | 1,882,500 |
| MISC MAINTENANCE SUPPLIES | 155,866 | 242,660 | 162,767 | 267,200 |
| TOTAL | \$ 9,142,462 | \$ 9,815,263 | \$ 11,165,577 | \$ 11,159,375 |



DIVISION OF WATER

EXPENDITURES - CONTINUED

| | 2006 | | 2007 | | 2008 | | 2009 |
|-----------------------------------|----------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|
| | Actual | | Actual | | Unaudited | | Budget |
| MAINTENANCE | | | | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 16,022 | \$ | 7,682 | \$ | 8,239 | \$ | 20,400 |
| MAINTENANCE CONTRACTS | 27,898 | | 60,419 | | 331,466 | | 284,965 |
| COMPUTER HARDWARE MAINT | 229,410 | | 1,091,385 | | 1,532,870 | | 682,820 |
| COMPUTER SOFTWARE MAINT | 585,375 | | 2,229,768 | | 1,112,135 | | 2,445,989 |
| MAINTENANCE MACHINERY | 221,744 | | 422,503 | | 264,700 | | 357,500 |
| MAINTENANCE VEHICLES | 12,850 | | 16,500 | | 10,000 | | 40,800 |
| MAINTENANCE UTILITY SYSTEMS | 8,570,110 | | 9,907,286 | | 12,831,238 | | 11,039,031 |
| MAINTENANCE MISC EQUIPMENT | 37,091 | | 160,824 | | 134,216 | | 116,400 |
| MAINTENANCE BUILDING | 363,738 | | 565,593 | | 479,285 | | 633,500 |
| TOTAL | \$ 10,064,238 | \$ | 14,461,960 | \$ | 16,704,149 | \$ | 15,621,405 |
| CLAIMS, REFUNDS AND MISC. | | | | | | | |
| COURT COSTS | \$ - | \$ | 906 | \$ | 749 | \$ | 1,300 |
| JUDGMENTS, DAMAGES, & CLAIMS | 200,599 | | 183,170 | | 159,754 | | 200,000 |
| OTHER REFUNDS & ADJUSTMENTS | - | | 237 | | 397 | | 5,000 |
| INDIRECT COST | 4,031,622 | | 2,855,888 | | 2,855,888 | | 2,735,227 |
| TOTAL | \$ 4,232,221 | \$ | 3,040,201 | \$ | 3,016,788 | \$ | 2,941,527 |
| INTER-DEPARTMENTAL CHARGES | | | | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 987,556 | \$ | 1,579,790 | \$ | 789,379 | \$ | 1,159,994 |
| CHARGES FROM UTILITIES ADMIN | 780,000 | | 865,100 | | 921,113 | | 962,633 |
| CHARGES FROM FISCAL CONTROL | 2,200,000 | | 2,419,053 | | 2,713,959 | | 2,523,850 |
| CHARGES FROM RADIO SYSTEM | 147,943 | | 187,607 | | 199,172 | | 223,359 |
| CHARGES FROM LIGHT AND POWER | 68,052 | | - | | 94,902 | | - |
| CHARGES FROM WATER POLL | 159,529 | | 63,880 | | 181,055 | | 100,000 |
| CHARGES FROM PRINTING | 295,205 | | 282,412 | | 387,817 | | 400,000 |
| CHARGES FROM MOTOR VEHICLES | 2,466,279 | | 2,639,342 | | 3,063,705 | | 2,644,078 |
| CHARGES FROM STREET MAINT | 800,538 | | 890,497 | | 713,044 | | 1,500,000 |
| CHARGES FROM TRAFFIC ENG | 13,750 | | 4,050 | | - | | - |
| CHARGES FROM WASTE | 123,348 | | 109,540 | | 55,204 | | 134,500 |
| TOTAL | \$ 8,042,198 | \$ | 9,041,272 | \$ | 9,119,350 | \$ | 9,648,414 |
| INTERFUND SUBSIDIES | | | | | | | |
| TRANSFER TO OTHER SUBCLASSES | \$ 12,417,350 | \$ | 12,965,950 | \$ | 9,959,138 | \$ | - |
| TOTAL | \$ 12,417,350 | \$ | 12,965,950 | \$ | 9,959,138 | \$ | - |

DIVISION OF WATER

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| CAPITAL OUTLAY | | | | |
| INFRASTRUCTURE | \$ - | \$ - | \$ - | 7,600,000 |
| PROFESSIONAL SERVICES | - | - | - | 3,600,000 |
| BUILDING BETTERMENTS | - | - | - | 4,800,000 |
| COMPUTER HARDWARE | - | - | - | 1,057,510 |
| COMPUTER SOFTWARE | 11,960 | - | - | 305,000 |
| MOTORIZED EQUIPMENT | - | - | - | 169,000 |
| AUTOMOBILES | - | - | - | 138,050 |
| TRUCKS | - | - | - | 1,520,050 |
| MACHINERY TOOLS INSTRUMENTS | - | - | - | 56,800 |
| OTHER EQUIPMENT | - | - | - | 70,000 |
| TRANSFER TO WATER CAP PROJECT | 32,971,088 | 28,093,018 | 11,810,558 | - |
| TOTAL | \$ 32,983,048 | \$ 28,093,018 | \$ 11,810,558 | \$ 19,316,410 |
| DEBT SERVICE | | | | |
| TRANSFER TO OTHER SUBFUNDS | \$ - | \$ 2,964,984 | \$ 100,000 | \$ - |
| ENTERPRISE DEBT SERVICE - PRIN | 19,927,097 | 23,042,960 | 32,279,662 | 50,556,040 |
| ENTERPRISE DEBT SERVICE - INT | 37,235,035 | 28,140,064 | 40,866,151 | 39,821,943 |
| PROFESSIONAL SERV - DEBT SERV | 561,296 | 668,667 | 689,346 | 600,000 |
| TOTAL | \$ 57,723,427 | \$ 54,816,676 | \$ 73,935,159 | \$ 90,977,983 |
| EXPENDITURE RECOVERY | | | | |
| EXPENDITURE RECOVERY | \$ 5,406 | \$ 2,314 | \$ - | \$ - |
| TOTAL | \$ 5,406 | \$ 2,314 | \$ - | \$ - |
| TOTAL DIVISION | \$ 235,575,353 | \$ 240,481,337 | \$ 248,850,944 | \$ 265,243,333 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| SALES & CHARGES FOR SERVICES | \$ 209,119,374 | \$ 229,938,491 | \$ 233,544,210 | \$ 239,156,000 |
| MISCELLANEOUS REVENUES | 13,663,723 | 16,598,351 | 10,885,332 | 18,516,000 |
| TRANSFERS IN | 9,988 | 11,339,975 | 109,048 | - |
| EXPENDITURE RECOVERIES | 7,070 | 21,271 | 92,936 | - |
| TOTAL DIVISION | \$ 222,800,155 | \$ 257,898,087 | \$ 244,631,526 | \$ 257,672,000 |

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 12 | 12 | 13 | Administrative Manager | 27,194 | 86,765 |
| 17 | 16 | 18 | Assistant Administrator | 20,800 | 62,253 |
| 3 | 2 | 2 | Assistant Chief of Water Distribution | 23,647 | 84,144 |
| 7 | 7 | 7 | Assistant Commissioner of Water | 27,326 | 118,693 |
| 1 | 1 | 1 | Commissioner of Water | 45,201 | 167,171 |
| 2 | 0 | 1 | Deputy Commissioner of Water | 30,215 | 125,936 |
| 6 | 7 | 7 | Superintendent of Distribution | 20,800 | 72,441 |
| 48 | 45 | 49 | | | |
| OFFICE & CLERICAL | | | | | |
| 8 | 8 | 8 | Chief Clerk | 22,050 | 46,165 |
| 85 | 85 | 73 | Customer Service Representative | 10.03 Hr. | 16.82 Hr. |
| 2 | 2 | 2 | Data Control Clerk | 10.00 Hr. | 16.17 Hr. |
| 4 | 4 | 4 | General Manager of Administrative Services | 26,274 | 86,765 |
| 1 | 1 | 1 | General Storekeeper | 10.00 Hr. | 23.76 Hr. |
| 3 | 3 | 3 | Head Storekeeper | 10.00 Hr. | 21.95 Hr. |
| 3 | 2 | 2 | Office Manager | 20,800 | 48,223 |
| 14 | 12 | 12 | Personnel Assistant | 20,800 | 46,057 |
| 23 | 24 | 25 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 4 | 2 | 3 | Secretary | 10.00 Hr. | 16.83 Hr. |
| 17 | 12 | 13 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 14 | 7 | 9 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 2 | 2 | 2 | Warehouse Inventory Manager | 22,333 | 77,944 |
| 180 | 164 | 157 | | | |
| PROFESSIONALS | | | | | |
| 28 | 18 | 21 | Administrative Officer | 20,800 | 51,437 |
| 1 | 0 | 0 | Assistant Chief of Purification | 23,333 | 61,755 |
| 1 | 1 | 1 | Assistant Contract Compliance Officer | 20,093 | 55,191 |
| 4 | 5 | 4 | Assistant Director of Law I (s) | 26,250 | 83,586 |
| 6 | 6 | 6 | Assistant Manager-App. Dev. & Tech. Support | 46,225 | 121,190 |
| 3 | 0 | 0 | Assistant Personnel Administrator | 20,800 | 54,164 |
| 1 | 1 | 1 | Assistant Superintendent of Distribution | 14.77 Hr. | 24.77 Hr. |
| 8 | 8 | 9 | Associate Engineer | 17.83 Hr. | 27.20 Hr. |
| 1 | 1 | 1 | Budget Analyst | 20,800 | 51,467 |
| 1 | 0 | 1 | Chief Legal Investigator-Civil | 23,647 | 65,066 |
| 1 | 1 | 1 | Chief of Laboratories | 23,647 | 78,013 |
| 2 | 2 | 2 | Chief of Purification | 23,647 | 84,144 |
| 6 | 6 | 6 | Chief Systems Analyst | 27,326 | 94,971 |
| 1 | 0 | 0 | Chief Training Officer | 26,274 | 68,745 |
| 1 | 1 | 1 | Claims Examiner | 10.00 Hr. | 22.20 Hr. |
| 13 | 11 | 12 | Consulting Engineer | 36,000 | 92,225 |
| 3 | 2 | 3 | Database Administrator | 39,937 | 106,594 |
| 3 | 1 | 1 | Database Coordinator | 30,214 | 78,756 |
| 6 | 6 | 6 | Deputy Project Director | 20,093 | 61,006 |

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| 1 | 1 | 1 | Desktop Publishing Specialist | 20,231 | 56,423 |
| 1 | 1 | 2 | Engineer | 22.78 hr. | 33.12 Hr. |
| 1 | 1 | 1 | Engineer of Hydraulic Surveys | 18.59 Hr. | 27.60 Hr. |
| 1 | 0 | 1 | Environmental Programs Manager | 45,000 | 84,700 |
| 1 | 0 | 0 | Grant Administrator | 22,333 | 72,986 |
| 1 | 2 | 2 | Information Systems Coordinator | 24,974 | 75,234 |
| 3 | 3 | 2 | Manager of General Maintenance | 23,647 | 75,806 |
| 1 | 0 | 0 | Manager of Recruitment | 27,326 | 87,665 |
| 1 | 0 | 1 | Network Data Center Operations Manager | 55,000 | 93,687 |
| 5 | 7 | 6 | Project Coordinator | 27,326 | 87,665 |
| 23 | 21 | 23 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Project Leader Applications | 30,215 | 86,559 |
| 1 | 1 | 1 | Regulatory Compliance Manager | 50,000 | 94,971 |
| 1 | 0 | 1 | Safety Programs Manager | 45,000 | 84,700 |
| 3 | 1 | 2 | Safety Programs Officer I | 25,000 | 64,298 |
| 1 | 1 | 2 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 6 | 6 | 6 | Senior Personnel Assistant | 20,800 | 48,702 |
| 1 | 1 | 1 | Senior Programmer Analyst | 23,647 | 67,345 |
| 7 | 4 | 5 | Senior Systems Analyst | 20,800 | 79,299 |
| 1 | 1 | 1 | Software Analyst | 30,215 | 86,559 |
| 1 | 1 | 1 | Supervisor Applications Development | 39,937 | 84,454 |
| 1 | 0 | 1 | Supervisor Hardware Evaluation | 30,215 | 86,559 |
| 11 | 9 | 10 | Systems Analyst | 20,800 | 60,011 |
| 12 | 11 | 11 | Unit Supervisor | 13.29 Hr. | 22.17 Hr. |
| 1 | 1 | 1 | Water Business Plan Assistant Manager | 22,333 | 77,944 |
| 1 | 1 | 1 | Water Business Plan Manager | 27,326 | 87,665 |
| 5 | 5 | 5 | Water Plant Manager | 23,647 | 94,731 |
| 183 | 150 | 165 | | | |
| | | | PROTECTIVE SERVICE | | |
| 6 | 5 | 5 | Assistant Security Manager | 20,800 | 61,755 |
| 6 | 0 | 0 | Guard | 10.00 Hr. | 16.55 Hr. |
| 2 | 2 | 2 | Security Manager | 23,647 | 88,044 |
| 45 | 52 | 58 | Security Officer | 10.80 Hr. | 19.12 Hr. |
| 59 | 59 | 65 | | | |

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| SKILLED CRAFT | | | | | |
| 2 | 2 | 2 | Asbestos Worker | 35.76 Hr. | 44.70 Hr. |
| 2 | 2 | 2 | Bricklayer | 30.62 Hr. | 38.27 Hr. |
| 1 | 1 | 1 | Bricklayer Foreman | 31.87 Hr. | 39.27 Hr. |
| 1 | 1 | 1 | Bricklayer Helper | 22.60 Hr. | 33.90 Hr. |
| 3 | 3 | 3 | Carpenter | 30.60 Hr. | 38.25 Hr. |
| 1 | 1 | 1 | Carpenter Unit Leader | 31.85 Hr. | 39.50 Hr. |
| 9 | 8 | 7 | Cement Finisher | 30.85 Hr. | 38.56 Hr. |
| 2 | 2 | 2 | Cement Finisher Unit Leader | 32.10 Hr. | 39.31 Hr. |
| 2 | 2 | 3 | Chief Building Stationary Engineer | 12.37 Hr. | 19.81 Hr. |
| 17 | 16 | 16 | Const. Equip Operator Group A | 27.42 Hr. | 35.34 Hr. |
| 17 | 14 | 16 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 1 | 1 | 1 | Electrical Worker Foreman | 38.50 Hr. | 46.56 Hr. |
| 2 | 1 | 1 | Ironworker | 35.17 Hr. | 43.96 Hr. |
| 8 | 8 | 8 | Machinist Unit Leader | 14.28 Hr. | 24.28 Hr. |
| 8 | 5 | 6 | Painter | 30.21 Hr. | 37.76 Hr. |
| 1 | 1 | 1 | Painter Foreman | 31.46 Hr. | 39.33 Hr. |
| 3 | 3 | 3 | Pipefitter | 36.62 Hr. | 45.77 Hr. |
| 5 | 5 | 5 | Plumber | 36.76 Hr. | 45.95 Hr. |
| 1 | 1 | 1 | Plumber Foreman | 38.01 Hr. | 46.95 Hr. |
| 4 | 4 | 4 | Sheet Metal Worker | 35.31 Hr. | 44.14 Hr. |
| 1 | 1 | 1 | Sheet Metal Worker Foreman | 36.56 Hr. | 45.64 Hr. |
| 1 | 1 | 1 | Sign Painter | 23.23 Hr. | 31.04 Hr. |
| 92 | 83 | 86 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 17 | 16 | 17 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 3 | 3 | 3 | Custodial Worker Supervisor | 17.34 Hr. | 19.73 Hr. |
| 0 | 3 | 4 | Ground Maintenance Man | 14.75 Hr. | 17.09 Hr. |
| 10 | 9 | 10 | Labor Foreman | 18.71 Hr. | 21.12 Hr. |
| 22 | 22 | 21 | Machinist | 15.83 Hr. | 21.43 Hr. |
| 15 | 14 | 16 | Machinist Helper | 13.72 Hr. | 18.11 Hr. |
| 1 | 0 | 0 | Manager of Public Utilities-Building Maintenance | 20,800 | 78,013 |
| 71 | 62 | 66 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 1 | 1 | 1 | Small Equipment Repair Worker | 12.26 Hr. | 19.05 Hr. |
| 28 | 29 | 30 | Truck Driver | 12.50 Hr. | 18.11 Hr. |
| 13 | 12 | 13 | Water Hydraulic Repairman | 14.99 Hr. | 18.34 Hr. |
| 1 | 1 | 1 | Water Hydraulic Supervisor | 15.96 Hr. | 23.58 Hr. |
| 6 | 5 | 6 | Water Hydraulic Unit Leader | 14.09 Hr. | 20.86 Hr. |
| 3 | 4 | 4 | Water Meter Dept. Supervisor | 15.96 Hr. | 23.58 Hr. |
| 15 | 7 | 8 | Water Meter Dept. Unit Leader | 14.09 Hr. | 20.86 Hr. |
| 56 | 51 | 55 | Water Meter Repairman | 14.99 Hr. | 18.34 Hr. |
| 14 | 12 | 13 | Water Pipe Repair Supervisor | 15.97 Hr. | 24.46 Hr. |
| 38 | 33 | 33 | Water Pipe Repair Unit Leader | 14.09 Hr. | 21.24 Hr. |
| 102 | 90 | 98 | Water Pipe Repairman | 13.58 Hr. | 20.18 Hr. |
| 19 | 16 | 19 | Water System Construction Inspector | 15.67 Hr. | 22.92 Hr. |
| 435 | 390 | 418 | | | |

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | TECHNICIAN | | |
| 5 | 5 | 5 | Accident & Safety Inspector | | |
| 15 | 15 | 15 | Assistant Water Plant Manager | 10.00 Hr. | 32.15 Hr. |
| 3 | 5 | 5 | Chemist | 10.00 Hr. | 25.56 Hr. |
| 5 | 5 | 5 | Chief Miscellaneous Investigator | 10.00 Hr. | 22.20 Hr. |
| 4 | 0 | 0 | Chief of Water Distribution | 26,274 | 89,158 |
| 2 | 2 | 2 | Chief Radio Dispatcher | 39,788 | 46,494 |
| 1 | 1 | 1 | Citizens Information Representative | 10.00 Hr. | 18.36 Hr. |
| 3 | 3 | 3 | Computer Operator | 10.00 Hr. | 22.20 Hr. |
| 3 | 3 | 3 | Data Processing Supervisor | 20,800 | 58,396 |
| 3 | 3 | 3 | Hazardous Materials Specialist | 21.63 Hr. | 31.08 Hr. |
| 1 | 1 | 1 | Help Desk Analyst | 12.02 Hr. | 24.11 Hr. |
| 1 | 0 | 0 | Instrumentation Technician I | 16.87 Hr. | 20.66 Hr. |
| 3 | 1 | 4 | Instrumentation Technician II | 18.83 Hr. | 22.76 Hr. |
| 0 | 0 | 1 | IT Program Manager | 20,800 | 58,944 |
| 1 | 0 | 1 | IT Security Officer | 10.80 Hr. | 19.12 Hr. |
| 3 | 3 | 3 | Laboratory Assistant | 10.00 Hr. | 18.36 Hr. |
| 51 | 40 | 50 | Meter Reader | 12.82 Hr. | 18.34 Hr. |
| 5 | 5 | 5 | Meter Reader Supervisor | 14.47 Hr. | 22.14 Hr. |
| 12 | 10 | 10 | Miscellaneous Investigator | 10.00 Hr. | 17.73 Hr. |
| 3 | 2 | 2 | Network Analyst I | 14.52 Hr. | 33.58 Hr. |
| 1 | 1 | 1 | Network Analyst II | 30,214 | 87,630 |
| 1 | 0 | 0 | Program Manager | 30,214 | 81,194 |
| 11 | 14 | 14 | Radio Dispatcher | 17.33 Hr. | 19.98 Hr. |
| 5 | 2 | 3 | Senior Chemist | 10.00 Hr. | 22.20 Hr. |
| 1 | 1 | 1 | Senior Computer Operator | 10.00 Hr. | 26.07 Hr. |
| 11 | 11 | 11 | Senior Draftsman | 10.00 Hr. | 18.86 Hr. |
| 1 | 1 | 1 | Supervisor of Systems and Technical Support | 55,000 | 83,586 |
| 2 | 2 | 2 | Telecommunications Analyst I | 14.53 Hr. | 40.40 Hr. |
| 1 | 1 | 1 | Telecommunications Technician | 29.40 Hr. | 30.50 Hr. |
| 40 | 36 | 39 | Water Plant Operator I | 15.70 Hr. | 20.28 Hr. |
| 37 | 34 | 34 | Water Plant Operator II | 17.73 Hr. | 21.72 Hr. |
| 1 | 1 | 1 | Water System Construction Inspector Supervisor | 20,800 | 60,738 |
| 236 | 208 | 227 | | | |
| 1,233 | 1,099 | 1,167 | TOTAL FULL TIME | | |
| 4 | 3 | 3 | TOTAL PART TIME | | |
| 9 | 3 | 0 | TOTAL SEASONAL | | |
| 19 | 5 | 14 | TOTAL STUDENT ASSISTANT | | |
| 32 | 11 | 17 | | | |
| 1,265 | 1,110 | 1,184 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF WATER POLLUTION CONTROL**OLLIE SHAW, COMMISSIONER**

The Division of Water Pollution Control serves a significant portion of the entire metropolitan area; managing the sanitary sewage, stormwater drainage, and combined collections systems. The Division is responsible for the network of sewers conveying sanitary sewage and industrial waste in the City of Cleveland from their point of origin to an interceptor sewer or treatment facility for processing. The Division maintains, cleans, repairs and improves sewers and their appurtenances, including catch basins, relining and relaying of sewer connections.

Water Pollution Control is responsible for cleaning and maintaining a network of approximately 126,000 catch basins and adjoining laterals. Utilizing specialized equipment and trained personnel, the division services an average of 12,000 catch basins per year. The Division is also charged with managing and supervising the elimination, control or regulation of any matter relating to pollution of water courses within the City limits. The Division has established a preventive maintenance program in known flooding areas to eliminate potential street and basement flooding problems before they occur.

The Division is also responsible for the maintenance of 18 lift stations. To further enhance pump station maintenance, the division installed a Supervisory Control and Data Acquisition (SCADA) system to monitor the stations from our main facility. The system monitors the operations of the pump stations twenty-four hours a day and provides immediate notification of pump station problems. The installation of this system has reduced the manpower needed to check lift stations daily, thereby enabling us to spend more time performing preventive maintenance. This effort was critical to our desire to minimize the potential for discharges to the environment.

Water Pollution Control successfully completed the implementation of ELLIPSE; the division's new integrated Work Management System. The new integrated system uses a relational database which allows different entities to operate within one application. The system provides the Division of Water Pollution Control with the ability to monitor accountability within the selected units of the division's business processes from beginning to end. The process allows the division to monitor labor costs, material/equipment usage and cost, provide total expenditure reports on any particular work assignment, at any given time.

The Division plans to continue its test tee installation program, which is an improved level of service. Water Pollution Control has expanded services by extending our regular business days and hours, and we have continued the upgrading of our service equipment to insure that we have the resources to address sewer concerns. This has allowed Water Pollution Control to further enhance its pro-active maintenance program. The Division continues to review core business practices to identify ways of gaining greater efficiency. This is consistent with our continuous improvement management philosophy.

Mission Statement

Provide services that sustain the free-flow of surface water through cleaning and maintaining a network of sewers and sewer connections.



DIVISION OF WATER POLLUTION CONTROL

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|------------------------------------|------------------|------------|-------|------------------|------------|-------|------------------|------------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| STAFF | | PT | STAFF | | PT | STAFF | | PT | |
| PROGRAMS: | | | | | | | | | |
| Water Pollution Control Operations | \$ 17,914 | 146 | | \$ 17,838 | 146 | | \$ 18,509 | 161 | 2 |
| Capital | 6,402 | | | 4,588 | | | 7,047 | | |
| | \$ 24,316 | 146 | | \$ 22,426 | 146 | | \$ 25,556 | 161 | 2 |
| FUNDING SOURCE: | | | | | | | | | |
| Self Generated Revenue* | \$ 24,316 | 146 | | \$ 22,426 | 146 | | \$ 25,556 | 161 | 2 |
| | \$ 24,316 | 146 | | \$ 22,426 | 146 | | \$ 25,556 | 161 | 2 |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

PROGRAM NAME: MAINTENANCE OPERATIONS

OBJECTIVES: Maintain the free-flow of sanitary and clear water through elimination of potential blockages and conditions that could result in loss of service, personal injury or property damage.

ACTIVITIES: Remove debris in right of ways and flush potential blockages. Clean catch basins, main sewers, house connections, and other appurtenances of the system. Repair damaged main sewers, catch basins, manholes and connections within the limits of the pavement. Repair, maintain and replace sewer pump stations. Conduct preventive maintenance in known flooding areas through personal or remote televised inspections.

PROGRAM NAME: CAPITAL

OBJECTIVES: Maintain and improve the main sewers, pump stations, connections and appurtenances.

ACTIVITIES: Purchase and repair motorized equipment related to preservation of the sewer system. Construct new storm water storage facilities, relief sewers, replacement sewers and pump stations.

PROGRAM NAME: PERMITS AND INSPECTION

OBJECTIVES: To address customer concerns relative to street and basement flooding; maintain accurate sewer records and verify that construction of sewer connections meet the standards of the division.

ACTIVITIES: Respond to flooding complaints. Inspect construction of sewers. Identify, measure and record the location of new and existing lateral connections. Respond to Ohio Utilities Protection Service (OUPS) utility line marking requests.



DIVISION OF WATER POLLUTION CONTROL

PROGRAM NAME: MARKETING

OBJECTIVES: To provide Public Education and Community Participation.

ACTIVITIES: Work with various groups and organizations, school systems, environmental fairs and other media events to educate the public on important issues regarding services we provide to the public, environmental issues impacting the use of the sewer system such as, the Stormwater Phase II regulations.

PROGRAM NAME: WATER POLLUTION CONTROL TEST TEE PROGRAM

OBJECTIVES: To provide an improved level of service to our customers by determining if a problem exists in the City's portion of the sewer connection or the customers, without cost to the customer.

ACTIVITIES: Investigate sewer connections from existing test tee to the main sewer. If none exist, install a test tee in the treelawn and investigate sewer connections from new test tee excavation to the main sewer. Maintain annual contracts for installation and investigation of sewer connections.

DIVISION OF WATER POLLUTION CONTROL

EXPENDITURES

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 6,087,653 | \$ 6,101,023 | \$ 6,840,713 | \$ 7,278,491 |
| CRAFTS | - | 119,599 | - | - |
| SEASONAL | 3,820 | 5,542 | 8,026 | 34,964 |
| INJURY PAY | 39,817 | 11,306 | - | - |
| LONGEVITY | 56,750 | 58,300 | 63,175 | 61,100 |
| WAGE SETTLEMENTS | 300 | 143,140 | 8,027 | - |
| SEPARATION PAYMENTS | 5,234 | 9,444 | 126,689 | 128,222 |
| BONUS INCENTIVE | 1,000 | - | - | - |
| OVERTIME | 137,277 | 210,762 | 149,767 | 200,000 |
| TOTAL | \$ 6,331,852 | \$ 6,659,117 | \$ 7,196,397 | \$ 7,702,777 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 1,079,261 | \$ 1,191,418 | \$ 1,296,045 | \$ 1,363,245 |
| DENTAL | 70,707 | 70,217 | 72,546 | 87,222 |
| VISION CARE | 9,529 | 9,373 | 9,634 | 10,973 |
| PERS | 863,580 | 892,193 | 986,197 | 1,142,010 |
| FICA-MEDICARE | 74,405 | 76,354 | 86,027 | 106,045 |
| WORKERS COMPENSATION | 630,436 | 457,360 | 515,449 | 544,495 |
| LIFE INSURANCE | 6,653 | 6,518 | 6,746 | 7,245 |
| UNEMPLOYMENT COMPENSATION | 12,220 | 10,752 | 23,906 | 22,568 |
| CLOTHING ALLOWANCE | 20,620 | 21,939 | 21,965 | 21,030 |
| TOOL INSURANCE | 1,580 | 2,100 | 1,990 | 1,960 |
| CLOTHING MAINTENANCE | 18,315 | 18,290 | 19,215 | 20,450 |
| TOTAL | \$ 2,787,305 | \$ 2,756,515 | \$ 3,039,720 | \$ 3,327,243 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 9,658 | \$ 10,332 | \$ 12,272 | \$ 12,000 |
| TUITION & REGISTRATION FEES | 5,785 | 8,067 | 10,579 | 12,000 |
| OTHER TRAINING SUPPLIES | - | - | 4,997 | 5,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | 106 | - | 84 | 1,500 |
| PROFESSIONAL DUES | 16,813 | 11,044 | 18,690 | 12,000 |
| TOTAL | \$ 32,363 | \$ 29,443 | \$ 46,622 | \$ 42,500 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ - | \$ - | \$ 11,180 | \$ 178,054 |
| SEWER - OTHER | 13,103 | 7,507 | 5,641 | 8,000 |
| WATER | 6,782 | 6,521 | 2,894 | 8,000 |
| GAS | 165,814 | 166,278 | 128,651 | - |
| ELECTRICITY - CPP | 200,652 | 213,151 | 194,226 | 215,280 |
| ELECTRICITY - OTHER | 67,854 | 81,994 | 98,841 | 104,000 |
| TOTAL | \$ 454,205 | \$ 475,451 | \$ 441,433 | \$ 513,334 |

DIVISION OF WATER POLLUTION CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 526,859 | \$ 416,743 | \$ 524,380 | \$ 275,000 |
| MILEAGE (PRIVATE AUTO) | - | - | - | 500 |
| ADVERTISING AND NOTICE | 54,325 | 44,296 | 33,319 | 50,000 |
| PROGRAM PROMOTION | - | 16,588 | 55,625 | 25,000 |
| PARKING IN CITY FACILITIES | 1,875 | 1,808 | 1,575 | 2,000 |
| PROPERTY RENTAL | 15 | 5 | 5 | 500 |
| PHOTOCOPY MACHINE RENTAL | 1,260 | - | - | - |
| EQUIPMENT RENTAL | 2,985 | 1,950 | 1,000 | 10,000 |
| OTHER CONTRACTUAL | 50,437 | 51,964 | 46,899 | 30,000 |
| STATE AUDITOR EXAMINATION | 8,261 | 12,641 | 13,140 | 20,000 |
| BANK SERVICE FEES | 28,595 | 18,738 | 18,305 | 15,000 |
| CREDIT CARD PROCESSING FEE | - | - | 1,023 | 500 |
| TOTAL | \$ 674,612 | \$ 564,732 | \$ 695,271 | \$ 428,500 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 2,009 | \$ 1,413 | - | \$ 5,000 |
| COMPUTER SUPPLIES | 4,061 | 5,482 | 3,533 | 5,000 |
| COMPUTER HARDWARE | 2,169 | 7,990 | 7,346 | 5,000 |
| COMPUTER SOFTWARE | 3,052 | 700 | 4,369 | 5,000 |
| SALT & DE-ICER | - | 353 | - | 1,000 |
| CLOTHING | 16,661 | 24,614 | 23,097 | 30,000 |
| HARDWARE AND SMALL TOOLS | 13,583 | 6,087 | 12,206 | 20,000 |
| SMALL EQUIPMENT | 8,012 | 11,614 | 11,423 | 20,000 |
| OFFICE AND FURNITURE EQUIP | 7,023 | 5,937 | 196 | 10,000 |
| HYGIENE AND CLEANING SUPP | 8,822 | 11,125 | 8,843 | 10,000 |
| MEDICAL SUPPLIES | 1,969 | - | 500 | 2,500 |
| OTHER SUPPLIES | 23,765 | 24,457 | 19,650 | 25,000 |
| SAFETY EQUIPMENT | 72,052 | 51,909 | 12,843 | 30,000 |
| JUST IN TIME OFFICE SUPPLIES | 7,205 | 6,280 | 5,335 | 10,000 |
| BUILDING MAINTENANCE SUPP | 144,391 | 155,440 | 87,429 | 120,000 |
| MISC MAINTENANCE SUPPLIES | - | - | 3,000 | 5,000 |
| TOTAL | \$ 314,772 | \$ 313,400 | \$ 199,770 | \$ 303,500 |
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 11,612 | \$ 15,562 | \$ 16,624 | \$ 10,000 |
| MAINTENANCE MACHINERY | 7,715 | 10,248 | 2,418 | 15,000 |
| MAINTENANCE VEHICLES | 317,170 | 429,240 | 361,724 | 200,000 |
| CAR WASHES | - | 500 | - | - |
| MAINTENANCE UTILITY SYSTEMS | 1,145,932 | 1,596,082 | 1,017,508 | 1,000,000 |
| MAINTENANCE MISC EQUIP | 4,000 | 2,000 | - | 5,000 |
| TIRE REPAIR ROAD SERVICE | - | - | 66 | - |
| TOTAL | \$ 1,486,430 | \$ 2,053,632 | \$ 1,398,340 | \$ 1,230,000 |

DIVISION OF WATER POLLUTION CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES & CLAIMS | \$ 42,410 | \$ 10,657 | \$ 26,054 | \$ 50,000 |
| OTHER REFUNDS & ADJUSTMENTS | - | 1,050 | - | 1,000 |
| INDIRECT COST | 601,164 | 457,928 | 457,928 | 474,962 |
| TOTAL | \$ 643,574 | \$ 469,635 | \$ 483,982 | \$ 525,962 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM TELEPHONE EXCH | \$ 39,405 | \$ 61,101 | \$ 58,687 | \$ 62,028 |
| CHARGES FROM UTILITIES ADMIN | 70,076 | 117,730 | 131,587 | 131,587 |
| CHARGES FROM FISCAL CONTROL | 346,754 | 345,579 | 345,579 | 345,579 |
| CHARGES FROM RADIO SYSTEM | 30,264 | 33,913 | 47,813 | 55,676 |
| CHARGES FROM WATER | 2,698,229 | 2,552,597 | 2,636,278 | 2,500,000 |
| CHARGES FROM PRINTING | 21,954 | 24,845 | 28,829 | 30,000 |
| CHARGES FROM MOTOR VEHICLES | 457,346 | 480,485 | 583,892 | 503,918 |
| CHARGES FROM STREET MAINT | 222,643 | 178,412 | 186,086 | 150,000 |
| CHARGES FROM TRAFFIC ENG | 1,250 | - | - | 2,000 |
| CHARGES FROM WASTE | 2,486 | 3,275 | 2,019 | 2,500 |
| CHARGES FROM WATER - GIS PROJ | 85,474 | 187,542 | - | - |
| TOTAL | \$ 3,975,881 | \$ 3,985,479 | \$ 4,020,770 | \$ 3,783,288 |
| CAPITAL OUTLAY | | | | |
| INFRASTRUCTURE | \$ - | \$ - | \$ 200,000 | \$ - |
| OFFICE EQUIPMENT | - | - | - | 20,000 |
| COMPUTER HARDWARE | - | - | 3,926 | - |
| FURNITURE | - | - | 47,444 | 35,000 |
| MOTORIZED EQUIPMENT | - | - | - | 500,000 |
| MACHINERY TOOLS INSTRUMENTS | - | 9,496 | - | 15,000 |
| OTHER EQUIPMENT | - | - | - | 20,000 |
| TRANSFER TO WPC CAP PROJECTS | 5,361,271 | 6,392,259 | 4,336,372 | 6,457,105 |
| TOTAL | \$ 5,361,271 | \$ 6,401,755 | \$ 4,587,742 | \$ 7,047,105 |
| DEBT SERVICE | | | | |
| ENTERPRISE DEBT SERVICE - PRIN | \$ 400,738 | \$ 416,373 | \$ 226,281 | \$ 494,626 |
| ENTERPRISE DEBT SERVICE - INT | 206,112 | 190,477 | 89,174 | 157,224 |
| TOTAL | \$ 606,850 | \$ 606,850 | \$ 315,455 | \$ 651,850 |
| TOTAL DIVISION | \$ 22,669,115 | \$ 24,316,009 | \$ 22,425,502 | \$ 25,556,059 |

DIVISION OF WATER POLLUTION CONTROL

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| SALES & CHARGES FOR SERVICE | \$ 19,128,288 | \$ 21,136,790 | \$ 23,171,472 | \$ 24,978,000 |
| MISCELLANEOUS REVENUE | 1,155,164 | 1,511,556 | 1,050,257 | 1,000,000 |
| EXPENDITURE RECOVERIES | 1,655 | 1,275 | 133,343 | - |
| TOTAL DIVISION | \$ 20,285,108 | \$ 22,649,622 | \$ 24,355,072 | \$ 25,978,000 |

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|----------------------------|----------------|---|------------------|-----------|
| | Budget December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrator of Engineering & Planning | 30,215 | 109,249 |
| 1 | 1 | 1 | Assistant Administrator | 20,800 | 62,253 |
| 2 | 2 | 2 | Assistant Commissioner of Water Pollution Control | 26,274 | 86,765 |
| 1 | 1 | 1 | Commissioner of Water Pollution Control | 40,315 | 128,215 |
| 2 | 2 | 2 | Deputy Commissioner of Water Pollution Control | 30,215 | 100,844 |
| 1 | 1 | 1 | Superintendent of Sewer Maintenance | 20,800 | 72,441 |
| 8 | 8 | 8 | | | |
| OFFICE & CLERICAL | | | | | |
| 1 | 1 | 1 | Accountant Clerk II | 10.00 Hr. | 16.83 Hr. |
| 1 | 1 | 1 | Chief Clerk | 22,050 | 46,165 |
| 4 | 3 | 4 | Customer Service Representative | 10.03 Hr. | 16.82 Hr. |
| 2 | 1 | 1 | Data Control Clerk | 10.00 Hr. | 16.17 Hr. |
| 1 | 1 | 1 | Head Storekeeper | 10.00 Hr. | 21.95 Hr. |
| 1 | 1 | 1 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 2 | 2 | 2 | Stock Clerk | 10.00 Hr. | 17.35 Hr. |
| 12 | 10 | 11 | | | |
| PROFESSIONALS | | | | | |
| 2 | 1 | 1 | Administrative Manager | 27,194 | 86,765 |
| 3 | 3 | 3 | Administrative Officer | 20,800 | 51,437 |
| 1 | 1 | 1 | Assistant Director of Law I (s) | 26,250 | 83,586 |
| 1 | 1 | 1 | Assistant Manager Of Marketing | 20,800 | 58,396 |
| 1 | 1 | 1 | Assistant Personnel Administrator | 20,800 | 54,164 |
| 2 | 2 | 2 | Associate Engineer | 17.83 Hr. | 27.20 Hr. |
| 1 | 0 | 0 | Budget and Management Analyst | 20,800 | 54,164 |
| 1 | 0 | 1 | Building Manager | 23,647 | 75,806 |
| 1 | 1 | 1 | Chief Civil Engineer | 23,647 | 82,125 |
| 3 | 2 | 2 | Construction Technician | 12.02 Hr. | 22.20 Hr. |
| 2 | 2 | 2 | Consulting Engineer | 36,000 | 92,225 |
| 1 | 1 | 1 | Manager of Marketing | 30,215 | 100,844 |
| 1 | 1 | 1 | Network Analyst II | 30,214 | 87,630 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 1 | 1 | 1 | Personnel Assistant | 20,800 | 46,057 |

DIVISION OF WATER POLLUTION CONTROL

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| 1 | 1 | 1 | Safety Programs Manager | 45,000 | 84,700 |
| 1 | 1 | 1 | Safety Programs Officer I | 25,000 | 64,298 |
| 0 | 1 | 1 | Senior Personnel Assistant | 20,800 | 48,702 |
| 1 | 1 | 1 | Systems Analyst | 20,800 | 60,011 |
| 1 | 0 | 1 | Unit Supervisor | 13.29 Hr. | 22.17 Hr. |
| 26 | 22 | 24 | | | |
| | | | SKILLED CRAFT | | |
| 2 | 2 | 2 | Bricklayer | 30.62 Hr. | 38.27 Hr. |
| 2 | 1 | 2 | Bricklayer Helper | 22.60 Hr. | 33.90 Hr. |
| 4 | 4 | 4 | Const. Equip Operator Group A | 27.27 Hr. | 35.24 Hr. |
| 1 | 1 | 1 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 9 | 8 | 9 | | | |
| | | | SERVICE & MAINTENANCE | | |
| 2 | 2 | 2 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 1 | 0 | 1 | Custodial Worker Supervisor | 17.34 Hr. | 19.73 Hr. |
| 1 | 0 | 1 | Heavy Duty Mechanic | 15.75 Hr. | 24.15 Hr. |
| 1 | 1 | 1 | Heavy Duty Unit Leader | 23.85 Hr. | 29.95 Hr. |
| 6 | 6 | 6 | House Connection Inspector | 12.70 Hr. | 17.93 Hr. |
| 3 | 2 | 3 | Machinist | 15.83 Hr. | 21.43 Hr. |
| 2 | 2 | 2 | Machinist Helper | 13.72 Hr. | 18.11 Hr. |
| 2 | 2 | 2 | Machinist Unit Leader | 14.28 Hr. | 24.28 Hr. |
| 3 | 3 | 3 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 5 | 2 | 5 | Sewer Construction Unit Leader | 15.67 Hr. | 24.08 Hr. |
| 14 | 11 | 12 | Sewer Maintenance Unit Leader | 14.09 Hr. | 20.86 Hr. |
| 14 | 12 | 13 | Sewer Maintenance Unit Leader Operator | 14.09 Hr. | 21.89 Hr. |
| 55 | 52 | 55 | Sewer Service Man | 14.99 Hr. | 18.34 Hr. |
| 109 | 95 | 106 | | | |
| | | | TECHNICIAN | | |
| 3 | 3 | 3 | Radio Dispatcher | 17.33 Hr. | 19.98 Hr. |
| 3 | 3 | 3 | | | |
| 167 | 146 | 161 | TOTAL FULL TIME | | |
| 3 | 0 | 2 | SEASONAL | | |
| 170 | 146 | 163 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008

DIVISION OF CLEVELAND PUBLIC POWER

IVAN HENDERSON, COMMISSIONER

The Division of Cleveland Public Power is responsible for all electrical generation, transmission, and distribution facilities owned by the city. The Division provides electricity to about 77,000 residential, commercial, industrial, and governmental customers. In addition, the Division, by purchasing FirstEnergy's street lighting system within the City of Cleveland in 2008, now provides service to over 63,000 streetlights in the City of Cleveland.

The Division purchases power from numerous sources, which includes American Electric Power, AMP-Ohio, Cinergy, and New York Power Authority, and obtains transmission services through the Midwest ISO and the PJM Interconnection. In addition, the division uses its three 15 mW gas turbines and six 1.8 mW gas peaking turbines to provide for its customers requirements.

Wholesale power is brought into the system via the Division's three 138 kV interconnections. The interconnections are located at the Division's Lake Road Substation, Nottingham Substation, and the Ridge Road Substation.

Mission Statement

To provide reliable and economical electric service to all electric customers in the City of Cleveland.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|--------------------------|-------------------|------------|----------|-------------------|------------|----------|-------------------|------------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | PT | | STAFF | PT | | STAFF | PT |
| PROGRAMS: | | | | | | | | | |
| Light & Power Operations | \$ 139,510 | 326 | 1 | \$ 148,863 | 324 | 6 | \$ 165,964 | 355 | 2 |
| Capital | 12,947 | | | 11,272 | | | 12,540 | | |
| | \$ 152,457 | 326 | 1 | \$ 160,135 | 324 | 6 | \$ 178,504 | 355 | 2 |
| FUNDING SOURCE: | | | | | | | | | |
| Self Generated Revenue* | \$ 152,457 | 326 | 1 | \$ 160,135 | 324 | 6 | \$ 178,504 | 355 | 2 |
| | \$ 152,457 | 326 | 1 | \$ 160,135 | 324 | 6 | \$ 178,504 | 355 | 2 |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

PROGRAM NAME: CLEVELAND PUBLIC POWER OPERATIONS

OBJECTIVES: To generate, transmit and distribute electricity and to provide effective street lighting.

ACTIVITIES: Purchase power wholesale from diversified sources. Generate electricity from CPP's gas turbines and other potential sources. Distribute electricity through neighborhood substations Provide and maintain effective street lighting. Respond to emergency calls 24 hours a day with trouble crews.

PROGRAM NAME: CAPITAL

OBJECTIVES: To reinforce and expand current systems through capital improvements.

ACTIVITIES: Connect new customers to the electrical system. Make improvements to land, buildings, and structures. Purchase and repair motorized equipment related to upkeep of electrical generation, transmission and distribution facilities.

DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES

| | | 2006 | | 2007 | | 2008 | | 2009 |
|-------------------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|-----------|-------------------|
| | | Actual | | Actual | | Unaudited | | Budget |
| SALARIES AND WAGES | | | | | | | | |
| FULL TIME PERMANENT | \$ | 16,662,516 | \$ | 17,083,237 | \$ | 18,150,899 | \$ | 18,762,089 |
| CRAFTS | | - | | 83,253 | | - | | - |
| SEASONAL | | 16,461 | | 9,960 | | 133,494 | | 35,314 |
| MILITARY LEAVE | | - | | - | | 453 | | - |
| INJURY PAY | | 75,559 | | 50,193 | | 39,613 | | - |
| STUDENT TRAINEES | | - | | 3,545 | | - | | - |
| LONGEVITY | | 158,400 | | 152,975 | | 156,600 | | 167,000 |
| WAGE SETTLEMENTS | | 76,040 | | 169,508 | | 5,482 | | - |
| SEPARATION PAYMENTS | | 237,065 | | 187,304 | | 185,458 | | 200,000 |
| BONUS INCENTIVE | | 78,500 | | - | | - | | - |
| OVERTIME | | 2,009,247 | | 1,686,282 | | 2,345,920 | | 1,732,568 |
| TOTAL | \$ | 19,313,788 | \$ | 19,426,256 | \$ | 21,017,919 | \$ | 20,896,971 |
| EMPLOYEE BENEFITS | | | | | | | | |
| HOSPITALIZATION | \$ | 2,653,693 | \$ | 2,838,089 | \$ | 2,961,096 | \$ | 3,388,318 |
| DENTAL | | 169,546 | | 167,181 | | 166,520 | | 198,715 |
| VISION CARE | | 18,399 | | 18,565 | | 18,778 | | 20,745 |
| PERS | | 2,601,011 | | 2,606,967 | | 2,903,759 | | 3,120,466 |
| FICA-MEDICARE | | 194,723 | | 206,091 | | 229,487 | | 272,562 |
| WORKERS COMPENSATION | | 889,413 | | 976,011 | | 1,060,214 | | 904,486 |
| LIFE INSURANCE | | 14,906 | | 14,666 | | 14,921 | | 15,840 |
| UNEMPLOYMENT COMPENSATION | | 14,318 | | 15,971 | | 15,530 | | 22,000 |
| CLOTHING ALLOWANCE | | 149,010 | | 137,305 | | 134,200 | | 144,645 |
| TOOL INSURANCE | | 3,200 | | 3,200 | | 4,000 | | 2,800 |
| CLOTHING MAINTENANCE | | 86,555 | | 78,543 | | 77,385 | | 83,555 |
| TOTAL | \$ | 6,794,775 | \$ | 7,062,590 | \$ | 7,585,890 | \$ | 8,174,132 |
| TRAINING AND DUES | | | | | | | | |
| TRAVEL | \$ | 8,572 | \$ | 19,982 | \$ | 28,626 | \$ | 50,000 |
| TUITION & REGISTRATION FEES | | 10,920 | | 28,954 | | 28,984 | | 50,000 |
| MILEAGE (PRIV AUTO) TRNG PRPS | | - | | 240 | | 128 | | - |
| PROFESSIONAL DUES | | 87,011 | | 75,932 | | 88,867 | | 70,500 |
| CHARGES FOR PARKING CITATIONS | | - | | 400 | | - | | - |
| TOTAL | \$ | 106,503 | \$ | 125,508 | \$ | 146,605 | \$ | 170,500 |
| UTILITIES | | | | | | | | |
| BROKERED GAS SUPPLY | \$ | 536,278 | \$ | 249,404 | \$ | 244,085 | \$ | 487,233 |
| SEWER - OTHER | | 31,685 | | 38,643 | | 45,928 | | 30,000 |
| TELEPHONE | | - | | 66 | | 585 | | - |
| WATER | | 19,196 | | 18,123 | | 22,314 | | 15,000 |
| GAS | | 205,479 | | 188,175 | | 201,489 | | - |
| ELECTRICITY - OTHER | | - | | - | | - | | 1,150,000 |
| STEAM | | 32,079 | | 47,158 | | 48,923 | | 52,000 |
| TOTAL | \$ | 824,716 | \$ | 541,570 | \$ | 563,324 | \$ | 1,734,233 |

DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|----------------------|----------------------|----------------------|-----------------------|
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 286,900 | \$ 966,047 | \$ 1,022,731 | \$ 1,240,043 |
| COURT REPORTER | - | 429 | - | - |
| MILEAGE (PRIVATE AUTO) | 1,245 | - | 48 | - |
| MEDICAL SERVICES | 1,875 | 1,565 | 1,473 | - |
| ADVERTISING AND PUBLIC NOTICE | 146,815 | 94,608 | 103,745 | 76,750 |
| PROGRAM PROMOTION | 158,496 | 105,666 | 108,399 | 198,500 |
| PARKING IN CITY FACILITIES | 2,892 | 3,054 | 2,110 | 3,000 |
| INSURANCE AND OFFICIAL BONDS | 1,070,000 | 422,728 | 448,201 | 448,200 |
| TAXES | 656 | 757 | 298 | - |
| PROPERTY RENTAL | 295,585 | 295,793 | 302,032 | 325,000 |
| PHOTOCOPY MACHINE RENTAL | 606 | - | - | - |
| EQUIPMENT RENTAL | 3,750 | 1,800 | - | 10,000 |
| OTHER CONTRACTUAL | 1,096,703 | 879,930 | 472,880 | 1,134,000 |
| STATE AUDITOR EXAMINATION | 14,162 | 15,011 | 22,560 | 30,000 |
| BANK SERVICE FEES | 55,971 | 52,765 | 44,838 | 60,000 |
| CREDIT CARD PROCESSING FEES | 68,559 | 87,150 | 83,802 | 85,000 |
| TOTAL | \$ 3,204,216 | \$ 2,927,304 | \$ 2,613,117 | \$ 3,610,493 |
| MATERIAL AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 11,227 | \$ 22,884 | \$ 15,229 | \$ 35,600 |
| POSTAGE | 474,910 | 475,996 | 461,684 | 421,200 |
| COMPUTER HARDWARE | 696 | 19,817 | 23,416 | 30,000 |
| COMPUTER SOFTWARE | 16,490 | 125,243 | 16,401 | 75,000 |
| FUEL | 100,001 | 45,001 | 45,000 | 120,000 |
| PURCHASED POWER | 71,300,546 | 74,545,256 | 78,316,439 | 88,912,329 |
| POWER TRANSMISSION COSTS | 10,779,329 | 8,794,169 | 7,717,989 | 10,769,851 |
| CLOTHING | 39,374 | 9,206 | 22,650 | 50,000 |
| HARDWARE & SMALL TOOLS | 126,343 | 150,624 | 58,106 | 150,000 |
| MOWER AND TRACTOR PARTS | 5,342 | - | - | - |
| SMALL EQUIPMENT | 47,079 | 106,725 | 9,657 | 75,000 |
| OFFICE FURNITURE & EQUIPMENT | 30,630 | 30,950 | 45,168 | 100,000 |
| ELECTRICAL SUPPLIES | 18,771 | 7,855 | 22,583 | 70,000 |
| HYGIENE AND CLEANING SUPP | 14,240 | 57,192 | 42,075 | 60,000 |
| HEATING AND AIR FILTERS | 13,354 | - | - | - |
| MEDICAL SUPPLIES | 4,000 | 7,000 | - | 10,000 |
| PHOTOGRAPHIC SUPPLIES | 5,087 | 1,936 | 672 | 3,000 |
| OTHER SUPPLIES | 123,423 | 301,379 | 105,638 | 326,500 |
| SAFETY EQUIPMENT | 96,616 | 120,626 | 151,815 | 250,000 |
| GREENHOUSE MAINTENANCE SUPP | - | - | 5,000 | - |
| SPECIAL EVENTS SUPPLIES | - | - | 11,615 | - |
| TIRES | - | - | 4,620 | - |
| CAPITAL IMPROVEMENT INVEN | 2,336,301 | 4,540,162 | 6,158,275 | 5,250,000 |
| JUST IN TIME OFFICE SUPPLIES | 37,524 | 33,489 | 37,410 | 35,000 |
| ASPHALT | 8,000 | - | 25,000 | 275,000 |
| CEMENT, SAND & GRAVEL | 133,000 | 363,469 | 75,000 | - |
| TOTAL | \$ 85,722,281 | \$ 89,758,979 | \$ 93,371,442 | \$ 107,018,480 |

DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 120,256 | \$ 33,318 | \$ 69,200 | \$ 50,000 |
| MAINTENANCE CONTRACTS | 125,000 | 343,457 | 150,000 | 383,000 |
| COMPUTER HARDWARE MAINT | 10,000 | 10,000 | 12,607 | 15,000 |
| MAINTENANCE MACHINERY | 32,114 | 62,597 | 13,704 | 25,000 |
| MAINTENANCE VEHICLES | 666,452 | 398,202 | 245,001 | 450,000 |
| MAINTENANCE UTILITY SYSTEMS | 478,323 | 338,348 | 1,486,284 | 1,502,000 |
| GLASS REPAIR | 9,500 | 9,500 | - | - |
| MAINTENANCE BUILDING | 8,170 | 57,000 | 21,100 | 40,000 |
| REPAIR OF OVERHEAD DOORS | - | 20,000 | 10,000 | - |
| TOTAL | \$ 1,449,815 | \$ 1,272,422 | \$ 2,007,896 | \$ 2,465,000 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| JUDGMENTS, DAMAGES & CLAIMS | \$ 437,737 | \$ 68,404 | \$ 231,773 | \$ 100,000 |
| INDIRECT COST | 702,887 | 1,131,456 | 1,131,456 | 1,134,968 |
| TOTAL | \$ 1,140,624 | \$ 1,199,860 | \$ 1,363,229 | \$ 1,234,968 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM GENERAL FUND | \$ 150 | \$ 340 | \$ 300 | \$ - |
| CHARGES FROM TELEPHONE EXCH | 596,016 | 576,890 | 584,700 | 599,195 |
| CHARGES FROM UTILITIES ADMIN | 192,000 | 244,600 | 263,175 | 275,038 |
| CHARGES FROM FISCAL CONTROL | 462,000 | 691,158 | 775,417 | 721,100 |
| CHARGES FROM RADIO SYSTEM | 52,931 | 53,703 | 58,959 | 64,893 |
| CHARGES FROM WATER | 420,760 | 411,576 | 520,904 | 486,180 |
| CHARGES FROM WATER POLL | 16,216 | 1,601 | 20,612 | 66,000 |
| CHARGES FROM PRINTING | 113,893 | 170,400 | 219,711 | 100,000 |
| CHARGES FROM MOTOR VEHICLES | 470,583 | 467,673 | 616,166 | 531,771 |
| CHARGES FROM STREET MAINT | 3,040 | 19,260 | 1,934 | - |
| CHARGES FROM TRAFFIC ENG | 7,125 | 9,320 | - | - |
| CHARGES FROM WASTE | 30,109 | 14,396 | 57,857 | 26,000 |
| CHARGES FROM WATER - GIS PROJ | 134,279 | 294,627 | - | - |
| TOTAL | \$ 2,499,104 | \$ 2,955,544 | \$ 3,119,735 | \$ 2,870,177 |
| INTERFUND SUBSIDIES | | | | |
| TRANSFER TO OTHER SUBCLASSES | \$ 1,469,002 | \$ 75,090 | \$ - | \$ - |
| TOTAL | \$ 1,469,002 | \$ 75,090 | \$ - | \$ - |
| CAPITAL OUTLAY | | | | |
| TRANSFER TO LIGHT & POWER CAP | \$ 11,238,532 | \$ 12,946,925 | \$ 11,271,730 | \$ 12,539,920 |
| TOTAL | \$ 11,238,532 | \$ 12,946,925 | \$ 11,271,730 | \$ 12,539,920 |



DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Actual | Actual | Unaudited | Budget |
| DEBT SERVICE | | | | |
| TRANSFER TO OTHER SUBFUNDS | \$ - | \$ - | 106,951 | \$ - |
| ENTERPRISE DEBT SERVICE - PRINC | 7,350,000 | 6,749,433 | 8,332,667 | 8,562,500 |
| ENTERPRISE DEBT SERVICE - INT | 4,892,870 | 7,415,680 | 8,634,027 | 9,226,440 |
| TOTAL | \$ 12,242,870 | \$ 14,165,114 | \$ 17,073,645 | \$ 17,788,940 |
| TOTAL DIVISION | \$ 146,006,226 | \$ 152,457,162 | \$ 160,134,532 | \$ 178,503,814 |

REVENUE

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Actual | Actual | Unaudited | Budget |
| INTERGOVERNMENTAL REVENUES | \$ - | \$ - | 2,861,304 | \$ 3,046,754 |
| SALES & CHARGES FOR SERVICES | 147,736,521 | 152,081,671 | 154,243,248 | 170,777,322 |
| MISCELLANEOUS REVENUES | 2,399,966 | 3,026,986 | 2,742,500 | 2,300,000 |
| REVENUE TRANSFERS | 14,490 | 13,163 | 4,430,780 | 3,021,000 |
| EXPENDITURE RECOVERIES | 105,999 | 2,624,447 | 584,520 | 300,000 |
| TOTAL DIVISION | \$ 150,256,975 | \$ 157,746,268 | \$ 164,862,352 | \$ 179,445,076 |

DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|--|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 6 | 5 | 7 | Assistant Administrator | 20,800 | 62,253 |
| 5 | 3 | 6 | Assistant Commissioner of Cleveland Public Power | 27,326 | 118,693 |
| 1 | 1 | 1 | Commissioner of Cleveland Public Power | 45,201 | 167,171 |
| 2 | 3 | 3 | Deputy Commissioner of Cleveland Public Power | 46,225 | 125,936 |
| 14 | 12 | 17 | | | |
| OFFICE & CLERICAL | | | | | |
| 4 | 3 | 3 | Chief Clerk | 22,050 | 46,165 |
| 1 | 0 | 0 | Junior Personnel Assistant | 20,800 | 38,221 |
| 2 | 2 | 2 | Personnel Assistant | 20,800 | 46,057 |
| 4 | 3 | 3 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 7 | 5 | 5 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 18 | 13 | 13 | | | |
| PROFESSIONALS | | | | | |
| 0 | 1 | 0 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 1 | 0 | 1 | Accountant IV | 20,800 | 57,689 |
| 10 | 8 | 10 | Administrative Manager | 27,194 | 86,765 |
| 5 | 5 | 4 | Administrative Officer | 20,800 | 51,437 |
| 0 | 1 | 0 | Administrator of Engineering & Planning | 30,215 | 109,249 |
| 1 | 1 | 1 | Assistant Director of Law I (s) | 26,250 | 83,586 |
| 1 | 0 | 1 | Associate Engineer | 17.83 Hr. | 27.20 Hr. |
| 1 | 1 | 1 | Chief Assistant Director of Law | 31,500 | 122,592 |
| 10 | 8 | 9 | Consulting Engineer | 36,000 | 92,225 |
| 1 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 2 | 2 | Fiscal Manager | 23,647 | 82,125 |
| 1 | 1 | 1 | General Manager of Administrative Services | 26,274 | 86,765 |
| 1 | 1 | 1 | Legal Secretary | 20,800 | 44,579 |
| 1 | 1 | 2 | Manager of Marketing | 30,215 | 100,844 |
| 1 | 1 | 1 | Paralegal | 20,800 | 42,428 |
| 1 | 1 | 2 | Personnel Administrator | 26,274 | 80,091 |
| 4 | 4 | 5 | Project Coordinator | 27,326 | 87,665 |
| 4 | 3 | 2 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Safety Programs Officer I | 25,000 | 64,298 |
| 1 | 1 | 1 | Safety Programs Manager | 45,000 | 84,700 |
| 2 | 2 | 2 | Senior Budget & Management Analyst | 26,274 | 75,986 |
| 1 | 0 | 0 | Supervisor of Computer Operations | 30,215 | 86,559 |
| 2 | 2 | 2 | Unit Supervisor | 13.29 Hr. | 22.17 Hr. |
| 0 | 1 | 1 | Warehouse Inventory Manager | 22,333 | 77,944 |
| 51 | 47 | 51 | | | |
| PARA -PROFESSIONALS | | | | | |
| 7 | 7 | 7 | Chief Senior Elec. Switchboard Operator | 22,333 | 63,917 |
| 27 | 29 | 29 | Customer Service Representative | 10.03 Hr. | 16.82 Hr. |
| 5 | 3 | 4 | Dispatcher Electric System Operator | 26.52 Hr. | 28.34 Hr. |
| 1 | 0 | 0 | Junior Electric Switchboard Operator | 22.36 Hr. | 23.33 Hr. |
| 40 | 39 | 40 | | | |

DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| SKILLED CRAFT | | | | | |
| 19 | 9 | 13 | Apprentice Lineman | 22.39 Hr. | 24.58 Hr. |
| 7 | 6 | 7 | Asst. Supt. Of Elec. Trans. & Distribution | 26,274 | 71,151 |
| 2 | 2 | 2 | Cement Finisher | 30.85 Hr. | 38.56 Hr. |
| 1 | 1 | 1 | Cement Finisher Unit Leader | 32.10 Hr. | 39.31 Hr. |
| 1 | 1 | 1 | Chief of Street Lighting & Elec. Services | 23,647 | 94,730 |
| 2 | 2 | 2 | Const. Equip Operator Group A | 27.42 Hr. | 35.34 Hr. |
| 3 | 3 | 3 | Electric Meter Industrial Installer | 28.05 Hr. | 29.13 Hr. |
| 2 | 1 | 2 | Elec. Mtr. Inst. Spec. & Gen. Tester | 28.37 Hr. | 29.45 Hr. |
| 4 | 4 | 4 | Electric Meter Service Installer I | 26.12 Hr. | 27.69 Hr. |
| 12 | 8 | 10 | Electric Meter Service Installer II | 24.35 Hr. | 25.35 Hr. |
| 5 | 4 | 5 | Electric Transmission & Dist. Inspector | 28.15 Hr. | 29.76 Hr. |
| 10 | 9 | 10 | Electric Worker | 37.25 Hr. | 46.56 Hr. |
| 1 | 1 | 1 | Electrical Worker Foreman | 38.50 Hr. | 46.56 Hr. |
| 7 | 7 | 7 | Heavy Duty Mechanic | 15.75 Hr. | 24.15 Hr. |
| 1 | 1 | 1 | Heavy Duty Unit Leader | 23.85 Hr. | 29.95 Hr. |
| 9 | 8 | 9 | Lineman Leader | 26.27 Hr. | 27.31 Hr. |
| 6 | 5 | 5 | Low Tension Trouble Lineman | 29.40 Hr. | 30.50 Hr. |
| 2 | 0 | 2 | Meter Industrial Leader | 26.80 Hr. | 29.35 Hr. |
| 2 | 1 | 1 | Painter | 30.21 Hr. | 37.76 Hr. |
| 26 | 22 | 23 | Senior Lineman | 29.65 Hr. | 30.76 Hr. |
| 1 | 3 | 3 | Superintendent of Elec. Trans. & Dist. | 30,215 | 86,559 |
| 2 | 1 | 1 | Superintendent of Electric Trouble Operations | 27,326 | 75,246 |
| 1 | 0 | 0 | Superintendent of Purchased Power | 27,326 | 72,703 |
| 13 | 8 | 9 | Trouble Line Worker | 29.65 Hr. | 31.78 Hr. |
| 139 | 107 | 122 | | | |
| SERVICE & MAINTENANCE | | | | | |
| 1 | 0 | 0 | Building Manager | 23,647 | 75,806 |
| 1 | 1 | 1 | Cable Foreman | 31.45 Hr. | 32.60 Hr. |
| 6 | 5 | 6 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 2 | 2 | 2 | Electric Meter Service Foreman | 31.45 Hr. | 32.60 Hr. |
| 3 | 4 | 4 | Electric Meterman Apprentice | 21.91 Hr. | 24.04 Hr. |
| 2 | 2 | 2 | Gas Turbine Mechanic | 17.38 Hr. | 27.68 Hr. |
| 1 | 1 | 2 | Gas Turbine Mechanic Apprentice | 22.22 Hr. | 24.40 Hr. |
| 2 | 2 | 2 | General Construction Foreman | 29.45 Hr. | 32.08 Hr. |
| 5 | 5 | 5 | Head Storekeeper | 10.00 Hr. | 21.95 Hr. |
| 2 | 2 | 2 | Line Clearance Man | 22.00 Hr. | 24.24 Hr. |
| 7 | 6 | 6 | Line Foreman | 31.45 Hr. | 32.60 Hr. |
| 30 | 27 | 34 | Line Helper Driver | 17.73 Hr. | 23.77 Hr. |
| 3 | 3 | 3 | Line Switchman | 30.16 Hr. | 32.05 Hr. |
| 6 | 5 | 5 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 7 | 6 | 6 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 1 | 1 | 1 | Transformer Repairman Foreman | 31.45 Hr. | 32.60 Hr. |
| 2 | 1 | 2 | Underground Conduit Foreman | 31.45 Hr. | 32.60 Hr. |
| 81 | 73 | 83 | | | |



DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|--------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| | | | TECHNICIAN | | |
| 4 | 5 | 5 | Apprentice Cable Splicer | 22.22 Hr. | 24.40 Hr. |
| 11 | 13 | 8 | Meter Reader | 12.82 Hr. | 18.34 Hr. |
| 1 | 1 | 1 | Meter Reader Supervisor | 14.47 Hr. | 22.14 Hr. |
| 1 | 0 | 1 | Network Analyst II | 30,214 | 87,630 |
| 9 | 7 | 7 | Senior Cable Splicer | 29.65 Hr. | 30.76 Hr. |
| 2 | 2 | 2 | Senior Computer Operator | 10.00 Hr. | 26.07 Hr. |
| 2 | 2 | 2 | Senior Draftsman | 10.00 Hr. | 18.86 Hr. |
| 3 | 3 | 3 | Senior Systems Analyst | 20,800 | 79,299 |
| <u>33</u> | <u>33</u> | <u>29</u> | | | |
| 376 | 324 | 355 | TOTAL FULL TIME | | |
| 2 | 6 | 2 | SEASONAL | | |
| <u>378</u> | <u>330</u> | <u>357</u> | TOTAL DIVISION | | |

* Salary Schedule effective as of December 8, 2008



NOTES

DEPARTMENT OF PORT CONTROL

RICKY D. SMITH, DIRECTOR

The Department of Port Control is responsible for the administration and control of all activities at Cleveland Hopkins International and Burke Lakefront Airports as well as the use of City owned land along Lake Erie and the Cuyahoga River.

Included in this responsibility are the planning, development and maintenance of airfields, terminal complexes and all related facilities. The DPC manages the day-to-day operations at both airports; accepts and supervises the expenditure of grants from state and federal agencies. It sets and collects landing fees, rentals, concession fees, and other airport related charges. The Department represents the City in negotiations for airport related contracts. Additionally, the Department is responsible for providing safe, efficient, friendly, and professional service to the traveling public and other airport users.

The primary objectives of the Divisions of Cleveland Hopkins International and Burke Lakefront Airports will be to maintain the airfields, terminals, and other structures for the safety and comfort of the traveling public and other airport users, while keeping the cost increase at or below the rate of inflation. Planned capital improvements will allow for improved safety and increased capacity of the airfields. Promotional and air service programs will be continued to improve public awareness of airports' functions; environmental programs will be implemented to permit the greatest use of the airfields at the least discomfort to the surrounding residents.

Mission Statement

To maintain airfields, terminals, and other structures for the safety and comfort of the traveling public and to provide safe, efficient, courteous and professional service to all airport users.

**OPERATING SUMMARY
(000'S OMITTED)**

| | 2007 | | | 2008 | | | 2009 | | |
|-------------------------|-------------------|------------|----------|-------------------|------------|----------|-------------------|------------|----------|
| | COST | ACTUAL | | COST | UNAUDITED | | COST | BUDGET | |
| | | STAFF | FT | | PT | STAFF | | FT | PT |
| PROGRAMS: | | | | | | | | | |
| Director | \$ 72,332 | 6 | | \$ 74,168 | 8 | | \$ 78,968 | 11 | |
| Administration | 9,953 | 14 | | 10,023 | 17 | | 11,423 | 30 | |
| Engineering | 2,186 | 24 | | 2,226 | 27 | | 2,467 | 29 | |
| Finance / Concessions | 1,007 | 12 | | 1,026 | 12 | | 1,137 | 13 | |
| Planning | 4,137 | 8 | | 4,213 | 9 | | 4,669 | 10 | |
| (Airfield) Operations | 39,945 | 274 | 7 | 41,344 | 277 | 5 | 53,809 | 321 | 9 |
| Burke Operations | 1,425 | 17 | | 1,451 | 17 | | 1,608 | 17 | |
| | \$ 130,985 | 355 | 7 | \$ 134,451 | 367 | 5 | \$ 154,081 | 431 | 9 |
| FUNDING SOURCE: | | | | | | | | | |
| Self Generated Revenue: | | | | | | | | | |
| Airport Fees* | \$ 130,985 | 355 | | \$ 134,451 | | | \$ 154,081 | | |
| | \$ 130,985 | 355 | 7 | \$ 134,451 | 367 | 5 | \$ 154,081 | 431 | 9 |

* Includes additions and use of Fund balance. Refer to Fund Structure section of this document for details.

Notes: Operating Summary reflects annually appropriated funds only. AIP Grants and Bond monies are not reflected here. See Fund Section for details.

DEPARTMENT OF PORT CONTROL

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To provide administrative support for the divisions of Cleveland Hopkins and Burke Lakefront Airports.

ACTIVITIES: Oversee lease preparation and management, procurement, contract administration, human resources, media relations, and governmental affairs, including both city and federal matters.

PROGRAM NAME: OPERATIONS

OBJECTIVES: To provide a safe and efficient airfield.

ACTIVITIES: Oversee the daily operations of Cleveland Hopkins and Burke Lakefront Airports, including airfield operations, maintenance, custodial and ARFF.

PROGRAM NAME: ENGINEERING

OBJECTIVES: To provide oversight of all construction and environmental projects at the Airport.

ACTIVITIES: To manage the rehabilitation and expansion of the airport, including sound insulation. The Engineering Department is responsible for design, construction and inspection of the capital program; managing of environmental permitting, program implementation monitoring, and cleaning efforts.

PROGRAM NAME: FINANCE

OBJECTIVES: To provide financial reporting services and manage the concessions program at Cleveland Hopkins and Burke Lakefront Airports.

ACTIVITIES: Perform and coordinate all financing functions for the Department of Port Control, including financial statements, budgeting, billing, accounts receivable, accounts payable, auditing and statistics. Finance also manages the concession program including all retail and food and beverage operations and parking.

PROGRAM NAME: PLANNING

OBJECTIVES: To provide for the future development of the Airport system.

ACTIVITIES: To manage the strategic direction of the Airport development and identify the infrastructure needed to satisfy customer needs; managing environmental compatibility, and monitoring and implementing applicable federal and state environmental incentives; and managing digital information needs and identify infrastructure needed to maintain effective e-commerce.

PROGRAM NAME: IT/INVENTORY

OBJECTIVES: To provide IT services and inventory controls.

ACTIVITIES: To manage all aspects of IT services and implement and manage an inventory control system for the Department of Port Control.

DEPARTMENT OF PORT CONTROL

EXPENDITURES

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| SALARIES AND WAGES | | | | |
| FULL TIME PERMANENT | \$ 14,969,612 | \$ 15,225,775 | \$ 16,585,899 | \$ 18,589,093 |
| SEASONAL | 173,556 | 161,837 | 364,151 | 389,312 |
| MILITARY LEAVE | - | 1,048 | 1,680 | - |
| PART TIME PERMANENT | 14,265 | 79,853 | 119,843 | 184,721 |
| INJURY PAY | 16,740 | 1,618 | 18,434 | - |
| LONGEVITY | 131,125 | 128,475 | 131,000 | 132,589 |
| WAGE SETTLEMENTS | 622 | 61,736 | - | - |
| SEPARATION PAYMENTS | 169,184 | 155,978 | 149,672 | 209,249 |
| BONUS INCENTIVE | 40,000 | - | - | - |
| OVERTIME | 1,213,177 | 1,529,486 | 1,362,475 | 1,063,878 |
| TOTAL | \$ 16,728,281 | \$ 17,345,806 | \$ 18,733,153 | \$ 20,568,842 |
| EMPLOYEE BENEFITS | | | | |
| HOSPITALIZATION | \$ 2,639,665 | \$ 2,868,919 | \$ 3,140,557 | \$ 4,093,212 |
| DENTAL | 170,973 | 168,674 | 174,595 | 223,609 |
| VISION | 19,430 | 19,345 | 20,142 | 25,448 |
| PERS | 2,281,501 | 2,318,751 | 2,580,960 | 3,069,600 |
| FICA MEDICARE | 196,496 | 207,889 | 230,190 | 298,268 |
| WORKERS COMPENSATION | 249,635 | 592,777 | 782,672 | 986,867 |
| LIFE INSURANCE | 15,529 | 15,232 | 16,013 | 19,152 |
| UNEMPLOYMENT COMPENSATION | 49,663 | 54,571 | 23,126 | 75,000 |
| CLOTHING ALLOWANCE | 22,070 | 22,207 | 22,075 | 27,420 |
| TOOL INSURANCE | 5,200 | 5,200 | 7,150 | 7,550 |
| CLOTHING MAINTENANCE | 47,050 | 45,913 | 49,600 | 57,450 |
| TOTAL | \$ 5,697,212 | \$ 6,319,478 | \$ 7,047,079 | \$ 8,883,576 |
| TRAINING AND DUES | | | | |
| TRAVEL | \$ 69,205 | \$ 90,269 | \$ 87,808 | \$ 98,317 |
| TUITION & REGISTRATION FEES | 67,615 | 73,413 | 110,967 | 52,584 |
| OTHER TRAINING SUPPLIES | 1,522 | 2,000 | 160 | 64,200 |
| NOACA | 350 | - | - | - |
| PROFESSIONAL DUES | 103,110 | 168,474 | 50,408 | 68,515 |
| TOTAL | \$ 241,802 | \$ 334,156 | \$ 249,342 | \$ 283,616 |
| UTILITIES | | | | |
| BROKERED GAS SUPPLY | \$ 731,067 | \$ 432,871 | \$ 438,563 | \$ 355,236 |
| WATER | 638,086 | 628,267 | 754,866 | 675,000 |
| GAS | 676,695 | 535,264 | 791,142 | 640,825 |
| ELECTRICITY - CPP | 270,157 | 290,887 | 286,437 | 297,894 |
| ELECTRICITY - OTHER | 4,425,424 | 5,037,515 | 5,645,828 | 5,871,661 |
| SECURITY & MONITORING SYSTEM | 673,001 | 885,000 | 625,000 | 770,000 |
| TOTAL | \$ 7,414,430 | \$ 7,809,804 | \$ 8,541,835 | \$ 8,610,616 |



DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

| | 2006 | 2007 | 2008 | 2009 |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 6,815,652 | \$ 6,492,046 | \$ 5,567,726 | \$ 9,753,744 |
| CABLE PROFESSIONAL SERVICES | - | - | 250 | - |
| TRAVEL - NON-TRAINING | 7,680 | 16,664 | 31,405 | 32,700 |
| WASTE DISPOSAL | 3,254,831 | 2,291,320 | 2,629,879 | 3,405,000 |
| MEDICAL SERVICES | 1 | - | - | 5,000 |
| ADVERTISING AND PUBLIC NOTICE | 25,708 | 26,915 | 7,262 | 33,800 |
| PROGRAM PROMOTION | 26,221 | 33,388 | 73,578 | 71,500 |
| PARKING IN CITY FACILITIES | 2,786 | 3,241 | 3,912 | 1,250 |
| INSURANCE AND OFFICIAL BONDS | 1,433,340 | 1,400,880 | 1,179,258 | 1,350,000 |
| TAXES | 6,007,359 | 6,776,255 | 7,110,694 | 5,935,694 |
| PHOTOCOPY MACHINE RENTAL | 2,262 | - | - | 3,000 |
| EQUIPMENT RENTAL | 231,001 | 263,193 | 334,000 | 159,000 |
| OTHER CONTRACTUAL | 645,750 | 323,372 | 503,988 | 891,099 |
| STATE AUDITOR EXAMINATION | 13,277 | 14,874 | 27,690 | 40,000 |
| TRANSFER TO OTHER PORT FUND | 16,206,250 | 4,250,000 | 4,400,000 | 4,650,000 |
| REFUNDS & MISCELLANEOUS | 216 | - | - | - |
| BANK SERVICE FEES | 12,606 | 15,046 | 14,029 | - |
| CREDIT CARD PROCESSING FEES | 7,374 | 12,295 | 12,620 | 15,787 |
| TOTAL | \$ 34,692,316 | \$ 21,919,489 | \$ 21,896,293 | \$ 26,347,574 |
| MATERIALS AND SUPPLIES | | | | |
| OFFICE SUPPLIES | \$ 3,648 | \$ 6,452 | \$ 910 | \$ 11,550 |
| POSTAGE | 17,469 | 23,376 | 21,710 | 30,599 |
| COMPUTER SUPPLIES | - | - | - | 1,500 |
| COMPUTER HARDWARE | 83,546 | 112,119 | 232,044 | 235,000 |
| COMPUTER SOFTWARE | 111,311 | 51,658 | 130,930 | 252,430 |
| CHEMICAL | 1,337,275 | 1,521,735 | 2,589,201 | 2,352,000 |
| CLOTHING | 184,534 | 147,095 | 136,021 | 189,400 |
| HARDWARE & SMALL TOOLS | 68,609 | 118,095 | 42,724 | 96,100 |
| BOILERS & COOLING EQUIP | 16,193 | 66,701 | 18,026 | 16,000 |
| SEED, FERTILIZER & HERBICIDE | 28,000 | 33,401 | 16,000 | 73,000 |
| SMALL EQUIPMENT | 55,146 | 50,563 | 48,393 | 119,300 |
| OFFICE FURNITURE & EQUIPMENT | 26,578 | 12,945 | 27,642 | 39,100 |
| FENCE, POSTS & BARS | 170,000 | 215,001 | 115,000 | 220,000 |
| HYGIENE AND CLEANING SUPP | 405,573 | 426,472 | 462,297 | 477,000 |
| MEDICAL SUPPLIES | 105,759 | 32,267 | 46,241 | 39,000 |
| FOOD | 12,322 | 17,875 | 19,197 | 23,950 |
| PHOTOGRAPHIC SUPPLIES | - | - | 947 | 2,150 |
| OTHER SUPPLIES | 909,712 | 1,135,476 | 1,097,430 | 1,281,300 |
| SAFETY EQUIPMENT | 43,707 | 36,843 | 66,234 | 55,000 |
| SPECIAL EVENTS SUPPLIES | - | - | 76 | 2,000 |
| TIRES | - | 10,000 | - | - |
| JUST IN TIME OFFICE SUPPLIES | 67,667 | 64,293 | 74,423 | 70,000 |
| BUILDING MAINTENANCE SUPP | 273,730 | 267,813 | 250,539 | 287,000 |
| CEMENT, SAND & GRAVEL | 277,501 | 240,002 | 157,500 | 277,500 |
| MISC MAINTENANCE SUPPLIES | 2,000 | - | - | 5,000 |
| TOTAL | \$ 4,200,280 | \$ 4,590,182 | \$ 5,553,485 | \$ 6,155,879 |

DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|
| MAINTENANCE | | | | |
| MAINTENANCE OFFICE EQUIP | \$ 3,495 | \$ 3,000 | \$ - | \$ 16,850 |
| COMPUTER HARDWARE MAINT | - | 66,793 | 50,326 | 10,500 |
| COMPUTER SOFTWARE MAINT | - | 34,911 | 115,912 | 96,000 |
| MAINTENANCE MACHINERY | 1,390,578 | 1,493,104 | 1,441,942 | 1,632,500 |
| MAINTENANCE FIRE APPARATUS | 54,332 | 51,477 | 29,902 | 39,500 |
| MAINTENANCE VEHICLES | 780,933 | 924,771 | 907,000 | 912,000 |
| MAINTENANCE UTILITY SYSTEMS | - | - | - | 430,000 |
| MAINTENANCE MISC EQUIP | 2,396,656 | 2,876,322 | 2,434,902 | 2,802,900 |
| AUTO & LIGHT TRUCK REPAIRS | 10,000 | - | - | - |
| CHARGES FROM MAINT | 71,550 | 92,180 | 91,053 | 115,000 |
| TOTAL | \$ 4,707,544 | \$ 5,542,558 | \$ 5,071,038 | \$ 6,055,250 |
| CLAIMS, REFUNDS AND MISC. | | | | |
| COURT COSTS | \$ - | \$ - | \$ 439 | \$ - |
| JUDGMENTS, DAMAGES, & CLAIMS | 62,500 | 222,656 | 29,719 | - |
| OTHER REFUNDS & ADJUSTMENTS | 54,128 | 53,442 | 13,861 | 60,000 |
| CUYAHOGA CNTY PAYMENTS | - | - | 128 | - |
| INDIRECT COST | 1,656,222 | 1,127,317 | 1,127,317 | 1,292,588 |
| TOTAL | \$ 1,772,850 | \$ 1,403,415 | \$ 1,171,463 | \$ 1,352,588 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM GENERAL FUND | \$ 4,927,926 | \$ 5,859,342 | \$ 4,972,329 | \$ 5,000,000 |
| CHARGES FROM TELEPHONE EXCH | 404,163 | 360,891 | 521,080 | 474,086 |
| CHARGES FROM UTILITIES ADMIN | 84,372 | 84,575 | 84,381 | - |
| CHARGES FROM RADIO SYSTEM | 52,103 | 63,177 | 72,271 | 78,462 |
| CHARGES FROM WATER POLL | - | - | - | 9,000 |
| CHARGES FROM PRINTING | 74,280 | 83,448 | 59,122 | 70,000 |
| CHARGES FROM STOREROOM | 1 | - | 1 | - |
| CHARGES FROM MOTOR VEHICLES | 420,278 | 507,354 | 762,728 | 658,259 |
| CHARGES FROM TRAFFIC ENG | 300 | - | - | - |
| CHARGES FROM WASTE | 45,541 | 85,211 | 84,936 | 95,000 |
| TOTAL | \$ 6,008,965 | \$ 7,043,998 | \$ 6,556,847 | \$ 6,384,807 |
| INTERFUND SUBSIDIES | | | | |
| TRANSFER TO OTHER SUBCLASSES | \$ 1,980,263 | \$ 672,741 | \$ - | \$ - |
| TOTAL | \$ 1,980,263 | \$ 672,741 | \$ - | \$ - |



DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| CAPITAL OUTLAY | | | | |
| CONTRACTUAL SERVICES | \$ - | \$ 100,000 | \$ - | \$ - |
| TRANSFER TO AIRPORT CAPITAL | 2,295,472 | 2,296,475 | 2,257,213 | 2,581,008 |
| TOTAL | \$ 2,295,472 | \$ 2,396,475 | \$ 2,257,213 | \$ 2,581,008 |
| DEBT SERVICE | | | | |
| ENTERPRISE DEBT SERVICE - PRIN | \$ 17,775,000 | \$ 19,835,000 | \$ 17,056,125 | \$ 23,170,000 |
| ENTERPRISE DEBT SERVICE - INT | 33,027,021 | 35,771,757 | 40,317,554 | 43,687,435 |
| TOTAL | \$ 50,802,021 | \$ 55,606,757 | \$ 57,373,678 | \$ 66,857,435 |
| TOTAL DIVISION | \$ 136,541,437 | \$ 130,984,859 | \$ 134,451,428 | \$ 154,081,191 |

REVENUE

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| INTERGOVERNMENTAL REVENUE | \$ 11,271,408 | \$ 12,436,561 | \$ 13,344,275 | \$ 16,873,476 |
| SALES & CHARGES FOR SERVICES | 112,955,918 | 101,177,848 | 95,731,332 | 98,424,305 |
| MISCELLANEOUS REVENUES | 20,669,889 | 21,073,995 | 25,824,182 | 40,857,000 |
| TRANSFERS IN | 2,923,805 | 3,684,884 | 1,557,523 | - |
| EXPENDITURE RECOVERIES | 10,793 | 23,633 | 71,155 | 3,000 |
| TOTAL DIVISION | \$ 147,831,813 | \$ 138,396,921 | \$ 136,528,468 | \$ 156,157,781 |



DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING

| No. of Employees | | | Position | Salary Schedule* | |
|---------------------------------------|------------------|----------------|---|------------------|-----------|
| Budget 2008 | December 2008 | Budget 2009 | | Minimum | Maximum |
| ADMINISTRATORS & OFFICIALS | | | | | |
| 1 | 1 | 1 | Administrator of Engineering and Planning | 30,215 | 109,249 |
| 4 | 3 | 4 | Administration Bureau Manager | 40,315 | 128,215 |
| 6 | 3 | 11 | Administrative Manager | 27,194 | 86,765 |
| 1 | 0 | 0 | Air Trade Development Manager | 30,215 | 100,844 |
| 1 | 0 | 2 | Chief Training Officer | 26,274 | 68,745 |
| 1 | 0 | 1 | Labor Relations Manager | 30,215 | 109,249 |
| 7 | 5 | 6 | Administrative Officer | 20,800 | 51,437 |
| 2 | 2 | 2 | Airport Project Director | 60,000 | 133,737 |
| 6 | 3 | 6 | Assistant Administrator | 20,800 | 62,253 |
| 1 | 1 | 1 | Commissioner of Burke Airport | 40,315 | 118,351 |
| 1 | 1 | 1 | Commissioner of Cleve. Hopkins Int. Airport | 42,758 | 143,361 |
| 2 | 2 | 2 | Deputy Comm. of Cleve. Hopkins Int. Airport | 30,215 | 100,844 |
| 1 | 1 | 1 | Director of Port Control | 100,000 | 222,895 |
| 3 | 2 | 2 | Fiscal Manager | 23,647 | 82,125 |
| 1 | 1 | 1 | Secretary to Directors of Departments | 36,590 | 138,195 |
| 38 | 25 | 41 | | | |
| OFFICE & CLERICAL | | | | | |
| 3 | 2 | 2 | Junior Clerk | 10.00 Hr. | 13.46 Hr. |
| 2 | 0 | 3 | Senior Clerk | 10.29 Hr. | 15.78 Hr. |
| 3 | 2 | 3 | Chief Clerk | 22,050 | 46,165 |
| 2 | 2 | 2 | Personnel Assistant, Junior | 20,800 | 38,221 |
| 7 | 6 | 7 | Principal Clerk | 11.93 Hr. | 19.13 Hr. |
| 3 | 2 | 2 | Private Secretary | 10.00 Hr. | 19.00 Hr. |
| 0 | 0 | 1 | Private Secretary to the Director | 20,800 | 46,165 |
| 3 | 4 | 4 | Head Storekeeper | 10.00 Hr. | 21.95 Hr. |
| 1 | 0 | 3 | Storekeeper | 10.00 Hr. | 19.76 Hr. |
| 0 | 0 | 1 | Messenger | 10.00 Hr. | 14.51 Hr. |
| 24 | 18 | 28 | | | |

DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|----------------|------------------|----------------|------------------------------------|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| PROFESSIONALS | | | | | |
| 1 | 1 | 1 | Accountant I | 10.00 Hr. | 19.23 Hr. |
| 1 | 1 | 1 | Accountant III | 10.00 Hr. | 23.39 Hr. |
| 4 | 4 | 4 | Accountant IV | 20,800 | 57,689 |
| 1 | 0 | 1 | Airport Chief Engineer | 30,215 | 109,249 |
| 4 | 4 | 4 | Airport Maintenance Manager | 26,274 | 86,765 |
| 2 | 2 | 4 | Airport Maintenance Superintendent | 20,093 | 61,296 |
| 6 | 3 | 6 | Airport Maintenance Supervisor | 21,020 | 59,067 |
| 1 | 1 | 1 | Airport Operations Manager | 26,274 | 86,765 |
| 1 | 0 | 0 | Comptroller - Airports | 30,215 | 109,249 |
| 1 | 1 | 1 | Chief Civil Engineer | 23,647 | 82,125 |
| 1 | 1 | 1 | Chief Mechanical Engineer | 23,647 | 82,125 |
| 5 | 5 | 5 | Consulting Engineer | 36,000 | 92,225 |
| 3 | 1 | 1 | Deputy Project Director | 20,093 | 61,006 |
| 1 | 0 | 1 | HR Special Projects Coordinator | 10.21 Hr. | 24.72 Hr. |
| 1 | 1 | 1 | Labor Relations Officer | 27,326 | 75,246 |
| 1 | 1 | 1 | Personnel Administrator | 26,274 | 80,091 |
| 2 | 1 | 2 | Personnel Administrator, Asst. | 20,800 | 54,164 |
| 21 | 19 | 19 | Project Coordinator | 27,326 | 87,665 |
| 3 | 2 | 3 | Project Director | 22,333 | 77,944 |
| 1 | 1 | 1 | Safety Programs Manager | 45,000 | 84,700 |
| 1 | 1 | 1 | Warehouse Inventory Manager | 22,333 | 77,944 |
| 1 | 1 | 1 | Contract Compliance Officer | 26,274 | 68,745 |
| 1 | 0 | 1 | Contract Compliance Officer, Asst. | 20,093 | 55,191 |
| 1 | 1 | 1 | Assistant Director of Law | 26,250 | 78,013 |
| 65 | 52 | 62 | | | |
| SKILLED CRAFT | | | | | |
| 3 | 3 | 3 | Carpenter | 30.60 Hr. | 38.25 Hr. |
| 10 | 9 | 10 | Electrical Worker | 37.25 Hr. | 46.56 Hr. |
| 2 | 2 | 2 | Foreman, Electrical Worker | 38.50 Hr. | 46.56 Hr. |
| 1 | 1 | 1 | Foreman, Painter | 31.00 Hr. | 31.46 Hr. |
| 2 | 2 | 2 | Heavy Duty Unit Leader | 23.85 Hr. | 29.95 Hr. |
| 11 | 11 | 12 | Heavy Duty Mechanic | 15.75 Hr. | 24.15 Hr. |
| 1 | 0 | 1 | Horticulturist Unit Leader | 20.98 Hr. | 29.95 Hr. |
| 4 | 4 | 4 | Painter | 30.21 Hr. | 37.76 Hr. |
| 2 | 1 | 2 | Plumber | 36.76 Hr. | 45.95 Hr. |
| 36 | 33 | 37 | | | |

DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING - CONTINUED

| Budget 2008 | No. of Employees | | Position | Salary Schedule* | |
|-----------------------|------------------|----------------|---|------------------|-----------|
| | December 2008 | Budget 2009 | | Minimum | Maximum |
| SERVICE & MAINTENANCE | | | | | |
| 13 | 13 | 13 | Airport Field Foreman | 18.30 Hr. | 21.12 Hr. |
| 67 | 65 | 67 | Airport Maintenance Man | 11.97 Hr. | 17.29 Hr. |
| 62 | 56 | 61 | Custodial Worker | 10.00 Hr. | 14.50 Hr. |
| 1 | 0 | 0 | Custodial Superintendent | 23,607 | 53,400 |
| 1 | 1 | 1 | Municipal Service Laborer | 14.75 Hr. | 17.09 Hr. |
| 11 | 11 | 11 | Custodial Worker Supervisor | 17.34 Hr. | 19.73 Hr. |
| 1 | 1 | 1 | Supt Vehide Admin Services | 20,093 | 68,745 |
| 1 | 1 | 1 | Supt of Motorized Equipment | 26,274 | 68,745 |
| 6 | 5 | 6 | Window Washer | 13.00 Hr. | 19.68 Hr. |
| 163 | 153 | 161 | | | |
| TECHNICIAN | | | | | |
| 7 | 7 | 7 | Airport Information Representative | 10.00 Hr. | 16.16 Hr. |
| 8 | 8 | 8 | Airport Operations Agent I | 14.14 Hr. | 19.97 Hr. |
| 8 | 7 | 8 | Airport Operations Agent II | 17.77 Hr. | 23.51 Hr. |
| 3 | 3 | 3 | Airport Operations Agent III | 20,800 | 54,164 |
| 4 | 4 | 4 | Airport Operations Superintendent | 23,333 | 63,917 |
| 1 | 1 | 1 | Airport Planning Envir. Officer | 30,215 | 86,559 |
| 1 | 0 | 1 | Airport Safety Manager | 26,274 | 83,396 |
| 1 | 0 | 0 | Airport Safety Chief Training Officer, Asst | 23,333 | 53,357 |
| 3 | 3 | 3 | Airport Safety Shift Commander | 20,800 | 58,396 |
| 43 | 35 | 43 | Airport Safety Man | 14.19 Hr. | 21.96 Hr. |
| 12 | 10 | 12 | Airport Safety Supervisor | 20,800 | 52,233 |
| 2 | 1 | 3 | Airport Security Coordinator | 23,333 | 61,755 |
| 1 | 0 | 1 | Network Analyst II | 65,000 | 87,630 |
| 2 | 1 | 2 | System Analyst | 30,214 | 60,011 |
| 5 | 5 | 5 | Engineering & Construction Inspector | 17.65 Hr. | 20.04 Hr. |
| 1 | 1 | 1 | Engineering & Construction Inspector, Chief | 23.56 Hr. | 26.07 Hr. |
| 1 | 0 | 0 | Environmental Assistant | 20,800 | 49,697 |
| 103 | 86 | 102 | | | |
| 429 | 367 | 431 | TOTAL FULL TIME | | |
| 17 | 5 | 9 | Part Time | | |
| 28 | 25 | 28 | Seasonal | | |
| 45 | 30 | 37 | TOTAL PART TIME | | |
| 474 | 397 | 468 | TOTAL DIVISION | | |

* Salary Schedule effective December 8, 2008



NOTES

RESTRICTED INCOME TAX

(000's OMITTED)

The Restricted Income Tax is one ninth of the City's total earnings which is restricted to use for capital projects and debt service on bonds issued to finance capital projects.

| | 2006 ACTUAL | 2007 ACTUAL | 2008 UNAUDITED | 2009 BUDGET |
|--|------------------|------------------|-------------------|------------------|
| RECEIPTS | \$ 34,418 | \$ 35,544 | \$ 36,720 | \$ 37,277 |
| EXPENDITURES | | | | |
| CAPITAL PROJECTS | | | | |
| PUBLIC BUILDINGS | \$ 1,600 | \$ 2,595 | \$ 2,800 | \$ 2,300 |
| VEHICLES | 5,699 | 4,759 | 1,507 | - |
| MAJOR NON-VEHICULAR EQUIPMENT | 2,550 | 4,735 | 4,443 | 4,822 |
| TRANSPORTATION NETWORK | 350 | 450 | 450 | 450 |
| LEASE PAYMENT 2003 | 1,038 | 1,038 | 1,038 | 1,038 |
| LEASE PAYMENT 2004 | 1,112 | 1,015 | 1,064 | 1,064 |
| LEASE PAYMENT 2005 | 1,405 | 1,405 | 1,405 | 1,405 |
| TOTAL CAPITAL PROJECTS | \$ 13,754 | \$ 15,997 | \$ 12,707 | \$ 11,079 |
| PAST DEFICITS & LIABILITIES | | | | |
| DEBT SERVICE | \$ 21,350 | \$ 19,500 | \$ 24,013 | \$ 26,198 |
| TOTAL PAST DEFICITS & LIABILITIES | \$ 21,350 | \$ 19,500 | \$ 24,013 | \$ 26,198 |
| TOTAL EXPENDITURES | \$ 35,104 | \$ 35,497 | \$ 36,720 | \$ 37,277 |



NOTES

NON DEPARTMENTAL

EXPENDITURES

COUNTY AUDITOR DEDUCTIONS

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-----------------------------|---------------------|-------------------|---------------------|---------------------|
| CONTRACTUAL SERVICES | | | | |
| NON PRODUCTIVE LAND SALES | \$ 24,147 | \$ 60,029 | \$ 93,758 | \$ 100,000 |
| BOARD OF ELECTION EXPENSE | 383,041 | - | 1,104,415 | 1,145,450 |
| COUNTY AUD & TREAS COLL FEE | 736,383 | 760,817 | 883,687 | 950,000 |
| ADVERTISING DEL LAND SALES | 19,119 | 22,047 | 26,861 | 30,000 |
| BOARD OF TAX APPEALS | 657 | 852 | 465 | 1,000 |
| TOTAL | \$ 1,163,348 | \$ 843,746 | \$ 2,109,186 | \$ 2,226,450 |
| TOTAL DIVISION | \$ 1,163,348 | \$ 843,746 | \$ 2,109,186 | \$ 2,226,450 |

EXPENDITURES

SUBSIDIES TO OTHER FUNDS

| | 2006 Actual | 2007 Actual | 2008 Unaudited | 2009 Budget |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
| INTERFUND SUBSIDIES | | | | |
| TRANSFER TO RAINY DAY FUND | \$ 3,600,000 | \$ 1,000,000 | \$ 1,000,000 | \$ - |
| TRANSFER TO OTHER SUBCLASSES | 16,082 | 255,000 | - | 50,000 |
| TRANSFER TO DEBT SERVICE FUND | 4,953,938 | 5,489,036 | 5,409,745 | 6,637,882 |
| TRANSFER TO STADIUM FUND | 5,655,595 | 8,332,769 | 4,500,000 | 8,600,000 |
| SUBSIDY TO STREET CONST | 5,040,000 | 8,250,000 | 8,178,919 | 6,137,714 |
| TRANSFER TO SCHOOL REC FUND | 2,000,000 | 2,000,000 | 1,996,116 | 2,000,000 |
| SUBSIDY TO IX CENTER | - | - | 145,607 | 240,000 |
| SUBSIDY TO SINKING FUND | 415,000 | 540,000 | 386,194 | 468,212 |
| SUBSIDY TO CEMETERIES | 390,000 | 290,000 | 305,384 | 417,970 |
| TOTAL | \$ 22,070,615 | \$ 26,156,805 | \$ 21,921,965 | \$ 24,551,778 |
| TOTAL DIVISION | \$ 22,070,615 | \$ 26,156,805 | \$ 21,921,965 | \$ 24,551,778 |



NON DEPARTMENTAL

EXPENDITURES
OTHER ADMINISTRATIVE

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| | Actual | Actual | Unaudited | Budget |
| TRAINING AND DUES | | | | |
| PROFESSIONAL DUES | \$ 4,795 | \$ 3,164 | \$ 3,040 | \$ 5,000 |
| OHIO MUNICIPAL LEAGUE | 23,352 | 23,652 | 23,652 | 24,125 |
| NOACA | 56,715 | 59,693 | 59,693 | 62,678 |
| MAYORS & MGRS ASSOC | 15,000 | 15,000 | 15,000 | 15,000 |
| U.S. CONFERENCE OF MAYORS | 16,506 | 17,001 | 17,001 | 18,036 |
| NATIONAL LEAGUE OF CITIES | 20,179 | 20,986 | 21,825 | 22,698 |
| GREATER CLEVE PARTNERSHIP | 40,000 | 40,000 | 40,000 | 40,000 |
| DOWNTOWN DEVELOPMENT CORP | 22,000 | - | - | - |
| INTERNATIONAL TRADE ALLIANCE | - | 35,000 | 35,000 | 35,000 |
| TOTAL | \$ 198,547 | \$ 214,496 | \$ 215,211 | \$ 222,537 |
| UTILITIES | | | | |
| ELECTRICITY - CPP | \$ 9,077,898 | \$ 8,677,623 | \$ 9,511,696 | \$ 12,183,156 |
| ELECTRICITY - OTHER | 2,775,734 | 2,778,663 | 2,393,970 | - |
| TOTAL | \$ 11,853,631 | \$ 11,456,286 | \$ 11,905,666 | \$ 12,183,156 |
| CONTRACTUAL SERVICES | | | | |
| PROFESSIONAL SERVICES | \$ 100,651 | \$ 180,000 | \$ 208,258 | \$ 320,000 |
| INSURANCE AND OFFICIAL BONDS | - | 9,286 | 21,887 | 9,500 |
| OTHER CONTRACTUAL | 160,538 | 422,192 | 266,402 | 295,507 |
| JUSTICE CENTER - TOWER MAINT | 3,381,645 | 3,484,832 | 3,372,411 | 3,554,329 |
| BANK SERVICE FEES | 271,480 | 186,796 | 152,270 | 300,000 |
| CREDIT CARD PROCESSING FEES | - | 6 | (6) | - |
| TOTAL | \$ 3,914,315 | \$ 4,283,112 | \$ 4,021,222 | \$ 4,479,336 |
| INTER-DEPARTMENTAL CHARGES | | | | |
| CHARGES FROM RADIO SYSTEM | \$ 1,220 | \$ 795 | \$ 892 | \$ 1,388 |
| TOTAL | \$ 1,220 | \$ 795 | \$ 892 | \$ 1,388 |
| DEBT SERVICE | | | | |
| PRINCIPAL | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 |
| TOTAL | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 |
| TOTAL DIVISION | \$ 16,217,713 | \$ 16,204,689 | \$ 16,392,991 | \$ 17,136,417 |



NON DEPARTMENTAL

REVENUE
OTHER ADMINISTRATIVE

| | 2006 | 2007 | 2008 | 2009 |
|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Actual | Actual | Unaudited | Budget |
| LOCAL TAXES | \$ 316,529,476 | \$ 328,514,866 | \$ 337,782,021 | \$ 339,037,654 |
| INTERGOVERNMENTAL REVENUE | 68,683,653 | 70,125,164 | 67,888,962 | 60,971,831 |
| SALES & CHARGES FOR SERVICES | 1,891,423 | 1,482,792 | 1,602,273 | 1,697,900 |
| MISCELLANEOUS REVENUES | 2,201,808 | 133,351 | 158,287 | 100,000 |
| TRANSFERS IN | - | 6,607,939 | 6,436,793 | 6,400,000 |
| EXPENDITURE RECOVERIES | 10,113,844 | 8,911,702 | 8,381,093 | 8,248,920 |
| TOTAL DIVISION | \$ 399,420,204 | \$ 415,775,814 | \$ 422,249,429 | \$ 416,456,305 |



NOTES

APPROPRIATION FOR THE YEAR 2009

Whereas, this ordinance constitutes an emergency measure providing for the daily operation of a municipal department; now therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CLEVELAND:

Section 1. That to provide for the current expenses for the City of Cleveland for the fiscal year ending December 31, 2009, the following sums be and they are hereby appropriated viz:

The sum of Five Hundred Forty One Million, Five Hundred One Thousand Six Hundred Eight Six Dollars (\$541,501,686) from the General Fund;

The sum of Sixty Seven Million One Hundred Fifty Thousand Nine Hundred Twenty Five Dollars (\$67,150,925) from the Special Revenue Funds;

The sum of Twenty Nine Million Ninty Six Thousand Six Hundred Twenty One Dollars (\$29,096,621) from the Internal Service Funds;

The sum of Six Hundred Seventy Five Million Eight Hundred Forty Nine Thousand One Hundred Thirty Five Dollars (\$675,849,135) from the Enterprise Funds;

The sum of Ten Million Forty Five Thousand Three Hundred Nineteen Dollars (\$10,045,319) from the Trust and Agency Funds;

The sum of Sixty Four Million Five Hundred Eight Thousand Nine Hundred Eleven Dollars (\$64,508,911) from the Debt Service Fund;

All set forth in the Mayor's Estimate on file with Council and identified in the aggregate amount for each department as follows:

GENERAL FUND

| | |
|--|--------------------------------|
| Legislative Branch | \$ 6,661,520 |
| Judicial Branch | 42,413,296 |
| Executive Branch | |
| Office of the Mayor | 2,344,163 |
| Department of Public Safety | 317,333,854 |
| Community Relations Board | 1,279,606 |
| Department of Consumer Affairs | 395,357 |
| Department of Public Service | 38,004,058 |
| Department of Parks, Recreation & Properties | 39,347,736 |
| Boxing and Wrestling Commission | 5,342 |
| Urban Planning & Development | 16,559,551 |
| Department of Public Health | 5,947,154 |
| Department of Aging | 820,523 |
| Support Functions | 45,837,747 |
| Transfers to Other Funds | 24,551,778 |
| Total Executive Branch | <u>492,426,869</u> |
| TOTAL GENERAL FUND | <u>541,501,686</u> |
| Special Revenue Funds | 67,150,925 |
| Internal Service Funds | 29,096,621 |
| Enterprise Funds | 676,249,135 |
| Trust and Agency Funds | 10,444,883 |
| Debt Service Funds | 64,508,911 |
| TOTAL APPROPRIATIONS FOR 2008 | <u><u>\$ 1,388,952,161</u></u> |



APPROPRIATION FOR THE YEAR 2009

GENERAL FUND

LEGISLATIVE BRANCH

| | | |
|----------------------------------|--------------|---------------------|
| Council and Clerk of Council | | \$ 6,661,520 |
| I Personnel and Related Expenses | \$ 4,905,458 | |
| II Other Expenses | 1,756,062 | |
| TOTAL LEGISLATIVE BRANCH | | <u>\$ 6,661,520</u> |

JUDICIAL BRANCH

| | | |
|--|---------------|----------------------|
| Municipal Court - Judicial Division | | \$ 24,075,225 |
| I Personnel and Related Expenses | \$ 21,185,670 | |
| II Other Expenses | 2,889,555 | |
| Municipal Court - Housing Division | | \$ 3,425,659 |
| I Personnel and Related Expenses | \$ 3,245,840 | |
| II Other Expenses | 179,819 | |
| Municipal Court - Clerk's Division | | \$ 14,912,412 |
| I Personnel and Related Expenses | \$ 9,564,254 | |
| II Other Expenses | 5,348,158 | |
| TOTAL JUDICIAL BRANCH | | <u>\$ 42,413,296</u> |

EXECUTIVE BRANCH

| | | |
|----------------------------------|--------------|---------------------|
| Office of the Mayor | | <u>\$ 2,344,163</u> |
| I Personnel and Related Expenses | \$ 2,206,122 | |
| II Other Expenses | 138,041 | |



APPROPRIATION FOR THE YEAR 2009

DEPARTMENT OF PUBLIC SAFETY

| | | |
|--|----------------|---------------------------|
| Public Safety Administration | | \$ 3,284,459 |
| I Personnel and Related Expenses | \$ 2,327,866 | |
| II Other Expenses | 956,593 | |
| Division of Police | | \$ 182,100,803 |
| I Personnel and Related Expenses | \$ 171,628,180 | |
| II Other Expenses | 10,472,623 | |
| Division of Fire | | \$ 92,000,474 |
| I Personnel and Related Expenses | \$ 88,873,978 | |
| II Other Expenses | 3,126,496 | |
| Division of Emergency Medical Services | | \$ 23,431,238 |
| I Personnel and Related Expenses | \$ 21,015,056 | |
| II Other Expenses | 2,416,182 | |
| Division of Dog Pound | | \$ 1,090,561 |
| I Personnel and Related Expenses | \$ 825,750 | |
| II Other Expenses | 264,811 | |
| Division of Correction | | \$ 15,426,319 |
| I Personnel and Related Expenses | \$ 12,296,429 | |
| II Other Expenses | 3,129,890 | |
| TOTAL DEPARTMENT OF PUBLIC SAFETY | | <u>\$ 317,333,854</u> |

COMMUNITY RELATIONS BOARD

| | | |
|-------------------------------------|--------------|-------------------------|
| Community Relations Board | | \$ 1,279,606 |
| I Personnel and Related Expenses | \$ 1,184,820 | |
| II Other Expenses | 94,786 | |
| TOTAL COMMUNITY RELATIONS BOARD | | <u>\$ 1,279,606</u> |



APPROPRIATION FOR THE YEAR 2009

DEPARTMENT OF CONSUMER AFFAIRS

| | | | |
|--------------------------------------|----|---------|----------------|
| Consumer Affairs | | \$ | 395,357 |
| I Personnel and Related Expenses | \$ | 353,466 | |
| II Other Expenses | | 41,891 | |
| | | | |
| TOTAL DEPARTMENT OF CONSUMER AFFAIRS | | \$ | <u>395,357</u> |

DEPARTMENT OF PUBLIC SERVICE

| | | | |
|---|----|------------|-------------------|
| Public Service Administration | | \$ | 466,528 |
| I Personnel and Related Expenses | \$ | 438,530 | |
| II Other Expenses | | 27,998 | |
| | | | |
| Division of Architecture | | \$ | 594,711 |
| I Personnel and Related Expenses | \$ | 557,488 | |
| II Other Expenses | | 37,223 | |
| | | | |
| Division of Waste Collection and Disposal | | \$ | 27,927,828 |
| I Personnel and Related Expenses | \$ | 15,089,532 | |
| II Other Expenses | | 12,838,296 | |
| | | | |
| Division of Engineering and Construction | | \$ | 4,723,332 |
| I Personnel and Related Expenses | \$ | 4,334,631 | |
| II Other Expenses | | 388,701 | |
| | | | |
| Division of Traffic Engineering | | \$ | 4,291,660 |
| I Personnel and Related Expenses | \$ | 3,088,308 | |
| II Other Expenses | | 1,203,352 | |
| | | | |
| TOTAL DEPARTMENT OF PUBLIC SERVICE | | \$ | <u>38,004,058</u> |

APPROPRIATION FOR THE YEAR 2009

DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES

| | | | |
|--|----|------------|-------------------|
| Parks, Recreation, and Properties Administration | | \$ | 738,396 |
| I Personnel and Related Expenses | \$ | 580,684 | |
| II Other Expenses | | 157,712 | |
| | | | |
| Division of Research, Planning, and Development | | \$ | 793,179 |
| I Personnel and Related Expenses | \$ | 709,186 | |
| II Other Expenses | | 83,993 | |
| | | | |
| Division of Recreation | | \$ | 14,463,084 |
| I Personnel and Related Expenses | \$ | 10,226,133 | |
| II Other Expenses | | 4,236,951 | |
| | | | |
| Division of Parking Facilities-On Street | | \$ | 1,305,989 |
| I Personnel and Related Expenses | \$ | 1,236,725 | |
| II Other Expenses | | 69,264 | |
| | | | |
| Division of Property Management | | \$ | 8,415,449 |
| I Personnel and Related Expenses | \$ | 5,763,237 | |
| II Other Expenses | | 2,652,212 | |
| | | | |
| Division of Park Maintenance and Properties | | \$ | 13,631,638 |
| I Personnel and Related Expenses | \$ | 8,734,075 | |
| II Other Expenses | | 4,897,563 | |
| | | | |
| TOTAL PARKS, RECREATION, AND PROPERTIES | | <u>\$</u> | <u>39,347,736</u> |

BOXING AND WRESTLING COMMISSION

| | | | |
|----------------------------------|----|-----------|--------------|
| Boxing and Wrestling Commission | | \$ | 5,342 |
| I Personnel and Related Expenses | \$ | 5,342 | |
| II Other Expenses | | - | |
| | | | |
| TOTAL BOXING AND WRESTLING COMM | | <u>\$</u> | <u>5,342</u> |



APPROPRIATION FOR THE YEAR 2009

URBAN PLANNING AND DEVELOPMENT
DEPARTMENT OF COMMUNITY DEVELOPMENT

| | | | |
|-------------------------------------|----|-----------|------------------|
| Division of Administrative Services | | \$ | 735,298 |
| I Personnel and Related Expenses | \$ | 653,525 | |
| II Other Expenses | | 81,773 | |
| Director's Office | | \$ | 390,670 |
| I Personnel and Related Expenses | \$ | 390,670 | |
| Division of Real Estate | | \$ | 403,850 |
| I Personnel and Related Expenses | \$ | 218,850 | |
| II Other Expenses | | 185,000 | |
| Division of Neighborhood Services | | \$ | 475,175 |
| I Personnel and Related Expenses | \$ | 475,175 | |
| TOTAL COMMUNITY DEVELOPMENT | | <u>\$</u> | <u>2,004,993</u> |

DEPARTMENT OF BUILDING AND HOUSING

| | | | |
|----------------------------------|----|-----------|------------------|
| Building and Housing Dir Office | | \$ | 1,849,419 |
| I Personnel and Related Expenses | \$ | 1,521,459 | |
| II Other Expenses | | 327,960 | |
| Division of Code Enforcement | | \$ | 6,447,987 |
| I Personnel and Related Expenses | \$ | 6,229,273 | |
| II Other Expenses | | 218,714 | |
| Division of Construction Permit | | \$ | 1,651,198 |
| I Personnel and Related Expenses | \$ | 1,630,498 | |
| II Other Expenses | | 20,700 | |
| TOTAL BUILDING AND HOUSING | | <u>\$</u> | <u>9,948,604</u> |

APPROPRIATION FOR THE YEAR 2009

REGULATORY BOARDS AND COMMISSIONS

| | | | |
|---|----|-----------|----------------|
| Landmarks Commission | | \$ | 183,163 |
| I Personnel and Related Expenses | \$ | 177,762 | |
| II Other Expenses | | 5,401 | |
| | | | |
| Board of Building Standards and Appeals | | \$ | 121,023 |
| I Personnel and Related Expenses | \$ | 112,484 | |
| II Other Expenses | | 8,539 | |
| | | | |
| Board of Zoning Appeals | | \$ | 199,358 |
| I Personnel and Related Expenses | \$ | 185,997 | |
| II Other Expenses | | 13,361 | |
| | | | |
| Fair Campaign Finance Commission | | \$ | 2,500 |
| II Other Expenses | \$ | 2,500 | |
| | | | |
| TOTAL REGULATORY BOARDS | | <u>\$</u> | <u>506,044</u> |

DEPARTMENT OF ECONOMIC DEVELOPMENT

| | | | |
|--|----|-----------|-------------------|
| Economic Development | | \$ | 1,456,699 |
| I Personnel and Related Expenses | \$ | 1,424,506 | |
| II Other Expenses | | 32,193 | |
| | | | |
| TOTAL DEPARTMENT OF ECONOMIC DEVELOPMENT | | <u>\$</u> | <u>1,456,699</u> |
| | | | |
| Office of Equal Opportunity | | \$ | 713,151 |
| I Personnel and Related Expenses | \$ | 684,881 | |
| II Other Expenses | | 28,270 | |
| | | | |
| City Planning Commission | | \$ | 1,642,082 |
| I Personnel and Related Expenses | \$ | 1,542,883 | |
| II Other Expenses | | 99,199 | |
| | | | |
| Division of Harbors | | \$ | 287,979 |
| I Personnel and Related Expenses | \$ | 95,613 | |
| II Other Expenses | | 192,366 | |
| | | | |
| TOTAL URBAN PLANNING AND DEVELOPMENT | | <u>\$</u> | <u>16,559,551</u> |



APPROPRIATION FOR THE YEAR 2009

DEPARTMENT OF PUBLIC HEALTH

| | | | |
|---------------------------------------|----|-----------|------------------|
| Public Health Administration | | \$ | 854,763 |
| I Personnel and Related Expenses | \$ | 593,081 | |
| II Other Expenses | | 261,682 | |
| Division of Health | | \$ | 3,385,373 |
| I Personnel and Related Expenses | \$ | 2,062,159 | |
| II Other Expenses | | 1,323,214 | |
| Division of Environment | | \$ | 1,244,270 |
| I Personnel and Related Expenses | \$ | 1,043,659 | |
| II Other Expenses | | 200,611 | |
| Division of Air Quality | | \$ | 462,748 |
| I Personnel and Related Expenses | \$ | 180,648 | |
| II Other Expenses | | 282,100 | |
| TOTAL DEPARTMENT OF PUBLIC HEALTH | | <u>\$</u> | <u>5,947,154</u> |

DEPARTMENT OF AGING

| | | | |
|----------------------------------|----|-----------|----------------|
| Department of Aging | | \$ | 820,523 |
| I Personnel and Related Expenses | \$ | 680,304 | |
| II Other Expenses | | 140,219 | |
| TOTAL DEPARTMENT OF AGING | | <u>\$</u> | <u>820,523</u> |

APPROPRIATION FOR THE YEAR 2009

SUPPORT FUNCTIONS

FINANCIAL AND LEGAL ADMINISTRATION

DEPARTMENT OF FINANCE

| | | |
|---|--------------|--------------------------|
| Finance Administration | | \$ 865,900 |
| I Personnel and Related Expenses | \$ 793,502 | |
| II Other Expenses | 72,398 | |
| Division of Accounts | | \$ 1,985,501 |
| I Personnel and Related Expenses | \$ 1,350,015 | |
| II Other Expenses | 635,486 | |
| Division of Assessments and Licenses | | \$ 3,607,962 |
| I Personnel and Related Expenses | \$ 2,366,669 | |
| II Other Expenses | 1,241,293 | |
| Division of Treasury | | \$ 634,839 |
| I Personnel and Related Expenses | \$ 574,217 | |
| II Other Expenses | 60,622 | |
| Division of Purchases and Supplies | | \$ 592,184 |
| I Personnel and Related Expenses | \$ 548,516 | |
| II Other Expenses | 43,668 | |
| Bureau of Internal Audit | | \$ 835,182 |
| I Personnel and Related Expenses | \$ 461,119 | |
| II Other Expenses | 374,063 | |
| Division of Financial Reporting and Control | | \$ 1,432,235 |
| I Personnel and Related Expenses | \$ 1,392,604 | |
| II Other Expenses | 39,631 | |
| Information Systems Services | | \$ 3,788,862 |
| I Personnel and Related Expenses | \$ 2,112,680 | |
| II Other Expenses | 1,676,182 | |
| Information Tech & Planning | | \$ 178,228 |
| I Personnel and Related Expenses | \$ 160,003 | |
| II Other Expenses | 18,225 | |
| TOTAL DEPARTMENT OF FINANCE | | <u>\$ 13,920,894</u> |



APPROPRIATION FOR THE YEAR 2009

| | | |
|---|---------------|-----------------------|
| Office of Budget & Management-Budget Admin. | | \$ 686,024 |
| I Personnel and Related Expenses | \$ 666,874 | |
| II Other Expenses | 19,150 | |
| Department Law | | \$ 9,079,949 |
| I Personnel and Related Expenses | \$ 7,081,971 | |
| II Other Expenses | 1,997,978 | |
| | | |
| TOTAL FINANCE AND LEGAL ADMINISTRATION | | <u>\$ 23,686,867</u> |
| | | |
| PERSONNEL ADMINISTRATION | | |
| Office of Personnel | | \$ 1,824,983 |
| I Personnel and Related Expenses | \$ 1,235,430 | |
| II Other Expenses | 589,553 | |
| Civil Service Commission | | \$ 963,030 |
| I Personnel and Related Expenses | \$ 556,837 | |
| II Other Expenses | 406,193 | |
| | | |
| TOTAL PERSONNEL ADMINISTRATION | | <u>\$ 2,788,013</u> |
| | | |
| NONDEPARTMENTAL | | |
| County Auditor Deductions | | \$ 2,226,450 |
| II Other Expenses | \$ 2,226,450 | |
| Other Administrative | | \$ 17,136,417 |
| II Other Expenses | \$ 17,136,417 | |
| | | |
| TOTAL NONDEPARTMENTAL | | <u>\$ 19,362,867</u> |
| | | |
| TOTAL SUPPORT FUNCTIONS | | <u>\$ 45,837,747</u> |
| | | |
| TRANSFERS TO OTHER FUNDS | | \$ 24,551,778 |
| II Other Expenses | \$ 24,551,778 | |
| | | |
| TOTAL EXECUTIVE BRANCH | | <u>\$ 492,426,869</u> |
| | | |
| TOTAL GENERAL FUND | | <u>\$ 541,501,686</u> |



APPROPRIATION FOR THE YEAR 2009

SPECIAL REVENUE FUND

| | | |
|--|---------------|-----------------------------|
| Restricted Income Tax Fund | | \$ 37,276,712 |
| I Capital | \$ 11,078,712 | |
| II Debt Service | 26,198,000 | |
| Street Construction, Maintenance & Repair Fund | | \$ 27,874,213 |
| I Personnel and Related Expenses | \$ 16,153,742 | |
| II Other Expenses | 11,720,471 | |
| Schools Recreation & Cultural Activities Fund | | \$ 2,000,000 |
| II Other Expenses | \$ 2,000,000 | |
| TOTAL SPECIAL REVENUE FUNDS | | <u><u>\$ 67,150,925</u></u> |

INTERNAL SERVICE FUND

| | | |
|---|--------------|-----------------------------|
| Information Systems Services-Telephone Exchange | | \$ 6,686,647 |
| I Personnel and Related Expenses | \$ 1,222,525 | |
| II Other Expenses | 5,464,122 | |
| Division of Motor Vehicle Maintenance | | \$ 18,783,971 |
| I Personnel and Related Expenses | \$ 6,177,074 | |
| II Other Expenses | 12,606,898 | |
| Division of Printing and Reproduction | | \$ 2,751,872 |
| I Personnel and Related Expenses | \$ 931,832 | |
| II Other Expenses | 1,820,040 | |
| City Storeroom and Central Warehouse | | \$ 874,130 |
| I Personnel and Related Expenses | \$ 97,110 | |
| II Other Expenses | 777,020 | |
| TOTAL INTERNAL SERVICE FUNDS | | <u><u>\$ 29,096,621</u></u> |



APPROPRIATION FOR THE YEAR 2009

ENTERPRISE FUNDS

DEPARTMENT OF PUBLIC UTILITIES

| | | | |
|--|----|-------------|-----------------------|
| Utilities Administration | | \$ | 2,593,415 |
| I Personnel and Related Expenses | \$ | 1,976,030 | |
| II Other Expenses | | 617,385 | |
| Radio | | \$ | 2,418,710 |
| I Personnel and Related Expenses | \$ | 548,220 | |
| II Other Expenses | | 1,870,490 | |
| Division of Fiscal Control | | \$ | 4,063,946 |
| I Personnel and Related Expenses | \$ | 3,324,672 | |
| II Other Expenses | | 739,274 | |
| Division of Water | | \$ | 265,243,333 |
| I Personnel and Related Expenses | \$ | 81,536,963 | |
| II Other Expenses | | 183,706,370 | |
| Division of Water Pollution Control | | \$ | 25,556,059 |
| I Personnel and Related Expenses | \$ | 11,030,020 | |
| II Other Expenses | | 14,526,039 | |
| Division of Cleveland Public Power | | \$ | 178,503,814 |
| I Personnel and Related Expenses | \$ | 29,071,103 | |
| II Other Expenses | | 149,432,711 | |
| TOTAL DEPARTMENT OF PUBLIC UTILITIES | | | <u>\$ 478,379,277</u> |

DEPARTMENT OF PORT CONTROL

| | | | |
|---|----|-------------|-----------------------|
| Divisions of Cleveland Hopkins & Burke Lakefront Airports - Operations | | \$ | 154,081,191 |
| I Personnel and Related Expenses | \$ | 29,452,418 | |
| II Other Expenses | | 124,628,773 | |
| TOTAL DEPARTMENT OF PORT CONTROL | | | <u>\$ 154,081,191</u> |



APPROPRIATION FOR THE YEAR 2009

DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES

| | | |
|--|---------------|-----------------------|
| Division of Cemeteries | | \$ 2,097,174 |
| I Personnel and Related Expenses | \$ 1,551,004 | |
| II Other Expenses | 546,170 | |
| Golf Course Fund | | \$ 1,984,695 |
| I Personnel and Related Expenses | \$ 1,116,047 | |
| II Other Expenses | 868,648 | |
| Division of Parking Facilities-Off Street Parking | | \$ 10,458,051 |
| I Personnel and Related Expenses | \$ 1,168,301 | |
| II Other Expenses | 9,289,750 | |
| Division of Convention Center | | \$ 6,200,799 |
| I Personnel and Related Expenses | \$ 3,238,121 | |
| II Other Expenses | 2,962,678 | |
| Division of Convention Center & Stadium-West Side Market | | \$ 1,253,787 |
| I Personnel and Related Expenses | \$ 561,744 | |
| II Other Expenses | 692,043 | |
| Division of Convention Center & Stadium-Stadium | | \$ 21,754,162 |
| II Other Expenses | \$ 21,754,162 | |
| Division of Property Management - East Side Market | | \$ 40,000 |
| I Personnel and Related Expenses | \$ - | |
| II Other Expenses | 40,000 | |
| TOTAL PARKS, RECREATION, & PROPERTIES | | <u>\$ 43,788,667</u> |
| TOTAL ENTERPRISE FUNDS | | <u>\$ 676,249,135</u> |



APPROPRIATION FOR THE YEAR 2009

AGENCY FUND

| | | |
|----------------------------------|--------------|----------------------|
| Central Collection Agency | | \$ 10,444,883 |
| I Personnel and Related Expenses | \$ 6,732,702 | |
| II Other Expenses | 3,712,181 | |
| TOTAL AGENCY FUND | | \$ 10,444,883 |

DEBT SERVICE FUND

| | | |
|----------------------------------|------------|----------------------|
| Sinking Fund Commission | | \$ 64,508,911 |
| I Personnel and Related Expenses | \$ 178,812 | |
| II Other Expenses | 467,400 | |
| III Debt Service | 63,862,699 | |
| TOTAL DEBT SERVICE FUNDS | | \$ 64,508,911 |

Section 2. That the appropriations herein made are based upon the detail of expenditures set forth in the Mayor's Estimate, but are appropriated to the several departments, offices, and purposes in the aggregate for I. - Personnel and Related Expenses; and II. - Other Expenses and are not severally and individually appropriated in said detail. Any unencumbered balance in an appropriation fund at the close of the year 2008 is hereby appropriated to such fund for the payment of unpaid obligations lawfully incurred in 2009 or prior years. The Mayor's Estimate, as modified by the schedule published pursuant to Section 39 of the Charter shall within the sums appropriated in Section 1 hereof, constitute the expenditure budget for the year 2009 and shall be subject to the control of the Mayor, provided, however, that no transfer from I. - Personnel and Related Expenses, or II. - Other Expenses within any department or office, or from one department or office to another shall be made except as provided in Section 41 of the Charter.

Section 3. That the Commissioner of Accounts is authorized to draw warrants on the City Treasury for the amount appropriated in this ordinance, whenever claims are presented properly approved by the head of the department or by the chief of a commission for which indebtedness was incurred.

Section 4. That this ordinance is declared to be an emergency measure and, provided it receives the affirmative vote of two-thirds of all the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

GLOSSARY

Accrual Accounting

Method of accounting in which liabilities are reported in the year in which they occur regardless of when payment is made and revenue must be reported in the year in which the services are provided.

Appropriation

Money authorized by formal legal action (City Council Ordinance) to be used for a specific purpose.

Attrition

The loss of personnel in employment through resignation, retirement, etc.

Budget Basis

Method of accounting in which revenues are recorded when received in cash, and expenditures are recorded when paid in cash or encumbered.

Capital Projects

The construction, rehabilitation or acquisition of fixed assets or permanent improvements.

Carry-Forward Balance

An amount of cash in excess of all financial obligations at the end of a fiscal year and recognized as such at the beginning of the following year.

Cash Basis

Method of accounting in which transactions are recognized only when cash is received or disbursed.

Decertification

The withdrawal of financial obligation.

Department

The highest level of formal organization in the City, headed by a director who has overall responsibility for the performance of a service or work type in all related divisions.

Division

The second level of organization within the City; it is part of a Department and headed by a Commissioner, who administers a set of programs to accomplish specific City services.

Encumbrance

Commitment of funds related to an as yet imperforate contract for goods or services.

Expenditure Recovery

The reimbursement of money from one funding source to another in which the reimbursing entity has an interest in the purchase of the goods or services.

Expenditures

Dispensing of available resources for the purpose of accomplishing a specific goal or objective.

Fund

An accounting entity with a self-balancing set of accounts designated for a particular purpose.

GLOSSARY

Inter-fund Subsidies

A grant of money from one fund to another to assist in operations which have been deemed advantageous to the public.

Object Code

Identifies the reason for which the appropriation (money) will be spent, i.e. electricity, asphalt, etc.

Operating Budget

Plan of current program expenditures and the proposed means of financing them.

Program

Service performed by division representing the purpose of funds spent.

Receipts

Cash recognized upon collection.

Revenues

Anticipated income.

Self Generated Revenue

Income generated by means of fees or charges for services rendered by a division.

Source

Identifies a broad category of origin of receipts i.e., Local Taxes, Licenses and Permits, Sales and Charges for Service.

Turnover

The loss and gain of personnel in employment.

Type

Reflects the detailed source of revenue, i.e., Income Tax, Building Licenses, Permits, Rental of City Property, etc.

Unencumbered Balance

An amount of cash free of financial obligation and available for expense.

User Fees

Charges for services rendered or for goods provided.



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ACKNOWLEDGEMENTS

DEPARTMENT OF FINANCE

Sharon Dumas

Finance Director

OFFICE OF BUDGET AND MANAGEMENT

Lee Carpenter

Budget Administrator

Regina Greathouse

Senior Budget and Management Analyst

Stanley Kolenda

Senior Budget and Management Analyst

Tina Magistro

Senior Budget and Management Analyst

Yzan Sadeq

Budget and Management Analyst

Jace Cifranic

Budget Analyst

SUPPORT

Denita Bonhart

Project Director, Parks Administration

OFFICES

601 Lakeside Ave., Room 104

Cleveland, Ohio 44114

216-664-6360

Fax: 216-664-2535

WEBSITE

<http://portal.cleveland-oh.gov/CityofCleveland/Home/Government/CityAgencies/Finance/formsandpublication>



City of Cleveland

MISSION STATEMENT

We are committed to improving the quality of life in the City of Cleveland by strengthening our neighborhoods, delivering superior services, embracing the diversity of our citizens, and making Cleveland a desirable, safe city in which to live, work, raise a family, shop, study, play, and grow old.