

City of Cleveland

2008 Budget

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Mayor

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Ordinance 160 - 08
Passed March 17, 2008
Effective March 19, 2008



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. Cox.

President

Handwritten signature of Jeffrey R. Enos.

Executive Director



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Official Publication of the City of Cleveland
March 19, 2008

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**MAYOR'S 2008
LETTER OF TRANSMITTAL
JANUARY 31, 2008**

To the Cleveland City Council and Citizens of Cleveland:

The 2008 budget as presented to you today is the result of two years worth of fiscal controls, smarter operations and improved service. It recognizes the financial troubles that are before us. And, it continues to position the City of Cleveland to be competitive in the national and international economy. This, in turn will provide for the long-term economic viability for the City of Cleveland, the region, and most important, quality of life for our residents.

The operating budget as presented for fiscal year 2008 sustains existing operations and service delivery, while at the same time, appropriately considers any anticipated decline in revenues that may result from our current economic environment.

As required by 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 2008:

- General fund expenditures are estimated at \$531,613,193 compared to \$511,567,482 actual in 2007.
- This 3.9% increase in expenditures is primarily due to negotiated salary benefits, workers' compensation insurance and pension fund contributions.
- General Fund revenues are projected to decrease by 2.2%, from \$516,917,663 actual in 2007 to projected \$505,522,813 in 2008.
- This decrease includes the following:
 - A 1.6% reduction in property taxes due to decreased valuation;
 - A 3.4% reduction in the Local Government Fund; and,
 - Modest declines anticipated in other sources.
- For income tax, however, there is a projected increase of 2.2%. This helps to mitigate some of the loss in revenue in other areas.

Once again, this year, we have a projected gap between expenditures and revenues. We are able to fill that gap by carrying over more than \$26 million. The \$26 million savings from 2007 was the result of strong financial management, operational efficiency initiatives and other cost savings measures taken throughout 2006 and 2007.

My goal as Mayor continues to be to rebuild our neighborhoods, improve public safety and create an investment environment in Cleveland that will make Cleveland a city of choice for our residents and the business community. The budget before you supports this goal.

Here are some of the highlights of the 2008 general fund budget:

- Two police cadet classes will be funded in 2008 with the goal of achieving and maintaining a budgeted strength of 1,645 police officers;
- Funding is provided to support the implementation of the multi-jurisdictional gun control safety initiative that is directly attacking the availability of illegal guns in our community;
- Funding is provided to support the establishment of a gang impact squad;
- EMS operations are based on a hybrid 8 and 12-hour schedule;
- Division of Fire operations are based on a balanced schedule; and,
- The ability to continue an increased level of demolitions while implementing strategic and systematic inspections.

While we will be able to maintain service and continue to manage our finances, we know that fiscal 2008 and 2009 will be challenging. Our ability to face financial challenges relies on our ability to continue to control the cost of our operations, improve service delivery and create an environment in the city that will attract investors. By creating an attractive investment environment, we will encourage businesses to locate and grow in the City of Cleveland and the region and provide jobs to Cleveland residents. This, in turn, will help increase our revenue stream and our ability to weather the current national economic environment.

In order to create an attractive investment environment, I have worked, along with Cleveland City Council, to position two of our greatest assets - the Cleveland Airport System and the Cleveland Division of Water - as economic engines. Continental Airlines' 40% expansion in service, the strategic master plans for both Cleveland Hopkins International Airport and Burke Lakefront Airport and the increased marketing efforts for Hopkins are beginning to pay off. We saw an increase of more than 138,000 passengers at Hopkins in 2007. In addition, the 14 signed water service agreements and the resulting joint economic development agreements are working to strengthen both our water service assets and our regional economy. Your approvals of these agreements have helped us make tremendous strides.

Throughout 2008, I will continue to implement cost savings measures and strong financial controls, improve service and to prepare for future financial challenges that may arise as the result of the national economic environment. I will continue regional development efforts to increase our revenue stream. Moreover, I look forward to your continued partnership so that we can achieve these goals and work towards the long-term financial stability of the City of Cleveland.

Sincerely,



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.

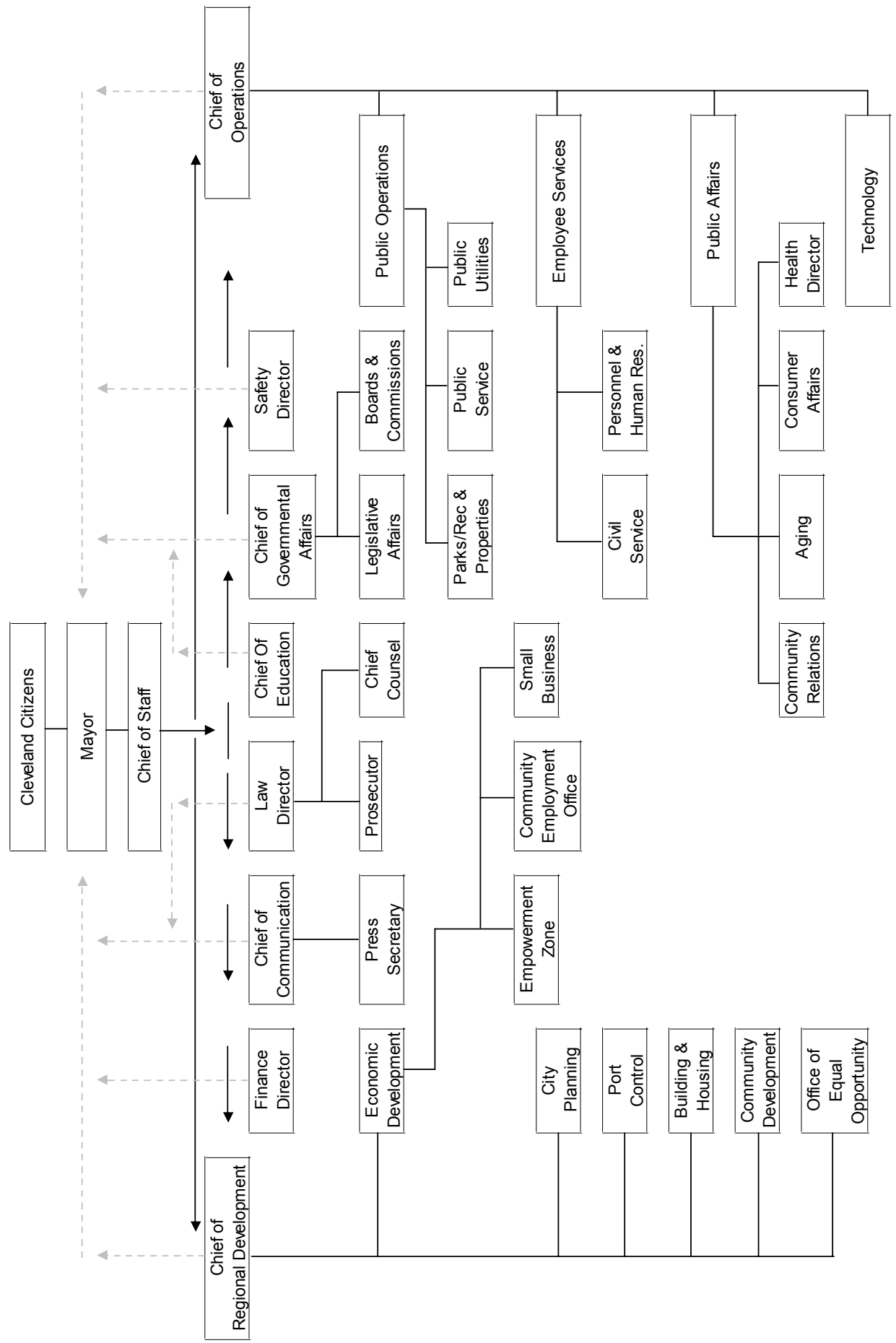
The following table outlines the major steps in the budgetary process. As described above, some steps are required by State law while others are mandated by the Charter of the City of Cleveland. Still others are procedural in nature and are designed to facilitate the planning aspects of the budget.

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 93.62% current & delinquent collection of current levy for previous tax year

Fund	Unencumbered Balance, Jan. 1, 2008	General Property Tax	Local Government	Other Sources	Total
General Fund	\$ 26,148,712.65	\$42,829,127.81	\$48,988,168.61	\$ 410,389,714.30	\$ 528,355,723.37
Fireman's Pension Fund	-	1,657,900.66	-	-	1,657,900.66
Police Pension Fund	-	1,657,901.60	-	-	1,657,901.60
General Fund Sum.	\$ 26,148,712.65	\$46,144,930.07	\$48,988,168.61	\$ 410,389,714.30	\$ 531,671,525.63
Restricted Tax	564,132.03	-	-	36,155,919.00	36,720,051.03
SCMR	12,322.48	-	-	27,824,832.00	27,837,154.48
Rainy Day Fund	7,164,167.40	-	-	1,000,000.00	8,164,167.40
Schools Rec & Cult Act	3,863.81	-	-	2,000,000.00	2,003,863.81
Debt Service Fund	8,628,239.32	24,039,575.08	-	38,495,433.90	71,163,248.30
Utilities Admin	404,156.24	-	-	2,520,965.00	2,925,121.24
Utilities Radio Comm	133,886.81	-	-	2,425,284.00	2,559,170.81
Utilities Fiscal Control	499,337.13	-	-	3,942,085.00	4,441,422.13
Water	118,720,073.70	-	-	255,831,109.00	374,551,182.70
Water Pollution	1,458,648.59	-	-	25,018,000.00	26,476,648.59
Cleve Public Power	23,228,616.06	-	-	168,213,000.00	191,441,616.06
Airport Operations	54,997,825.09	-	-	144,752,328.00	199,750,153.09
Cemetery	3,861.11	-	-	2,106,734.00	2,110,595.11
Golf	656,541.07	-	-	1,865,000.00	2,521,541.07
Parking Facilities	1,392,359.27	-	-	11,626,286.00	13,018,645.27
Convention Center	1,147,612.17	-	-	6,718,906.00	7,866,518.17
West Side Market	67,682.81	-	-	1,149,429.00	1,217,111.81
East Side Market	191,879.96	-	-	-	191,879.96
Stadium	21,409,477.83	-	-	22,816,769.00	44,226,246.83
Telephone	326,428.00	-	-	6,827,627.00	7,154,055.00
Motor Vehicle Maint.	202,433.10	-	-	18,593,504.00	18,795,937.10
Printing	314,553.68	-	-	2,700,056.00	3,014,609.68
Storeroom	134,527.44	-	-	858,155.00	992,682.44
Central Collection Agcy.	2,908,218.52	-	-	10,343,182.00	13,251,400.52
Total	\$ 270,719,556.27	\$70,184,505.15	\$48,988,168.61	\$ 1,204,174,318.20	\$ 1,594,066,548.23

Transfers	Amount:
General Fund To:	
Stadium Fund	\$ 8,066,769.00
Debt Service	6,047,654.00
Rainy Day Fund	1,000,000.00
Cemetery Fund	215,110.00
Schools	2,000,000.00
Streets	6,279,048.00
Sinking Fund	481,883.00
	<u>\$24,090,464.00</u>



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		BALANCE	
			REVENUE OVER EXPENDITURES	BEGINNING	ENDING	
GENERAL FUND						
General Fund	\$ 505,522,813	\$ 531,613,507	\$ (26,090,694)	\$ 26,148,713	\$ 58,019	
SPECIAL REVENUE FUNDS						
Street Maint & Construction *	\$ 27,824,832	\$ 27,837,154	\$ (12,322)	\$ 12,322	\$ 0	
ENTERPRISES						
MAJOR						
Water	\$ 255,831,109	\$ 261,263,708	\$ (5,432,599)	\$ 118,720,074	\$ 113,287,475	
Water Pollution Control	25,018,000	24,712,162	305,838	1,458,649	1,764,487	
Cleveland Public Power	168,213,000	166,291,702	1,921,298	23,228,616	25,149,914	
Airport-General Operations	144,752,328	144,752,328	-	54,997,825	54,997,825	
	<u>\$ 593,814,437</u>	<u>\$ 597,019,900</u>	<u>\$ (3,205,463)</u>	<u>\$ 198,405,163</u>	<u>\$ 195,199,700</u>	
SMALL						
Cemeteries*	\$ 2,106,734	\$ 2,110,595	\$ (3,861)	\$ 3,861	\$ 0	
Golf	1,865,000	2,015,974	(150,974)	656,541	505,567	
Parking Facilities	11,626,286	10,791,321	834,965	1,392,359	2,227,324	
Convention Center	6,718,906	6,698,276	20,630	1,147,612	1,168,242	
West Side Market	1,149,429	1,148,774	655	67,683	68,338	
East Side Market	-	42,336	(42,336)	191,880	149,544	
	<u>\$ 23,466,355</u>	<u>\$ 22,807,276</u>	<u>\$ 659,079</u>	<u>\$ 3,459,936</u>	<u>\$ 4,119,015</u>	
AGENCY FUND						
Central Collection Agency	\$ 10,343,182	\$ 10,677,676	\$ (334,494)	\$ 2,908,219	\$ 2,573,725	
Less: Interfund Subsidies from GF	<u>\$ (6,494,158)</u>	<u>\$ (6,494,158)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
NET CITY OF CLEVELAND OPERATING BUDGET FOR 2008	<u>\$ 1,154,477,461</u>	<u>\$ 1,183,461,355</u>	<u>\$ (28,983,894)</u>	<u>\$ 230,934,353</u>	<u>\$ 201,950,459</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 2008 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 2008 due to the typically extensive capital project design and construction process. Projects for years 2008 through 2013, 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, has decreased slightly from 138.6 in July to 136.3 in November of 2007. This trend suggests that economic growth will slow in the coming months. The composite index of leading economic indicators for Ohio held steady at 96.7 in November. This suggests that employment for Ohio will increase at a slow pace entering 2008. The leading indicator index for the Cleveland-Elyria-Mentor metropolitan area also held steady at 94.4 in November. This suggests that local employment will increase at a slow pace entering 2008.

In the last three years, Ohio's unemployment rate has been higher than the Nation's rate. Because of slower growth in Ohio's population and income than is expected nationally, overall employment in Ohio is projected to continue to grow at a slower rate than nationally.

By the year 2014, over 425,000 new jobs are expected in Ohio. The fastest growing occupations, projected by Economists, are expected to be in the professional and related categories. Education will remain a primary factor for workers seeking to cash in on the growth over the next decade.

Ohio's unemployment rate improved from 5.9% in October to 5.6% in November. Ohio employment increased in November, following declines in the previous two months. Employment is down from November 2006 and year-to date through November 2007 in all major sectors except educational and health services, professional and business services, government, and construction. The number of workers unemployed in Ohio in November was 333,600 down from 352,000 in October. However, the number of unemployed has increased slightly by 4,000 in the past 12 months from 330,000.

Year end unemployment for the City of Cleveland is at 7.3% for November, up from last November's rate of 7.1%.

<u>Annual Average Unemployment for the City of Cleveland</u>		<u>YEAR</u>	<u>CPI%</u>
		2001	1.6%
2002	10.2%	2002	2.5%
2003	8.1%	2003	1.9%
2004	8.2%	2004	3.3%
2005	7.7%	2005	3.4%
2006	7.1%	2006	2.5%
2007	7.3%	2007	4.1%

The 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)



ECONOMIC OUTLOOK CONTINUED

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 such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force. Although the Consumer Price Index for All Urban Consumers (CPI-U) decreased 0.2 percent in December, it was 4.1 % higher than a year ago.

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 Consumer Price Index for All Urban Consumers within the Cleveland metropolitan area (CPI-U) increased 4.4% from November 2006 to November 2007. During that same period Food and Medical Care increased 3.7% and 10.2% respectively. Although Energy costs decreased by 7% last year, the Energy CPI actually increased by 15% in 2007.

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 2008 Mayor's Estimate assumes no cost increase from 2007.

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.

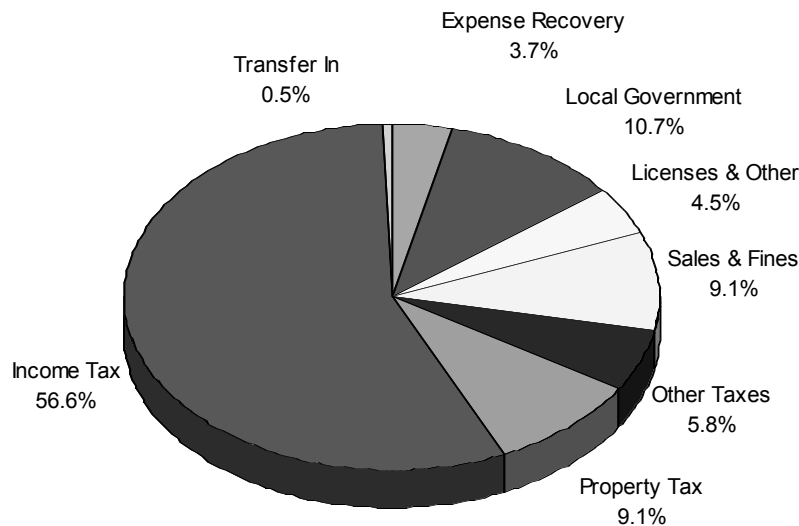
FUND	PURPOSE	REVENUE
GENERAL	Provides for general operating expenses of the city.	State and local taxes, service charges, licenses and permits, and fines.
SPECIAL REVENUE: RESTRICTED INCOME TAX	Capital improvements and debt service payments.	One-ninth of city income tax collections.
STREETS	Street maintenance 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 2008 General Fund budget is comprised of \$531.6 million in expenditures. The 2008 proposed revenues are estimated at \$505.5 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.

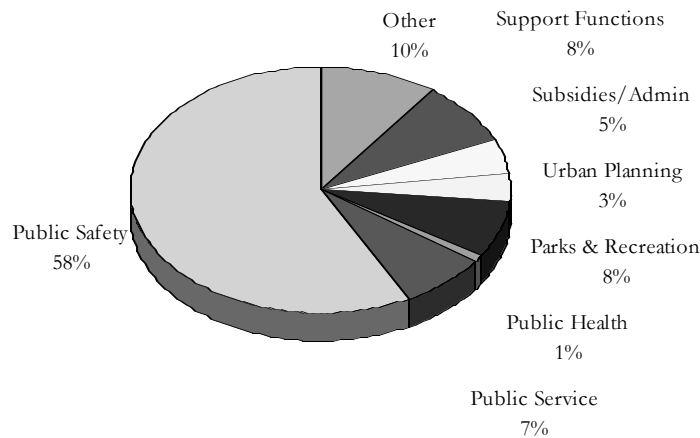
All other revenue received by the City is grouped into the other category. Included are sales and charges for service which are charged to users of City services. Examples are fees for emergency medical service, medical care at the City's health centers and copies of birth and death certificates. Additionally, 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 (58%) 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 8% 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 2005 and 2006, the actual number of employees on the payroll at year-end and actual expenditures are presented. For 2007, 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)

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
RECEIPTS				
LOCAL TAXES				
Property Taxes	\$ 47,475	\$ 47,596	\$ 50,881	\$ 50,042
Income Tax	260,859	271,120	278,873	285,047
Admission Tax	10,538	11,531	13,971	11,350
Motor Vehicle Lessor Tax	2,878	3,012	3,169	2,925
Parking Tax	9,977	10,319	10,720	10,150
Other	3,177	1,113	2,401	2,041
Total	\$ 334,906	\$ 344,691	\$ 360,015	\$ 361,556
LICENSES & PERMITS	\$ 11,760	\$ 11,785	\$ 11,650	\$ 11,877
INTERGOVERNMENTAL REVENUE				
Local Government Fund	\$ 55,887	\$ 55,922	\$ 56,178	\$ 54,274
Electric Excise Tax	6,199	6,044	6,469	3,100
Cigarette & Liquor Tax	896	770	850	817
Inheritance Tax	3,366	2,690	3,032	3,000
Other	-	28	54	212
Total	\$ 66,347	\$ 65,454	\$ 66,583	\$ 61,403
SALES & CHARGES FOR SERVICES	\$ 19,940	\$ 19,179	\$ 20,318	\$ 20,739
FINES & FORFEITURES	15,793	20,831	25,334	25,073
MISCELLANEOUS	4,535	6,681	5,330	3,922
TRANSFERS IN	6,833	125	6,758	2,401
EXPENDITURE RECOVERY	18,871	21,659	20,929	18,553
TOTAL RECEIPTS	\$ 478,985	\$ 490,407	\$ 516,918	\$ 505,523
EXPENDITURES	\$ 470,905	\$ 487,233	\$ 511,567	\$ 531,614
NET	\$ 8,080	\$ 3,174	\$ 5,350	\$ (26,091)
DECERTIFICATIONS	\$ 3,309	\$ 2,524	\$ 898	\$ -
CHANGE IN RECEIVABLES	\$ (463)	\$ 645	\$ (367)	\$ -
BEGINNING BALANCE	\$ 2,998	\$ 13,924	\$ 20,267	\$ 26,149
ENDING BALANCE	\$ 13,924	\$ 20,267	\$ 26,149	\$ 58



EXPENDITURE BY PROGRAM AREA

(000's Omitted)

	2005		2006		2007		2008	
	Actual	Staff	Actual	Staff	Unaudited	Staff	Budget	Staff
	Amount		Amount		Amount		Amount	
LEGISLATIVE BRANCH - Council	\$ 5,545	66	\$ 5,623	64	\$ 6,013	63	\$ 6,608	68
JUDICIAL BRANCH								
Municipal Court	\$ 19,683	304	\$ 20,953	311	\$ 21,827	316	\$ 23,134	317
Housing Court	2,732	41	2,916	44	3,039	43	3,287	46
Clerk of Courts	9,732	168	10,107	165	14,229	165	14,826	173
TOTAL JUDICIAL BRANCH	\$ 32,147	513	\$ 33,976	520	\$ 39,095	524	\$ 41,247	536
EXECUTIVE BRANCH								
OFFICE OF THE MAYOR	\$ 2,034	27	\$ 1,947	24	\$ 2,266	26	\$ 2,537	29
PUBLIC SAFETY								
Director's Office	\$ 2,578	34	\$ 2,664	32	\$ 3,108	32	\$ 3,972	35
Police-Uniform	165,495	1,615	171,275	1,628	174,351	1,641	174,143	1,645
Civilian	-	380	-	358	-	343	-	268
Fire-Uniform	80,464	906	83,280	901	91,330	895	90,210	879
Civilian	-	10	-	10	-	10	-	10
Emergency Medical Service	22,089	284	22,804	295	22,696	281	23,458	306
Dog Pound	816	12	876	14	969	14	1,110	14
Correction	-	-	-	-	7,136	87	13,633	202
TOTAL PUBLIC SAFETY	\$ 271,443	3,241	\$ 280,899	3,238	\$ 299,590	3,303	\$ 306,526	3,359
COMMUNITY RELATIONS BRD	\$ 945	14	\$ 1,064	18	\$ 1,221	17	\$ 1,274	18
PUBLIC SERVICE								
Public Service Administration	\$ 523	6	\$ 422	5	\$ 446	5	\$ 515	6
Architecture	678	9	694	9	664	8	699	9
Waste Collection & Disposal	26,350	219	27,239	219	27,236	219	27,975	219
Engineering & Construction	4,837	69	4,755	65	4,802	61	5,125	70
Traffic Engineering	4,239	44	4,273	44	4,434	41	4,556	46
TOTAL PUBLIC SERVICE	\$ 36,627	347	\$ 37,383	342	\$ 37,582	334	\$ 38,870	350
PARKS, RECREATION & PROPERTIES								
Director's Office	\$ 717	9	\$ 667	8	\$ 731	7	\$ 739	8
Research, Planning & Development	733	10	698	9	745	9	751	9
Recreation	11,783	155	12,126	140	12,863	142	14,919	182
Parking Facilities	1,164	24	1,133	21	1,183	25	1,270	25
Property Management	8,272	100	8,429	93	8,250	90	8,863	102
Parks, Maintenance & Properties	12,957	140	13,586	134	13,560	138	14,048	141
TOTAL PARKS, RECREATION	\$ 35,625	438	\$ 36,639	405	\$ 37,332	411	\$ 40,590	467
BOXING AND WRESTLING COMMISSION								
	\$ -		\$ -		\$ 4		\$ 8	



EXPENDITURE BY PROGRAM AREA

(000's Omitted)

	2005		2006		2007		2008	
	Actual	Staff	Actual	Staff	Unaudited	Staff	Budget	Staff
	Amount		Amount		Amount		Amount	
URBAN PLANNING AND DEVELOPMENT								
Department of Community Development								
Director's Office	\$ 192	6	\$ 170	5	\$ 212	6	\$ 414	17
Administrative Services	826	28	681	31	793	29	823	34
Neighborhood Services	383	26	352	24	360	22	552	26
Neighborhood Development	921	27	782	23	906	20	484	12
Total Dept of Comm Dev	\$ 2,322	87	\$ 1,985	83	\$ 2,271	77	\$ 2,273	89
Department of Building and Housing								
Director's Office	\$ 2,099	29	\$ 1,969	26	\$ 2,144	29	\$ 2,418	33
Code Enforcement	6,919	119	6,496	115	6,804	111	6,913	114
Constructon Permit	1,478	23	1,500	23	1,540	23	1,595	24
Total Dept of Building & Hous.	\$ 10,496	171	\$ 9,965	164	\$ 10,488	163	\$ 10,926	171
Regulatory Boards & Commissions								
Building Standards and Appeals	\$ 95	1	\$ 97	1	\$ 99	1	\$ 100	1
Zoning Appeals	211	3	199	2	197	2	226	3
Landmarks Commission	153	2	166	9	187	2	177	2
Total Regulatory Boards	\$ 458	6	\$ 462	12	\$ 483	5	\$ 503	6
Economic Development	\$ 990	13	\$ 921	12	\$ 1,480	17	\$ 1,787	21
Equal Opportunity	803	14	718	12	776	14	768	14
City Planning Commission	1,452	22	1,512	21	1,477	21	1,658	22
Harbors	-	-	-	-	6	-	365	2
TOTAL URBAN PLANNING	\$ 16,520	313	\$ 15,563	304	\$ 16,981	297	\$ 18,280	325
PUBLIC HEALTH								
Director's Office	\$ 683	9	\$ 684	8	\$ 715	8	\$ 759	8
Correction	6,494	88	6,680	86	-	-	-	-
Health	3,242	41	3,231	36	3,122	35	3,399	38
Environment	1,118	21	1,261	16	1,365	16	1,252	16
Air Quality	400	1	403	1	615	2	447	2
TOTAL PUBLIC HEALTH	\$ 11,936	160	\$ 12,259	147	\$ 5,817	61	\$ 5,857	64
DEPARTMENT OF CONSUMER AFFAIRS								
Consumer Affairs	\$ 219	2	\$ 246	4	\$ 302	3	\$ 431	7
TOTAL CONSUMER AFFAIRS	\$ 219	2	\$ 246	4	\$ 302	3	\$ 431	7
DEPARTMENT OF AGING								
Aging	\$ 463	6	\$ 540	6	\$ 623	9	\$ 764	10
TOTAL DEPT OF AGING	\$ 463	6	\$ 540	6	\$ 623	9	\$ 764	10

EXPENDITURE BY PROGRAM AREA

(000's Omitted)

	2005		2006		2007		2008	
	Actual	Staff	Actual	Staff	Unaudited	Staff	Budget	Staff
	Amount		Amount		Amount		Amount	
SUPPORT FUNCTIONS FINANCIAL AND LEGAL								
ADMINISTRATION								
Department of Finance								
Director's Office	\$ 755	7	\$ 617	6	\$ 755	7	\$ 946	10
Accounts	1,694	21	1,740	19	1,804	20	1,904	20
Assessments & Licenses	1,476	26	1,624	27	1,886	29	2,659	39
Treasury	462	7	542	6	479	5	596	7
Purchases & Supplies	447	9	515	9	537	9	613	10
Bureau of Internal Audit	601	4	618	5	563	5	782	6
Information Technology Services	2,431	29	2,613	24	3,007	25	4,041	31
Information Technology & Planning	253	3	253	2	218	2	349	3
Financial Reporting & Control	1,119	15	966	13	921	15	1,435	19
Total Department of Finance	\$ 9,239	121	\$ 9,488	111	\$ 10,170	117	\$ 13,325	145
Office of Budget and Management	\$ 537	7	\$ 589	7	\$ 654	8	\$ 770	8
Law	8,384	86	7,956	87	8,164	86	8,836	90
TOTAL FINANCIAL & LEGAL	\$ 18,160	214	\$ 18,033	205	\$ 18,988	211	\$ 22,931	243
PERSONNEL ADMINISTRATION								
Office of Personnel	\$ 1,692	21	\$ 1,894	19	\$ 1,797	19	\$ 1,998	22
Civil Service Commission	726	8	1,715	8	757	9	1,131	10
TOTAL PERSONNEL ADMIN	\$ 2,418	29	\$ 3,609	27	\$ 2,554	28	\$ 3,129	32
NON-DEPARTMENTAL								
County Auditor Deductions	\$ 765		\$ 1,163		\$ 844		\$ 1,486	
Other Administrative	16,474		16,218		16,205		16,984	
TOTAL NON-DEPARTMENTAL	\$ 17,239		\$ 17,381		\$ 17,049		\$ 18,470	
TOTAL SUPPORT FUNCTIONS	\$ 37,817	243	\$ 39,023	232	\$ 38,591	239	\$ 44,530	275
SUBSIDIES TO OTHER FUNDS	\$ 19,582		\$ 22,071		\$ 26,157		\$ 24,091	
TOTAL GENERAL FUND	\$ 470,905	5,370	\$ 487,233	5,304	\$ 511,574	5,287	\$ 531,613	5,508

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)

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
RECEIPTS	\$ 33,177	\$ 34,418	\$ 35,544	\$ 36,156
EXPENDITURES				
Capital	16,372	13,754	15,997	12,708
Debt Service	16,000	21,350	19,500	24,013
TOTAL EXPENDITURES	\$ 32,372	\$ 35,104	\$ 35,497	\$ 36,720
Net	\$ 805	\$ (686)	\$ 48	\$ (564)
Decertifications	151	42	4	-
Beginning Balance	200	1,156	512	564
Ending Balance	\$ 1,156	\$ 512	\$ 564	\$ 0

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)

	2005 Actual		2006 Actual		2007 Unaudited		2008 Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
RECEIPTS								
TAXES-STATE:								
Gasoline Excise Tax	\$ 9,117		\$ 9,790		\$ 9,864		\$ 9,712	
Motor Vehicle License Tax	4,652		4,599		4,646		4,507	
Total Taxes-State	\$ 13,769		\$ 14,389		\$ 14,510		\$ 14,219	
LOCAL:								
General Fund Operating Transfer	\$ 5,650		\$ 5,040		\$ 8,250		\$ 6,279	
LICENSES & PERMITS	\$ 4		\$ 3		\$ 3		\$ 3	
SALES & CHARGES FOR SERVICES	2,256		1,950		1,885		1,689	
MISCELLANEOUS	7		9		12		2	
EXPENDITURE RECOVERIES	3,619		3		1,826		5,633	
TOTAL RECEIPTS	\$ 25,306		\$ 21,394		\$ 26,485		\$ 27,825	
EXPENDITURES	\$ 25,403	190	\$ 21,459	185	\$ 26,507	180	\$ 27,837	173
Net	\$ (97)		\$ (66)		\$ (23)		\$ (12)	
Decertifications & Receivables	84		23		27		-	
Beginning Balance	64		50		8		12	
Ending Balance	\$ 50		\$ 8		\$ 12		\$ 0	

**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)			
	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
RECEIPTS	\$ 1,270	\$ 3,676	\$ 1,237	\$ 1,000
EXPENDITURES	-	-	-	-
Net	\$ 1,270	\$ 3,676	\$ 1,237	\$ 1,000
Beginning Balance	981	2,251	5,927	7,164
Ending Balance	\$ 2,251	\$ 5,927	\$ 7,164	\$ 8,164

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)							
	2005		2006		2007		2008	
	Actual		Actual		Unaudited		Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
RECEIPTS	\$ 54,394		\$ 52,912		\$ 60,735		\$ 60,250	
EXPENDITURES	57,475	2	56,444	2	58,370	2	62,535	2
Net	\$ (3,081)		\$ (3,531)		\$ 2,365		\$ (2,285)	
Decertifications	-		59		-		-	
Beginning Balance	12,816		9,735		6,263		8,628	
Ending Balance	\$ 9,735		\$ 6,263		\$ 8,628		\$ 6,343	

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)							
	2005		2006		2007		2008	
	Actual		Actual		Unaudited		Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
RECEIPTS	\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000	
EXPENDITURES	2,000		2,000		2,000		2,000	
Net	\$ -		\$ -		\$ -		\$ -	
Beginning Balance	4		4		4		4	
Ending Balance	\$ 4		\$ 4		\$ 4		\$ 4	

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)

	2005		2006		2007		2008	
	Actual		Actual		Unaudited		Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
UTILITIES ADMINISTRATION								
FISCAL CONTROL & RADIO								
RECEIPTS	\$ 5,657		\$ 6,533		\$ 8,068		\$ 8,888	
EXPENDITURES	5,802	64	6,730	75	8,008	70	8,811	84
Net	\$ (144)		\$ (197)		\$ 61		\$ 77	
Decertifications	56		5		181		-	
Beginning Balance	1,076		987		795		1,037	
Ending Balance	\$ 987		\$ 795		\$ 1,037		\$ 1,114	

(000's Omitted)

	2005		2006		2007		2008	
	Actual		Actual		Unaudited		Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
WATER								
RECEIPTS	\$ 227,233		\$ 222,800		\$ 257,898		\$ 255,831	
EXPENDITURES	224,866	1,127	235,575	1,111	240,481	1,095	261,264	1,233
Net	\$ 2,367		\$ (12,775)		\$ 17,417		\$ (5,433)	
Receivables & Adjustments	(2,682)		(3,551)		(13,792)		-	
Decertifications	8,731		5,898		5,073		-	
Beginning Balance	112,035		120,451		110,023		118,720	
Ending Balance	\$ 120,451		\$ 110,023		\$ 118,720		\$ 113,287	

MAJOR ENTERPRISE FUNDS

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
WATER POLLUTION CONTROL								
RECEIPTS	\$ 20,748		\$ 20,285		\$ 22,650		\$ 25,018	
EXPENDITURES	21,446	145	22,669	150	24,316	146	24,712	167
Net	\$ (698)		\$ (2,384)		\$ (1,666)		\$ 306	
Decertifications	1,401		158		2,031		-	
Beginning Balance	2,617		3,320		1,094		1,459	
Ending Balance	\$ 3,320		\$ 1,094		\$ 1,459		\$ 1,764	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
CLEVELAND PUBLIC POWER								
RECEIPTS	\$ 141,889		\$ 150,257		\$ 157,746		\$ 168,213	
EXPENDITURES	155,688	329	146,006	326	152,457	326	166,292	376
Net	\$ (13,798)		\$ 4,251		\$ 5,289		\$ 1,921	
Receivables & Adjustments	(411)		-		125		-	
Decertifications	1,354		1,303		2,895		-	
Beginning Balance	22,222		9,366		14,920		23,229	
Ending Balance	\$ 9,366		\$ 14,920		\$ 23,229		\$ 25,150	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
PORT CONTROL								
GENERAL OPERATIONS:								
RECEIPTS	\$ 143,913		\$ 147,832		\$ 138,397		\$ 144,752	
EXPENDITURES	137,365	365	136,541	341	130,985	360	144,752	428
Net	\$ 6,548		\$ 11,290		\$ 7,412		\$ -	
Receivables & Adjustments	2,353		(5,393)		(2,676)		-	
Decertifications	1,006		2,879		425		-	
Beginning Balance	31,153		41,060		49,836		54,998	
Ending Balance	\$ 41,060		\$ 49,836		\$ 54,998		\$ 54,998	

SMALL ENTERPRISE FUNDS

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
CEMETERIES								
RECEIPTS	\$ 2,136		\$ 2,089		\$ 1,967		\$ 2,107	
EXPENDITURES	2,148	29	2,097	23	1,973	25	2,111	26
Net	\$ (12)		\$ (8)		\$ (6)		\$ (4)	
Decertifications	1		-		4		-	
Beginning Balance	23		13		6		4	
Ending Balance	\$ 13		\$ 6		\$ 4		\$ 0	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
GOLF COURSES								
RECEIPTS	\$ 2,235		\$ 2,001		\$ 1,947		\$ 1,865	
EXPENDITURES	1,897	14	2,590	12	2,030	13	2,016	13
Net	\$ 337		\$ (589)		\$ (83)		\$ (151)	
Decertifications	77		10		97		-	
Beginning Balance	807		1,221		642		657	
Ending Balance	\$ 1,221		\$ 642		\$ 657		\$ 506	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
MUNICIPAL PARKING FACILITIES								
RECEIPTS	\$ 8,149		\$ 8,852		\$ 12,583		\$ 11,626	
EXPENDITURES	7,142	18	7,936	19	9,967	20	10,791	20
Net	\$ 1,007		\$ 916		\$ 2,616		\$ 835	
Receivables & Adjustments	(567)		(735)		(2,134)		-	
Decertifications	10		1		3		-	
Beginning Balance	274		724		907		1,392	
Ending Balance	\$ 724		\$ 907		\$ 1,392		\$ 2,227	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
EAST SIDE MARKET								
RECEIPTS	\$ 84		\$ 55		\$ 9		\$ -	
EXPENDITURES	76	1	77	1	58		42	
Net	\$ 7		\$ (22)		\$ (50)		\$ (42)	
Decertifications	-		-		-		-	
Beginning Balance	257		264		242		192	
Ending Balance	\$ 264		\$ 242		\$ 192		\$ 150	

SMALL ENTERPRISE FUNDS

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
CONVENTION CENTER								
RECEIPTS								
LOCAL TAXES	\$ 3,818		\$ 4,351		\$ 4,421		\$ 4,100	
SALES & CHARGES FOR SERVICES	2,466		2,066		1,649		2,159	
MISCELLANEOUS	30		37		43		30	
EXPENDITURE RECOVERIES	420		424		516		430	
TOTAL RECEIPTS	\$ 6,732		\$ 6,879		\$ 6,629		\$ 6,719	
EXPENDITURES								
Net	\$ 887	35	\$ (56)	31	\$ 206	27	\$ 21	27
Decertifications	20		43		8		-	
Beginning Balance	40		947		933		1,148	
Ending Balance	\$ 947		\$ 933		\$ 1,148		\$ 1,168	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
WEST SIDE MARKET								
RECEIPTS								
SALES & CHARGES FOR SERVICES	\$ 1,037		\$ 1,024		\$ 1,103		\$ 1,123	
MISCELLANEOUS	21		25		28		15	
EXPENDITURE RECOVERIES	11		10		11		11	
TOTAL RECEIPTS	\$ 1,069		\$ 1,060		\$ 1,142		\$ 1,149	
EXPENDITURES								
Net	\$ (104)	10	\$ (54)	9	\$ (12)	7	\$ 1	8
Decertifications	20		10		3		-	
Beginning Balance	205		121		77		68	
Ending Balance	\$ 121		\$ 77		\$ 68		\$ 68	

INTERNAL SERVICE FUNDS

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

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
TELEPHONE EXCHANGE								
RECEIPTS	\$ 5,719		\$ 6,349		\$ 6,702		\$ 6,828	
EXPENDITURES	5,774	13	6,359	17	6,390	16	7,063	17
Net	\$ (54)		\$ (10)		\$ 312		\$ (235)	
Decertifications	51		1		-		-	
Beginning Balance	26		23		14		326	
Ending Balance	\$ 23		\$ 14		\$ 326		\$ 91	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
MOTOR VEHICLE MAINTENANCE								
RECEIPTS	\$ 15,151		\$ 16,565		\$ 17,964		\$ 18,594	
EXPENDITURES	15,537	97	16,808	102	17,909	94	18,796	103
Net	\$ (386)		\$ (243)		\$ 55		\$ (202)	
Decertifications	178		64		124		-	
Beginning Balance	410		202		23		202	
Ending Balance	\$ 202		\$ 23		\$ 202		\$ 0	

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
PRINTING & REPRODUCTION								
RECEIPTS	\$ 1,295		\$ 2,207		\$ 2,392		\$ 2,700	
EXPENDITURES	1,493	12	2,154	13	2,285	13	3,012	15
Net	\$ (198)		\$ 52		\$ 106		\$ (312)	
Decertifications	70		-		101		-	
Beginning Balance	181		54		107		315	
Ending Balance	\$ 54		\$ 107		\$ 315		\$ 3	

INTERNAL SERVICE FUNDS

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
STOREROOM								
RECEIPTS	\$ 863		\$ 862		\$ 851		\$ 858	
EXPENDITURES	797	1	951	2	714	2	990	2
Net	\$ 67		\$ (89)		\$ 137		\$ (132)	
Decertifications	13		8		(8)		-	
Beginning Balance	7		86		5		135	
Ending Balance	\$ 86		\$ 5		\$ 135		\$ 2	

AGENCY FUND

(000's Omitted)

	2005		2006		2007		2008	
	Actual Amount	Staff	Actual Amount	Staff	Unaudited Amount	Staff	Budget Amount	Staff
CENTRAL COLLECTION								
AGENCY								
RECEIPTS	\$ 8,750		\$ 8,464		\$ 10,022		\$ 10,343	
EXPENDITURES	8,267	98	8,714	97	8,450	91	10,678	112
Net	\$ 483		\$ (250)		\$ 1,571		\$ (334)	
Decertifications	186		309		1		-	
Beginning Balance	608		1,277		1,336		2,908	
Ending Balance	\$ 1,277		\$ 1,336		\$ 2,908		\$ 2,574	



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)**

	2006			2007			2008			
	ACTUAL			UNAUDITED			BUDGET			
	COST	STAFF		COST	STAFF		COST	STAFF		
	FT	PT		FT	PT		FT	PT		
PROGRAMS:										
Legislative	\$ 2,688	38	1	\$ 2,874	38	1	\$ 3,159	40	1	
Council Clerks	2,744	23		2,934	22		3,225	25		
Bureau of the Budget	191	3		205	3		224	3		
	\$ 5,623	64	1	\$ 6,013	63	1	\$ 6,608	68	1	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 5,622			\$ 6,005			\$ 6,602			
Self Generated	1			8			6			
	\$ 5,623	64	1	\$ 6,013	63	1	\$ 6,608	68	1	



COUNCIL AND CLERK OF COUNCIL

EXPENDITURES

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALARIES AND WAGES								
FULL TIME PERMANENT	\$	1,816,809	\$	1,709,183	\$	1,812,108	\$	1,955,077
ELECTED OFFICIALS		1,426,655		1,474,705		1,475,279		1,475,128
PART-TIME PERMANENT		-		28,606		52,500		42,656
LONGEVITY		8,525		8,050		8,150		10,250
WAGE SETTLEMENTS		-		-		60,000		-
SEPARATION PAYMENTS		6,088		11,912		12,413		91,000
BONUS INCENTIVE		32,000		-		-		-
TOTAL	\$	3,290,077	\$	3,232,456	\$	3,420,450	\$	3,574,111
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	389,020	\$	430,032	\$	502,794	\$	536,277
DENTAL		28,885		30,625		31,953		30,054
VISION CARE		3,169		3,112		3,277		3,584
PERS		442,069		433,396		460,879		487,636
FICA-MEDICARE		39,677		39,151		41,781		43,811
WORKERS COMPENSATION		5,846		7,270		76,421		78,190
LIFE INSURANCE		2,903		2,693		2,831		3,105
UNEMPLOYMENT COMPENSATION		2,736		42,516		4,779		54,860
TOTAL	\$	914,305	\$	988,795	\$	1,124,715	\$	1,237,517
TRAINING AND DUES								
TRAVEL	\$	12,299	\$	18,710	\$	49,889	\$	43,780
TUITION & REGISTRATION FEES		6,945		16,993		13,297		29,675
MILEAGE		87		-		-		-
PROFESSIONAL DUES		4,032		3,541		8,100		3,892
TOTAL	\$	23,363	\$	39,244	\$	71,286	\$	77,347
CONTRACTUAL SERVICES								
PROFESSIONAL SERVICES	\$	431,389	\$	416,695	\$	549,455	\$	457,516
TRAVEL-NON TRAINING		-		234		-		-
MILEAGE (PRIVATE AUTO)		510		-		-		-
MEDICAL SERVICES		904		-		-		-
EXPENSE ACCOUNT REIMBURSE		142,596		165,307		161,392		302,400
ADVERTISING AND PUBLIC NOTICE		409,408		462,752		333,743		607,975
PARKING IN CITY FACILITIES		30,106		39,170		38,633		36,000
INSURANCE AND OFFICIAL BONDS		-		100		200		100
TAXES		134		137		61		100
PHOTOCOPY MACHINE RENTAL		7,022		875		-		-
TOTAL	\$	1,022,068	\$	1,085,270	\$	1,083,484	\$	1,404,091



COUNCIL AND CLERK OF COUNCIL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 10,291	\$ 15,799	\$ 16,348	\$ 26,400
POSTAGE	94,305	60,347	118,674	86,000
MEDICAL SUPPLIES	-	-	121	-
FOOD	9,351	9,845	8,748	25,400
OTHER SUPPLIES	-	-	98	-
JUST IN TIME OFFICE SUPPLIES	7,343	11,228	14,607	8,000
TOTAL	\$ 121,289	\$ 97,219	\$ 158,596	\$ 145,800
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 3,943	\$ 3,290	\$ 1,164	\$ 6,781
COMPUTER HARDWARE MAINT	435	-	-	-
TOTAL	\$ 4,378	\$ 3,290	\$ 1,164	\$ 6,781
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 110,209	\$ 121,644	\$ 101,266	\$ 106,234
CHARGES FROM PRINTING	18,436	21,145	20,087	22,007
CHARGES FROM STOREROOM	41,198	30,993	29,053	33,973
CHARGES FROM WATER - GIS PROJ	-	2,785	2,869	-
TOTAL	\$ 169,842	\$ 176,567	\$ 153,275	\$ 162,214
TOTAL DIVISION	\$ 5,545,322	\$ 5,622,841	\$ 6,012,970	\$ 6,607,861

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICE	\$ -	\$ -	\$ -	\$ 1,000
MISCELLANEOUS REVENUES	253	494	100	200
EXPENDITURE RECOVERIES	176	202	8,331	5,100
TOTAL DIVISION	\$ 429	\$ 696	\$ 8,431	\$ 6,300

COUNCIL AND CLERK OF COUNCIL

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Clerk of Council	42,866	103,752
1	1	1	Council President	79,768	79,768
20	20	20	Councilman	69,768	69,768
<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)	20,800	32,329
1	0	1	Council Receptionist	20,800	45,140
<u>22</u>	<u>21</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	1	1	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
2	3	3	Legislative Assistant	20,800	60,187
3	3	3	Legislative Committee Clerk	20,800	60,187
1	0	0	Public Relations Manager	21,851	75,234
2	1	2	Policy Research Analysts	21,851	71,329
1	1	1	Planning and Development Advisor	55,000	74,984
1	0	1	Government Affairs Liason	21,851	71,329
1	0	1	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>21</u>	<u>24</u>			
68	63	68	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>69</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



NOTES

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

LARRY A. JONES, 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.

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.

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.



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

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 600 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 will be celebrating its Tenth Anniversary in 2008 and because of its tremendous success, negotiations are underway to expand the program so all people in Cuyahoga County can benefit from it.

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.

PROJECT HOPE

Project HOPE (Holistic Opportunities and Preventive Education) is the Cleveland Municipal Court's Solicitation / Prostitution Offender Intervention Program. Under the direction of Judge Angela R. Stokers, Project HOPE is committed to intervening in the criminal justice process at the earliest possible time to identify potential qualified candidates for a specialized, intensive diversion and to help these offenders help themselves by providing a temporary safe haven offering permanent life tools to permanently break the cycle of prostitution.



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 12th 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 its very successful partnership with Channel 23 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, 7:00 a.m. and 7:00 p.m. 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)**

	2006			2007			2008			
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET		
		STAFF	FT		PT	STAFF		FT	PT	STAFF
PROGRAMS:										
Administration of Justice	\$ 16,793	204	13	\$ 19,295	207	7	\$ 19,904	207	40	
Psychiatric Clinic and Probation Services	5,740	98	4	6,522	99	4	6,728	99	4	
Bailiff Services	1,086	13		1,359	13		1,402	13		
	\$ 23,619	315	17	\$ 27,176	319	11	\$ 28,034	319	44	
FUNDING SOURCE:										
General Fund:										
Tax Supported	\$ 9,515			\$ 11,068			\$ 12,316			
Self Generated*	11,438			10,759			10,818			
	\$ 20,953	311	17	\$ 21,827	316	11	\$ 23,134	317	44	
Special Revenue	\$ 2,666	4		\$ 5,349	3		\$ 4,900	2		
	\$ 23,619	315	17	\$ 27,176	319	11	\$ 28,034	319	44	

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: PSYCHIATRIC CLINIC AND PROBATION SERVICES

OBJECTIVES: To provide professional screening of persons for mental and emotional disorders. 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.

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 12,318,672	\$ 13,080,555	\$ 13,165,805	\$ 14,140,756
ELECTED OFFICIALS	432,812	445,456	445,088	445,500
MILITARY LEAVE	2,001	-	-	-
PART-TIME PERMANENT	206,499	265,598	315,570	298,579
STUDENT TRAINEES	90,929	115,358	136,184	96,000
LONGEVITY	91,800	96,750	99,600	102,950
SEPARATION PAYMENTS	67,776	135,967	138,111	125,000
BONUS INCENTIVE	151,500	-	-	-
OVERTIME	2,615	2,786	2,527	-
TOTAL	\$ 13,364,604	\$ 14,142,470	\$ 14,302,887	\$ 15,208,785
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,816,170	\$ 2,071,186	\$ 2,405,855	\$ 2,559,347
DENTAL	127,582	137,279	143,653	144,551
VISION CARE	14,375	14,600	15,250	16,237
PERS	1,773,009	1,895,037	1,962,828	2,111,730
FICA-MEDICARE	153,023	164,224	169,578	184,851
WORKERS COMPENSATION	100,043	169,474	368,424	393,954
LIFE INSURANCE	13,234	13,406	13,658	14,265
UNEMPLOYMENT COMPENSATION	8,972	18,733	5,405	10,972
TOTAL	\$ 4,006,407	\$ 4,483,939	\$ 5,084,652	\$ 5,435,907
TRAINING AND DUES				
TRAVEL	\$ 21,134	\$ 17,500	\$ 20,308	\$ 17,500
TUITION & REGISTRATION FEES	19,179	26,705	18,785	20,000
PROFESSIONAL DUES	5,258	5,000	6,202	5,000
TOTAL	\$ 45,570	\$ 49,205	\$ 45,295	\$ 42,500
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 1,879,472	\$ 1,833,854	\$ 1,970,283	\$ 1,974,739
COURT REPORTER	2,527	1,628	682	3,000
MILEAGE (PRIVATE AUTO)	3,835	4,509	3,345	5,000
JURY AND WITNESS FEES	74,201	104,998	83,677	105,000
PARKING IN CITY FACILITIES	4,039	4,847	4,845	5,000
INSURANCE & OFFICIAL BONDS	600	325	2,002	2,000
PHOTOCOPY MACHINE RENTAL	17,146	2,002	-	-
TOTAL	\$ 1,981,820	\$ 1,952,163	\$ 2,064,835	\$ 2,094,739



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 62,997	\$ 67,941	\$ 61,613	\$ 63,000
CLOTHING	2,875	45,907	45,202	43,900
AMMUNITION	-	-	2,041	2,100
JUST IN TIME OFFICE SUPPLIES	27,875	36,357	36,572	34,100
TOTAL	\$ 93,747	\$ 150,205	\$ 145,428	\$ 143,100
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 10,136	\$ 176	\$ 9,780	\$ 500
MAINTENANCE CONTRACTS	3,900	11,847	-	12,000
TOTAL	\$ 14,036	\$ 12,023	\$ 9,780	\$ 12,500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 70,297	\$ 43,424	\$ 61,606	\$ 41,047
CHARGES FROM RADIO SYSTEM	18,013	15,334	15,737	27,749
CHARGES FROM PRINTING	40,196	60,681	49,468	55,081
CHARGES FROM STOREROOM	46,340	43,525	47,026	45,970
CHARGES FROM MOTOR VEHICLES	2,115	-	-	27,000
TOTAL	\$ 176,961	\$ 162,964	\$ 173,837	\$ 196,847
TOTAL DIVISION	\$ 19,683,145	\$ 20,952,969	\$ 21,826,713	\$ 23,134,378

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 478,348	\$ 500	\$ -	-
INTERGOVERNMENTAL	-	13,111	-	-
FINES & FORFEITURES	15,782,770	10,709,501	10,000,871	10,131,022
MISCELLANEOUS REVENUES	156,119	369,036	395,986	324,772
EXPENDITURE RECOVERIES	456,736	345,704	362,138	362,564
TOTAL DIVISION	\$ 16,873,974	\$ 11,437,852	\$ 10,758,995	\$ 10,818,358

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		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
0	2	2	Deputy Bailiff Administrative Assistant III	48,750	70,200
9	7	7	Deputy Bailiff Administrative Assistant II	39,167	56,400
1	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	0	0	Deputy Bailiff Assistant Jury Commissioner	44,167	63,000
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
44	46	46			
OFFICE & CLERICAL					
102	99	101	Deputy Bailiff	27,492	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	1	1	Deputy Bailiff Assistant Chief of Security	48,750	70,200
3	3	3	Deputy Bailiff Warrant Officer	27,492	56,400
1	0	0	Deputy Bailiff Office Manager	48,750	70,200
1	0	0	Deputy Bailiff Personnel Officer	58,333	84,000
0	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	0	0	Deputy Bailiff Intake Coordinator	34,167	49,200
0	1	1	Deputy Bailiff Intake Supervisor	39,167	56,400
2	2	2	Deputy Bailiff Clerk Typist Supervisor	39,167	56,400
0	1	1	Deputy Bailiff Court Interpreter Coordinator	39,167	56,400
26	24	25	Deputy Bailiff Clerk Typists	24,525	49,362
169	163	167			
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	0	Deputy Bailiff Caseflow Coordinator	52,500	75,600
0	2	0	Deputy Bailiff Senior Magistrate	58,533	84,000
1	1	1	Chief Magistrate	71,667	103,200

CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL - CONTINUED

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
2	1	2	Deputy Chief Magistrate	64,167	92,400
0	1	0	Deputy Bailiff Mediation Coordinator	29,585	57,069
1	1	1	Alcohol & Drug Treatment Case Manager	48,750	70,200
54	52	53	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	1	1	Psychology Assistant	27,083	39,000
1	1	1	Deputy Bailiff Drug Court Coordinator	52,500	75,600
12	11	12	Magistrate	58,333	84,000
1	1	1	Small Claims Magistrate	58,333	84,000
0	1	1	Deputy Bailiff Computer Specialists	44,167	70,200
1	0	1	Deputy Bailiff System Analyst I	48,750	70,200
1	2	1	Deputy Bailiff System Analyst II	52,500	75,600
2	2	2	Deputy Bailiff Project Manager II	64,167	92,400
2	3	2	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	2	1	Deputy Bailiff Network Engineer II	44,167	63,000
1	0	1	Deputy Bailiff Network Engineer I	39,167	56,400
2	1	1	Deputy Bailiff Database Administrator II	52,500	75,600
0	1	1	Deputy Bailiff Database Administrator III	64,167	92,400
1	0	0	Deputy Bailiff Technical Support Specialist III	44,167	63,000
1	2	2	Deputy Bailiff Technical Support Specialist II	39,167	56,400
2	3	2	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
0	1	1	Deputy Bailiff Employment Specialist	52,500	70,200
1	1	1	Deputy Bailiff Training / Special Projects	48,750	70,200
<u>103</u>	<u>107</u>	<u>104</u>			
316	316	317	TOTAL FULL TIME		
2	1	2	Deputy Bailiff	27,492	52,266
2	2	4	Magistrate	58,333	84,000
2	2	2	Court Reporter	36,509	60,154
3	1	3	Judge	148.20 / day	148.20 / day
7	3	7	Law Clerk	20,800	26,728
2	2	2	Psychologist I,II,III	10.74 Hr.	77.50 Hr.
24	0	24	Student Aide	10.00 Hr.	10.30 Hr.
<u>42</u>	<u>11</u>	<u>44</u>	TOTAL PART TIME		
<u>358</u>	<u>327</u>	<u>361</u>	TOTAL GENERAL FUND		
<u>4</u>	<u>3</u>	<u>2</u>	TOTAL SPECIAL REVENUE FUNDS		
<u>362</u>	<u>330</u>	<u>363</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008			
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET		
		STAFF	FT		PT	STAFF		FT	PT	
PROGRAMS:										
Housing Court	\$ 2,972	44	2	\$ 3,087	43	1	\$ 3,342	46	3	
	\$ 2,972	44	2	\$ 3,087	43	1	\$ 3,342	46	3	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 2,916			\$ 3,037			\$ 3,287			
Self Generated	-			2			-			
	\$ 2,916	44	2	\$ 3,039	43	1	\$ 3,287	46	3	
Special Revenue	\$ 56			\$ 48			\$ 55			
	\$ 2,972	44	2	\$ 3,087	43	1	\$ 3,342	46	3	

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

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALARIES AND WAGES								
FULL TIME PERMANENT	\$	1,827,643	\$	1,971,278	\$	2,046,102	\$	2,178,653
ELECTED OFFICIALS		36,550		37,050		37,050		37,050
PART-TIME PERMANENT		84,445		54,354		11,383		42,611
STUDENT TRAINEES		15,964		-		15,705		13,600
LONGEVITY		8,275		9,900		11,975		12,275
SEPARATION PAYMENTS		11,340		7,508		20,041		15,000
BONUS INCENTIVE		16,500		750		-		-
OVERTIME		2,176		2,316		-		1,200
TOTAL	\$	2,002,892	\$	2,083,156	\$	2,142,255	\$	2,300,389
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	253,414	\$	289,083	\$	317,990	\$	354,914
DENTAL		18,511		20,961		20,893		19,753
VISION CARE		2,270		2,313		2,370		2,386
PERS		266,816		282,228		292,164		319,954
FICA-MEDICARE		26,598		27,585		28,381		31,386
WORKERS COMPENSATION		16,164		47,707		78,647		62,225
LIFE INSURANCE		1,763		1,789		1,894		2,070
UNEMPLOYMENT COMPENSATION		-		2,350		17,462		-
CLOTHING ALLOWANCE		2,042		2,400		2,700		4,000
CLOTHING MAINTENANCE		50		-		-		-
TOTAL	\$	587,628	\$	676,416	\$	762,501	\$	796,688
TRAINING AND DUES								
TRAVEL	\$	3,243	\$	5,845	\$	959	\$	3,000
TUITION & REGISTRATION FEES		8,196		6,382		6,376		6,000
PROFESSIONAL DUES		8,354		14,586		9,151		8,000
TOTAL	\$	19,793	\$	26,813	\$	16,486	\$	17,000
CONTRACTUAL SERVICES								
PROFESSIONAL SERVICES	\$	25,068	\$	32,203	\$	26,610	\$	37,800
COURT REPORTER		1,045		454		1,444		2,500
MILEAGE (PRIVATE AUTO)		2,128		1,921		1,627		3,500
JURY AND WITNESS FEES		150		-		-		100
ADVERTISING AND PUBLIC NOTICE		330		900		1,310		8,000
PARKING IN CITY FACILITIES		421		4,417		6,527		8,100
INSURANCE AND OFFICIAL BONDS		870		737		500		900
PHOTOCOPY MACHINE RENTAL		3,245		534		-		-
OTHER CONTRACTUAL		3,408		3,739		4,172		4,500
TOTAL	\$	36,665	\$	44,905	\$	42,191	\$	65,400



CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 2,495	\$ 2,609	\$ 1,701	\$ 3,500
POSTAGE	15	16	437	10,000
CLOTHING	2,293	982	1,552	4,750
OFFICE FURNITURE & EQUIP	4,903	5,815	2,824	4,000
OTHER SUPPLIES	7,011	2,028	1,160	2,500
JUST IN TIME OFFICE SUPPLIES	8,463	10,709	8,250	7,500
TOTAL	\$ 25,180	\$ 22,159	\$ 15,923	\$ 32,250
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 220	\$ 943	-	\$ 500
CAR WASHES	312	253	169	700
TOTAL	\$ 532	\$ 1,196	\$ 169	\$ 1,200
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 33,898	\$ 23,598	\$ 7,177	\$ 15,922
CHARGES FROM RADIO COMM	-	-	504	4,894
CHARGES FROM PRINTING	8,285	13,806	18,106	18,106
CHARGES FROM MOTOR VEHICLES	17,116	24,036	33,796	34,962
TOTAL	\$ 59,299	\$ 61,440	\$ 59,582	\$ 73,884
TOTAL DIVISION	\$ 2,731,989	\$ 2,916,085	\$ 3,039,108	\$ 3,286,811

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ -	\$ 600	-
MISCELLANEOUS REVENUES	289	160	25	-
EXPENDITURE RECOVERIES	61	301	1,272	-
TOTAL DIVISION	\$ 350	\$ 461	\$ 1,897	-

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		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	1	Deputy Bailiff Staff Attorney	29,585	67,866
2	2	2	Deputy Bailiff Supervisor	42,816	67,754
10	9	10	Deputy Bailiff Housing Court	22,174	52,784
1	1	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	23,716	56,472
1	0	1	Deputy Bailiff Hsng Crt Magistrate Personal Blf	23,064	49,616
10	10	10	Deputy Bailiff Housing Court Specialist	29,585	56,905
1	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	6	5	Housing Court Magistrate	42,178	81,565
1	1	1	Project Coordinator	31,050	65,408
<u>37</u>	<u>35</u>	<u>38</u>			
45	43	46	TOTAL FULL TIME		
1	0	1	Project Coordinator	31,050	65,408
0	0	1	Housing Court Specialist	29,585	56,905
2	1	1	Student Aide	10.00 Hr.	10.30 Hr.
<u>3</u>	<u>1</u>	<u>3</u>	TOTAL PART TIME		
<u>48</u>	<u>44</u>	<u>49</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008			
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET		
		STAFF	PT		STAFF	PT		STAFF	PT	
		FT	PT		FT	PT		FT	PT	
PROGRAMS:										
Civil	\$ 2,527	40	3	\$ 3,557	40	2	\$ 3,707	34	7	
Criminal	5,154	94	8	7,257	94	6	7,561	96	16	
Parking Violations Bureau	1,259	13	2	1,707	13	2	1,779	14	7	
Finance	283	5	1	427	5	1	445	7	3	
Administration	884	13	1	1,281	13	1	1,334	22	2	
	\$ 10,107	165	15	\$ 14,229	165	12	\$ 14,826	173	35	

FUNDING SOURCE:

General Fund:

Self Generated *

\$ 10,107	\$ 14,229	\$ 14,826
\$ 10,107	\$ 14,229	\$ 14,826
165	165	173
15	12	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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 5,219,625	\$ 5,405,368	\$ 5,686,165	\$ 6,288,373
ELECTED OFFICIALS	54,299	55,667	56,610	57,742
SEASONAL	810	400	-	-
PART-TIME PERMANENT	146,503	159,490	172,384	170,000
STUDENT TRAINEES	46,482	52,517	61,454	60,000
LONGEVITY	48,900	52,400	56,100	59,825
SEPARATION PAYMENTS	13,977	36,808	30,000	40,000
BONUS INCENTIVE	86,900	-	-	-
OVERTIME	31,706	33,069	24,902	25,556
TOTAL	\$ 5,649,203	\$ 5,795,719	\$ 6,087,616	\$ 6,701,496
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,104,384	\$ 1,216,937	\$ 1,355,912	\$ 1,464,348
DENTAL	76,800	80,149	80,055	83,198
VISION CARE	8,397	8,266	8,501	9,504
PERS	749,718	777,532	827,876	932,609
FICA-MEDICARE	62,714	65,243	69,668	82,070
WORKERS COMPENSATION	48,521	62,008	131,161	160,147
LIFE INSURANCE	7,331	7,133	7,234	7,785
UNEMPLOYMENT COMPENSATION	3,286	10,208	7,954	-
TOTAL	\$ 2,061,152	\$ 2,227,476	\$ 2,488,360	\$ 2,739,661
UTILITIES				
CONTRACTUAL UTILITIES	\$ -	\$ -	\$ 2,384	\$ -
TOTAL	\$ -	\$ -	\$ 2,384	\$ -
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 1,121,103	\$ 979,901	\$ 4,783,192	\$ 4,463,309
ADVERTISING AND PUBLIC NOTICE	24,093	26,398	21,100	26,000
PARKING IN CITY FACILITIES	6	6	440	700
INSURANCE AND OFFICIAL BONDS	3,250	1,750	1,750	2,800
PROPERTY RENTAL	65,000	35,000	65,000	65,000
PHOTOCOPY MACHINE RENTAL	10,456	2,730	-	-
EQUIPMENT RENTAL	980	-	980	980
OTHER CONTRACTUAL	113,912	103,188	109,873	102,823
TOTAL	\$ 1,338,800	\$ 1,148,973	\$ 4,982,336	\$ 4,661,612



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 6,300	\$ 7,340	\$ 6,155	\$ 14,000
POSTAGE	49,344	31,942	32,199	31,115
SMALL EQUIPMENT	4,874	9,184	2,269	5,000
OFFICE FURNITURE & EQUIP	8,191	8,607	15,061	-
OTHER SUPPLIES	47,541	37,461	28,466	32,000
JUST IN TIME OFFICE SUPPLIES	49,162	28,322	28,408	30,000
TOTAL	\$ 165,410	\$ 122,856	\$ 112,558	\$ 112,115
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 10,306	\$ 11,054	\$ 12,018	\$ 11,000
MAINTENANCE CONTRACTS	232	1,214	781	1,000
TOTAL	\$ 10,538	\$ 12,268	\$ 12,799	\$ 12,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 143,207	\$ 321,521	\$ 98,780	\$ 155,378
CHARGES FROM RADIO SYSTEM	7,344	5,803	6,234	10,031
CHARGES FROM PRINTING	66,816	96,553	117,077	101,930
CHARGES FROM STOREROOM	288,239	371,273	318,247	328,227
CHARGES FROM MOTOR VEHICLES	1,402	4,753	3,077	3,187
TOTAL	\$ 507,007	\$ 799,903	\$ 543,416	\$ 598,753
TOTAL DIVISION	\$ 9,732,110	\$ 10,107,195	\$ 14,229,470	\$ 14,825,637

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ 442,722	\$ 418,481	\$ 422,009
FINES & FORFEITURES	10,115	10,120,884	15,330,510	15,150,793
MISCELLANEOUS REVENUES	720	10,826	1,280	-
EXPENDITURE RECOVERIES	303	-	-	340
TOTAL DIVISION	\$ 11,138	\$ 10,574,432	\$ 15,750,271	\$ 15,573,142



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
171	163	171	Chief Deputy Clerk	20,800	90,714
1	1	1	Clerk of Courts	55,666	56,667
<u>172</u>	<u>164</u>	<u>172</u>			
OFFICE & CLERICAL					
1	1	1	Deputy Clerk	21,851	71,329
<u>1</u>	<u>1</u>	<u>1</u>			
<u>173</u>	<u>165</u>	<u>173</u>	TOTAL FULL TIME		
15	12	15	Chief Deputy Clerk	10.00 Hr.	25.00 Hr.
20	0	20	Student Assistant	10.00 Hr.	10.00 Hr.
<u>35</u>	<u>12</u>	<u>35</u>	TOTAL PART TIME		
<u>208</u>	<u>177</u>	<u>208</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUALS		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Administration	\$ 1,271	15	1	\$ 1,440	16	1	\$ 1,667	18	1
Action Center	88	2		101	2		101	2	
Governmental Affairs	130	1		145	1		145	1	
Press & Communications Office	269	4	1	376	5	1	415	6	1
Legislative Affairs	80	1		82	1		84	1	
Educational Affairs	109	1		122	1		125	1	
	\$ 1,947	24		\$ 2,266	26	2	\$ 2,537	29	2
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,943			\$ 2,260			\$ 2,535		
Self Generated	4			6			2		
	\$ 1,947	24		\$ 2,266	26	2	\$ 2,537	29	2

**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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,295,793	\$ 1,307,400	\$ 1,503,259	\$ 1,684,949
ELECTED OFFICIALS	108,962	126,797	127,619	127,619
PART-TIME PERMANENT	8,688	15,293	25,541	30,082
LONGEVITY	4,025	1,700	1,700	2,400
SEPARATION PAYMENTS	59,186	-	10,354	-
BONUS INCENTIVE	12,500	-	-	-
TOTAL	\$ 1,489,154	\$ 1,451,190	\$ 1,668,473	\$ 1,845,050
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 126,908	\$ 119,758	\$ 167,133	\$ 199,383
DENTAL	8,781	7,791	9,818	11,884
VISION CARE	1,237	968	1,307	1,616
PERS	191,398	182,614	228,226	258,307
FICA-MEDICARE	18,879	19,127	22,228	26,718
WORKERS COMPENSATION	1,250	3,037	35,872	38,123
LIFE INSURANCE	1,024	780	1,125	1,339
TOTAL	\$ 349,476	\$ 334,075	\$ 465,710	\$ 537,370
TRAINING AND DUES				
TRAVEL	\$ 2,321	\$ 10,673	\$ 16,345	\$ 20,000
TUITION & REGISTRATION FEES	1,100	4,155	3,720	4,500
MILEAGE TRAINING PURPOSES	-	-	247	-
PROFESSIONAL DUES	1,032	4,367	5,340	5,000
TOTAL	\$ 4,453	\$ 19,194	\$ 25,652	\$ 29,500
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 949	\$ 1,252	\$ 1,447	\$ 3,605
TRAVEL - NON-TRAINING	-	1,105	618	-
SECURITY SERVICES	334	494	864	600
ADVERTISING & PUBLIC NOTICE	130	-	-	-
EXPENSE ACCOUNT REIMBURSE	-	123	370	400
INSURANCE AND OFFICIAL BONDS	-	200	100	200
PHOTOCOPY MACHINE RENTAL	9,387	710	-	-
TOTAL	\$ 10,800	\$ 3,884	\$ 3,399	\$ 4,805



OFFICE OF THE MAYOR

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,878	\$ -	\$ -	-
COMPUTER SUPPLIES	-	-	1,490	2,500
COMPUTER HARDWARE	-	519	-	-
FOOD	9,477	849	1,574	3,000
PAPER & OTHER PRINTING SUPPLIES	1,760	-	689	-
OTHER SUPPLIES	1,225	-	120	500
SPECIAL EVENTS SUPPLIES	-	4,842	3,282	6,500
BATTERIES	-	-	-	100
JUST IN TIME OFFICE SUPPLIES	8,038	11,140	8,855	16,000
TOTAL	\$ 22,377	\$ 17,351	\$ 16,010	\$ 28,600
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 91,866	\$ 64,734	\$ 29,753	\$ 33,213
CHARGES FROM PRINTING	31,778	22,431	19,833	22,006
CHARGES FROM STOREROOM	10,340	8,103	8,258	10,529
CHARGES FROM MOTOR VEHICLES	23,728	23,701	23,577	26,390
CHARGES FROM WATER - GIS PROJ	-	2,474	5,427	-
TOTAL	\$ 157,712	\$ 121,443	\$ 86,848	\$ 92,138
TOTAL DIVISION	\$ 2,033,973	\$ 1,947,137	\$ 2,266,093	\$ 2,537,463

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES	\$ -	\$ 500	\$ 3,324	-
EXPENDITURE RECOVERY	3,359	1,721	2,100	1,500
MISCELLANEOUS REVENUES	1,950	1,558	801	-
TOTAL DIVISION	\$ 5,309	\$ 3,779	\$ 6,225	\$ 1,500



OFFICE OF THE MAYOR

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
5	4	5	Executive Assistant to the Mayor	50,796	164,919
1	1	1	Mayor	108,963	127,620
1	1	1	Secretary to the Mayor	50,796	171,088
22	20	22	Special Assistant to the Mayor	20,800	92,699
29	26	29			
2	2	2	PART TIME		
31	28	31	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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	2006 ACTUAL		COST	2007 UNAUDITED		COST	2008 BUDGET		
		STAFF FT	PT		STAFF FT	PT		STAFF FT	PT	
DIVISIONS:										
Administration	\$ 7,553	32	5	\$ 7,275	37	5	\$ 8,172	40	5	
Police	174,024	1,993	365	177,091	1,995	375	176,943	1,920	424	
Fire	83,620	911		91,639	905		90,520	889		
EMS	22,868	295		22,766	281		23,530	306		
Dog Pound	877	14	1	974	14	1	1,112	14	4	
House of Correction	-			7,148	87	1	13,648	202	1	
	\$ 288,942	3,245	371	\$ 306,893	3,319	382	\$ 313,925	3,371	434	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 260,884			\$ 278,723			\$ 286,376			
Self - Generated	20,015			20,866			20,150			
	\$ 280,899	3,233	371	\$ 299,589	3,307	382	\$ 306,526	3,359	434	
Grants	\$ 6,880	12		\$ 5,367	12		\$ 5,482	12		
Special Revenue	1,163			1,937			1,917			
	\$ 288,942	3,245	371	\$ 306,893	3,319	382	\$ 313,925	3,371	434	

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
	FT	PT		FT	PT		FT	PT	
PROGRAMS:									
General Administration	\$ 6,344	14		\$ 6,315	20		\$ 7,094	23	
Medical	253	4		244	3		274	3	
Information Support Services	561	10		540	12		607	12	
Radio Repair	213	2		-			-		
Office of Professional Stand	106	1		102	1		115	1	
Police Review Board	76	1	5	74	1	5	82	1	5
	\$ 7,553	32	5	\$ 7,275	37	5	\$ 8,172	40	5

FUNDING SOURCE:

General Fund:									
Tax Support	\$ 2,620			\$ 3,042			\$ 3,928		
Self-Generated	44			66			44		
	\$ 2,664	27	5	\$ 3,108	32	5	\$ 3,972	35	5
Grants									
	\$ 4,889	5		\$ 4,167	5		\$ 4,200	5	
	\$ 7,553	32	5	\$ 7,275	37	5	\$ 8,172	40	5

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
	FT	PT		FT	PT		FT	PT	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,455	9		\$ 2,148	15		\$ 2,894	18	
Grants	4,889	5		4,167	5		4,200	5	
	\$ 6,344	14		\$ 6,315	20		\$ 7,094	23	

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

OBJECTIVES: To provide medical care to employees.

ACTIVITIES: Examine and treat employees.

PROGRAM NAME: RADIO REPAIR

OBJECTIVES: To provide maintenance on communication equipment for the Department.

ACTIVITIES: Repair and maintain all radio communication equipment.

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,653,161	\$ 1,635,563	\$ 1,696,272	\$ 1,845,594
BOARD MEMBERS	34,500	28,034	29,371	34,500
PART-TIME PERMANENT	-	5,589	8,351	-
LONGEVITY	15,325	16,200	14,800	15,825
SEPARATION PAYMENTS	9,822	65,356	23,881	25,000
BONUS INCENTIVE	16,500	1,000	-	-
OVERTIME	34,352	51,058	74,430	42,424
TOTAL	\$ 1,763,659	\$ 1,802,800	\$ 1,847,105	\$ 1,963,343
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 228,127	\$ 238,545	\$ 231,620	\$ 285,410
DENTAL	15,842	15,625	13,566	14,545
VISION CARE	2,068	1,943	1,876	1,924
PERS	237,705	237,546	247,024	271,368
FICA-MEDICARE	14,519	14,937	15,862	27,261
WORKER'S COMPENSATION	12,991	16,174	38,375	55,132
LIFE INSURANCE	1,560	1,470	1,436	1,665
UNEMPLOYMENT COMPENSATION	-	-	789	-
CLOTHING ALLOWANCE	768	1,227	1,220	1,320
CLOTHING MAINTENANCE	540	375	360	-
TOTAL	\$ 514,120	\$ 527,842	\$ 552,128	\$ 658,625
TRAINING AND PROFESS DUES				
TRAVEL	\$ 2,370	\$ 79	\$ 264	\$ 2,400
TUITION & REGISTRATION FEES	-	400	1,560	2,000
PROFESSIONAL DUES & SUBSCRIPT	-	-	100	-
MILEAGE (PRIV AUTO) TRNG PRPS	7	-	-	-
TOTAL	\$ 2,377	\$ 479	\$ 1,924	\$ 4,400
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 5,210	\$ 1,642	\$ 9,246	\$ 160,000
MILEAGE (PRIVATE AUTO)	309	161	52	500
PARKING IN CITY FACILITIES	28,936	13,062	19,273	15,000
INSURANCE AND OFFICIAL BONDS	100	-	-	-
PHOTOCOPY MACHINE RENTAL	4,306	624	-	-
SPECIAL ASSESSMENT	1,952	3,240	1,255	5,000
OTHER CONTRACTUAL	4,562	12,345	269,016	11,000
TOTAL	\$ 45,376	\$ 31,074	\$ 298,842	\$ 191,500



DEPARTMENT OF PUBLIC SAFETY

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
MATERIALS AND SUPPLIES							
OFFICE SUPPLIES	\$ 624	\$	-	\$	-	\$	1,000
POSTAGE	86		185		147		350
COMPUTER HARDWARE	-		-		6,627		-
SMALL EQUIPMENT	1,915		3,018		-		2,500
OFFICE FURNITURE & EQUIP	4,898		-		6,446		4,800
MEDICAL SUPPLIES	3,550		6,190		9,928		8,000
OTHER SUPPLIES	1,690		775		874		-
JUST IN TIME OFFICE SUPPLIES	12,422		10,979		15,685		12,000
TOTAL	\$ 25,185	\$	21,147	\$	39,707	\$	28,650
MAINTENANCE							
MAINTENANCE OFFICE EQUIP	\$ -	\$	560	\$	-	\$	-
COMPUTER SOFTWARE MAINT	-		-		40,337		656,791
MAINTENANCE MISC. EQUIP	-		-		5,831		-
MAINTENANCE BUILDING	39,720		60,481		46,299		55,652
TOTAL	\$ 39,720	\$	61,041	\$	92,467	\$	712,443
INTER-DEPARTMENTAL CHARGES							
CHARGES FROM TELEPHONE	\$ 163,229	\$	186,155	\$	248,820	\$	379,357
CHARGES FROM RADIO SYSTEM	427		405		665		1,043
CHARGES FROM PRINTING	13,317		21,235		21,824		26,508
CHARGES FROM STOREROOM	3,883		9,148		3,952		6,031
CHARGES FROM MOTOR VEHICLE	6,963		2,465		134		-
TOTAL	\$ 187,820	\$	219,408	\$	275,395	\$	412,939
TOTAL DIVISION	\$ 2,578,256	\$	2,663,791	\$	3,107,568	\$	3,971,900



DEPARTMENT OF PUBLIC SAFETY

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 37,805	\$ 36,966	\$ 34,610	\$ 38,000
MISCELLANEOUS REVENUES	6,298	4,436	3,468	3,000
EXPENDITURE RECOVERIES	3,008	2,928	28,303	3,000
TOTAL DIVISION	\$ 47,111	\$ 44,330	\$ 66,381	\$ 44,000

DEPARTMENT OF PUBLIC SAFETY

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Public Safety	50,796	164,919
1	1	1	Exe. Comm. of Public Safety – Projects, Grants and Tech.	36,590	132,829
1	1	1	Executive Commissioner of Public Safety – Operations	36,590	132,829
1	1	1	Secretary to the Director	36,590	132,829
<u>4</u>	<u>4</u>	<u>4</u>			
OFFICE & CLERICAL					
1	1	1	Clerk, Principal	11.93 Hr.	18.38 Hr.
2	2	2	Clerk, Senior	10.29 Hr.	15.17 Hr.
1	1	1	Private Secretary to the Director	20,800	44,373
1	1	1	Secretary, Private	10.00 Hr.	19.40 Hr.
<u>5</u>	<u>5</u>	<u>5</u>			
PROFESSIONALS					
2	1	1	Administrative Manager	27,194	83,396
1	1	3	Assistant Administrator	20,800	59,836
2	2	2	Analyst, Network	30,202	67,122
1	0	0	Administrator, Personnel	26,274	76,981
1	1	2	Analyst, Budget & Management	20,800	52,060
1	1	1	Analyst, Senior Budget & Management	26,274	73,035
2	2	2	Analyst, Senior Programmer	23,647	64,730
1	1	1	Assistant, Senior Personnel	20,800	44,269
1	0	0	Director, Project Network Analysis	22,333	34,917
1	1	1	Director, Project	22,333	74,917
1	1	1	Office of Professional Standards Administrator	26,274	66,075
1	1	1	Professional Standards Investigative Auditor	20,093	53,048
2	2	2	Public Health Nurse III	39,099	47,998
1	1	1	Supervisor, Computer Operations	30,215	83,198
1	1	1	Surgeon of Police	43,108	77,162
<u>19</u>	<u>16</u>	<u>19</u>			



DEPARTMENT OF PUBLIC SAFETY

COMPARISON OF STAFFING - CONTINUED

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			TECHNICIAN		
1	1	1	Analyst, Software	30,215	83,198
4	3	4	Operator, Computer	10.00 Hr.	21.33 Hr.
1	1	1	Operator, Senior Computer	10.00 Hr.	25.06 Hr.
1	0	1	Programmer, Associate	10.00 Hr.	21.73 Hr.
2	2	0	Technician, Police Radio	16.38 Hr.	19.21 Hr.
<u>9</u>	<u>7</u>	<u>7</u>			
37	32	35	TOTAL FULL TIME		
1	1	1	OPS - Board Chair	7,300	7,300
4	4	4	OPS - Board Member	6,800	6,800
<u>5</u>	<u>5</u>	<u>5</u>	TOTAL PART TIME & BOARD MEMBERS		
5	5	5	GRANT POSITIONS		
<u>47</u>	<u>42</u>	<u>45</u>	TOTAL DIVISION		

*Salary Schedule effective December 10, 2007

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 security services, 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 six 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 flow at major events, and investigates serious traffic accidents. Quality of life issues are addressed by Operation Fresh Start.

Homeland Security prevents, responds, and investigates terrorist activities in our City and the greater Cleveland area. Special Operations is composed of two main sections, which provide a variety of investigative and technical services to the Division and community. Investigations, which consists of the Detective Bureaus, specializes in specific crimes such as auto theft, fraud, homicide, sex crimes, and youth crimes. Technical support provides both photo lab services as well as forensic and crime scene analysis for the Division.

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Administrative Operations	\$ 37,318	559		\$ 37,976	556		\$ 37,944	556	
Field Operations	113,888	1,223	365	115,895	1,228	375	115,798	1,154	424
Special Operations	22,818	211		23,220	211		23,201	210	
	\$ 174,024	1,993	365	\$ 177,091	1,995	375	\$ 176,943	1,920	424
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 163,025			\$ 166,072			\$ 167,713		
Self - Generated	8,250			8,279			6,430		
	\$ 171,275	1,986	365	\$ 174,351	1,988	375	\$ 174,143	1,913	424
Grants	\$ 1,587	7		820	7		900	7	
Special Revenue	1,162			1,920			1,900		
	\$ 174,024	1,993	365	\$ 177,091	1,995	375	\$ 176,943	1,920	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. Prepare and manage the operating and capital budgets for the Division of Police. Provide crime analysis used for strategic planning in operations. 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. Provide security services for the Division Headquarters building. Operate and maintain radio and telephone communications.

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.

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, anti-drug marches, 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. Provide Community Services Units, which aggressively investigates and focuses on deterring crimes that occur on the streets in all city neighborhoods. Conduct DARE/GREAT programs, Child Accident Prevention Program, 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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
FUNDING SOURCE:									
General Fund	\$ 104,843			\$ 107,652			\$ 107,561		
Self Generated	5,358			5,503			5,498		
Grants	3,015			820			820		
Special Revenue	672			1,920			1,919		
	\$ 113,888	1,223	365	\$ 115,895	1,228	375	\$ 115,798	1,154	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 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: Homeland Security supports other Division of Police activities by providing aerial support and coordinating emergency preparedness training and the purchasing of emergency preparedness equipment. Establish homeland security initiatives within the city of Cleveland and Greater Cleveland area. Prevent, respond, and investigate terrorist activities in our city and the greater Cleveland area. Provide oversight for the City Hall detail and the police detail at Cleveland Hopkins International Airport.



DIVISION OF POLICE

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 12,420,034	\$ 14,558,561	\$ 13,184,044	\$ 9,260,284
MILITARY LEAVE	108,620	41,733	37,719	55,000
PART-TIME PERMANENT	64,514	52,321	147,326	177,128
STUDENT TRAINEES	-	171,356	681,418	1,523,204
INJURY PAY	1,082	2,752	3,228	-
SCHOOL GUARDS	1,537,710	1,500,004	1,524,129	1,502,200
UNIFORMED PERSONNEL	83,784,929	85,069,788	85,370,587	87,147,117
UNIFORMED OVERTIME	7,682,995	8,103,502	8,629,474	8,000,000
LONGEVITY	924,050	954,300	977,200	954,775
WAGE SETTLEMENTS	87,480	244,461	-	270,000
SEPARATION PAYMENTS	4,031,309	3,511,379	3,455,391	4,731,115
BONUS INCENTIVE	762,500	228,000	-	-
OVERTIME	1,188,305	1,855,712	2,468,495	896,060
DEFERRED OVERTIME PAYMENTS	371,562	-	369,831	406,000
TOTAL	\$ 112,965,089	\$ 116,293,869	\$ 116,848,842	\$ 114,922,883
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 14,599,527	\$ 15,358,897	\$ 17,056,556	\$ 17,759,053
DENTAL	970,417	1,002,544	1,001,776	1,007,899
VISION CARE	99,682	99,921	101,517	109,569
PERS	2,093,186	2,197,392	2,233,865	1,446,686
POLICE & FIREMENS DISAB & PENS	17,858,556	18,442,564	18,799,794	19,085,706
FICA-MEDICARE	1,140,357	1,212,387	1,243,226	1,445,485
WORKER'S COMPENSATION	4,117,280	4,498,926	4,364,667	5,769,123
LIFE INSURANCE	86,970	87,608	87,334	109,620
UNEMPLOYMENT COMPENSATION	32,785	13,989	31,991	21,944
CLOTHING ALLOWANCE	575,215	703,099	622,777	527,250
TOOL INSURANCE	400	650	400	-
CLOTHING MAINTENANCE	927,500	981,992	1,006,137	984,800
TOTAL	\$ 42,500,350	\$ 44,599,969	\$ 46,550,040	\$ 48,267,135
TRAINING & PROFESS DUES				
TRAVEL	\$ 730	\$ -	\$ -	\$ -
TUITION & REGISTRATION FEES	560	-	-	-
MILEAGE (PRIV AUTO) TRNG PRPS	84	-	-	-
PROFESSIONAL DUES	3,988	4,843	5,870	5,000
TOTAL	\$ 5,362	\$ 4,843	\$ 5,870	\$ 5,000



DIVISION OF POLICE

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
UTILITIES				
BROKERED GAS SUPPLY	\$ 12,592	\$ 21,701	\$ 12,752	\$ 21,975
CHILLED WATER	17,811	188,533	-	-
TELEPHONE	159,600	-	-	-
GAS	223,599	232,147	188,982	294,271
ELECTRICITY - CPP	1,076,750	1,256,799	1,128,136	1,294,342
ELECTRICITY - OTHER	85,817	68,994	45,149	51,500
STEAM	452,580	290,467	506,920	587,889
CONTRACTUAL UTILITIES	3,600	2,250	7,378	4,500
TOTAL	\$ 2,032,350	\$ 2,060,891	\$ 1,889,317	\$ 2,254,477
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 91,726	\$ 85,920	\$ 114,499	\$ 100,000
REFEREE SERVICES	36,810	35,994	33,260	40,000
MILEAGE (PRIVATE AUTO)	43,158	50,664	40,486	50,000
MEDICAL SERVICES	1,303,047	1,352,896	1,268,622	750,000
EXPENSE ACCOUNT REIMBURSEMENT	-	-	2,157	-
ADVERTISING AND PUBLIC NOTICE	1,876	5,457	2,108	4,500
PARKING IN CITY FACILITIES	167,869	172,887	154,824	155,000
INSURANCE AND OFFICIAL BONDS	518	582	690	700
PHOTOCOPY MACHINE RENTAL	65,910	14,264	-	-
OTHER CONTRACTUAL	915,941	444,491	823,831	250,000
LOCAL MATCH-GRANT PROGRAMS	2,874	42,579	-	-
TOTAL	\$ 2,629,729	\$ 2,205,734	\$ 2,440,477	\$ 1,350,200
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 6,353	\$ 4,556	\$ 5,198	\$ 6,000
POSTAGE	498	2,533	2,273	3,500
COMPUTER SUPPLIES	-	-	-	5,000
COMPUTER SOFTWARE	-	-	-	5,000
FUEL	2,134	2,581	4,730	3,500
CLOTHING	47,460	18,115	45,774	50,500
SMALL EQUIPMENT	13,724	19,968	128,732	88,979
AMMUNITION	66,834	81,871	99,920	150,000
HYGIENE AND CLEANING SUPPLIES	47,184	51,252	48,345	15,000
LUMBER, GLASS, AND DRYWALL	-	-	638	1,000
LABORATORY SUPPLIES	38,168	45,320	25,738	35,000
PHOTOGRAPHIC SUPPLIES	48,782	64,894	39,749	65,000
PRINTED MATERIALS	10,123	20,949	18,073	30,000
OTHER SUPPLIES	87,251	107,444	131,819	135,000
SAFETY EQUIPMENT	828	570	-	1,000
BATTERIES	2,975	2,486	2,517	4,000
JUST IN TIME OFFICE SUPPLIES	108,924	83,067	76,736	90,000
MISC MAINTENANCE SUPPLIES	40,144	35,056	11,253	25,000
TOTAL	\$ 521,382	\$ 540,662	\$ 641,495	\$ 713,479

DIVISION OF POLICE

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 655	\$ 1,754	\$ -	\$ 2,000
MAINTENANCE CONTRACTS	45,741	109,847	101,328	149,314
COMPUTER HARDWARE MAINT.	5,000	-	-	5,000
MAINTENANCE MACHINERY	6,056	6,000	-	5,000
REPAIR PARTS	-	-	500	1,000
CAR WASHES	60,175	47,100	52,153	50,000
MAINTENANCE MISC. EQUIP.	25,098	30,557	7,000	20,000
REPAIR OF OVERHEAD DOORS	3,000	-	5,000	5,000
MOWER & TRACTOR REPAIR	-	-	-	4,500
TOTAL	\$ 145,725	\$ 195,258	\$ 165,981	\$ 241,814
CLAIMS, REFUNDS, MISCELLANEOUS				
COURT COSTS	\$ 123	\$ 29	\$ -	\$ 200
JUDGEMENTS, DAMAGES, & CLAIMS	12,184	33,415	13,060	15,000
POLICE CHIEF EXPENSE FUND	137,225	175,887	171,862	250,000
TOTAL	\$ 149,532	\$ 209,331	\$ 184,922	\$ 265,200
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE	\$ 1,040,504	\$ 1,309,819	\$ 1,535,173	\$ 1,467,668
CHARGES FROM RADIO SYSTEM	733,475	744,432	869,193	1,104,843
CHARGES FROM PRINTING	154,304	245,472	276,836	300,091
CHARGES FROM STOREROOM	133,035	114,369	100,363	116,251
CHARGES FROM MOTOR VEHICLE	2,484,559	2,730,182	2,796,789	3,133,461
CHARGES FROM WATER G.I.S.	-	20,625	45,253	-
TOTAL	\$ 4,545,877	\$ 5,164,899	\$ 5,623,607	\$ 6,122,314
TOTAL DIVISION	\$ 165,495,393	\$ 171,275,456	\$ 174,350,551	\$ 174,142,502

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 12,271	\$ 14,690	\$ 13,321	\$ 14,000
INTERGOVERNMENTAL	-	5,737	-	-
SALES & CHARGES FOR SERVICES	122,313	15,530	221,027	176,000
MISCELLANEOUS REVENUES	258,625	499,186	214,456	115,000
REVENUE TRANSFERS	1,931	-	-	-
EXPENDITURE RECOVERIES	8,004,477	7,715,274	7,830,061	6,125,000
TOTAL DIVISION	\$ 8,399,617	\$ 8,250,417	\$ 8,278,865	\$ 6,430,000

DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Chief of Police	69,682	159,343
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	134,243
17	17	17			
OFFICE & CLERICAL					
5	4	4	Clerk, Chief	22,050	44,373
8	8	8	Clerk, Junior	10.00 Hr.	12.94 Hr.
4	4	5	Clerk, Principal	11.93 Hr.	18.38 Hr.
1	1	1	Clerk, Stock	10.00 Hr.	16.68 Hr.
1	1	1	Messenger	10.00 Hr.	13.95 Hr.
4	4	4	Safety Telephone Operator	21,266	30,630
6	6	6	Secretary	10.00 Hr.	16.18 Hr.
4	3	3	Secretary, Private	10.00 Hr.	19.40 Hr.
1	0	0	Stenographer II	10.77 Hr.	15.17 Hr.
1	1	0	Stenographer III	10.00 Hr.	16.86 Hr.
4	4	4	Telephone Operator	10.00 Hr.	15.53 Hr.
12	11	12	Typist	10.00 Hr.	14.08 Hr.
51	47	48			
PARA -PROFESSIONALS					
1	0	1	Clerk, Docket	20,800	33,898
11	11	11	Controller, Traffic	10.00 Hr.	14.10 Hr.
1	0	1	Caseworker II	10.00 Hr.	18.48 Hr.
13	11	13			
PROFESSIONALS					
0	1	1	Accountant II	10.00 Hr.	20.28 Hr.
1	1	1	Accountant III	10.00 Hr.	22.48 Hr.
1	0	0	Accountant IV	23,647	67,692
2	3	3	Administrative Officer	20,800	49,440
16	23	16	Captain (Police)	76,502	79,312
2	2	3	Director, Project	22,233	74,917
5	5	5	Examiner, Scientific	25,000	54,906
68	73	68	Lieutenant (Police)	65,881	68,374
95	108	97			
PROTECTIVE SERVICE					
104	92	0	Institutional Guard	12.18 Hr.	15.91 Hr.
1,313	1,238	1,196	Officer, Patrol I**	48,832	50,812
0	0	42	Officer, Patrol II	41,981	46,000
0	42	0	Officer, Patrol III	41,448	44,399
0	0	58	Officer, Patrol IV	40,382	43,257
30	64	37	Trainee	10.50 Hr.	10.82 Hr.
4	3	4	Police Safety Aide	20,800	27,710
201	184	211	Sergeant	56,725	58,943
1,652	1,623	1,548			

DIVISION OF POLICE

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
SKILLED CRAFT					
1	0	0	Mechanic, Heavy Duty	15.75 Hr.	23.22 Hr.
1	0	0			
SERVICE & MAINTENANCE					
1	1	1	Worker, Custodial	10.00 Hr.	13.95 Hr.
3	3	3	Hostler	10.00 Hr.	14.18 Hr.
4	4	4			
TECHNICIAN					
1	1	2	Bilingual Communication Specialist	22,883	35,547
6	6	6	Dispatcher, Chief Radio	39,788	44,689
103	89	95	Dispatcher, Police Radio	22,886	38,923
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.	14.08 Hr.
70	68	68	Operator, Senior Data Conversion	10.80 Hr.	16.87 Hr.
3	3	3	Supervisor, Data Conversion	11.92 Hr.	19.68 Hr.
0	0	1	Caseworker Supervisor	22,427	42,873
2	1	1	Network Analyst II	30,214	84,228
1	1	1	Technician, Photographic Laboratory	10.00 Hr.	17.65 Hr.
195	178	186			
2,028	1,988	1,913	TOTAL FULL TIME		
402	362	402	Guard, School Crossing	20.50 Day	26.78 Day
20	11	20	Controller, Traffic	10.00 Hr.	14.10 Hr.
2	2	2	PT Scientific Ez	25,000	54,906
424	375	424	TOTAL PART TIME		
7	7	7	GRANT POSITIONS		
2,459	2,370	2,344	TOTAL DIVISION		

*Salary Schedule effective December 10, 2007

** 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)**

	2006			2006			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Administration	\$ 4,510	20		\$ 4,942	20		\$ 4,881	20	
Operations	70,899	780		77,698	778		76,942	764	
Operations Support	791	16		867	16		860	16	
Prevention and Education	3,213	45		3,521	44		3,487	43	
Communications	3,190	37		3,496	37		3,350	36	
Training and Education	1,017	13		1,115	10		1,000	10	
	\$ 83,620	911		\$ 91,639	905		\$ 90,520	889	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 82,343			\$ 90,290			\$ 89,347		
Self-Generated	937			1,039			863		
	\$ 83,280	911		\$ 91,329	905		\$ 90,210	889	
Grants	\$ 340			\$ 310			\$ 310		
	\$ 83,620	911		\$ 91,639	905		\$ 90,520	889	

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
FUNDING SOURCE:									
General Fund	\$	70,899		\$	77,698		\$	76,942	
	\$	70,899	780	\$	77,698	778	\$	76,942	764

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 327,729	\$ 385,190	\$ 334,394	\$ 331,890
MILITARY LEAVE	47,121	4,179	3,124	-
INJURY PAY	33,882	-	-	-
UNIFORMED PERSONNEL	48,314,872	49,026,505	53,161,092	52,365,952
UNIFORMED OVERTIME	4,948,515	4,971,873	5,768,637	5,057,044
LONGEVITY	460,300	505,239	517,800	508,200
WAGE SETTLEMENTS	76,763	100,000	-	-
SEPARATION PAYMENTS	447,497	301,977	634,938	1,000,000
BONUS INCENTIVE	5,000	1,500	1,356,500	-
OVERTIME	18,137	30,030	27,795	20,000
DEFERRED OVERTIME PAYMENTS	174,991	-	174,993	175,000
TOTAL	\$ 54,854,805	\$ 55,326,493	\$ 61,979,273	\$ 59,458,086
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 7,356,049	\$ 8,488,498	\$ 8,836,483	\$ 9,011,638
DENTAL	487,469	505,743	508,522	503,489
VISION CARE	44,932	45,113	46,386	49,337
PERS	53,705	50,096	50,196	48,209
POLICE & FIREMENS DISAB & PENS	12,728,897	12,880,551	13,831,694	13,781,519
POLICE & FIRE ACCRD LIABILITY	(1,994)	-	-	-
FICA-MEDICARE	453,437	465,794	532,126	559,680
WORKER'S COMPENSATION	1,335,628	1,337,894	1,807,666	2,758,452
LIFE INSURANCE	40,958	40,875	40,688	40,725
UNEMPLOYMENT COMPENSATION	6,872	4,890	9,230	-
CLOTHING ALLOWANCE	10,150	545,402	296,791	268,500
CLOTHING MAINTENANCE	359,500	361,600	362,000	358,000
TOTAL	\$ 22,875,600	\$ 24,726,456	\$ 26,321,782	\$ 27,379,549
TRAINING & PROFESS DUES				
TRAVEL	\$ 8,130	\$ 4,735	\$ 1,146	\$ 4,000
TUITION & REGISTRATION FEES	8,993	9,114	1,210	10,000
OTHER TRAINING SUPPLIES	127	1,773	13,304	-
MILEAGE (PRIV AUTO) TRNG PRPS	131	551	476	300
PROFESSIONAL DUES	4,420	3,799	3,652	4,000
TOTAL	\$ 21,801	\$ 19,972	\$ 19,788	\$ 18,300
UTILITIES				
GAS	\$ 341,466	\$ 333,189	\$ 299,726	\$ 448,050
ELECTRICITY - CPP	415,556	401,676	397,934	418,180
ELECTRICITY - OTHER	31,526	32,173	32,944	37,366
STEAM	45,729	32,614	36,026	48,351
TOTAL	\$ 834,277	\$ 799,652	\$ 766,630	\$ 951,947

DIVISION OF FIRE

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 17,603	\$ 61,573	\$ 23,277	\$ 30,000
BANK SERVICE FEES	698	12,008	-	-
COURT REPORTER	400	160	280	100
REFEREE SERVICES	-	-	175	200
MILEAGE (PRIVATE AUTO)	1,294	1,436	2,254	1,200
MEDICAL SERVICES	13,747	26,294	22,958	20,000
PARKING IN CITY FACILITIES	7,659	7,646	8,602	10,000
PROPERTY RENTAL	-	13,421	-	-
PHOTOCOPY MACHINE RENTAL	8,965	1,615	-	-
EQUIPMENT RENTAL	-	-	25	-
SPECIAL ASSESSMENT	-	-	10	-
OTHER CONTRACTUAL	17,766	18,859	37,782	45,000
BANK SERVICE FEES	-	-	10,475	8,000
LOCAL MATCH-GRANT PROGRAMS	6,416	-	-	95,000
TOTAL	\$ 74,548	\$ 143,012	\$ 105,838	\$ 209,500
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,267	\$ 920	\$ 525	\$ 1,000
POSTAGE	31	42	44	50
COMPUTER SUPPLIES	668	5,749	485	5,000
COMPUTER SOFTWARE	-	219	-	-
COMPUTER HARDWARE	-	9,797	1,872	1,000
CLOTHING	98,864	201,602	29,401	25,000
FUEL	-	-	90	-
HARDWARE & SMALL TOOLS	12,760	6,766	12,243	15,000
MOWER & TRACTOR PARTS	710	-	128	500
SMALL EQUIPMENT	13,555	12,812	10,189	10,000
OFFICE FURNITURE & EQUIPMENT	1,762	-	4,006	2,000
ELECTRICAL SUPPLIES	3,000	-	3,062	3,000
HYGIENE AND CLEANING SUPPLIES	25,065	34,905	52,674	30,000
LUMBER, GLASS, AND DRYWALL	-	3,500	3,000	3,000
MEDICAL SUPPLIES	53,908	47,845	58,133	65,000
PHOTOGRAPHIC SUPPLIES	5,763	3,000	-	3,500
MEDICAL EQUIPMENT	18,829	2,000	2,000	5,000
PAPER AND OTHER SUPPLIES	2,109	-	-	1,000
SHOP TOOLS	-	-	10	-
OTHER SUPPLIES	52,445	29,516	40,369	40,000
SAFETY EQUIPMENT	5,133	15,400	9,569	5,000
BATTERIES	1,518	2,207	2,000	2,500
JUST IN TIME OFFICE SUPPLIES	21,251	18,460	16,905	20,000
MISC MAINTENANCE SUPPLIES	198	-	-	1,000
TOTAL	\$ 318,836	\$ 394,740	\$ 246,705	\$ 238,550



DIVISION OF FIRE

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 5,907	\$ 2,625	\$ 2,625	\$ 5,000
MAINTENANCE CONTRACTS	5,000	5,000	4,296	5,000
COMPUTER HARDWARE MAINT.	-	23,365	6,600	44,350
COMPUTER SOFTWARE MAINT.	-	8,934	25,030	24,780
MAINTENANCE ELECTRICAL EQUIP	3,183	4,164	644	4,000
MAINTENANCE MACHINERY	9,042	9,000	13,500	5,000
MAINTENANCE FIRE APPARATUS	256	-	-	-
MAINTENANCE VEHICLES	1,705	-	79	-
REPAIR PARTS	10,422	7,647	9,014	8,000
CAR WASHES	1,500	1,130	1,000	1,200
MAINTENANCE MISC. EQUIP.	90,644	110,984	75,909	80,000
MOWER & TRACTOR REPAIR	-	-	-	500
MAINTENANCE BUILDING	169	5,151	8,795	5,000
REPAIR OF OVERHEAD DOORS	36,996	75,000	62,000	50,000
TOTAL	\$ 164,823	\$ 253,000	\$ 209,492	\$ 232,830
CLAIMS, REFUNDS, MISCELLANEOUS				
JUDGEMENTS, DAMAGES, & CLAIMS	\$ 1,443	\$ 2,980	\$ 2,826	\$ 3,000
TOTAL	\$ 1,443	\$ 2,980	\$ 2,826	\$ 3,000
INTERDEPART SERVICE CHARGES				
CHARGES FROM TELEPHONE	\$ 187,869	\$ 152,510	\$ 140,734	\$ 147,639
CHARGES FROM RADIO SYSTEM	180,818	144,395	131,077	195,851
CHARGES FROM PRINTING	56,402	50,597	52,595	40,012
CHARGES FROM STOREROOM	1,568	1,606	1,384	1,486
CHARGES FROM MOTOR VEHICLE	891,160	1,255,229	1,331,624	1,333,375
CHARGES FROM WATER - GIS	\$ -	\$ 9,024	\$ 19,797	\$ -
TOTAL	\$ 1,317,818	\$ 1,613,361	\$ 1,677,211	\$ 1,718,363
TOTAL DIVISION	\$ 80,463,951	\$ 83,279,666	\$ 91,329,545	\$ 90,210,125



DIVISION OF FIRE

REVENUE

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
LICENSES & PERMITS	\$ 520,708	\$ 537,682	\$ 536,388	\$ 538,450
SALES & CHARGES FOR SERVICES	395,578	298,890	301,116	286,275
FINES & FORFEITURES	100	1,034	1,299	1,200
MISCELLANEOUS REVENUES	18,586	32,510	14,550	17,000
EXPENDITURE RECOVERIES	271,714	67,190	185,309	19,800
TOTAL DIVISION	\$ 1,206,687	\$ 937,306	\$ 1,038,662	\$ 862,725

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
29	31	28	Battalion, Chief	72,040	80,851
1	1	1	Fire Chief	64,407	159,343
7	7	7	Fire Chief, Assistant	56,790	116,024
<u>37</u>	<u>39</u>	<u>36</u>			
OFFICE & CLERICAL					
1	1	1	Clerk, Senior	10.29 Hr.	15.17 Hr.
1	1	1	Secretary	10.00 Hr.	16.18 Hr.
3	3	3	Secretary, Private	10.00 Hr.	19.40 Hr.
<u>5</u>	<u>5</u>	<u>5</u>			
PROFESSIONALS					
1	1	1	Administrator, Personnel	26,274	76,981
63	66	60	Captain (Fire)	62,034	69,699
172	181	174	Lieutenant (Fire)	53,409	60,085
1	1	1	Project Director/ Network	22,333	74,917
<u>237</u>	<u>249</u>	<u>236</u>			
PROTECTIVE SERVICE					
634	609	609	Firefighter Journeyman	45,973	51,798
<u>634</u>	<u>609</u>	<u>609</u>			
TECHNICIAN					
2	2	2	Operator, Data Conversion	10.00 Hr.	14.08 Hr.
1	1	1	Supervisor, Data Processing	20,231	56,129
<u>3</u>	<u>3</u>	<u>3</u>			
<u>916</u>	<u>905</u>	<u>889</u>	TOTAL DIVISION		

*Salary Schedule effective December 10, 2007

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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Administration	\$ 400	3	\$ 390	3	\$ 460	5		
Advanced Life Support	20,350	260	20,273	253	20,870	263		
Communications	1,994	32	1,990	25	2,025	38		
Employee Development	117		106		160			
Public Education	7		7		15			
	\$ 22,868	295	\$ 22,766	281	\$ 23,530	306		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 12,064		\$ 11,261		\$ 11,447			
Self-Generated	10,740		11,435		12,011			
	\$ 22,804	295	\$ 22,696	281	\$ 23,458	306		
Grants	\$ 64		\$ 70		\$ 72			
	\$ 22,868	295	\$ 22,766	281	\$ 23,530	306		

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 DEVELOPEMENT**

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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 11,656,381	\$ 11,577,688	\$ 11,409,044	\$ 12,039,839
MILITARY LEAVE	-	-	26,224	30,000
INJURY PAY	-	6,064	-	-
STUDENT TRAINEES	342,995	549,356	253,055	502,320
LONGEVITY	100,200	94,450	91,875	91,350
WAGE SETTLEMENTS	9,357	1,302	-	-
SEPARATION PAYMENTS	182,178	197,939	229,965	150,000
BONUS INCENTIVE	10,500	137,000	-	-
OVERTIME	2,882,227	2,723,820	2,653,663	2,000,000
DEFERRED OVERTIME PAYMENTS	-	-	-	90,000
TOTAL	\$ 15,183,838	\$ 15,287,619	\$ 14,663,826	\$ 14,903,509
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,982,137	\$ 2,051,393	\$ 2,197,436	\$ 2,607,259
DENTAL	132,950	134,670	129,399	125,703
VISION CARE	13,977	13,911	14,011	16,455
PERS	2,014,785	2,044,114	2,001,318	2,065,491
FICA-MEDICARE	180,400	187,614	183,206	182,296
WORKER'S COMPENSATION	710,020	906,011	1,146,527	1,205,589
LIFE INSURANCE	12,945	12,836	12,480	13,770
UNEMPLOYMENT COMPENSATION	12,559	5,934	40,142	21,944
CLOTHING ALLOWANCE	100,800	97,400	99,050	108,500
CLOTHING MAINTENANCE	30,450	28,400	28,000	32,000
TOTAL	\$ 5,191,023	\$ 5,482,283	\$ 5,851,569	\$ 6,379,007
TRAINING & PROFESSIONAL DUES				
TRAVEL	\$ 2,323	\$ 3,764	\$ 4,226	\$ 4,500
TUITION & REGISTRATION FEES	398	785	2,638	2,700
OTHER TRAINING SUPPLIES	-	-	-	18,000
PROFESSIONAL DUES	544	-	149	-
TOTAL	\$ 3,265	\$ 4,549	\$ 7,013	\$ 25,200
UTILITIES				
SEWER-OTHER	\$ -	\$ 79	\$ -	\$ -
WATER	-	23	-	-
GAS	8,484	17,674	19,245	37,080
ELECTRICITY - CPP	1,380	278	52	62
ELECTRICITY - OTHER	-	1,181	2,031	3,090
SECURITY & MONITORING SYSTEM	-	400	100	500
TOTAL	\$ 9,864	\$ 19,635	\$ 21,428	\$ 40,732

EMERGENCY MEDICAL SERVICES

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 15,456	\$ 8,533	\$ 15,265	\$ 37,000
COURT REPORTER	210	177	90	-
REFEREE SERVICES	-	-	3,211	10,000
TRAVEL - NON-TRAINING	-	300	-	-
JANITORIAL SERVICES	10,070	9,999	3,646	10,000
MEDICAL SERVICES	4,524	3,919	2,031	5,000
PARKING IN CITY FACILITIES	2,184	2,258	2,882	2,500
PHOTOCOPY MACHINE RENTAL	2,568	534	-	-
OTHER CONTRACTUAL	-	10,288	2,610	-
TOTAL	\$ 35,013	\$ 36,008	\$ 29,735	\$ 64,500
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,583	\$ -	\$ 208	\$ 2,000
POSTAGE	1,592	1,914	1,757	2,000
COMPUTER SUPPLIES	-	650	160	1,000
COMPUTER HARDWARE	-	-	19,126	-
COMPUTER SOFTWARE	-	9,334	1,500	2,000
CLOTHING	35,454	17,856	45,408	40,000
SWEEPER PARTS	666	766	-	-
HARDWARE & SMALL TOOLS	807	2,274	1,701	1,000
OFFICE FURNITURE & EQUIPMENT	-	-	691	-
ELECTRICAL SUPPLIES	-	1,535	1,067	1,000
HYGIENE & CLEANING SUPPLIES	6,084	15,670	17,091	16,000
MEDICAL SUPPLIES	295,973	304,173	358,067	320,000
MEDICAL EQUIPMENT	46,958	32,275	43,862	45,000
PRINTED MATERIALS	3,544	24,697	15,578	55,000
OTHER SUPPLIES	7,334	1,761	7,004	1,000
SAFETY EQUIPMENT	47,692	167,803	15,045	75,000
PHARMACEUTICAL SUPPLIES	20,551	38,011	54,669	35,000
BATTERIES	416	471	6,922	20,000
JUST IN TIME OFFICE SUPPLIES	19,556	19,482	13,171	15,000
TOTAL	\$ 488,207	\$ 638,672	\$ 603,027	\$ 631,000



EMERGENCY MEDICAL SERVICES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ 40,981	\$ 78,519	\$ 61,918	\$ 40,000
COMPUTER HARDWARE MAINT.	9,854	-	-	-
COMPUTER SOFTWARE MAINT.	54,330	38,355	80,939	27,000
CAR WASHES	500	-	-	-
MAINTENANCE MISC. EQUIP.	17,403	10,179	16,516	20,000
TOTAL	\$ 123,068	\$ 127,053	\$ 159,373	\$ 87,000
CLAIMS, REFUNDS, MISCELLANEOUS				
JUDGEMENTS, DAMAGES, & CLAIMS	\$ 1,000	\$ -	\$ 1,116	\$ -
TOTAL	\$ 1,000	\$ -	\$ 1,116	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE	\$ 101,791	\$ 107,792	\$ 85,614	\$ 89,814
CHARGES FROM RADIO SYSTEM	84,085	87,305	113,012	112,825
CHARGES FROM PRINTING	15,728	66,256	44,964	50,015
CHARGES FROM STOREROOM	6,588	2,574	1,967	3,592
CHARGES FROM MOTOR VEHICLE	845,885	942,179	1,108,260	1,070,965
CHARGES FROM WATER - GIS PROJ	-	2,256	4,950	-
TOTAL	\$ 1,054,076	\$ 1,208,362	\$ 1,358,767	\$ 1,327,211
TOTAL DIVISION	\$ 22,089,355	\$ 22,804,181	\$ 22,695,854	\$ 23,458,159

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUES	\$ -	\$ -	\$ 3,500	\$ -
SALES & CHARGES FOR SERVICE	10,075,142	10,698,730	11,394,837	12,000,000
MISCELLANEOUS REVENUE	5,597	26,947	2,037	900
EXPENDITURE RECOVERIES	55,389	14,796	34,126	10,000
TOTAL DIVISION	\$ 10,136,128	\$ 10,740,473	\$ 11,434,500	\$ 12,010,900



EMERGENCY MEDICAL SERVICES

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner, Emergency Medical Service	42,758	128,648
1	1	1			
PROFESSIONALS					
1	1	1	Junior Personnel Assistant	20,800	36,737
1	1	1	Administrative Manager	27,194	83,396
0	0	1	Administrative Officer	20,800	49,440
0	0	1	Analyst, Systems	20,800	57,680
2	2	4			
TECHNICIAN					
38	25	38	Dispatcher, Emergency Medical	24,765	38,931
20	22	22	Supervisor, Emergency Medical Technician	20,093	54,906
235	212	231	Technician, Emergency Medical	26,336	42,468
10	19	10	Trainee	10.50 Hr.	10.82 Hr.
303	278	301			
306	281	306	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Animal Control	\$ 877	14	1	\$ 974	14	1	\$ 1,112	14	4
	\$ 877	14	1	\$ 974	14	1	\$ 1,112	14	4
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 832			\$ 945			\$ 1,066		
Self-Generated	44			24			44		
	\$ 876	14	1	\$ 969	14	1	\$ 1,110	14	4
Special Revenue	\$ 1			\$ 5			\$ 2		
	\$ 877	14	1	\$ 974	14	1	\$ 1,112	14	4

PROGRAM NAME: ANIMAL CONTROL

OBJECTIVES: Enforce city animal ordinances.

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

PROGRAM NAME: LOW COST SPAY/NUETER 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 415,022	\$ 450,110	\$ 492,849	\$ 489,352
PART-TIME PERMANENT	63,305	45,936	22,486	55,424
LONGEVITY	5,825	5,825	6,000	6,875
BONUS INCENTIVE	2,500	3,500	-	-
OVERTIME	25,747	27,409	24,772	26,464
TOTAL	\$ 512,400	\$ 532,780	\$ 546,107	\$ 578,115
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 87,997	\$ 98,371	\$ 116,651	\$ 122,554
DENTAL	5,934	6,287	6,996	7,132
VISION CARE	637	678	740	814
PERS	68,513	72,193	74,349	80,936
FICA-MEDICARE	5,409	5,854	5,956	6,021
WORKER'S COMPENSATION	6,525	8,002	39,693	29,602
LIFE INSURANCE	540	559	604	810
CLOTHING ALLOWANCE	2,000	2,500	2,500	3,850
CLOTHING MAINTENANCE	2,975	3,675	3,675	2,750
TOTAL	\$ 180,529	\$ 198,119	\$ 251,164	\$ 254,469
TRAINING & PROFESS DUES				
TRAVEL	\$ 40	\$ -	\$ 892	\$ 3,000
TUITION & REGISTRATION FEES	-	-	150	-
PROFESSIONAL DUES	215	35	150	500
TOTAL	\$ 255	\$ 35	\$ 1,192	\$ 3,500
UTILITIES				
GAS	\$ 15,673	\$ 20,166	\$ 22,787	\$ 39,140
ELECTRICITY - OTHER	8,062	16,006	17,554	21,630
TOTAL	\$ 23,735	\$ 36,172	\$ 40,341	\$ 60,770
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 50	\$ 728	\$ 90,000
SECURITY SERVICES	500	500	1,992	600
PHOTOCOPY MACHINE RENTAL	287	53	-	-
TOTAL	\$ 787	\$ 603	\$ 2,720	\$ 90,600

DOG POUND

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
HARDWARE & SMALL TOOLS	\$ 2,420	\$ 802	\$ 2,262	\$ 2,300
SMALL EQUIPMENT	3,410	2,862	3,528	3,258
HYGIENE AND CLEANING SUPP	6,085	5,077	5,320	6,000
MEDICAL SUPPLIES	14,984	15,710	14,723	15,000
OTHER SUPPLIES	11,376	12,775	12,620	12,392
SAFETY EQUIPMENT	3,932	5,550	3,875	4,624
JUST IN TIME OFFICE SUPPLIES	1,165	3,438	2,172	3,000
TOTAL	\$ 43,371	\$ 46,214	\$ 44,500	\$ 46,574
MAINTENANCE				
CAR WASHES	\$ 500	\$ -	\$ -	\$ -
MAINTENANCE MISC. EQUIP.	75	-	-	-
TOTAL	\$ 575	\$ -	\$ -	\$ -
CLAIMS, REFUNDS, MISCELLANEOUS				
JUDGEMENTS, DAMAGES, & CLAIMS	\$ -	\$ 1,327	\$ -	\$ -
TOTAL	\$ -	\$ 1,327	\$ -	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE	\$ 5,537	\$ 5,669	\$ 4,419	\$ 4,636
CHARGES FROM RADIO SYSTEM	3,242	3,572	5,646	7,996
CHARGES FROM PRINTING	2,972	2,809	4,886	4,501
CHARGES FROM STOREROOM	1,078	1,186	1,362	1,219
CHARGES FROM MOTOR VEHICLE	41,522	47,217	65,596	57,977
CHARGES FROM WATER G.I.S.	-	322	707	-
TOTAL	\$ 54,351	\$ 60,775	\$ 82,616	\$ 76,329
TOTAL DIVISION	\$ 816,004	\$ 876,025	\$ 968,640	\$ 1,110,357

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 40,835	\$ 40,491	\$ 21,825	\$ 42,000
MISCELLANEOUS REVENUES	1,398	3,666	2,238	1,780
EXPENDITURE RECOVERIES	95	116	7	-
TOTAL DIVISION	\$ 42,328	\$ 44,273	\$ 24,070	\$ 43,780



DOG POUND

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Chief Dog Warden	20,800	76,592
1	1	1			
OFFICE & CLERICAL					
2	2	2	Clerk, Senior	10.29 Hr.	15.17 Hr.
2	2	2			
PROFESSIONALS					
1	1	1	Registered Animal Health Technician	10.00 Hr.	14.98 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.	14.22 Hr.
1	1	1			
14	14	14	TOTAL FULL TIME		
1	1	1	Registered Animal Health Technician	10.00 Hr.	14.98 Hr.
0	0	1	Custodial Worker	10.00 Hr.	14.22 Hr.
0	0	2	Warden, Dog	11.04 Hr.	15.97 Hr.
1	1	4	TOTAL PART TIME		
15	15	18	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

HOUSE OF CORRECTIONS

ROBERT TASKEY, 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)**

	2005		2007			2008		
	COST	ACTUAL	COST	UNAUDITED		COST	BUDGET	
		STAFF		STAFF	PT		STAFF	PT
	FT	PT	FT	PT	FT	PT	PT	
PROGRAMS:								
Custodial Care	\$ -		\$ 7,148	87	1	\$ 13,648	202	1
	\$ -		\$ 7,148	87	1	\$ 13,648	202	1
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ -		\$ 7,113			\$ 12,875		
Self - Generated	-		23			758		
	\$ -		\$ 7,136	87	1	\$ 13,633	202	1
Special Revenue	\$ -		\$ 12			\$ 15		
	\$ -		\$ 7,148	87	1	\$ 13,648	202	1

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ -	\$ -	2,763,785	\$ 6,515,521
PART TIME PERMANENT	-	-	15,785	17,000
INJURY PAY	-	-	32,456	33,000
LONGEVITY	-	-	23,725	55,900
SEPARATION PAYMENTS	-	-	14,330	10,000
OVERTIME	-	-	1,250,974	961,278
TOTAL	\$ -	\$ -	4,101,055	\$ 7,592,699
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ -	\$ -	667,605	\$ 1,713,050
DENTAL	-	-	39,876	105,164
VISION CARE	-	-	4,347	11,103
PERS	-	-	545,490	1,062,978
FICA-MEDICARE	-	-	49,568	92,552
WORKERS COMPENSATION	-	-	156,702	275,744
LIFE INSURANCE	-	-	3,705	9,090
UNEMPLOYMENT COMPENSATION	-	-	21,512	8,500
CLOTHING ALLOWANCE	-	-	26,125	60,800
TOOL INSURANCE	-	-	-	480
CLOTHING MAINTENANCE	-	-	21,075	50,650
FIREARM ALLOWANCE	-	-	2,500	68,000
TOTAL	\$ -	\$ -	1,538,505	\$ 3,458,111
TRAINING AND DUES				
TRAVEL	\$ -	\$ -	100	\$ -
TUITION AND REGISTRATION FEES	-	-	1,015	6,000
MILEAGE (PRIV AUTO) TRNG	-	-	118	300
PROFESSIONAL DUES	-	-	2,648	-
TOTAL	\$ -	\$ -	3,881	\$ 6,300
UTILITIES				
GAS	\$ -	\$ -	67,741	\$ 92,700
ELECTRICITY - OTHER	-	-	125,219	110,000
TOTAL	\$ -	\$ -	192,960	\$ 202,700
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	195,000	\$ 475,000
BANK SERVICE FEES	-	-	731	500
MILEAGE (PRIVATE AUTO)	-	-	21	-
MEDICAL SERVICES	-	-	150,967	566,750
PARKING IN CITY FACILITIES	-	-	4,177	1,300
PROPERTY RENTAL	-	-	46,000	65,352
OTHER CONTRACTUAL	-	-	57,650	34,500
TOTAL	\$ -	\$ -	454,546	\$ 1,143,402

HOUSE OF CORRECTIONS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	745	\$ 4,000
CLOTHING	-	-	31,117	37,250
HARDWARE AND SMALL TOOLS	-	-	5,990	1,639
OFFICE FURNITURE AND EQUIP	-	-	4,630	2,000
ELECTRICAL SUPPLIES	-	-	1,369	1,500
HYGIENE AND CLEANING SUPP	-	-	79,104	100,000
PAINTING EQUIPMENT AND SUPP	-	-	290	1,000
MEDICAL SUPPLIES	-	-	2,623	10,000
FOOD	-	-	355,417	600,000
PHOTOGRAPHIC SUPPLIES	-	-	12,534	35,000
OTHER SUPPLIES	-	-	28,342	20,000
PHARMACEUTICAL SUPPLIES	-	-	137,906	228,250
JUST IN TIME OFFICE SUPPLIES	-	-	8,022	10,000
BUILDING MAINT SUPPLIES	-	-	4,980	5,000
MISC MAINTENANCE SUPPLIES	-	-	1,962	1,500
TOTAL	\$ -	\$ -	675,031	\$ 1,057,139
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ -	\$ -	45,171	\$ 39,000
MAINTENANCE FIRE APPARATUS	-	-	2,000	8,000
TOTAL	\$ -	\$ -	47,171	\$ 47,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ -	\$ -	17,713	\$ 19,080
CHARGES FROM RADIO SYSTEM	-	-	19,434	32,256
CHARGES FROM PRINTING	-	-	12,626	13,004
CHARGES FROM STOREROOM	-	-	220	117
CHARGES FROM MOTOR VEHICLES	-	-	72,626	61,514
TOTAL	\$ -	\$ -	122,619	\$ 125,971
TOTAL DIVISION	\$ -	\$ -	7,135,768	\$ 13,633,322

HOUSE OF CORRECTIONS

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICES	\$ -	\$ -	\$ 1,325	-
MISCELLANEOUS REVENUE	-	-	20,947	-
EXPENDITURE RECOVERIES	-	-	734	758,000
TOTAL DIVISION	\$ -	\$ -	\$ 23,006	\$ 758,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner, Correction	40,315	113,641
1	1	1			
OFFICE & CLERICAL					
1	0	0	Clerk, Principal	11.93 Hr.	18.38 Hr.
1	1	1	Clerk, Junior	10.00 Hr.	12.94 Hr.
0	1	1	Chief Clerk	20,050	44,373
1	1	1	Secretary, Private	10.00 Hr.	19.40 Hr.
1	1	1	Storekeeper	10.00 Hr.	18.99 Hr.
4	4	4			
PROFESSIONALS					
2	1	1	Analyst, Budget	20,800	49,469
2	1	2	Caseworker II	10.00 Hr.	18.48 Hr.
1	1	1	Recreational Instructor III	10.00 Hr.	17.53 Hr.
0	1	1	Senior Personnel Assistant	20,800	46,810
2	1	2	Nurse, Practical	14.36 Hr.	16.36 Hr.
1	1	1	Public Health Nurse III	39,099	47,998
8	6	8			
PROTECTIVE SERVICE					
66	58	170	Correctional Officer	12.18 Hr.	15.91 Hr.
6	13	14	Supervisor, Correctional	20,800	47,767
72	71	184			
SERVICE & MAINTENANCE					
2	2	2	Cook	11.38 Hr.	14.59 Hr.
1	1	1	Cook, Head	10.00 Hr.	16.15 Hr.
2	2	2	Mechanical Handyman	15.04 Hr.	17.04 Hr.
5	5	5			
90	87	202	TOTAL FULL TIME		
0	1	1	Clerk, Junior	10.00 Hr.	12.94 Hr.
0	1	1	TOTAL PART TIME		
90	88	203	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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 various racial and cultural groups, to ameliorate conditions which strain inter-group relations, and correct actions that violate the civil rights of individuals.

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

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
PROGRAMS:									
Community Outreach	\$ 322	8	13	\$ 366	7	13	\$ 382	8	15
Human Relations Training & Comm	407	5		452	5		471	5	
Police/Community Cooperation	359	5		403	5		421	5	
Fair Housing & Neighborhood	21	2	5	90	1	4	90	1	5
	\$ 1,109	20	18	\$ 1,311	18	17	\$ 1,364	19	20
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,064	18	18	\$ 1,221	17	17	\$ 1,274	18	20
	\$ 1,064	18	18	\$ 1,221	17	17	\$ 1,274	18	20
Fair Housing Grant	45	2		90	1		90	1	
	\$ 1,109	20	18	\$ 1,311	18	17	\$ 1,364	19	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.

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

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 359	5	\$ 403	5	\$ 421	5		
	\$ 359	5	\$ 403	5	\$ 421	5		
Fair Housing Grant*	\$ 45	2	\$ 90	1	\$ 90	1		
	\$ 404	7	\$ 493	6	\$ 511	6		

* As of January, 2004, the Fair Housing Grant moved from the Office of Consumers Affairs into the Department of Community Relations Board

COMMUNITY RELATIONS BOARD

EXPENDITURES

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 547,123	\$ 632,970	\$ 752,238	\$ 754,385
BOARD MEMBERS	74,050	74,575	78,025	86,650
PART TIME PERMANENT	4,500	11,098	9,940	8,704
INJURY PAY	6,330	-	-	-
LONGEVITY	5,000	5,000	5,125	4,375
SEPARATION PAYMENTS	12,882	11,081	2,621	-
BONUS INCENTIVE	6,500	-	-	-
OVERTIME	726	83	-	-
TOTAL	\$ 657,111	\$ 734,807	\$ 847,949	\$ 854,114
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 100,907	\$ 100,826	\$ 144,690	\$ 147,179
DENTAL	7,019	6,541	8,439	8,207
VISION CARE	883	777	998	1,057
PERS	88,163	90,666	118,141	119,576
FICA-MEDICARE	6,711	8,025	9,774	10,387
WORKERS COMPENSATION	3,300	19,470	17,885	34,139
LIFE INSURANCE	514	528	746	810
UNEMPLOYMENT COMPENSATION	-	12,284	770	-
TOTAL	\$ 207,497	\$ 239,116	\$ 301,443	\$ 321,355
TRAINING AND DUES				
TRAVEL	\$ 1,277	\$ 309	\$ 1,643	\$ 2,000
TUITION & REGISTRATION FEES	1,117	250	630	1,300
MILEAGE (PRIVATE AUTO)	413	-	-	-
PROFESSIONAL DUES	448	176	448	258
TOTAL	\$ 3,256	\$ 735	\$ 2,720	\$ 3,558
UTILITIES				
GAS	\$ 193	\$ -	\$ -	\$ -
TOTAL	\$ 193	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 2,400	\$ 139	\$ 5,205	\$ 3,605
COURT REPORTER	-	320	-	-
REFEREE SERVICES	-	102	-	-
TRAVEL- NON-TRAINING	1,114	-	-	-
MILEAGE (PRIVATE AUTO)	3,377	5,037	260	7,000
WASTE DISPOSAL	187	157	-	-
EXPENSE ACCOUNT REIMBURSE	-	244	-	-
ADVERTISING AND PUBLIC NOTICE	4,000	825	880	5,150
PROGRAM PROMOTION	1,990	335	-	5,560
PARKING IN CITY FACILITIES	7,222	8,021	6,284	6,695
PHOTOCOPY MACHINE RENTAL	881	126	-	-
TOTAL	\$ 21,171	\$ 15,306	\$ 12,628	\$ 28,010



COMMUNITY RELATIONS BOARD

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 320	\$ -	\$ -	515
CLOTHING	-	-	541	-
FOOD	1,220	1,107	1,211	1,236
OTHER SUPPLIES	-	352	-	309
SPECIAL EVENTS SUPPLIES	3,830	3,008	2,075	5,665
JUST IN TIME OFFICE SUPPLIES	4,092	5,865	2,000	4,120
TOTAL	\$ 9,462	\$ 10,332	\$ 5,828	\$ 11,845
MAINTENANCE				
MAINTENANCE OFFICE EQUIP.	\$ -	\$ -	\$ -	515
CAR WASHES	300	-	300	258
TOTAL	\$ 300	\$ -	\$ 300	\$ 773
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 26,374	\$ 41,894	\$ 30,699	\$ 31,611
CHARGES FROM RADIO SYSTEM	300	197	47	-
CHARGES FROM PRINTING	11,083	14,890	11,321	15,005
CHARGES FROM STOREROOM	6,167	4,907	4,291	5,404
CHARGES FROM MOTOR VEHICLES	2,294	1,430	3,794	2,563
TOTAL	\$ 46,218	\$ 63,318	\$ 50,152	\$ 54,583
TOTAL DIVISION	\$ 945,207	\$ 1,063,614	\$ 1,221,021	\$ 1,274,238

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ 250	\$ -	-
MISCELLANEOUS REVENUES	-	25	1,725	-
EXPENDITURE RECOVERIES	230	206	369	-
TOTAL DIVISION	\$ 230	\$ 481	\$ 2,094	\$ -

**COMMUNITY RELATIONS BOARD****COMPARISON OF STAFFING**

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Exec Director Community Relations Board	50,796	164,919
<u>1</u>	<u>1</u>	<u>1</u>			
OFFICE & CLERICAL					
1	1	1	Private Secretary to the Director	20,800	44,373
<u>1</u>	<u>1</u>	<u>1</u>			
PROFESSIONALS					
2	2	2	Community Relations Rep. I	10.00 Hr.	17.65 Hr.
2	1	2	Community Relations Rep. II	10.00 Hr.	21.33 Hr.
1	1	1	Community Relations Rep. III	10.00 Hr.	26.40 Hr.
3	4	3	Project Coordinator	27,326	84,261
1	0	0	Fair Housing Administrator	31,500	82,183
7	6	7	Project Director	22,333	74,917
1	1	1	Administrative Officer	20,800	49,440
<u>17</u>	<u>15</u>	<u>16</u>			
<u>19</u>	<u>17</u>	<u>18</u>	TOTAL FULL-TIME		
<u>1</u>	<u>1</u>	<u>1</u>	Administrative Officer	20,800	49,440
<u>1</u>	<u>1</u>	<u>1</u>	TOTAL PART TIME		
1	0	0	Program Director	20,800	59,357
0	1	1	Fair Housing Administrator	31,500	82,183
1	0	0	Administrative Officer	20,800	49,440
<u>2</u>	<u>1</u>	<u>1</u>	GRANT POSITIONS		
14	12	14	Community Relations Board Members		
<u>5</u>	<u>4</u>	<u>5</u>	Fair Housing Board Members		
<u>19</u>	<u>16</u>	<u>19</u>	TOTAL BOARD MEMBERS		
<u>41</u>	<u>35</u>	<u>39</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

CONSUMER AFFAIRS

ANGEL GUZMAN, 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.

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

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS									
Consumer Affairs	\$ 246	4		\$ 302	3		\$ 431	7	
Anti-Predatory Program	30	1		40	1		40	1	
	\$ 276	5		\$ 342	4		\$ 471	8	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 246	4		\$ 302	3		\$ 431	7	
	\$ 246	4		\$ 302	3		\$ 431	7	
Grant	\$ 30	1		\$ 40	1		\$ 40	1	
	\$ 276	5		\$ 342	4		\$ 471	8	

**CONSUMER AFFAIRS****EXPENDITURES**

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 150,123	\$	150,739	\$	200,859	\$	290,439
LONGEVITY	-		-		475		-
SEPARATION PAYMENTS	-		6,913		2,215		-
BONUS INCENTIVE	1,500		-		-		-
TOTAL	\$ 151,623	\$	157,652	\$	203,549	\$	290,439
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 6,838	\$	11,278	\$	26,680	\$	42,319
DENTAL	873		1,329		1,983		2,773
VISION CARE	148		134		208		487
PERS	21,477		18,465		30,923		40,661
FICA-MEDICARE	2,190		2,264		2,897		4,014
WORKERS COMPENSATION	272		323		4,963		4,651
LIFE INSURANCE	90		56		131		315
UNEMPLOYMENT COMPENSATION	-		9,075		-		-
TOTAL	\$ 31,887	\$	42,924	\$	67,785	\$	95,220
TRAINING AND DUES							
TRAVEL	\$ 1,080	\$	1,002	\$	-	\$	2,500
TUITION & REGISTRATION FEES	425		300		303		2,000
MILEAGE (PRIV AUTO) TRNG PRPS	-		-		105		720
PROFESSIONAL DUES & SUBSCRIPT	-		25		-		500
TOTAL	\$ 1,505	\$	1,327	\$	408	\$	5,720
UTILITIES							
CONTRACTUAL UTILITIES	\$ 597	\$	-	\$	-	\$	773
TOTAL	\$ 597	\$	-	\$	-	\$	773
CONTRACTUAL SERVICES							
ADVERTISING AND PUBLIC NOTICE	\$ 3,107	\$	1,824	\$	248	\$	5,000
PARKING IN CITY FACILITIES	71		101		9		-
PROPERTY RENTAL	15,462		15,462		15,462		16,000
PHOTOCOPY MACHINE RENTAL	90		9		-		-
TOTAL	\$ 18,729	\$	17,396	\$	15,719	\$	21,000



CONSUMER AFFAIRS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	1,000
SMALL EQUIPMENT	422	-	-	-
OFFICE FURNITURE & EQUIPMENT	514	31	394	-
FOOD	-	-	-	500
OTHER SUPPLIES	-	-	-	1,000
JUST IN TIME OFFICE SUPPLIES	438	3,325	526	2,000
TOTAL	\$ 1,374	\$ 3,356	\$ 920	\$ 4,500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 6,629	\$ 4,807	\$ 4,015	\$ 4,212
CHARGES FROM PRINTING	5,046	18,197	9,092	9,003
CHARGES FROM STOREROOM	1,182	372	160	622
TOTAL	\$ 12,857	\$ 23,376	\$ 13,268	\$ 13,837
TOTAL DIVISION	\$ 218,573	\$ 246,030	\$ 301,648	\$ 431,489

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
EXPENDITURE RECOVERIES	\$ -	\$ 12	\$ 38	\$ -
TOTAL DIVISION	\$ -	\$ 12	\$ 38	\$ -

**CONSUMER AFFAIRS****COMPARISON OF STAFFING**

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Consumer Affairs	50,796	164,919
1	1	1			
PROFESSIONALS					
1	0	1	Assistant Director of Law I	26,250	74,984
2	1	2	Consumer Protection Specialist	10.00 Hr.	16.86 Hr.
0	0	2	Project Coordinator	27,326	84,261
0	0	1	Administrative Manager	27,194	83,396
1	1	0	Supervisor Administrative Services	20,093	53,048
4	2	6			
5	3	7	TOTAL FULL-TIME		
1	1	1	Private Secretary to the Director	20,800	44,373
1	1	1	GRANT POSITION		
6	4	8	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
DIVISIONS:									
Administration	\$ 422	5		\$ 446	5		\$ 515	6	
Architecture	694	9		664	8		699	9	
Waste Collection**	27,239	219	33	27,236	221	31	28,075	245	32
Engineering & Construction	4,755	65	1	4,802	61	1	5,125	70	1
Motor Vehicle Maintenance	16,808	102		17,909	94		18,796	103	
Street Construction**	21,459	185	108	26,507	180	106	27,837	173	110
Traffic Engineering	4,273	44		4,434	41		4,556	46	
	\$ 75,650	629	142	\$ 81,997	610	138	\$ 85,603	652	143
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 37,967			\$ 41,132			\$ 40,703		
Self Generated	4,456			4,699			4,446		
Total General Fund	\$ 42,423	342	34	\$ 45,832	336	32	\$ 45,149	376	33
Other Funds:									
State Taxes	\$ 14,392			\$ 14,510			\$ 14,219		
Sales & Charges*	2,037			1,962			1,716		
Miscellaneous Revenue	128			136			117		
Expenditure Recoveries*	16,670			17,740			18,669		
Categorical Grants	-			-			100		
Bond Funds	-			1,818			5,633		
Total Other Funds	\$ 33,227	287	108	\$ 36,166	274	106	\$ 40,454	276	110
	\$ 75,650	629	142	\$ 81,997	610	138	\$ 85,603	652	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

Maintain quality neighborhood and business districts providing safe, prompt, cost effective, high quality service delivery in the areas of waste collection, street and bridge construction, street maintenance and repair, facility management, as well as fleet management, to the citizens, employees, businesses and visitors of the City of Cleveland.

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

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Administration	\$ 422	5	\$ 446	5	\$ 515	6		
	\$ 422	5	\$ 446	5	\$ 515	6		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 420		\$ 443		\$ 514			
Self-Generated	2		3		1			
	\$ 422	5	\$ 446	5	\$ 515	6		



DIVISION OF PUBLIC SERVICE ADMINISTRATION

EXPENDITURES

		2005 Actual		2006 Actual		2007 Unaudited		2008 Budget
SALARIES AND WAGES								
FULL TIME WAGES	\$	396,348	\$	309,284	\$	309,256	\$	360,409
LONGEVITY		2,775		2,150		2,150		2,325
BONUS INCENTIVE		3,000		-		-		-
TOTAL	\$	402,123	\$	311,434	\$	311,406	\$	362,734
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	46,022	\$	41,396	\$	45,765	\$	53,853
DENTAL		3,225		2,728		2,726		3,132
VISION CARE		295		250		254		308
PERS		53,630		45,629		43,005		50,783
FICA-MEDICARE		3,151		3,468		3,525		4,309
WORKERS COMPENSATION		694		798		8,399		7,115
LIFE INSURANCE		270		229		225		255
TOTAL	\$	107,288	\$	94,497	\$	103,900	\$	119,755
TRAINING AND DUES								
TUITION & REGISTRATION FEES	\$	-	\$	510	\$	-	\$	250
PROFESSIONAL DUES		-		-		25		-
CHARGES FOR PARKING CITATIONS		25		-		-		-
TOTAL	\$	25	\$	510	\$	25	\$	250
CONTRACTUAL SERVICES								
PARKING IN CITY FACILITIES	\$	2,777	\$	2,652	\$	2,714	\$	2,500
INSURANCE AND OFFICIAL BONDS		-		-		100		-
PHOTOCOPY MACHINE RENTAL		152		91		-		-
TOTAL	\$	2,930	\$	2,743	\$	2,814	\$	2,500
MATERIAL AND SUPPLIES								
OFFICE SUPPLIES	\$	120	\$	-	\$	-	\$	200
JUST IN TIME OFFICE SUPPLIES		1,353		632		674		1,545
TOTAL	\$	1,473	\$	632	\$	674	\$	1,745



DIVISION OF PUBLIC SERVICE ADMINISTRATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
COMPUTER HARDWARE MAINT	\$ -	\$ -	\$ -	\$ 500
TOTAL	\$ -	\$ -	\$ -	\$ 500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 6,864	\$ 8,983	\$ 24,765	\$ 25,385
CHARGES FROM RADIO SYSTEM	386	95	272	549
CHARGES FROM PRINTING	1,777	3,180	1,781	1,500
CHARGES FROM STOREROOM	163	251	150	173
TOTAL	\$ 9,190	\$ 12,509	\$ 26,968	\$ 27,607
TOTAL DIVISION	\$ 523,028	\$ 422,325	\$ 445,786	\$ 515,091

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ 1,040	\$ 65	\$ -	\$ -
EXPENDITURE RECOVERIES	1,286	2,267	2,897	1,000
TOTAL DIVISION	\$ 2,326	\$ 2,332	\$ 2,897	\$ 1,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Public Service	50,796	164,919
1	0	1	Secretary to Director	36,590	132,829
2	1	2			
OFFICE & CLERICAL					
2	2	2	Administrative Officer	20,800	49,440
2	2	2			
PROFESSIONALS					
1	1	1	Project Director	22,333	74,917
1	1	1	Senior Budget & Management Analyst	26,274	73,035
2	2	2			
6	5	6	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT	FT	PT	FT	PT	PT	
PROGRAMS:								
Facility Design and Construction	\$ 331	4	\$ 296	3	\$ 322	4		
Project Coordination & Admin.	83	1	83	1	86	1		
Development Planning	166	2	170	2	173	2		
Facilities Management	114	2	115	2	118	2		
	\$ 694	9	\$ 664	8	\$ 699	9		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 390		\$ 336		\$ 398			
Self-Generated	304		328		301			
	\$ 694	9	\$ 664	8	\$ 699	9		

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 489,489	\$ 500,812	\$ 458,316	\$ 489,238
MILITARY LEAVE	-	502	705	-
LONGEVITY	2,550	3,150	3,275	3,175
SEPARATION PAYMENTS	2,371	-	16,340	-
BONUS INCENTIVE	4,500	-	-	-
TOTAL	\$ 498,910	\$ 504,465	\$ 478,636	\$ 492,413
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 67,383	\$ 76,741	\$ 74,275	\$ 79,473
DENTAL	4,839	5,197	4,479	4,603
VISION CARE	538	538	514	551
PERS	66,651	68,445	65,718	68,938
FICA-MEDICARE	5,427	5,482	5,078	6,385
WORKERS COMPENSATION	944	1,041	10,366	10,936
LIFE INSURANCE	405	405	375	390
TOTAL	\$ 146,187	\$ 157,849	\$ 160,804	\$ 171,276
TRAINING AND PROFESSIONAL DUES				
TUITION & REGISTRATION FEES	\$ -	\$ -	\$ 239	\$ -
PROFESSIONAL DUES	434	601	537	700
TOTAL	\$ 434	\$ 601	\$ 776	\$ 700
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 2,000	\$ -	\$ -	\$ 2,000
MILEAGE (PRIVATE AUTO)	720	726	998	1,200
PARKING IN CITY FACILITIES	3,338	2,965	2,701	2,800
PHOTOCOPY MACHINE RENTAL	692	177	-	-
TOTAL	\$ 6,749	\$ 3,868	\$ 3,698	\$ 6,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ 300
COMPUTER SUPPLIES	1,502	2,942	-	3,000
COMPUTER HARDWARE	3,466	-	-	-
PHOTOGRAPHIC SUPPLIES	-	450	-	1,500
PAPER AND OTHER SUPPLIES	-	-	1,767	1,767
JUST IN TIME OFFICE SUPPLIES	2,025	2,010	4,286	2,500
TOTAL	\$ 6,992	\$ 5,402	\$ 6,053	\$ 9,067

DIVISION OF ARCHITECTURE

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP.	\$ -	\$ -	\$ -	1,000
COMPUTER HARDWARE MAINT	-	1,797	-	-
TOTAL	\$ -	\$ 1,797	\$ -	1,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 8,264	\$ 13,479	\$ 8,149	10,105
CHARGES FROM PRINTING	894	2,581	2,120	6,002
CHARGES FROM STOREROOM	157	539	928	522
CHARGES FROM MOTOR VEHICLES	9,419	3,265	1,953	2,021
CHARGES FROM WATER - GIS PROJ	-	226	496	-
TOTAL	\$ 18,734	\$ 20,091	\$ 13,646	18,650
TOTAL DIVISION	\$ 678,006	\$ 694,073	\$ 663,614	699,106

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ -	\$ 525	-
MISCELLANEOUS REVENUES	830	780	780	780
EXPENDITURE RECOVERIES	391,033	303,520	326,803	300,000
TOTAL DIVISION	\$ 391,863	\$ 304,300	\$ 328,108	300,780

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Architecture	42,758	137,794
1	1	1			
PROFESSIONALS					
1	1	1	Administrative Officer	20,800	49,440
2	1	2	Chief Architect	23,647	95,000
1	1	1	Project Director	22,333	74,917
3	3	3	Senior Assistant Architect	10.00 Hr.	22.49 Hr.
1	1	1	Supervisor of Architectural Construction	20,800	52,081
8	7	8			
9	8	9	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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.

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)**

	2006 ACTUAL			2007 UNAUDITED			2008 BUDGET			
	COST	STAFF FT PT		COST	STAFF FT PT		COST	STAFF FT PT		
PROGRAMS:										
Residential/Recycling Collection	\$ 14,503	182	33	\$ 14,262	180	31	\$ 14,504	202	32	
Disposal/Commodity Processing	11,215	19		11,489	21		12,071	22		
Ancillary Services	1,521	18		1,485	20		1,500	21		
	\$ 27,239	219	33	\$ 27,236	221	31	\$ 28,075	245	32	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 24,189			\$ 23,855			\$ 24,772			
Self-Generated	3,050			3,381			3,203			
	\$ 27,239	219	33	\$ 27,236	221	31	\$ 27,975	245	32	
Grants	\$ -			\$ -			\$ 100			
	\$ 27,239	219	33	\$ 27,236	221	31	\$ 28,075	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 7,843,717	\$ 8,001,265	\$ 7,996,459	\$ 8,083,520
CRAFTS	22,489	-	124,193	-
SEASONAL	1,068,309	971,607	865,213	832,613
PART-TIME PERMANENT	235	13,619	20,561	18,451
INJURY PAY	112,285	21,419	26,725	-
LONGEVITY	89,800	88,125	84,175	83,525
WAGE SETTLEMENTS	1,310	-	124,625	-
SEPARATION PAYMENTS	96,430	119,526	17,324	14,500
BONUS INCENTIVE	103,000	40,000	-	-
OVERTIME	559,840	405,809	461,670	443,960
TOTAL	\$ 9,897,415	\$ 9,661,371	\$ 9,720,946	\$ 9,476,569
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,507,190	\$ 1,593,241	\$ 1,745,339	\$ 1,796,494
DENTAL	102,373	103,527	103,767	102,952
VISION CARE	11,029	10,713	11,010	12,816
PERS	1,311,527	1,296,100	1,309,934	1,324,690
FICA-MEDICARE	108,306	109,523	115,541	114,979
WORKERS COMPENSATION	1,178,293	1,495,303	980,943	1,087,258
LIFE INSURANCE	9,814	9,713	9,855	9,855
UNEMPLOYMENT COMPENSATION	111,216	71,070	51,868	76,804
CLOTHING ALLOWANCE	84,243	70,675	83,195	89,980
CLOTHING MAINTENANCE	28,975	42,138	28,988	31,350
TOTAL	\$ 4,452,964	\$ 4,802,003	\$ 4,440,440	\$ 4,647,178
TRAINING AND DUES				
TRAVEL	\$ 1,090	\$ 476	\$ 1,422	\$ 1,200
TUITION & REGISTRATION FEES	495	198	695	800
MILEAGE (PRIV AUTO) TRNG PRPS	86	77	-	150
PROFESSIONAL DUES	180	29	49	500
TOTAL	\$ 1,851	\$ 780	\$ 2,166	\$ 2,650
UTILITIES				
BROKERED GAS SUPPLY	\$ 175,875	\$ 298,540	\$ 166,158	\$ 193,125
GAS	378,207	358,324	160,503	173,967
ELECTRICITY - CPP	251,664	210,003	193,295	203,219
TOTAL	\$ 805,746	\$ 866,867	\$ 519,956	\$ 570,311



DIVISION OF WASTE COLLECTION

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 5,600	\$ 6,900	\$ 5,365	\$ 7,000
REFEREE SERVICES	-	-	6,145	1,000
WASTE DISPOSAL	7,961,405	8,105,546	8,311,203	8,773,654
WASTE DISPOSAL FEE - OHIO EPA	501,608	1,007,798	913,215	1,050,000
SECURITY SERVICES	1,000	1,796	2,792	3,000
JANITORIAL SERVICES	4,582	4,611	-	2,500
MEDICAL SERVICES	4,228	2,174	588	3,500
ADVERTISING AND PUBLIC NOTICE	28,670	42,872	84,045	75,000
PROGRAM PROMOTION	10,753	27,359	21,127	45,000
PARKING IN CITY FACILITIES	1,835	2,101	2,116	2,500
PHOTOCOPY MACHINE RENTAL	2,094	485	-	-
EQUIPMENT RENTAL	-	-	-	2,500
SPECIAL ASSESSMENT	3,250	3,250	3,250	3,250
OTHER CONTRACTUAL	300	-	-	1,500
LOCAL MATCH-GRANT PROGRAMS	68,213	-	-	50,000
CREDIT CARD PROCESSING FEES	2,441	5,878	3,260	2,500
TOTAL	\$ 8,595,979	\$ 9,210,770	\$ 9,353,106	\$ 10,022,904
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ 100
POSTAGE	29	-	-	150
COMPUTER SUPPLIES	-	1,019	717	500
COMPUTER HARDWARE	5,894	2,436	255	-
COMPUTER SOFTWARE	-	-	20,000	4,500
HEAVY TRUCK PARTS	-	-	20,000	-
HARDWARE & SMALL TOOLS	1,569	9,628	900	5,000
SMALL EQUIPMENT	-	39,991	1,680	26,750
OFFICE FURNITURE & EQUIPMENT	3,505	1,443	-	-
FENCE, POSTS & BARS	-	1,560	2,500	2,500
HYGIENE AND CLEANING SUPPLY	5,000	7,288	7,500	10,000
PHOTOGRAPHIC SUPPLIES	795	5,920	256	2,000
OTHER SUPPLIES	22,568	33,587	15,992	20,000
SAFETY EQUIPMENT	8,138	9,130	8,797	10,000
JUST IN TIME OFFICE SUPPLIES	5,521	5,387	5,241	6,000
TOTAL	\$ 53,019	\$ 117,388	\$ 83,838	\$ 87,500
MAINTENANCE				
MAINTENANCE OFFICE EQUIP.	\$ 500	\$ 54	\$ -	\$ 500
MAINTENANCE MACHINERY	4,500	-	500	2,500
CAR WASHES	-	-	10	100
MAINTENANCE UTILITY SYSTEMS	-	-	2,500	2,400
MAINTENANCE MISC EQUIP	33,347	30,937	36,672	38,000
MAINTENANCE BUILDING	5,495	11,540	11,695	10,000
REPAIR OF OVERHEAD DOORS	5,297	2,500	11,000	8,000
TOTAL	\$ 49,139	\$ 45,031	\$ 62,377	\$ 61,500



DIVISION OF WASTE COLLECTION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CLAIMS, REFUNDS AND MISC.				
COURT COSTS	\$ 890	\$ -	\$ -	-
JUDGMENTS, DAMAGES, & CLAIMS	30	825	4,853	5,000
TOTAL	\$ 920	\$ 825	\$ 4,853	\$ 5,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 60,149	\$ 55,473	\$ 46,892	\$ 49,193
CHARGES FROM RADIO SYSTEM	45,875	33,946	45,142	66,178
CHARGES FROM PRINTING	24,660	27,661	54,755	50,015
CHARGES FROM STOREROOM	2,178	2,158	7,322	3,948
CHARGES FROM MOTOR VEHICLES	2,359,775	2,405,681	2,803,661	2,932,514
CHARGES FROM WATER - GIS PROJ	-	9,156	20,090	-
TOTAL	\$ 2,492,637	\$ 2,534,076	\$ 2,977,863	\$ 3,101,848
CAPITAL OUTLAY				
TRANSFER TO CAPITAL PROJECT	\$ -	\$ -	\$ 70,000	\$ -
TOTAL	\$ -	\$ -	\$ 70,000	\$ -
TOTAL DIVISION	\$ 26,349,671	\$ 27,239,111	\$ 27,235,545	\$ 27,975,460

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 3,572,694	\$ 3,013,221	\$ 3,252,548	\$ 3,171,000
MISCELLANEOUS REVENUES	19,129	32,862	23,884	31,000
EXPENDITURE RECOVERIES	4,914	3,474	104,082	1,000
TOTAL DIVISION	\$ 3,596,737	\$ 3,049,556	\$ 3,380,514	\$ 3,203,000

DIVISION OF WASTE COLLECTION

COMPARISON OF STAFFING

No. of Employees**			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
5	4	5	Asst. Superintendent of Waste Collection	23.21 Hr.	25.21 Hr.
1	1	1	Commissioner of Waste Collection & Disposal	40,315	123,236
1	1	1	General Superintendent of Waste Collection	30,474	59,507
<u>7</u>	<u>6</u>	<u>7</u>			
OFFICE & CLERICAL					
1	1	1	Chief Clerk	22,050	44,373
2	2	2	Junior Personnel Assistant	20,800	36,737
1	0	1	Senior Clerk	10.29 Hr.	15.17 Hr.
<u>4</u>	<u>3</u>	<u>4</u>			
PROFESSIONALS					
1	1	2	Assistant Administrator	20,800	59,835
1	1	1	Assistant Manager of Marketing	20,800	56,129
1	1	0	Budget & Management Analyst	20,800	52,060
1	1	1	Deputy Project Director	20,093	58,637
0	1	1	Manager of Marketing	30,215	96,928
1	0	0	Personnel Administrator	26,274	76,981
1	1	1	Project Director	22,333	74,917
0	0	1	Senior Budget and Management Analyst	26,274	73,035
<u>6</u>	<u>6</u>	<u>7</u>			
SKILLED CRAFT					
3	3	3	Construction Equipment Operator Group B	27.27 Hr.	35.24 Hr.
<u>3</u>	<u>3</u>	<u>3</u>			
SERVICE & MAINTENANCE					
1	1	1	Labor Foreman	18.30 Hr.	20.30 Hr.
4	4	5	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
2	2	2	Transfer Station Attendant	19.33 Hr.	21.33 Hr.
69	62	68	Waste Collection Driver	12.33 Hr.	17.85 Hr.
11	10	11	Waste Collection Foreman	18.30 Hr.	20.30 Hr.
4	4	4	Waste Collection Foreman I	20.08 Hr.	22.08 Hr.
3	3	3	Waste Collection Roll-Off Driver	15.52 Hr.	22.94 Hr.
128	114	127	Waste Collector	14.42 Hr.	16.42 Hr.
<u>222</u>	<u>200</u>	<u>221</u>			
TECHNICIAN					
1	1	1	Accident & Safety Inspector	18.45 Hr.	20.45 Hr.
2	2	2	Radio Operator	16.52 Hr.	18.52 Hr.
<u>3</u>	<u>3</u>	<u>3</u>			
245	221	245	TOTAL FULL TIME		
39	30	31	SEASONAL (Average)		
1	1	1	PART TIME		
<u>285</u>	<u>252</u>	<u>277</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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



DIVISION OF ENGINEERING AND CONSTRUCTION

RANDALL E. DEVAUL, 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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
PROGRAMS:									
Road and Bridge Capital Improvement	\$ 1,398	19	1	\$ 1,426	18	1	\$ 1,690	23	1
Survey/Plats	522	8		500	7		530	8	
Bridge Maintenance	1,070	9		1,077	9		1,109	10	
Bridge Operation	1,380	22		1,379	20		1,407	22	
Sidewalks	385	7		420	7		389	7	
	\$ 4,755	65	1	\$ 4,802	61	1	\$ 5,125	70	1
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 3,723			\$ 3,858			\$ 4,255		
Self-Generated	1,032			944			870		
	\$ 4,755	65	1	\$ 4,802	61	1	\$ 5,125	70	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 3,139,604	\$ 3,049,398	\$ 3,039,773	\$ 3,221,309
PART TIME PERMANENT	18,850	26,013	24,975	28,305
LONGEVITY	30,800	29,875	28,650	29,775
WAGE SETTLEMENTS	-	1,047	-	-
SEPARATION PAYMENTS	72,345	20,894	33,944	-
BONUS INCENTIVE	21,000	10,000	-	-
OVERTIME	62,923	78,598	124,124	135,000
TOTAL	\$ 3,345,522	\$ 3,215,825	\$ 3,251,466	\$ 3,414,389
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 492,575	\$ 516,850	\$ 579,173	\$ 638,472
DENTAL	34,633	33,869	34,429	36,600
VISION CARE	3,819	3,509	3,512	3,872
PERS	440,719	436,568	444,842	478,014
FICA-MEDICARE	35,965	35,518	36,259	39,575
WORKERS COMPENSATION	110,644	130,173	75,946	84,058
LIFE INSURANCE	3,098	2,948	2,895	3,075
UNEMPLOYMENT COMPENSATION	-	10,604	-	-
CLOTHING ALLOWANCE	6,540	8,540	5,500	5,120
CLOTHING MAINTENANCE	2,750	2,900	4,225	4,076
TOTAL	\$ 1,130,742	\$ 1,181,478	\$ 1,186,781	\$ 1,292,862
TRAINING AND DUES				
TRAVEL	\$ 209	\$ 229	\$ 674	\$ 1,000
TUITION & REGISTRATION FEES	500	1,865	779	3,000
MILEAGE (PRIV AUTO)TRNG PRPS	-	-	180	-
PROFESSIONAL DUES	2,285	2,266	2,279	2,000
CHARGES FOR PARKING CITATIONS	90	-	-	-
TOTAL	\$ 3,084	\$ 4,360	\$ 3,912	\$ 6,000
UTILITIES				
ELECTRICITY - CPP	\$ 51,499	\$ 39,373	\$ 42,946	\$ 44,908
ELECTRICITY - OTHER	3,906	4,810	9,000	9,476
TOTAL	\$ 55,405	\$ 44,183	\$ 51,946	\$ 54,384
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 87,465	\$ 100,512	\$ 118,850	\$ 137,000
MILEAGE (PRIVATE AUTO)	983	1,374	1,590	3,500
ADVERTISING AND NOTICE	663	-	360	1,500
PARKING IN CITY FACILITIES	11,568	11,478	11,057	9,000
PHOTOCOPY MACHINE RENTAL	3,688	368	-	-
EQUIPMENT RENTAL	-	-	-	1,000
OTHER CONTRACTUAL	184	488	293	500
TOTAL	\$ 104,549	\$ 114,219	\$ 132,150	\$ 152,500

DIVISION OF ENGINEERING AND CONSTRUCTION

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,350	\$ 2,422	\$ 542	\$ 1,600
COMPUTER SUPPLIES	1,712	-	232	1,000
COMPUTER HARDWARE	5,945	6,023	4,738	-
WELDING SUPPLIES & EQUIPMENT	-	813	5,553	1,000
BOILERS, HEATERS & COOLING	1,375	1,735	2,088	1,800
SMALL EQUIPMENT	4,895	6,039	2,000	4,500
ELECTRICAL SUPPLIES	-	967	-	1,500
HYGIENE AND CLEANING SUPPLY	633	565	1,334	700
PLUMBING SUPPLIES AND EQUIP	-	-	460	-
PHOTOGRAPHIC SUPPLIES	147	1,137	982	500
PAPER AND OTHER SUPPLIES	4,189	4,048	2,284	3,000
BRIDGE MAINTENANCE SUPPLIES	72,352	45,665	46,177	69,500
SAFETY EQUIPMENT	500	1,416	1,911	500
JUST IN TIME OFFICE SUPPLIES	3,904	5,415	5,024	4,000
CEMENT SAND & GRAVEL	4,456	1,310	5,931	1,000
TOTAL	\$ 101,458	\$ 77,554	\$ 79,255	\$ 90,600
MAINTENANCE				
MAINTENANCE OFFICE EQUIP.	\$ 1,654	\$ 2,993	\$ 1,387	\$ 1,000
MAINTENANCE CONTRACTS	-	-	289	1,000
COMPUTER HARDWARE MAINT	5,000	-	3,811	5,000
COMPUTER SOFTWARE MAINT	2,088	-	5,435	12,000
MAINTENANCE MACHINERY	1,500	2,496	4,988	-
CAR WASHES	300	-	200	300
MAINTENANCE MISC EQUIP	500	500	-	500
TOTAL	\$ 11,042	\$ 5,989	\$ 16,110	\$ 19,800
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES, & CLAIMS	\$ 1,000	\$ 378	\$ -	\$ -
TOTAL	\$ 1,000	\$ 378	\$ -	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 21,508	\$ 34,090	\$ 16,422	\$ 16,730
CHARGES FROM RADIO SYSTEM	3,633	2,937	4,588	5,734
CHARGES FROM PRINTING	12,166	12,460	8,497	10,703
CHARGES FROM STOREROOM	1,777	1,402	766	1,319
CHARGES FROM MOTOR VEHICLES	45,539	58,447	45,857	59,534
CHARGES FROM WATER - GIS PROJ	-	1,809	3,968	-
TOTAL	\$ 84,623	\$ 111,145	\$ 80,099	\$ 94,020
TOTAL DIVISION	\$ 4,837,425	\$ 4,755,131	\$ 4,801,720	\$ 5,124,555



DIVISION OF ENGINEERING AND CONSTRUCTION

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 71,647	\$ 65,501	\$ 78,014	\$ 58,000
SALES & CHARGES FOR SERVICES	21,700	12,300	12,550	12,500
MISCELLANEOUS REVENUES	1,810	1,418	25	-
EXPENDITURE RECOVERIES	1,100,298	952,642	852,984	800,000
TOTAL DIVISION	\$ 1,195,455	\$ 1,031,860	\$ 943,573	\$ 870,500

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	2	2	Administrator of Engineering and Planning	30,215	105,007
1	1	1	Commissioner of Engineering & Construction	45,201	136,764
1	1	1	Superintendent of Sidewalks	22,333	59,357
3	4	4			
OFFICE & CLERICAL					
1	1	1	Junior Personnel Assistant	20,800	36,737
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
3	3	3			
PROFESSIONALS					
1	0	1	Administrative Officer	20,800	49,440
0	1	1	Chief Civil Engineer	23,647	78,936
1	0	0	Chief Engineering & Construction Inspector	23.06 Hr.	25.06 Hr.
1	1	1	Chief Sidewalk Inspector	20,800	42,875
3	2	2	Construction Technician	12.02 Hr.	21.33 Hr.
8	5	6	Consulting Engineer	36,000	88,643
1	0	2	Deputy Project Director	20,093	58,637
1	1	1	Engineer	22.78 Hr.	31.83 Hr.
1	0	0	Project Director	22,333	74,917
2	3	3	Section Chief Engineering and Construction	50,000	92,699
1	1	1	Senior Budget and Management Analyst	26,274	73,035
2	2	3	Survey Party Chief	20,800	52,562
22	16	21			
SKILLED CRAFT					
1	1	1	Bridge Oiler	10.00 Hr.	17.15 Hr.
2	2	2	Electrical Worker	37.25 Hr.	46.56 Hr.
4	3	4	Ironworker	35.17 Hr.	43.96 Hr.
7	6	7			
SERVICE & MAINTENANCE					
17	15	17	Electric Bridge Operator	10.00 Hr.	17.88 Hr.
4	4	4	Electric Bridge Operator Leader	10.00 Hr.	18.05 Hr.
2	2	2	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
23	21	23			



DIVISION OF ENGINEERING AND CONSTRUCTION

COMPARISON OF STAFFING - CONTINUED

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			TECHNICIAN		
8	7	8	Engineering & Construction Inspector	17.26 Hr.	19.26 Hr.
3	3	3	Sidewalk Inspector	15.78 Hr.	17.78 Hr.
1	1	1	Surveyor	10.00 Hr.	25.06 Hr.
<u>12</u>	<u>11</u>	<u>12</u>			
70	61	70	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
<u>71</u>	<u>62</u>	<u>71</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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.

OPERATING SUMMARY

(000'S OMITTED)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
	FT	PT	FT	PT	FT	PT	FT	PT	
PROGRAMS:									
Engineering Office	\$ 489	4		\$ 538	4		\$ 547	4	
Traffic Sign Shop	1,994	21		2,087	18		2,116	21	
Traffic Signal	1,790	19		1,809	19		1,893	21	
	\$ 4,273	44		\$ 4,434	41		\$ 4,556	46	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 4,205			\$ 4,390			\$ 4,485		
Self-Generated	68			44			71		
	\$ 4,273	44		\$ 4,434	41		\$ 4,556	46	

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.

**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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 2,141,698	\$ 2,024,663	\$ 2,113,937	\$ 2,158,340
INJURY PAY	-	18,117	-	-
LONGEVITY	20,425	21,875	20,400	19,700
WAGE SETTLEMENTS	-	3,501	-	-
SEPARATION PAYMENTS	11,594	63,667	4,522	-
BONUS INCENTIVE	12,500	9,500	-	-
OVERTIME	73,676	106,243	103,689	107,600
TOTAL	\$ 2,259,893	\$ 2,247,566	\$ 2,242,548	\$ 2,285,640
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 356,426	\$ 393,899	\$ 426,811	\$ 448,927
DENTAL	24,160	24,671	24,796	25,224
VISION CARE	2,706	2,617	2,721	2,835
PERS	296,151	294,452	312,476	319,990
FICA-MEDICARE	17,808	18,073	19,047	22,214
WORKERS COMPENSATION	42,212	77,643	182,996	150,062
LIFE INSURANCE	1,958	1,909	1,924	1,995
UNEMPLOYMENT COMPENSATION	-	5,253	5,108	-
CLOTHING ALLOWANCE	8,940	25,700	28,060	16,740
CLOTHING MAINTENANCE	32,925	13,500	9,450	19,925
TOTAL	\$ 783,286	\$ 857,716	\$ 1,013,389	\$ 1,007,912
TRAINING AND DUES				
TRAVEL	\$ -	\$ -	\$ 408	\$ -
TUITION & REGISTRATION FEES	75	-	590	1,500
TOTAL	\$ 75	\$ -	\$ 998	\$ 1,500
UTILITIES				
BROKERED GAS SUPPLY	\$ 42,014	\$ 75,954	\$ 44,633	\$ 50,516
GAS	46,027	40,810	39,120	42,016
ELECTRICITY - CPP	198,374	197,302	199,207	208,518
ELECTRICITY - OTHER	329,950	342,474	369,391	385,184
TOTAL	\$ 616,364	\$ 656,539	\$ 652,352	\$ 686,234
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 1,697	\$ 3,688	\$ 500	\$ 500
MILEAGE (PRIVATE AUTO)	-	43	-	-
MEDICAL SERVICES	2,926	-	-	-
PARKING IN CITY FACILITIES	4,869	4,355	4,325	3,000
PHOTOCOPY MACHINE RENTAL	369	88	-	-
OTHER CONTRACTUAL	9,926	-	-	50,000
TOTAL	\$ 19,789	\$ 8,173	\$ 4,825	\$ 53,500

DIVISION OF TRAFFIC ENGINEERING

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
DISCOUNTS LOST	\$ 39	\$ -	\$ -	-
CLOTHING	432	1,935	-	6,000
HARDWARE & SMALL TOOLS	12,695	12,380	10,485	15,000
OFFICE FURNITURE & EQUIPMENT	416	-	-	-
ELECTRICAL SUPPLIES	9,589	647	328	15,000
HYGIENE AND CLEANING SUPPLY	-	-	-	1,000
PAINTING EQUIP AND SUPPLY	893	-	-	-
MEDICAL SUPPLIES	-	-	-	500
PAPER AND OTHER SUPPLIES	-	-	898	-
OTHER SUPPLIES	188,349	158,067	154,082	140,000
JUST IN TIME OFFICE SUPPLIES	2,117	1,161	179	2,000
TOTAL	\$ 214,529	\$ 174,190	\$ 165,972	\$ 179,500
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES, & CLAIMS	\$ 19,233	\$ -	\$ -	-
TOTAL	\$ 19,233	\$ -	\$ -	-
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 32,140	\$ 37,851	\$ 31,410	\$ 33,420
CHARGES FROM RADIO SYSTEM	4,976	2,529	2,939	6,523
CHARGES FROM LIGHT & POWER	115,000	104,326	104,326	104,326
CHARGES FROM PRINTING	7,578	2,792	1,808	2,501
CHARGES FROM STOREROOM	200	126	67	128
CHARGES FROM MOTOR VEHICLES	166,131	178,443	202,444	188,822
CHARGES FROM WATER - GIS PROJ	-	2,261	4,961	-
TOTAL	\$ 326,026	\$ 328,329	\$ 347,955	\$ 335,720
EXPENDITURE RECOVERY				
EXPENDITURE RECOVERY	\$ -	\$ -	\$ 6,000	\$ 6,000
TOTAL	\$ -	\$ -	\$ 6,000	\$ 6,000
TOTAL DIVISION	\$ 4,239,195	\$ 4,272,513	\$ 4,434,038	\$ 4,556,006

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 3,800	\$ 4,000	\$ 4,100	\$ 4,800
INTERGOVERNMENTAL REVENUES	-	5,251	-	-
SALES & CHARGES FOR SERVICES	1,600	350	7,856	3,000
MISCELLANEOUS REVENUES	3,570	3,105	8,290	3,000
EXPENDITURE RECOVERIES	398	55,740	24,076	60,000
TOTAL DIVISION	\$ 9,368	\$ 68,446	\$ 44,321	\$ 70,800



DIVISION OF TRAFFIC ENGINEERING

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner, Traffic Engineering & Parking	42,758	118,751
1	1	1			
OFFICE & CLERICAL					
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
1	1	1			
PROFESSIONALS					
1	1	1	Consulting Engineer	36,000	88,643
1	1	1	Engineer	22.78 Hr.	31.83 Hr.
2	2	2			
SKILLED CRAFT					
7	6	6	Low Tension Lineman	17.46 Hr.	26.25 Hr.
4	3	3	Low Tension Trouble Lineman	18.30 Hr.	29.76 Hr.
2	2	2	Sign Painter Unit Leader	24.23 Hr.	32.13 Hr.
13	11	11			
SERVICE & MAINTENANCE					
3	4	5	Line Helper Driver	12.44 Hr.	22.84 Hr.
1	1	1	Lineman Low Tension Foreman	20.55 Hr.	30.80 Hr.
4	2	2	Low Tension Lineman Apprentice	14.37 Hr.	23.30 Hr.
2	2	2	Traffic Sign Process Operator	13.28 Hr.	24.09 Hr.
14	12	16	Traffic Sign & Marking Technician	13.68 Hr.	16.18 Hr.
24	21	26			
TECHNICIAN					
1	1	1	Chief of Traffic Signal Unit	18.60 Hr.	34.34 Hr.
2	2	2	Traffic Sign Marking Supervisor	13.28 Hr.	24.09 Hr.
2	2	2	Traffic Signal Control Technician	20.69 Hr.	31.00 Hr.
5	5	5			
46	41	46	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Emergency Repairs and Towing	\$ 149	1	\$ 87	1	\$ 91	1		
Fueling	7,460	2	8,366	2	8,780	2		
Auto Body Work	290	2	288	2	302	2		
Preventive Maintenance	231	28	317	24	333	27		
Routine Maintenance	8,406	68	8,571	64	8,995	70		
New Vehides Preparation	272	1	280	1	295	1		
	\$ 16,808	102	\$ 17,909	94	\$ 18,796	103		
FUNDING SOURCE:								
Sales and Charges for Services	\$ 10		\$ 33		\$ 10			
Miscellaneous Revenue	128		136		117			
Expenditure Recoveries*	16,670		17,740		18,669			
	\$ 16,808	102	\$ 17,909	94	\$ 18,796	103		

*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 33 locations for fuel dispensing and delivery fuel by tanker truck to other City of Cleveland fuel locations (i.e., parks, police and fire dept.).

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 4,299,392	\$ 4,423,653	\$ 4,440,371	\$ 4,603,230
MILITARY LEAVE	789	1,115	1,145	-
INJURY PAY	14,426	759	14,756	-
LONGEVITY	44,250	44,200	46,200	46,600
WAGE SETTLEMENTS	-	146	-	-
SEPARATION PAYMENTS	10,298	7,763	14,474	-
BONUS INCENTIVE	13,500	36,000	500	-
OVERTIME	94,033	70,708	73,282	79,758
TOTAL	\$ 4,476,687	\$ 4,584,343	\$ 4,590,728	\$ 4,729,588
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 750,661	\$ 786,043	\$ 873,307	\$ 897,446
DENTAL	49,877	51,772	51,077	50,748
VISION CARE	5,488	5,403	5,523	5,877
PERS	606,495	614,544	638,429	662,142
FICA-MEDICARE	43,477	45,203	46,520	47,128
WORKERS COMPENSATION	129,380	185,618	183,914	247,928
LIFE INSURANCE	4,541	4,459	4,466	4,515
CLOTHING ALLOWANCE	500	970	970	1,130
TOOL INSURANCE	29,460	29,060	29,460	29,460
CLOTHING MAINTENANCE	-	200	200	200
TOTAL	\$ 1,619,879	\$ 1,723,272	\$ 1,833,867	\$ 1,946,574
TRAINING AND DUES				
TRAVEL	\$ 44	\$ -	\$ 351	\$ -
TUITION & REGISTRATION FEES	1,858	45	-	2,000
MILEAGE (PRIV AUTO) TRNG PRPS	-	-	301	-
PROFESSIONAL DUES	-	1,906	2,905	2,000
TOTAL	\$ 1,901	\$ 1,951	\$ 3,556	\$ 4,000
UTILITIES				
BROKERED GAS SUPPLY	\$ 330,978	\$ 558,490	\$ 361,094	\$ 380,000
GAS	23,523	22,506	22,523	24,000
ELECTRICITY - CPP	8,609	9,290	7,917	8,300
SECURITY & MONITORING SYSTEM	3,171	8,902	6,000	9,000
TOTAL	\$ 366,281	\$ 599,188	\$ 397,535	\$ 421,300
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 2,313	\$ 1,500	\$ 7,185	\$ 3,000
WASTE DISPOSAL	1,000	2,850	-	-
MEDICAL SERVICES	2,040	503	1,247	1,000
EPA EMISSION TESTING	33,150	-	-	-
ADVERTISING AND NOTICE	673	725	1,288	1,000

DIVISION OF MOTOR VEHICLE MAINTENANCE

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES (CONT.)				
PARKING IN CITY FACILITIES	2,067	1,680	1,757	2,000
PHOTOCOPY MACHINE RENTAL	1,085	325	-	-
TOWING	36,305	22,000	18,941	30,000
SPECIAL ASSESSMENT	28,775	38,690	31,690	40,000
OTHER CONTRACTUAL	2,500	3,648	3,119	5,000
TOTAL	\$ 109,909	\$ 71,920	\$ 65,226	\$ 82,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 983	\$ -	\$ -	\$ -
DISCOUNTS LOST	164	-	-	-
POSTAGE	46	20	20	-
COMPUTER SUPPLIES	-	3,546	2,838	5,000
COMPUTER HARDWARE	-	782	-	-
COMPUTER SOFTWARE	-	1,500	11,299	5,000
FUEL	4,790,804	5,404,856	6,341,971	6,600,000
FUEL TAX	751,789	741,646	784,554	791,000
CHEMICAL	18,341	6,477	10,426	12,000
AIR COMPRESSOR PARTS	14,754	10,872	2,000	10,000
FIRE/EMS APPARATUS PARTS	55,379	49,850	56,251	55,000
AUTO & LIGHT TRUCK PARTS	377,793	512,236	310,873	350,000
HEAVY TRUCK PARTS	650,746	639,808	1,003,870	1,000,000
CONSTRUCTION EQUIP PARTS	195,507	124,262	86,306	100,000
SNOW REMOVAL EQUIP PARTS	10,000	34,902	10,375	20,000
CLOTHING	6,175	18,946	17,931	35,000
SWEEPER PARTS	46,351	96,938	103,990	110,000
HARDWARE & SMALL TOOLS	996	-	-	-
WELDING SUPPLIES & EQUIPMENT	6,692	7,133	8,484	10,000
MOWER & TRACTOR PARTS	175,209	253,168	225,110	250,000
HYGIENE AND CLEANING SUPPLY	6,893	3,485	10,512	10,000
PAINTING EQUIP AND SUPPLY	19,604	16,806	15,695	20,000
MEDICAL SUPPLIES	358	560	600	1,000
SHOP TOOLS	460	-	10,145	10,000
SHOP SUPPLIES	9,739	13,671	15,885	20,000
OTHER SUPPLIES	338	9,066	8,234	10,000
SAFETY EQUIPMENT	-	-	1,467	-
ANTI-FREEZE	10,527	34,210	35,174	40,000
MOTOR OIL & LUBRICANTS	118,760	181,199	285,465	300,000
BATTERIES	68,508	71,018	117,829	100,000
TIRES	456,519	411,224	610,837	600,000
JUST IN TIME OFFICE SUPPLIES	10,363	6,065	7,251	10,000
BUILDING MAINT SUPPLIES	3,635	5,269	6,000	5,000
TOTAL	\$ 7,807,431	\$ 8,659,516	\$ 10,101,391	\$ 10,479,000

DIVISION OF MOTOR VEHICLE MAINTENANCE

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 2,000	\$ 79	\$ 2,000	\$ 2,000
COMPUTER HARDWARE MAINT	23,340	41,632	39,351	40,000
COMPUTER SOFTWARE MAINT	3,600	14,376	4,101	50,000
MAINTENANCE MACHINERY	4,268	12,217	5,036	10,000
FUEL PUMP REPAIR & MAINT	97,527	96,722	55,063	60,000
GENERATOR REPAIR	35,256	38,931	35,000	40,000
MAINTENANCE FIRE APPARATUS	-	24,986	-	-
ACCIDENT REPAIR - OTHER VEHIC	54,043	47,907	43,481	50,000
CAR WASHES	10	-	-	-
ACCIDENT REPAIR-SAFETY VEHIC	143,395	116,677	123,538	150,000
AUTO & LIGHT TRUCK REPAIR	695	-	-	-
HEAVY TRUCK REPAIR	44,867	50,948	29,600	50,000
MOWER & TRACTOR REPAIR	4,564	47,798	29,084	40,000
CONSTRUCTION EQUIP REPAIR	2,317	-	-	-
ENGINE REPAIR	15,878	-	-	-
FRAME REPAIR & ALIGNMENT	30,355	7,104	15,000	20,000
HYDRAULIC REPAIR CYL. PUMPS	58,948	61,311	24,488	50,000
GLASS REPAIR	16,787	39,887	33,434	40,000
RADIATOR & GAS TANK REPAIR	19,977	12,734	30,946	20,000
MAINTENANCE BUILDING	22,303	15,490	20,594	20,000
REPAIR OF OVERHEAD DOORS	7,500	14,233	13,482	15,000
SPRING REPAIR	214,638	179,701	114,690	150,000
TIRE REPAIR ROAD SERVICE	20,000	22,000	15,000	20,000
TRANSMISSION REPAIR	149,554	132,475	83,046	100,000
CUSHMAN REPAIR	60,775	34,993	49,811	50,000
CHARGES FROM DIV OF MAINT	25,393	15,837	17,168	20,000
TOTAL	\$ 1,057,989	\$ 1,028,037	\$ 783,915	\$ 997,000
CLAIMS, REFUNDS AND MISC.				
JUDGEMENTS, DAMAGES, & CLAIMS	\$ -	\$ -	\$ 174	\$ -
TOTAL	\$ -	\$ -	\$ 174	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 74,618	\$ 102,865	\$ 97,468	\$ 102,250
CHARGES FROM RADIO SYSTEM	867	963	1,045	1,725
CHARGES FROM WATER POLLUTION	-	4,250	1,229	-
CHARGES FROM PRINTING	6,522	11,202	14,434	12,004
CHARGES FROM STOREROOM	656	578	252	496
CHARGES FROM WASTE	14,396	19,949	18,615	20,000
TOTAL	\$ 97,059	\$ 139,807	\$ 133,043	\$ 136,475
TOTAL DIVISION	\$ 15,537,136	\$ 16,808,033	\$ 17,909,435	\$ 18,795,937

DIVISION OF MOTOR VEHICLE MAINTENANCE

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 7,981	\$ 9,871	\$ 33,095	\$ 10,000
MISCELLANEOUS REVENUES	125,118	128,488	136,020	117,400
EXPENDITURE RECOVERIES	15,017,922	16,426,682	17,795,351	18,466,104
TOTAL DIVISION	\$ 15,151,021	\$ 16,565,041	\$ 17,964,466	\$ 18,593,504

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Assistant Commissioner of MVM	26,274	83,396
1	1	1	Commissioner of MVM	40,315	123,236
1	1	1	Manager of Public Service Operations	30,215	96,928
2	2	2	Superintendent of Motorized Equipment	26,274	66,075
1	1	1	Superintendent of Vehides Admin. Service	20,093	66,075
6	6	6			
OFFICE & CLERICAL					
1	1	1	General Storekeeper	10.00 Hr.	22.83 Hr.
2	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
3	2	3	Senior Clerk	10.29 Hr.	15.17 Hr.
7	7	8	Storekeeper	10.00 Hr.	18.99 Hr.
13	11	13			
PROFESSIONALS					
1	1	1	Assistant Buyer	10.00 Hr.	19.40 Hr.
1	1	2	Buyer	20,800	45,228
1	1	1	Fleet Management Data Manager	30,000	62,315
1	1	1	Personnel Administrator	26,274	76,981
1	1	1	Senior Budget & Management Analyst	26,274	73,035
1	0	1	Senior Personnel Assistant	20,800	46,810
1	1	1	Technical Specialist	10.00 Hr.	21.33 Hr.
7	6	8			
SKILLED CRAFT					
2	2	2	Auto Body Repair Worker	15.73 Hr.	19.55 Hr.
21	19	21	Automobile Repair Worker	12.60 Hr.	19.37 Hr.
4	4	4	Automobile Repairman Unit Leader	17.78 Hr.	23.51 Hr.
35	32	35	Heavy Duty Mechanic	15.75 Hr.	23.22 Hr.
6	6	6	Heavy Duty Unit Leader	23.85 Hr.	28.78 Hr.
68	63	68			



DIVISION OF MOTOR VEHICLE MAINTENANCE

COMPARISON OF STAFFING - CONTINUED

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
SERVICE & MAINTENANCE					
1	0	0	Garage Worker	12.42 Hr.	16.48 Hr.
1	1	1	Machinist	15.83 Hr.	20.60 Hr.
1	1	1	Tanker Truck Driver	15.55 Hr.	22.50 Hr.
5	5	5	Tire Repair Worker	14.08 Hr.	17.66 Hr.
8	7	7			
TECHNICIAN					
1	1	1	Fuel System Technician	10.00 Hr.	18.84 Hr.
1	1	1			
103	94	103	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)

	2006 ACTUAL			2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
PROGRAMS:									
Street Resurfacing	\$ -			\$ 1,818	12		\$ 5,633	12	
Street Repair	7,230	77		7,964	54		7,062	51	
Street Cleaning	2,192	28	12	3,745	36	33 **	3,290	34	33 **
Snow and Ice Control	7,804	35	108 **	8,049	31	106 **	7,435	29	110 **
Guard Rail Repair	74	1		122	3		127	3	
Weld Shop/Heavy Equipment	2,307	23		2,950	21		2,417	21	
Graffiti Abatement	80	1		95	3		100	3	
Radio Comm. and Admin.	1,772	20		1,764	20		1,773	20	
	\$ 21,459	185	108	\$ 26,507	180	106	\$ 27,837	173	110
FUNDING SOURCE:									
Bond Funds	\$ -			\$ 1,818			\$ 5,633		
State Taxes	14,392			14,510			14,219		
Sales & Charges*	2,027			1,929			1,706		
	\$ 16,419			\$ 18,257			\$ 21,558		
General Fund:									
Tax Support	\$ 5,040			\$ 8,250			\$ 6,279		
	\$ 21,459	185	108	\$ 26,507	180	106	\$ 27,837	173	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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 8,023,911	\$ 8,296,707	\$ 7,356,782	\$ 8,464,931
CRAFTS	615,390	278,507	1,273,147	236,887
SEASONAL	1,606,604	1,681,985	1,869,972	1,983,862
PART TIME PERMANENT	-	5,342	2,701	-
INJURY PAYS	25,325	4,786	620	-
LONGEVITY	74,925	72,200	73,200	70,725
WAGE SETTLEMENTS	3,522	11,997	1,790,671	-
SEPARATION PAYMENTS	68,444	47,614	58,077	20,000
BONUS INCENTIVE	129,707	48,000	(5,000)	-
OVERTIME	1,290,120	492,376	1,017,758	650,000
TOTAL	\$ 11,837,948	\$ 10,939,513	\$ 13,437,929	\$ 11,426,405
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,228,860	\$ 1,375,032	\$ 1,349,078	\$ 1,243,249
DENTAL	84,217	89,138	80,437	73,807
VISION CARE	9,138	8,949	8,256	7,847
PERS	1,604,217	1,514,595	1,591,147	1,895,897
FICA-MEDICARE	131,875	124,021	149,942	125,160
WORKERS COMPENSATION	540,139	651,127	926,176	799,760
LIFE INSURANCE	7,819	8,021	7,226	6,480
UNEMPLOYMENT COMPENSATION	142,184	246,055	128,732	65,832
CLOTHING ALLOWANCE	57,415	59,240	54,870	48,590
TOOL INSURANCE	3,220	4,210	3,910	2,260
CLOTHING MAINTENANCE	20,488	20,725	19,120	17,615
TOTAL	\$ 3,829,573	\$ 4,101,113	\$ 4,318,894	\$ 4,286,497
TRAINING AND DUES				
TRAVEL	\$ -	\$ -	\$ 3,035	\$ 1,000
TUITION & REGISTRATION FEES	1,020	-	1,750	500
PROFESSIONAL DUES	35	35	70	100
TOTAL	\$ 1,055	\$ 35	\$ 4,855	\$ 1,600
UTILITIES				
BROKERED GAS SUPPLY	\$ 219,242	\$ 430,443	\$ 246,879	\$ 261,077
WATER	2,357	2,119	2,333	2,500
GAS	139,081	112,909	96,305	96,717
ELECTRICITY - CPP	62,714	61,555	64,269	64,581
ELECTRICITY - OTHER	35,739	29,619	35,006	33,681
TOTAL	\$ 459,133	\$ 636,646	\$ 444,793	\$ 458,556

DIVISION OF STREETS

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 13,578	\$ 5,580	\$ 8,658	\$ 8,000
WASTE DISPOSAL	2,000	-	500	-
MEDICAL SERVICES	755	1,169	831	1,000
PARKING IN CITY FACILITIES	7,768	8,257	8,589	6,500
PROPERTY RENTAL	130,500	44,500	87,500	88,000
PHOTOCOPY MACHINE RENTAL	2,086	471	-	-
EQUIPMENT RENTAL	5,000	-	8,400	9,000
VEHICLE RENTAL	44,896	134,803	39,176	60,000
BANK SERVICE FEES	10,532	9,460	9,153	10,000
TOTAL	\$ 217,114	\$ 204,240	\$ 162,807	\$ 182,500
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,850	\$ -	\$ -	\$ 500
PURCHASE OF TESTS	97	97	97	500
CHEMICAL	1,893	5,277	11,056	8,000
SALT & DE-ICER	2,750,034	2,128,363	2,640,720	2,700,000
CLOTHING	5,000	-	6,000	3,000
SWEEPER PARTS	-	-	-	30,000
HARDWARE & SMALL TOOLS	28,905	12,727	16,295	16,000
WELDING SUPPLIES & EQUIPMENT	9,563	14,871	8,011	10,000
BOILERS HEATERS & COOLING	26,408	14,704	40,182	10,000
SEED, FERTILIZER & HERBICIDE	7,350	1,694	-	3,000
SMALL EQUIPMENT	44,047	14,051	24,566	38,000
OFFICE FURNITURE & EQUIPMENT	348	-	289	5,000
ELECTRICAL SUPPLIES	5,000	9,141	11,000	5,000
FENCE, POSTS & BARS	12,801	-	1,419	3,000
HYGIENE AND CLEANING SUPPLY	6,978	14,326	18,310	20,000
CLAY, SOIL & TURF	4,141	-	5,085	3,500
PAINTING EQUIPMENT AND SUPPLY	5,000	13,254	21,069	25,000
DOORS, SHUTTERS AND WINDOWS	-	-	-	5,000
PLUMBING SUPPLIES AND EQUIP	-	3,000	-	8,000
LUMBER, GLASS AND DRYWALL	15,201	5,000	1,351	6,000
MEDICAL SUPPLIES	1,000	1,000	1,000	1,200
PHOTOGRAPHIC SUPPLIES	990	-	-	1,000
PAPER AND OTHER SUPPLIES	-	8,140	16,855	20,000
PRINTED MATERIALS	-	-	75	500
OTHER SUPPLIES	133,713	155,981	118,031	125,000
GUARD RAIL SUPPLIES	18,045	14,669	21,674	25,000
SAFETY EQUIPMENT	15,208	13,770	7,401	15,000
JUST IN TIME OFFICE SUPPLIES	1,843	6,190	6,107	5,000
BUILDING MAINTENANCE SUPPLIES	-	-	-	40,000
PAVING MATERIAL	216,973	53,228	167,839	175,000
ASPHALT	296,895	310,001	179,141	200,000
CEMENT, SAND & GRAVEL	340,052	253,495	377,520	350,000
MISC MAINTENANCE SUPPLIES	76,303	63,257	95,055	93,000
TOTAL	\$ 4,025,636	\$ 3,116,233	\$ 3,796,147	\$ 3,950,200

DIVISION OF STREETS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 120	\$ -	\$ -	\$ 5,000
MAINTENANCE CONTRACTS	2,000	3,536	2,000	3,000
COMPUTER HARDWARE MAINT	-	-	-	4,000
MAINTENANCE MACHINERY	14,488	6,801	14,900	20,000
REPAIR PARTS	2,273	13,459	17,252	30,000
MAINTENANCE MISC EQUIP	294	-	-	4,000
MAINTENANCE BUILDING	21,000	34,504	20,216	20,000
REPAIR OF OVERHEAD DOORS	7,126	-	-	8,000
CHARGES FROM DIV MAINT	51,988	37,432	18,313	10,000
TOTAL	\$ 99,289	\$ 95,732	\$ 72,681	\$ 104,000
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES, & CLAIMS	\$ 318	\$ 1,077	\$ 32,839	\$ 1,000
TOTAL	\$ 318	\$ 1,077	\$ 32,839	\$ 1,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 66,025	\$ 86,133	\$ 58,118	\$ 60,969
CHARGES FROM RADIO SYSTEM	44,289	38,542	45,186	67,041
CHARGES FROM PRINTING	5,306	12,584	9,156	10,003
CHARGES FROM STOREROOM	168	182	156	170
CHARGES FROM MOTOR VEHICLES	2,285,616	2,218,099	2,590,700	2,679,233
CHARGES FROM WATER - GIS PROJ	-	9,156	20,090	-
TOTAL	\$ 2,401,405	\$ 2,364,697	\$ 2,723,407	\$ 2,817,416
CAPITAL OUTLAY				
LOCAL RESURFACING	\$ 2,531,277	\$ 2	\$ 1,512,957	\$ 4,608,980
TOTAL	\$ 2,531,277	\$ 2	\$ 1,512,957	\$ 4,608,980
TOTAL DIVISION	\$ 25,402,747	\$ 21,459,287	\$ 26,507,307	\$ 27,837,154

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 3,800	\$ 3,225	\$ 2,700	\$ 3,000
INTERGOVERNMENTAL REVENUE	13,769,242	14,392,431	14,509,639	14,219,000
SALES & CHARGES FOR SERVICES	2,256,021	1,945,975	1,884,830	1,689,000
MISCELLANEOUS REVENUES	7,375	9,061	11,647	2,160
TRANSFERS IN	5,650,000	5,040,000	8,250,000	6,279,048
EXPENDITURE RECOVERIES	3,619,251	2,988	1,825,801	5,632,624
TOTAL DIVISION	\$ 25,305,688	\$ 21,393,680	\$ 26,484,617	\$ 27,824,832

DIVISION OF STREETS

COMPARISON OF STAFFING

Budget 2007	No. of Employees**		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	2	2	Assistant Commissioner of Streets	26,274	83,396
1	1	1	Commissioner of Streets	40,315	123,236
3	3	3			
OFFICE & CLERICAL					
2	2	1	Chief Clerk	22,050	44,373
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
0	0	1	Senior Personnel Assistant	20,800	46,810
3	3	3			
PROFESSIONALS					
1	1	2	Administrative Manager	27,194	83,396
2	2	1	Budget Analyst	20,800	49,469
1	1	1	Personnel Administrator	26,274	76,981
0	0	1	Senior Budget and Management Analyst	26,274	73,035
4	4	5			
SKILLED CRAFT					
3	3	4	Asphalt Construction Unit Leader	22.95 Hr.	34.43 Hr.
11	12	12	Asphalt Tamper	22.01 Hr.	33.01 Hr.
2	2	2	Carpenter	30.60 Hr.	38.25 Hr.
3	4	4	Cold Patch & Crack Sealing Unit Leader	21.11 Hr.	23.11 Hr.
9	6	4	Cold Patch and Crack Sealing Worker	15.83 Hr.	17.83 Hr.
4	4	4	Construction Equipment Operator Group A	27.42 Hr.	35.34 Hr.
19	20	20	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.	20.60 Hr.
1	1	1	Master Mechanic	27.92 Hr.	35.59 Hr.
4	4	4	Paver	22.32 Hr.	33.48 Hr.
4	4	4	Paving Unit Leader	22.95 Hr.	34.43 Hr.
3	3	3	Stationary Boiler Room Operator	12.29 Hr.	19.21 Hr.
3	3	4	Street Equipment Maintenance Specialist	15.55 Hr.	22.50 Hr.
1	1	1	Street Maintenance Equipment Leader	16.15 Hr.	23.37 Hr.
18	18	17	Street Maintenance Foreman	18.30 Hr.	20.30 Hr.
6	6	6	Street Maintenance General Foreman	23.23 Hr.	25.23 Hr.
5	5	5	Welder/Fabricator	18.36 Hr.	22.99 Hr.
102	102	101			

DIVISION OF STREETS

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees**		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
SERVICE & MAINTENANCE					
2	1	2	Concrete Mixer Driver	14.82 Hr.	21.45 Hr.
4	4	4	District Paving Repair Unit Leader	28.58 Hr.	30.58 Hr.
3	3	3	General Shop Unit Leader	23.23 Hr.	25.23 Hr.
22	18	15	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
1	0	1	Shop Foreman	18.30 Hr.	20.30 Hr.
3	4	4	Street Carry-all Driver	15.55 Hr.	22.50 Hr.
2	2	2	Tanker Truck Driver	15.55 Hr.	22.50 Hr.
31	29	23	Truck Driver	12.50 Hr.	18.11 Hr.
68	61	54			
TECHNICIAN					
2	2	2	Accident & Safety Inspector	18.45 Hr.	20.45 Hr.
1	1	1	Chief Street Permit Supervisor	20,800	40,780
4	4	4	Radio Operator	16.52 Hr.	18.52 Hr.
7	7	7			
187	180	173	TOTAL FULL TIME		
110	106	110	SEASONAL		
297	286	283	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

**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 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)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
DIVISIONS:									
Director's Office	\$ 667	8		\$ 731	7		\$ 739	8	
Research, Planning & Dev	698	9		745	9		751	9	
Recreation, Golf	14,894	152	318	15,091	155	325	17,113	195	479
Conv. Ctr., West Side Mkt, Stad	17,415	40	63	23,166	34	33	28,800	35	76
Parking Facilities	9,069	48	9	11,150	45	9	12,061	45	9
Property Mgt., East Side Mkt	8,549	94	2	8,279	90	1	8,868	102	2
Parks Maintenance and Prop	16,573	163	88	15,533	163	108	16,159	167	108
	\$ 67,865	514	480	\$ 74,695	503	476	\$ 84,491	561	674
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 35,450			\$ 34,515			\$ 38,211		
Self - Generated	2,247			2,889			2,552		
	\$ 37,697	405	367	\$ 37,404	411	398	\$ 40,763	467	529
Grants									
Special Revenue	\$ 53			\$ 5			\$ 10		
Cemetery	2,097	29		1,973	25	20	2,107	26	20
Golf	2,590	12	41	2,030	13	48	2,016	13	40
Parking Facilities	7,936	27	9	10,108	20	9	10,795	20	9
Convention Center	6,935	31	62	6,423	27		6,698	27	75
Stadium Fund	9,366			15,589			20,953		
West Side Market	1,114	9	1	1,154	7	1	1,149	8	1
East Side Market	77	1		9					
	\$ 67,865	514	480	\$ 74,695	503	476	\$ 84,491	561	674

DIVISION OF PARKS ADMINISTRATION

MICHAEL 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)**

	2006			2007			2008		
	COST	ACTUAL STAFF FT PT		COST	UNAUDITED STAFF FT PT		COST	BUDGET STAFF FT PT	
PROGRAMS:									
Administrative Services	\$	566	6	\$	620	5	\$	624	6
Special Events/Marketing		101	2		111	2		115	2
	\$	667	8	\$	731	7	\$	739	8
FUNDING SOURCE:									
General Fund:									
Tax Support	\$	627		\$	715		\$	736	
Self-Generated		40			16			3	
	\$	667	8	\$	731	7	\$	739	8

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 419,397	\$ 409,688	\$ 429,896	\$ 436,765
LONGEVITY	4,400	3,450	4,375	3,675
SEPARATION PAYMENTS	22,893	-	4,295	-
BONUS INCENTIVE	4,500	-	-	-
OVERTIME	37	-	27	-
TOTAL	\$ 451,227	\$ 413,138	\$ 438,593	\$ 440,440
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 39,669	\$ 47,695	\$ 55,170	\$ 63,628
DENTAL	2,873	3,469	3,727	4,188
VISION	455	368	390	434
PERS	61,561	54,325	61,018	61,662
FICA-MEDICARE	2,908	2,344	2,413	2,874
WORKERS COMPENSATION	848	968	8,520	10,025
LIFE INSURANCE	371	338	345	360
TOTAL	\$ 108,685	\$ 109,507	\$ 131,583	\$ 143,171
TRAINING AND DUES				
PROFESSIONAL DUES	\$ -	\$ -	\$ -	\$ 400
TOTAL	\$ -	\$ -	\$ -	\$ 400
CONTRACTUAL SERVICES				
INSURANCE AND OFFICIAL BONDS	\$ -	\$ 100	\$ 200	\$ -
PARKING IN CITY FACILITIES	3,481	2,212	2,297	3,000
PROPERTY RENTAL	110,586	110,466	110,466	110,466
PHOTOCOPY MACHINE RENTAL	693	111	-	-
REFUNDS & MISCELLANEOUS	225	1,200	1,200	-
TOTAL	\$ 114,985	\$ 114,089	\$ 114,163	\$ 113,466
MATERIALS AND SUPPLIES				
SPECIAL EVENTS SUPPLIES	\$ 3,700	\$ 3,732	\$ 2,912	\$ 4,200
JUST IN TIME OFFICE SUPPLIES	1,598	2,266	1,298	2,300
TOTAL	\$ 5,298	\$ 5,998	\$ 4,210	\$ 6,500



DIVISION OF PARKS ADMINISTRATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH \$	21,913	17,970	33,256	24,730
CHARGES FROM RADIO COMM	194	440	202	187
CHARGES FROM PRINTING	4,202	4,286	5,931	5,002
CHARGES FROM STOREROOM	9,659	486	1,136	3,757
CHARGES FROM MOTOR VEHICLES	494	667	1,818	1,189
TOTAL	\$ 36,462	\$ 23,848	\$ 42,343	\$ 34,865
TOTAL DIVISION	\$ 716,657	\$ 666,580	\$ 730,892	\$ 738,842

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICES \$	44,164	37,435	13,650	-
MISCELLANEOUS REVENUES	235	832	130	-
EXPENDITURE RECOVERIES	2,231	1,414	2,546	2,500
TOTAL	\$ 46,630	\$ 39,681	\$ 16,326	\$ 2,500

DIVISION OF PARKS ADMINISTRATION

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
PROFESSIONALS					
1	1	1	Director of Parks, Recreation & Properties	50,796	164,919
1	1	1	Manager Asst. Audit Cont/Per	20,092	54,906
1	1	1	Manager of Events	23,647	72,862
1	1	1	Secretary to the Director	36,590	132,829
4	4	4			
OFFICE & CLERICAL					
1	1	2	Clerk, Chief	22,050	44,373
1	1	1	Project Director	22,333	74,917
1	0	0	Private Secretary	10.00 Hr.	19.40 Hr.
1	1	1	Private Secretary to the Director	20,090	44,373
4	3	4			
8	7	8	TOTAL DIVISION		

*Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL STAFF FT PT		COST	UNAUDITED STAFF FT PT		COST	BUDGET STAFF FT PT	
PROGRAMS:									
Site Development	\$ 480	7		\$ 507	7		\$ 514	7	
Research & Planning	218	2		238	2		237	2	
	\$ 698	9		\$ 745	9		\$ 751	9	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 671			\$ 516			\$ 501		
Self - Generated	27			229			250		
	\$ 698	9		\$ 745	9		\$ 751	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 514,050	\$ 475,189	\$ 495,779	\$ 496,388
LONGEVITY	4,850	4,950	4,650	4,825
SEPERATION PAYMENTS	-	4,440	-	-
BONUS INCENTIVE	5,000	-	-	-
TOTAL	\$ 523,900	\$ 484,579	\$ 500,429	\$ 501,213
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 65,103	\$ 62,325	\$ 74,794	\$ 78,707
DENTAL	5,054	4,868	5,173	5,208
EYE CARE	651	550	572	596
PERS	70,600	67,179	68,210	70,170
FICA-MEDICARE	3,685	3,090	3,276	3,341
WORKERS COMPENSATION	910	1,021	9,957	11,434
LIFE INSURANCE	450	394	397	405
TOTAL	\$ 146,453	\$ 139,426	\$ 162,379	\$ 169,861
TRAINING AND DUES				
TUITION AND REGISTRATION FEES	\$ -	\$ 73	\$ 399	\$ 471
PROFESSIONAL DUES	889	1,147	975	900
TOTAL	\$ 889	\$ 1,220	\$ 1,374	\$ 1,371
CONTRACTUAL SERVICES				
PROFESIONAL SERVICES	\$ -	\$ -	\$ -	\$ 900
MILEAGE (PRIVATE AUTO)	555	235	447	850
PARKING IN CITY FACILITIES	1,821	1,873	1,825	1,525
PROPERTY RENTAL	32,814	43,752	43,752	44,000
PHOTOCOPY MACHINE RENTAL	629	56	-	-
OTHER CONTRACTUAL	-	-	-	1,500
TOTAL	\$ 35,819	\$ 45,916	\$ 46,024	\$ 48,775
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ 900	\$ 699	\$ 1,000
COMPUTER SOFTWARE	50	496	-	-
OTHER SUPPLIES	2,069	1,214	1,799	1,500
JUST IN TIME OFFICE SUPPLIES	1,648	2,159	3,088	2,000
TOTAL	\$ 3,767	\$ 4,770	\$ 5,586	\$ 4,500

RESEARCH, PLANNING AND DEVELOPMENT

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ 55	\$ -	500
CAR WASHES	-	145	-	-
TOTAL	\$ -	\$ 200	\$ -	500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 7,493	\$ 7,463	\$ 9,734	10,212
CHARGES FROM PRINTING	6,607	3,163	4,900	5,002
CHARGES FROM WATER - GIS PROJ	-	2,891	7,985	-
CHARGES FROM MOTOR VEHICLES	8,567	7,963	6,342	9,412
TOTAL	\$ 22,667	\$ 21,480	\$ 28,961	\$ 24,626
TOTAL DIVISION	\$ 733,494	\$ 697,590	\$ 744,753	\$ 750,846

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ 120	\$ -	\$ -	-
EXPENDITURE RECOVERIES	167,163	26,534	228,990	250,000
TOTAL DIVISION	\$ 167,283	\$ 26,534	\$ 228,990	\$ 250,000



RESEARCH, PLANNING AND DEVELOPMENT

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner, Research, Planning & Development	40,315	123,236
1	1	1			
PROFESSIONALS					
3	2	2	Architect, Landscape Senior	10.00 Hr.	27.94 Hr.
0	1	1	Architect, Landscape	10.00 Hr.	26.40 Hr.
1	1	1	Construction Technician	12.02 Hr.	21.33 Hr.
1	1	1	Manager of Research & Planning	22,333	69,154
1	1	1	Manager of Site Development	22,333	69,154
1	1	1	Supervisor, Site Development	20,800	50,299
1	1	1	Survey, Party Chief	20,800	52,562
8	8	8			
9	9	9	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)

	2006			2007			2008		
	COST	ACTUAL STAFF FT	PT	COST	UNAUDITED STAFF FT	PT	COST	BUDGET STAFF FT	PT
PROGRAMS:									
Organized Sports	\$	215	2	\$	222	2	\$	280	2
Summer Program		2,200	258		2,295	258		2,600	275
Summer Lunch		161	7		185	7		195	7
Cultural Arts		425	11		445	11		463	11
Recreation Centers		8,990	122		9,594	124		11,231	164
Golf Course Oper		2,590	12		2,030	13		2,016	13
Camping		313	5		320	5		328	5
	\$	14,894	152	\$	15,091	155	\$	17,113	195
			318			325			479
FUNDING SOURCE:									
General Fund:									
Tax Support	\$	12,088		\$	12,823		\$	14,887	
Self - Generated		38			40			32	
	\$	12,126	140	\$	12,863	142	\$	14,919	182
			270			270			432
Golf Courses	\$	2,590	12	\$	2,030	13	\$	2,016	13
Grants		168	7		193	7		168	7
Special Revenue - Gifts		10			5			10	
	\$	14,894	152	\$	15,091	155	\$	17,113	195
			318			325			479

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 4,773,210	\$ 4,571,834	\$ 4,407,123	\$ 5,583,816
SEASONAL	690,869	970,353	940,121	1,038,800
PART-TIME PERMANENT	163,712	166,242	617,156	720,200
INJURY PAY	1,552	-	-	-
LONGEVITY	53,350	55,325	48,850	47,925
WAGE SETTLEMENTS	118,459	103,704	-	-
SEPARATION PAYMENTS	5,115	32,954	136,834	12,000
BONUS INCENTIVE	77,500	-	-	-
OVERTIME	225,436	140,051	148,705	90,000
TOTAL	\$ 6,109,203	\$ 6,040,464	\$ 6,298,789	\$ 7,492,741
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 902,020	\$ 953,876	\$ 998,763	\$ 1,393,251
DENTAL	62,439	62,044	58,397	80,933
EYE CARE	10,949	10,166	9,606	13,060
PERS	894,632	849,441	852,672	1,047,304
FICA-MEDICARE	66,293	67,223	72,095	92,247
WORKERS COMPENSATION	88,161	156,359	260,993	277,824
LIFE INSURANCE	6,679	6,259	6,030	8,190
UNEMPLOYMENT COMPENSATION	32,580	41,570	17,944	35,000
CLOTHING ALLOWANCE	1,520	1,520	1,520	1,200
CLOTHING MAINTENANCE	600	600	600	600
TOTAL	\$ 2,065,874	\$ 2,149,058	\$ 2,278,620	\$ 2,949,609
TRAINING AND DUES				
TUITION AND REGISTRATION FEES	\$ -	\$ -	\$ 615	\$ 500
TOTAL	\$ -	\$ -	\$ 615	\$ 500
UTILITIES				
GAS	\$ 984,332	\$ 1,105,969	\$ 936,127	\$ 1,233,974
ELECTRICITY - CPP	951,299	1,030,329	995,627	917,903
ELECTRICITY - OTHER	203,894	167,021	170,858	202,332
SECURITY MONITORING SYSTEM	21,909	14,459	11,400	20,000
CONTRACTUAL UTILITIES	104,453	107,889	101,297	110,000
BROKERED GAS SUPPLY	96,578	171,297	98,700	154,919
TOTAL	\$ 2,362,465	\$ 2,596,964	\$ 2,314,009	\$ 2,639,128



DIVISION OF RECREATION

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 26,281	\$ 28,510	\$ 64,905	\$ 22,000
MILEAGE (PRIVATE AUTO)	904	936	1,017	1,000
SECURITY SERVICES	-	34,000	-	-
JANITORIAL SERVICES	495	-	-	-
ADVERTISING AND PUBLIC NOTICE	264	274	-	300
PROGRAM PROMOTION	25	-	-	-
PARKING IN CITY FACILITIES	9,386	12,626	10,645	6,000
PHOTOCOPY MACHINE RENTAL	6,768	889	-	-
EQUIPMENT RENTAL	-	360	390	500
OTHER CONTRACTUAL	631,880	634,264	1,236,056	1,168,511
TOTAL	\$ 676,003	\$ 711,859	\$ 1,313,013	\$ 1,198,311
MATERIALS AND SUPPLIES				
COMPUTER HARDWARE	\$ 4,803	\$ -	\$ 335	\$ -
CHEMICAL	71,000	80,475	96,021	86,000
SALT AND DE-ICER	562	943	595	600
CLOTHING	5,312	2,050	4,611	3,500
HARDWARE AND SMALL TOOLS	243	9,850	1,620	2,500
SMALL EQUIPMENT	7,151	1,355	875	12,000
OFFICE FURNITURE AND EQUIP	8,962	6,440	1,650	-
ELECTRICAL SUPPLIES	770	-	2,592	1,000
HYGIENE AND CLEANING SUPPLIES	3,947	2,278	5,117	5,000
AQUATICS (POOL) SUPPLIES	17,729	19,326	37,977	30,000
PLAYGROUND EQUIPMENT	6,248	13,706	12,460	18,000
LUMBER, GLASS & DRYWALL	2,148	200	-	-
MEDICAL SUPPLIES	3,562	2,554	2,859	2,000
FOOD	27,132	28,355	37,237	30,000
PAPER AND PRINTING SUPPLIES	3,454	499	563	2,000
OTHER SUPPLIES	12,027	2,397	3,507	5,000
ARTS AND CRAFTS SUPPLIES	32,112	51,684	29,581	32,000
SPORTING GOODS SUPPLIES	34,199	47,062	31,195	36,412
JUST IN TIME OFFICE SUPPLIES	15,308	13,147	13,400	15,000
MISC MAINTENANCE SUPPLIES	-	2,952	9,846	8,000
TOTAL	\$ 256,667	\$ 285,272	\$ 292,041	\$ 289,012

DIVISION OF RECREATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 875	\$ -	\$ -	-
MAINTENANCE CONTRACTS	7,995	-	3,859	8,000
MAINTENANCE MACHINERY	-	-	1,118	3,100
MAINTENANCE FIRE APPARATUS	-	8,000	8,000	9,000
CAR WASHES	-	-	500	2,000
MAINTENANCE MISC EQUIP	4,541	1,000	4,010	4,000
MAINTENANCE BUILDING	-	2,117	-	-
TOTAL	\$ 13,411	\$ 11,117	\$ 17,487	\$ 26,100
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 124,818	\$ 108,989	\$ 80,217	\$ 92,285
CHARGES FROM RADIO COMM	788	1,065	2,808	2,899
CHARGES FROM PRINTING	5,950	18,751	28,628	28,008
CHARGES FROM WATER - GIS PROJ	-	2,168	4,756	-
CHARGES FROM STOREROOM	1,970	1,346	1,338	1,576
CHARGES FROM MOTOR VEHICLES	155,157	183,851	215,710	189,040
CHARGES FROM WASTE	10,710	14,661	14,615	10,000
TOTAL	\$ 299,392	\$ 330,831	\$ 348,072	\$ 323,808
TOTAL DIVISION	\$ 11,783,015	\$ 12,125,564	\$ 12,862,646	\$ 14,919,209

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICES	\$ 27,542	\$ 20,619	\$ 18,700	\$ 19,200
MISCELLANEOUS REVENUES	2,750	2,630	1,200	-
EXPENDITURE RECOVERIES	17,858	15,227	19,972	13,000
TOTAL DIVISION	\$ 48,150	\$ 38,476	\$ 39,872	\$ 32,200



DIVISION OF RECREATION

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	0	Administrative Officer	20,800	49,440
1	1	1	Commissioner of Recreation	42,758	137,794
2	2	2	Deputy Commissioner of Recreation	26,274	76,981
4	3	3			
OFFICE & CLERICAL					
0	0	1	Chief Clerk	22,050	44,373
14	10	14	Junior Clerk	10.00 Hr.	12.94 Hr.
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
1	1	1	Senior Personnel Assistant	20,800	46,810
1	1	1	Storekeeper	10.00 Hr.	18.99 Hr.
3	3	3	Secretary	10.00 Hr.	16.18 Hr.
1	0	1	Private Secretary	10.00 Hr.	19.40 Hr.
21	16	22			
PROFESSIONALS					
2	2	2	Deputy Project Director	20,093	58,637
6	7	8	Manager of Recreation	40,000	72,862
22	21	22	Recreation Center Manager	32,500	66,955
4	17	26	Assistant Manager of Recreation	20,093	53,048
34	47	58			
SERVICE & MAINTENANCE					
2	2	2	Mechanical Handyman	14.54 Hr.	17.04 Hr.
1	1	1	Municipal Service Laborer	13.94 Hr.	16.42 Hr.
1	1	1	Ground Maintenance Man	13.94 Hr.	16.42 Hr.
4	4	4			
TECHNICIAN					
27	22	27	Physical Director	10.00 Hr.	18.24 Hr.
7	6	7	Recreation Instructor III	10.00 Hr.	17.53 Hr.
61	44	61	Recreation Instructor II	10.00 Hr.	16.57 Hr.
95	72	95			
158	142	182	TOTAL FULL TIME		
147	117	157	PART TIME		
270	7	275	SEASONAL**		
575	266	614	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 507,991	\$	479,868	\$	499,876	\$	518,894
SEASONAL	239,383		244,889		238,220		227,213
LONGEVITY	6,525		5,650		5,825		5,925
SEPARATION PAYMENTS	-		7,600		-		-
BONUS INCENTIVE	6,500		1,000		-		-
OVERTIME	25,255		26,451		25,272		29,395
TOTAL	\$ 785,654	\$	765,457	\$	769,193	\$	781,427
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 60,728	\$	56,891	\$	74,435	\$	81,174
DENTAL	4,056		3,643		4,307		6,509
EYE CARE	607		582		611		706
PERS	112,204		103,530		104,415		110,210
FICA-MEDICARE	7,873		7,785		7,821		7,720
WORKERS COMPENSATION	9,472		13,985		25,891		30,898
LIFE INSURANCE	559		540		540		585
UNEMPLOYMENT COMPENSATION	28,615		28,027		21,911		32,916
CLOTHING ALLOWANCE	3,800		3,315		3,145		3,420
TOOL INSURANCE	800		800		800		800
CLOTHING MAINTENANCE	2,100		1,600		1,150		1,350
TOTAL	\$ 230,813	\$	220,700	\$	245,026	\$	276,288
TRAINING & PROFESSIONAL DUES							
PROFESSIONAL DUES	\$ 223	\$	-	\$	-	\$	-
TOTAL	\$ 223	\$	-	\$	-	\$	-
UTILITIES							
GAS	\$ 12,612	\$	3,195	\$	(896)	\$	-
ELECTRICITY - OTHER	29,775		29,779		31,111		38,459
SECURITY AND MONITORING	1,888		888		888		2,000
TOTAL	\$ 44,276	\$	33,862	\$	31,103	\$	40,459
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 5,725	\$	5,985	\$	6,030	\$	8,000
BANK SERVICE FEES	7,221		3,715		4,282		4,000
MILEAGE (PRIVATE AUTO)	-		-		-		200
PHOTOCOPY MACHINE RENTAL	547		41		-		-
OTHER CONTRACTUAL	393,250		374,921		370,000		375,000
CREDIT CARD PROCESSING FEES	3,353		11,058		11,733		11,000
TOTAL	\$ 410,095	\$	395,719	\$	392,045	\$	398,200

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
CLOTHING	\$ 2,105	\$ 1,217	\$ 3,728	\$ 3,000
HARDWARE AND SMALL TOOLS	590	998	600	3,000
WELDING SUPPLIES AND EQUIP	500	500	800	500
SEED, FERTILIZER AND HERBICIDE	42,999	77,196	67,993	70,000
SMALL EQUIPMENT	15,856	3,023	5,692	7,000
OFFICE FURNITURE AND EQUIP	2,123	2,082	1,050	-
ELECTRICAL SUPPLIES	782	737	998	1,000
FENCE, POSTS AND BARS	-	-	2,500	1,000
HYGIENE AND CLEANING SUPPLY	14,915	11,288	10,403	11,000
CLAY, SOIL AND TURF	-	1,050	1,644	2,000
PAINTING EQUIPMENT	1,000	1,000	-	1,000
PLUMBING SUPPLIES	9,004	21,558	19,000	15,000
MEDICAL SUPPLIES	600	400	300	200
FOOD	45,801	67,000	55,600	60,000
OTHER SUPPLIES	14,982	19,661	20,538	19,587
SPORTING GOODS SUPPLIES	12,390	11,000	6,500	8,000
JUST IN TIME SUPPLIES	1,190	1,492	1,370	1,500
CEMENT SAND AND GRAVEL	12,165	15,819	12,038	15,000
TOTAL	\$ 177,001	\$ 236,021	\$ 210,754	\$ 218,787
MAINTENANCE				
MAINTENANCE FIRE APPARATUS	\$ 800	\$ 475	\$ 4,800	\$ 1,000
MAINTENANCE MISC EQUIP	65,872	60,000	45,000	60,000
CHARGES FROM MAINT	13,043	15,229	29,921	20,000
TOTAL	\$ 79,715	\$ 75,704	\$ 79,721	\$ 81,000
CLAIMS, REFUNDS AND MISC.				
INDIRECT COST	\$ 82,360	\$ 166,900	\$ 124,630	\$ 124,630
TOTAL	\$ 82,360	\$ 166,900	\$ 124,630	\$ 124,630
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 11,660	\$ 19,329	\$ 22,960	\$ 17,016
CHARGES FROM PRINTING	4,881	2,532	2,227	2,984
CHARGES FROM MOTOR VEHICLES	59,897	68,715	45,685	67,183
CHARGES FROM WASTE	2,782	5,255	6,758	8,000
TOTAL	\$ 79,220	\$ 95,832	\$ 77,630	\$ 95,183

**DIVISION OF RECREATION
GOLF COURSES**

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CAPITAL OUTLAY				
SMALL EQUIPMENT	\$ 8,000	\$ -	\$ -	-
MOTORIZED EQUIPMENT	-	-	100,000	-
TRANSFER TO CAPITAL PROJECTS	-	600,000	-	-
TOTAL	\$ 8,000	\$ 600,000	\$ 100,000	\$ -
TOTAL DIVISION	\$ 1,897,358	\$ 2,590,194	\$ 2,030,102	\$ 2,015,974

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUE	\$ 681	\$ 489	\$ (197)	-
SALES AND CHARGES FOR SERVICE	1,610,995	1,345,436	1,442,746	1,415,000
MISCELLANEOUS REVENUE	622,959	654,875	504,547	450,000
TOTAL DIVISION	\$ 2,234,635	\$ 2,000,800	\$ 1,947,096	\$ 1,865,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
2	2	2	Manager of Parks and Urban Forestry	22,333	69,154
2	2	2			
			SERVICE & MAINTENANCE		
2	2	2	Ground Maintenance Crew Foreman	15.56 Hr.	17.56 Hr.
2	2	2	Greenskeeper	19.01 Hr.	21.01 Hr.
1	1	1	Mechanical Handyman	15.04 Hr.	17.04 Hr.
5	4	4	Ground Maintenance Man	14.52 Hr.	16.52 Hr.
2	2	2	Auto Repair Worker	12.60 Hr.	19.37 Hr.
12	11	11			
14	13	13	TOTAL FULL TIME		
48	14	40	SEASONAL**		
62	27	53	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

** 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**

	2006			2007			2008			
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET		
		STAFF	PT		STAFF	PT		STAFF	PT	
		FT	PT		FT	PT		FT	PT	
PROGRAMS:										
Convention Center										
Commissioner's Office	\$ 1,384	5		\$ 1,282	5		\$ 1,337	5		
Building Maintenance	2,437	14		2,257	11		2,354	11		
Theatrical Events	517	5	14	479	4	12	499	4	18	
Security	321			297			310			
Fiscal	166	4		154	4		160	4		
Convention Events	1,566		48	1,450		20	1,512		57	
Marketing Services	228	3		211	3		220	3		
Parking Operations	316			293			305			
Stadium Fund	9,366			15,589			20,953			
West Side Market										
Fiscal Operations	664	2		688	1		685	2		
Maintenance	450	7	1	466	6	1	464	6	1	
	\$ 17,415	40	63	\$ 23,166	34	33	\$ 28,800	35	76	
FUNDING SOURCE:										
Other Funds*										
Convention Center	\$ 6,935	31	62	\$ 6,423	27	32	\$ 6,698	27	75	
Stadium Fund	9,366			15,589			20,953			
West Side Market	1,114	9	1	1,154	7	1	1,149	8	1	
	\$ 17,415	40	63	\$ 23,166	34	33	\$ 28,800	35	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,359,757	\$ 1,334,889	\$ 1,268,730	\$ 1,180,997
PART TIME PERMANENT	770,694	1,024,998	985,052	850,000
INJURY PAY	-	1,362	-	-
LONGEVITY	17,525	16,525	15,350	14,325
WAGE SETTLEMENTS	-	30,634	-	-
SEPARATION PAYMENTS	28,710	1,820	16,941	-
BONUS INCENTIVE	11,500	1,500	1,000	-
OVERTIME	274,417	448,132	315,558	399,000
TOTAL	\$ 2,462,603	\$ 2,859,862	\$ 2,602,631	\$ 2,444,322
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 221,148	\$ 233,602	\$ 239,591	\$ 233,451
DENTAL	15,972	15,466	14,123	12,848
EYE CARE	1,907	1,667	1,578	1,546
PERS	355,439	421,296	357,738	342,205
FICA-MEDICARE	28,268	34,351	31,095	24,343
WORKERS COMPENSATION	136,644	140,490	96,780	118,885
LIFE INSURANCE	1,504	1,414	1,294	1,215
UNEMPLOYMENT COMPENSATION	31,939	58,286	36,727	54,860
TOOL INSURANCE	450	450	450	2,300
CLOTHING ALLOWANCE	2,700	2,880	3,255	450
CLOTHING MAINTENANCE	3,075	5,050	3,225	2,775
UNION WELFARE PAYMENT	11,180	20,774	16,406	20,000
TOTAL	\$ 810,227	\$ 935,726	\$ 802,262	\$ 814,878
TRAINING AND PROFESSIONAL DUES				
TRAVEL	\$ 1,577	\$ -	\$ -	-
PROFESSIONAL DUES	1,345	1,323	1,043	1,353
TOTAL	\$ 2,922	\$ 1,323	\$ 1,043	\$ 1,353
UTILITIES				
CHILLED WATER	\$ 11,119	\$ 12,342	\$ -	286,061
GAS	21,302	18,207	31,282	28,249
ELECTRICITY - CPP	886,702	964,372	1,008,562	1,034,772
STEAM	696,802	793,091	709,267	813,162
SECURITY AND MONITOR SYSTEM	5,136	5,136	-	-
TOTAL	\$ 1,621,062	\$ 1,793,148	\$ 1,749,111	\$ 2,162,244

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

CONVENTION CENTER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 150	\$ 2,464	\$ 3,583	\$ 1,000
ADVERTISING AND PUBLIC NOTICE	4,741	-	-	-
PARKING IN CITY FACILITIES	196,926	123,567	157,281	250,000
PHOTOCOPY MACHINE RENTAL	1,021	143	-	-
EQUIPMENT RENTAL	-	10,000	5,000	5,000
OTHER CONTRACTUAL	144,677	56,960	168,207	169,124
BANK SERVICE FEES	755	378	973	-
CREDIT CARD PROCESSING FEES	2,837	3,872	4,095	2,500
TOTAL	\$ 351,106	\$ 197,384	\$ 339,139	\$ 427,624
MATERIALS AND SUPPLIES				
CLOTHING	\$ -	\$ 2,429	\$ -	\$ -
HARDWARE AND SMALL TOOLS	1,457	9,563	2,000	2,000
BOILERS, HEATERS AND COOLING	709	2,462	2,090	2,500
MOWER & TRACTOR PARTS	500	-	-	-
SMALL EQUIPMENT	4,911	-	3,442	2,500
OFFICE FURNITURE AND EQUIP	175	-	-	-
ELECTRICAL SUPPLIES	26,188	22,834	19,419	12,000
HYGIENE AND CLEANING SUPPLY	23,803	16,995	21,665	20,000
PAINTING EQUIPMENT AND SUPPLY	1,500	-	500	1,000
PLUMBING SUPPLIES AND EQUIP	8,413	5,000	5,992	6,000
MOTORS AND PUMPS	3,165	8,322	8,999	9,000
HEATING AND AIR FILTERS	3,242	5,500	4,745	5,000
LUMBER, GLASS AND DRYWALL	2,500	-	2,500	2,500
MEDICAL SUPPLIES	500	414	-	1,000
DOORS, SHUTTERS, AND WINDOWS	-	2,414	-	-
OTHER SUPPLIES	2,086	1,745	3,724	3,500
SAFETY EQUIPMENT	-	133	1,213	1,000
BATTERIES	-	-	-	800
JUST IN TIME OFFICE SUPPLIES	2,272	1,301	619	1,500
BUILDING MAINTENANCE SUPP	1,298	1,000	6,849	10,000
MISC MAINTENANCE SUPPLIES	525	3,887	-	-
TOTAL	\$ 83,243	\$ 83,999	\$ 83,757	\$ 80,300
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 477	\$ -	\$ -	\$ -
MAINTENANCE MACHINERY	12,741	11,190	6,887	7,000
MAINTENANCE FIRE APPARATUS	-	2,000	456	2,000
MAINTENANCE VEHICLES	-	2,576	7,000	7,000
MAINTENANCE UTILITY SYSTEMS	2,295	8,309	13,500	12,000
MAINTENANCE MISC EQUIP	22,612	19,032	9,490	12,000
MAINTENANCE BUILDING	11,300	10,235	14,500	15,000
CHARGES FROM MAINTENANCE	3,574	19,543	36,346	15,000
TOTAL	\$ 52,999	\$ 72,885	\$ 88,179	\$ 70,000

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET
CONVENTION CENTER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES, & CLAIMS	\$ -	\$ -	\$ 500	\$ -
INDIRECT COST	269,861	755,683	512,772	512,772
TOTAL	\$ 269,861	\$ 755,683	\$ 513,272	\$ 512,772
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 73,168	\$ 84,015	\$ 61,935	\$ 63,807
CHARGES FROM RADIO SYSTEM	7,878	7,835	8,905	12,019
CHARGES FROM WPC	-	556	-	-
CHARGES FROM WATER - G.I.S.	-	-	1,586	-
CHARGES FROM PRINTING	1,579	4,656	3,859	4,000
CHARGES FROM STOREROOM	798	778	698	748
CHARGES FROM MOTOR VEHICLES	20,952	25,570	26,439	29,209
CHARGES FROM TRAFFIC ENGINEER	-	5,195	-	-
CHARGES FROM WASTE	30,328	73,527	68,920	50,000
CHARGES FROM PARKS MAINT	41,768	32,859	70,746	25,000
TOTAL	\$ 176,470	\$ 234,990	\$ 243,088	\$ 184,783
CAPITAL OUTLAY				
PROFESSIONAL SERVICES	\$ 14,876	\$ -	\$ -	\$ -
TOTAL	\$ 14,876	\$ -	\$ -	\$ -
TOTAL DIVISION	\$ 5,845,368	\$ 6,935,001	\$ 6,422,482	\$ 6,698,276

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LOCAL TAXES	\$ 3,817,544	\$ 4,350,890	\$ 4,421,046	\$ 4,100,000
SALES AND CHARGES FOR SERVICES	2,465,804	2,066,434	1,648,890	2,158,906
MISCELLANEOUS REVENUES	29,505	37,194	43,062	30,000
EXPENDITURE RECOVERIES	419,621	424,198	515,698	430,000
TOTAL DIVISION	\$ 6,732,475	\$ 6,878,717	\$ 6,628,696	\$ 6,718,906



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

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Convention Ctr. & Stadium	45,201	121,975
1	1	1	Deputy Commissioner	26,274	76,981
1	0	0	Building Manager	23,647	72,862
2	2	2	Manager of Convention Sales	23,647	72,862
5	4	4			
OFFICE & CLERICAL					
1	1	1	Budget Analyst	20,092	49,469
2	2	2	Senior Clerk	10.29 Hr.	15.17 Hr.
1	1	1	Secretary	10.00 Hr.	16.18 Hr.
4	4	4			
PROFESSIONALS					
1	1	1	Assistant Manager of Box Office	22,333	61,435
1	1	1			
SERVICE & MAINTENANCE					
1	1	1	Set-up Foreman	15.28 Hr.	17.28 Hr.
2	2	2	Building Station Engineer	10.14 Hr.	18.52 Hr.
1	1	1	Chief Building Station Engineer	12.37 Hr.	19.81 Hr.
1	1	1	Mechanical Handyman	15.04 Hr.	17.04 Hr.
2	1	1	Plumber Welder	36.76 Hr.	45.95 Hr.
2	2	2	Electrical Worker	37.25 Hr.	46.56 Hr.
10	6	6	Custodial Worker	10.00 Hr.	13.95 Hr.
2	2	2	Guard	10.00 Hr.	15.91 Hr.
1	0	0	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
1	1	1	Window Washer	12.54 Hr.	18.92 Hr.
1	1	1	Stage Hand	19.11 Hr.	27.34 Hr.
24	18	18			
34	27	27	TOTAL FULL TIME		
75	32	75	PART TIME		
109	59	102	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

EXPENDITURES

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALARIES AND WAGES								
FULL TIME PERMANENT	\$	366,542	\$	374,105	\$	306,478	\$	313,956
PART TIME PERMANENT		16,495		13,983		20,802		11,997
LONGEVITY		3,950		4,050		4,475		4,350
SEPARATION PAYMENTS		-		1,256		-		-
BONUS INCENTIVE		2,500		2,500		-		-
OVERTIME		32,964		29,314		53,249		39,364
TOTAL	\$	422,451	\$	425,208	\$	385,004	\$	369,667
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	56,294	\$	66,973	\$	58,482	\$	73,975
DENTAL		3,675		4,187		3,891		4,188
VISION		296		499		437		621
PERS		56,117		58,655		53,899		51,753
FICA-MEDICARE		4,932		4,950		4,276		3,609
WORKERS COMPENSATION		10,541		18,095		8,827		10,140
LIFE INSURANCE		398		443		360		360
CLOTHING ALLOWANCE		2,730		2,780		2,480		1,700
TOOL INSURANCE		600		600		600		740
CLOTHING MAINTENANCE		900		1,000		700		950
TOTAL	\$	136,483	\$	158,182	\$	133,952	\$	148,036
TRAINING AND DUES								
PROFESSIONAL DUES	\$	140	\$	140	\$	105	\$	140
TOTAL	\$	140	\$	140	\$	105	\$	140
UTILITIES								
GAS	\$	77,440	\$	83,120	\$	101,366	\$	105,467
ELECTRICITY - CPP		70,436		67,991		64,104		65,000
SECURITY AND MONITOR SYSTEM		1,080		1,100		662		1,100
TOTAL	\$	148,956	\$	152,211	\$	166,132	\$	171,567
CONTRACTUAL SERVICES								
MILEAGE (PRIVATE AUTO)	\$	278	\$	402	\$	296	\$	400
PROFESSIONAL SERVICES		175		1,855		-		-
JANITORIAL SERVICES		144,000		86,600		180,000		180,000
PARKING IN CITY FACILITIES		8		-		-		50
PHOTOCOPY MACHINE RENTAL		179		41		-		-
OTHER CONTRACTUAL		84,000		84,989		102,600		85,000
TOTAL	\$	228,639	\$	173,888	\$	282,896	\$	265,450

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
COMPUTER HARDWARE	\$ 1,148	\$ -	\$ -	-
FIRE/EMS APPARATUS PARTS	1,000	1,000	500	500
WELDING SUPPLIES & EQUIPMENT	-	-	-	1,000
CHEMICAL	1,704	1,854	1,665	2,000
SALT AND DE-ICER	578	1,445	495	3,000
HARDWARE AND SMALL TOOLS	440	-	-	-
BOILERS, HEATERS AND COOLING	9,471	9,136	14,933	8,000
ELECTRICAL SUPPLIES	2,500	2,500	2,500	3,000
SMALL EQUIPMENT	83,300	16,846	180	8,000
HYGIENE AND CLEANING SUPP	8,811	11,570	7,198	10,000
LUMBER, GLASS, & DRYWALL	-	-	-	1,000
DOORS, SHUTTERS AND WINDOWS	5,825	8,896	6,000	7,000
PLUMBING SUPPLIES AND EQUIP	1,568	1,000	1,000	6,000
MOTORS AND PUMPS	436	475	-	500
HEATING AND AIR FILTERS	-	126	-	-
MEDICAL SUPPLIES	355	-	250	500
OTHER SUPPLIES	1,017	1,625	1,427	2,372
JUST IN TIME OFFICE SUPPLIES	712	1,737	1,687	1,314
BUILDING MAINTENANCE SUPP	119	97	97	384
TOTAL	\$ 118,984	\$ 58,304	\$ 37,932	\$ 54,570
MAINTENANCE				
MAINTENANCE MACHINERY	\$ 12,373	\$ 8,074	\$ 5,529	\$ 15,000
MAINTENANCE FIRE APPARATUS	1,500	-	1,100	1,000
MAINTENANCE BUILDING	14,216	18,976	17,350	4,887
CHARGES FROM MAINTENANCE	7,134	7,855	34,618	8,000
TOTAL	\$ 35,223	\$ 34,905	\$ 58,597	\$ 28,887
CLAIMS, REFUNDS AND MISC.				
INDIRECT COST	\$ 38,163	\$ 50,293	\$ 44,228	\$ 44,228
TOTAL	\$ 38,163	\$ 50,293	\$ 44,228	\$ 44,228
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 5,648	\$ 5,340	\$ 11,057	\$ 12,766
CHARGES FROM WATER POLLUTION	-	296	-	500
CHARGES FROM PRINTING	289	1,785	1,058	1,500
CHARGES FROM STOREROOM	-	125	33	53
CHARGES FROM WASTE	36,508	53,779	31,513	50,000
CHARGES FROM COMMUNITY DEV	1,230	-	1,410	1,410
TOTAL	\$ 43,675	\$ 61,325	\$ 45,071	\$ 66,229
TOTAL DIVISION	\$ 1,172,714	\$ 1,114,455	\$ 1,153,917	\$ 1,148,774

DIVISION OF CONVENTION CENTER AND WEST SIDE MARKET

WEST SIDE MARKET

REVENUE

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALES AND CHARGES FOR SERVICES	\$	1,037,210	\$	1,024,497	\$	1,103,453	\$	1,123,154
MISCELLANEOUS REVENUES		20,974		25,374		28,019		15,150
EXPENDITURE RECOVERIES		10,585		10,139		10,759		11,125
TOTAL DIVISION	\$	1,068,770	\$	1,060,011	\$	1,142,231	\$	1,149,429

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
OFFICE & CLERICAL					
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
1	1	1			
PROFESSIONALS					
1	1	1	Manager of Markets	23,647	72,868
1	0	1	Supervisor of Markets	19,427	42,207
2	1	2			
SKILLED CRAFT					
3	2	3	Building Stationary Engineer	10.14 Hr.	18.52 Hr.
1	1	1	Chief Building Stationary Engineer	12.27 Hr.	19.81 Hr.
4	3	4			
SERVICE & MAINTENANCE					
2	2	1	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
2	2	1			
9	7	8	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
10	8	9	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 19,982	\$ 10,500	\$ 21,038	\$ 25,000
INSURANCE AND OFFICIAL BONDS	7,084	111,736	6,273	-
PROPERTY RENTAL	9,108	9,118	9,108	-
OTHER CONTRACTUAL	111,736	-	68,660	125,000
STADIUM PROPERTY TAX	425,034	477,118	448,762	700,000
TOTAL	\$ 572,945	\$ 608,472	\$ 553,841	\$ 850,000
CLAIMS, REFUNDS, MISCELLANEOUS				
CUYAHOGA CTY PAYMENTS	\$ -	\$ -	\$ 2,984,700	\$ -
TOTAL	\$ -	\$ -	\$ 2,984,700	\$ -
CAPITAL OUTLAY				
PROFESSIONAL SERVICES	\$ -	\$ -	\$ 47,421	\$ 275,000
TOTAL	\$ -	\$ -	\$ 47,421	\$ 275,000
DEBT SERVICES				
PRINCIPAL	\$ 2,260,000	\$ 2,275,000	\$ 5,826,448	\$ 10,764,700
INTEREST	6,824,020	6,482,150	6,176,956	9,063,689
TOTAL	\$ 9,084,020	\$ 8,757,150	\$ 12,003,404	\$ 19,828,389
TOTAL DIVISION	\$ 9,656,965	\$ 9,365,622	\$ 15,589,366	\$ 20,953,389

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
INTERGOVERNMENTAL REVENUE	1,242,320	14,465,454	13,780,214	13,750,000
MISCELLANEOUS REVENUE	85,805	476,144	938,867	750,000
TRANSFER-IN	9,425,557	9,147,496	8,515,546	8,066,769
TOTAL DIVISION	\$ 11,003,682	\$ 24,339,095	\$ 23,484,627	\$ 22,816,769

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)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Off-Street Parking	\$ 7,936	19	8	\$ 9,967	20	9	\$ 10,791	20	9
On-Street Parking	1,133	21		1,183	25		1,270	25	
	\$ 9,069	40	8	\$ 11,150	45	9	\$ 12,061	45	9
FUNDING SOURCE:									
Tax Supported	\$ 1,102	21		\$ 1,018	25		\$ 1,242	25	
Self Generated	31			24			24		
Enterprise Fund*	7,936	19	8	10,108	20	9	10,795	20	9
	\$ 9,069	40	8	\$ 11,150	45	9	\$ 12,061	45	9

* 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

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 672,693	\$	609,562	\$	708,258	\$	713,042
PART TIME PERMANENT	101,644		76,515		114,729		75,988
INJURY PAY	232		4,283		-		-
LONGEVITY	9,600		7,350		8,450		8,525
SEPARATION PAYMENTS	20,411		11,319		-		6,804
WAGE SETTLEMENT	77		-		-		-
BONUS INCENTIVE	10,000		-		-		-
OVERTIME	64,382		76,145		76,439		100,068
TOTAL	\$ 879,038	\$	785,174	\$	907,876	\$	904,427
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 103,741	\$	116,065	\$	150,100	\$	162,880
DENTAL	7,039		7,269		9,201		9,056
EYE CARE	1,282		1,149		1,300		1,352
PERS	118,232		102,199		124,557		125,667
POLICE AND FIRE LIABILITY	76		-		-		-
FICA-MEDICARE	7,294		7,804		9,765		7,641
WORKERS COMPENSATION	7,076		7,880		22,750		21,822
LIFE INSURANCE	814		754		862		1,305
UNEMPLOYMENT COMPENSATION	-		-		-		10,972
CLOTHING ALLOWANCE	4,445		4,315		4,695		4,695
CLOTHING MAINTENANCE	600		450		600		600
TOTAL	\$ 250,598	\$	247,886	\$	323,830	\$	345,990
TRAINING AND DUES							
PROFESSIONAL DUES	\$ 695	\$	695	\$	695	\$	1,000
TOTAL	\$ 695	\$	695	\$	695	\$	1,000
UTILITIES							
ELECTRICITY - CPP	\$ 159,616	\$	175,384	\$	150,531	\$	185,000
ELECTRICITY - OTHER	8,577		7,598		8,605		11,139
TOTAL	\$ 168,192	\$	182,982	\$	159,136	\$	196,139

DIVISION OF PARKING FACILITIES
OFF-STREET

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 6,983	\$ 21,528	\$ 1,913,759	\$ 1,921,567
PARKING IN CITY FACILITIES	179	-	110	-
TAXES	168,021	188,611	183,650	190,140
PARKING TAX	338,339	433,559	641,065	671,032
PROPERTY RENTAL	110,563	110,563	110,563	110,563
PHOTOCOPY MACHINE RENTAL	1,324	149	-	-
BANK SERVICE FEES	33,170	44,655	71,765	25,000
STATE AUDITOR EXAMINATION	11,699	10,031	10,477	12,000
OTHER CONTRACTUAL	15,699	10,477	16,371	21,000
CREDIT CARD PROCESSING FEES	1,116	1,691	2,912	8,000
TOTAL	\$ 687,093	\$ 821,264	\$ 2,950,672	\$ 2,959,302
MATERIALS AND SUPPLIES				
CLOTHING	\$ 6,000	\$ 5,000	\$ 10,000	\$ 10,000
HARDWARE AND SMALL TOOLS	4,755	1,092	5,259	5,000
WELDING SUPPLIES AND EQUIP	500	500	500	500
ELECTRICAL SUPPLIES	25,645	28,217	40,330	31,000
HYGIENE AND CLEANING SUPPLIES	2,000	-	-	1,500
MEDICAL SUPPLIES	-	-	-	1,000
OTHER SUPPLIES	29,985	33,313	47,318	36,000
JUST IN TIME OFFICE SUPPLIES	1,323	2,672	2,057	2,600
TOTAL	\$ 70,208	\$ 70,793	\$ 105,464	\$ 87,600
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 2,455	\$ -	\$ 5,000	\$ 3,000
MAINTENANCE CONTRACTS	11,000	14,800	13,000	13,000
MAINTENANCE MACHINERY	6,433	711	12,000	20,000
CAR WASHES	1,000	1,040	1,000	1,000
MAINTENANCE MISC EQUIP	18,000	9,900	12,040	12,000
REPAIR OF OVERHEAD DOORS	-	-	-	1,000
CHARGES FROM MAINTENANCE	14,867	14,121	7,793	18,000
TOTAL	\$ 53,755	\$ 40,572	\$ 50,833	\$ 68,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 27,518	\$ 17,775	\$ 22,607	\$ 14,286
CHARGES FROM WATER - GIS PROJ	-	-	-	-
CHARGES FROM PRINTING	1,404	5,484	5,528	5,702
CHARGES FROM STOREROOM	324	261	74	220
CHARGES FROM MOTOR VEHICLES	14,116	18,785	21,153	22,005
CHARGES FROM WPC	-	1,345	-	-
CHARGES FROM WASTE	775	670	1,277	1,500
CHARGES FROM PARKS MAINT	70,887	71,127	79,957	95,000
TOTAL	\$ 115,023	\$ 115,446	\$ 130,596	\$ 138,713

DIVISION OF PARKING FACILITIES
OFF-STREET

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERFUND SUBSIDIES				
TRANSFER TO OTHER SUBCLASSES	\$ -	\$ 1,704,099	\$ 967,470	\$ -
TOTAL	\$ -	\$ 1,704,099	\$ 967,470	\$ -
DEBT SERVICE				
ENTERPRISE DEBT SERVICE - PRIN	\$ 2,351,667	\$ 2,427,103	\$ 2,446,647	\$ 2,945,000
ENTERPRISE DEBT SERVICE - INT	2,565,916	1,540,405	1,923,947	3,145,150
TOTAL	\$ 4,917,582	\$ 3,967,508	\$ 4,370,594	\$ 6,090,150
TOTAL DIVISION	\$ 7,142,185	\$ 7,936,420	\$ 9,967,166	\$ 10,791,321

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LOCAL TAXES	\$ 338,339	\$ 433,559	\$ 641,065	\$ 671,032
SALES AND CHARGES FOR SERVICES	5,242,799	6,481,032	9,543,464	10,611,632
MISCELLANEOUS REVENUES	607,200	770,006	412,845	25,000
REVENUE TRANSFERS	1,460,223	972,811	1,743,463	-
EXPENDITURE RECOVERIES	500,706	194,687	242,566	318,622
TOTAL DIVISION	\$ 8,149,267	\$ 8,852,095	\$ 12,583,403	\$ 11,626,286



DIVISION OF PARKING FACILITIES

OFF-STREET

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Parking Facilities	40,315	123,236
4	4	4	Parking Coordinator	19.33 Hr.	21.33 Hr.
5	5	5			
			OFFICE & CLERICAL		
2	2	2	Senior Clerk	10.49 Hr.	15.17 Hr.
2	2	2			
			PROFESSIONALS		
2	2	2	Manager of Parking	23,647	70,740
0	1	1	Accountant IV	20,800	55,449
1	0	0	Budget Analyst	20,092	49,469
3	3	3			
			SERVICE & MAINTENANCE		
3	3	3	Parking Meter Collector	10.00 Hr.	14.95 Hr.
7	7	7	Parking Attendant	10.00 Hr.	14.98 Hr.
10	10	10			
20	20	20	TOTAL FULL TIME		
9	9	9	TOTAL PART TIME		
29	29	29	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



**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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 723,201	\$ 685,886	\$ 707,791	\$ 769,575
LONGEVITY	7,975	7,550	6,100	7,775
INJURY PAY	6,676	219	-	-
SEPARATION PAYMENTS	-	1,184	498	-
BONUS INCENTIVE	3,000	9,500	-	-
OVERTIME	27,865	27,551	23,600	-
TOTAL	\$ 768,717	\$ 731,890	\$ 737,989	\$ 777,350
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 170,527	\$ 178,936	\$ 195,778	\$ 220,093
DENTAL	12,267	12,506	12,258	12,792
VISION	1,356	1,275	1,288	1,464
PERS	103,272	102,066	97,312	108,829
FICA-MEDICARE	9,647	9,090	9,125	9,178
WORKERS COMPENSATION	28,359	21,103	37,594	43,606
LIFE INSURANCE	1,121	1,054	1,012	1,125
UNEMPLOYMENT COMPENSATION	-	(232)	-	10,972
CLOTHING ALLOWANCE	6,238	5,800	4,800	5,800
CLOTHING MAINTENANCE	3,456	3,150	2,450	3,150
TOTAL	\$ 336,243	\$ 334,749	\$ 361,617	\$ 417,009
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 14,439	\$ 17,319	\$ 13,617	\$ 23,716
CHARGES FROM WATER - GIS PROJ	-	-	6,342	-
CHARGES FROM MOTOR VEHICLES	44,212	49,262	63,303	51,774
TOTAL	\$ 58,651	\$ 66,581	\$ 83,262	\$ 75,490
TOTAL DIVISION	\$ 1,163,611	\$ 1,133,219	\$ 1,182,868	\$ 1,269,849

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICE	\$ 22,088	\$ 30,000	\$ 24,000	\$ 24,000
EXPENDITURE RECOVERIES	-	506	425	-
TOTAL DIVISION	\$ 22,088	\$ 30,506	\$ 24,425	\$ 24,000



**DIVISION OF PARKING FACILITIES
ON-STREET**

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			PROFESSIONALS		
2	2	2	Supervisor of Parking Enforcement	19,427	37,950
2	2	2			
			PROTECTIVE SERVICE		
18	18	18	Parking Enforcement Officer	10.00 Hr.	14.10 Hr.
18	18	18			
			TECHNICIAN		
1	1	1	Parking Meter Foreman	24,679	38,476
4	4	4	Parking Meter Serviceman	13.62 Hr.	15.73 Hr.
5	5	5			
25	25	25	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)

	2006			2007			2008		
	COST	ACTUAL STAFF	PT	COST	UNAUDITED STAFF	PT	COST	BUDGET STAFF	PT
DIVISIONS:									
City Hall Maintenance	\$ 2,033	15		\$ 1,970	12		\$ 2,133	16	
Building Maintenance	4,660	59		4,527	59		4,880	65	
Facilities Security	100	2	2	97	2	1	115	2	2
H.V.A.C. Maintenance	328	8		319	8		336	9	
Summer Facility Maintenance	504	5		482	5		513	5	
Hough Service Center	80			78			85		
Carr Municipal Center	38			37			45		
Building Rehab Task Force	143			139			159		
East Side Market	77	1		58			42		
Convention Ctr. Maintenance	28			27			35		
205 St. Clair Building	515	4		502	4		520	5	
St. Michael's Property	43			42			5		
	\$ 8,549	94	2	\$ 8,279	90	1	\$ 8,868	102	2
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 6,503			\$ 6,275			\$ 7,092		
Self - Generated	1,926			1,975			1,771		
	\$ 8,429	93	2	\$ 8,250	90	1	\$ 8,863	102	2
East Side Market	\$ 77	1		\$ 9			\$ -		
Special Revenue - St. Michael's	43			20			5		
	\$ 8,549	94	2	\$ 8,279	90	1	\$ 8,868	102	2

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

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALARIES AND WAGES								
FULL TIME WAGES	\$	3,993,480	\$	3,754,401	\$	3,696,879	\$	4,077,559
PART-TIME PERMANENT		46,454		48,003		35,527		50,000
INJURY PAY		-		5,782		9,295		-
LONGEVITY		46,500		43,775		39,625		40,675
SEPARATION PAYMENTS		115,492		40,103		37,492		15,000
BONUS INCENTIVE		31,500		5,000		-		-
OVERTIME		295,912		273,111		310,090		227,880
TOTAL	\$	4,529,338	\$	4,170,175	\$	4,128,908	\$	4,411,114
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	621,551	\$	641,916	\$	667,204	\$	762,668
DENTAL		42,806		42,951		40,592		43,748
VISION		4,843		4,769		4,614		5,565
PERS		598,673		565,451		569,704		615,456
FICA-MEDICARE		44,829		44,514		45,966		50,066
WORKERS COMPENSATION		214,771		238,583		185,649		211,099
LIFE INSURANCE		4,253		4,118		4,087		4,545
UNEMPLOYMENT COMPENSATION		14,029		1,955		2,134		-
CLOTHING ALLOWANCE		9,465		9,740		8,785		6,375
TOOL PURCHASE		2,200		-		-		-
TOOL INSURANCE		-		1,950		1,200		2,650
CLOTHING MAINTENANCE		19,825		9,500		8,975		9,250
TOTAL	\$	1,577,245	\$	1,565,446	\$	1,538,910	\$	1,711,422
TRAINING AND DUES								
TRAVEL	\$	-	\$	68	\$	-	\$	-
TUITION & REGISTRATION FEES		-		1,082		-		1,000
PROFESSIONAL DUES		1,115		555		782		500
TOTAL	\$	1,115	\$	1,705	\$	782	\$	1,500
UTILITIES								
CHILLED WATER	\$	74,413	\$	430,652	\$	-	\$	169,950
GAS		28,004		21,176		18,829		109,438
DATA COMMUNICATION (PHONE)		4,087		-		-		-
SEWER - OTHER		-		-		1,127		-
ELECTRICITY - CPP		514,279		505,103		467,312		594,825
ELECTRICITY - OTHER		224,942		320,492		319,986		266,255
STEAM		618,021		531,224		990,913		708,125
SECURITY & MONITORING SYSTEM		499		-		-		-
WATER		-		489		147		-
BROKERED GAS SUPPLY		9,684		16,276		9,564		19,312
TOTAL	\$	1,473,930	\$	1,825,411	\$	1,807,878	\$	1,867,905



DIVISION OF PROPERTY MANAGEMENT

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 253	\$	-	\$	63	\$	-
SECURITY SERVICES	51,967		57,277		109,470		52,000
ADVERTISING AND PUBLIC NOTICE	250		-		200		-
PARKING IN CITY FACILITIES	5,453		5,151		5,283		5,000
PHOTOCOPY MACHINE RENTAL	299		105		-		-
EQUIPMENT RENTAL	-		5,000		-		-
REFUNDS AND MISCELLANEOUS	150		-		-		-
OTHER CONTRACTUAL	40,767		43,243		28,083		43,000
TOTAL	\$ 99,139	\$	110,777	\$	143,099	\$	100,000
MATERIALS AND SUPPLIES							
CHEMICAL	\$ 5,000	\$	5,000	\$	5,000	\$	5,000
CLOTHING	10,000		5,000		10,000		5,000
HARDWARE AND SMALL TOOLS	8,978		6,865		272		1,000
WELDING SUPPLIES AND EQUIP	4,813		-		-		-
HEATERS AND COOLING EQUIP	7,463		-		-		-
ELECTRICAL SUPPLIES	36,093		52,071		49,120		50,000
HYGIENE AND CLEANING SUPPLY	165,568		193,695		151,613		150,000
AQUATICS (POOL) SUPPLIES	-		-		1,750		6,000
PAINTING EQUIPMENT AND SUPPLY	4,378		-		-		-
DOORS, SHUTTERS AND WINDOWS	14,000		8,000		19,639		15,000
PLUMBING SUPPLIES AND EQUIP	19,104		-		-		-
HEATING AND AIR FILTERS	6,575		2,179		-		5,000
MEDICAL SUPPLIES	500		-		450		1,500
OTHER SUPPLIES	2,726		1,464		173		-
SAFETY EQUIPMENT	3,500		-		2,000		2,000
JUST IN TIME OFFICE SUPPLIES	1,274		1,455		1,243		3,000
BUILDING MAINTENANCE SUPPLY	12,054		9,882		5,811		56,387
TOTAL	\$ 302,028	\$	285,612	\$	247,071	\$	299,887

DIVISION OF PROPERTY MANAGEMENT

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 216	\$ -	\$ -	-
MAINTENANCE CONTRACTS	4,393	8,100	505	6,000
MAINTENANCE MACHINERY	49,680	50,701	106,835	52,000
MAINTENANCE FIRE APPARATUS	4,000	126,268	37,788	120,000
CAR WASHES	-	-	-	500
MAINTENANCE UTILITY SYSTEMS	-	2,555	2,555	10,000
MAINTENANCE BUILDING	11,742	25,568	8,000	20,000
TOTAL	\$ 70,031	\$ 213,192	\$ 155,683	\$ 208,500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 36,698	\$ 38,161	\$ 34,576	\$ 58,217
CHARGES FROM RADIO SYSTEM	7,141	6,057	6,042	8,253
CHARGES FROM WATER - GIS PROJ	-	2,890	6,342	-
CHARGES FROM WATER POLL	-	204	4,388	-
CHARGES FROM PRINTING	2,443	3,382	3,927	3,508
CHARGES FROM STOREROOM	94	180	157	200
CHARGES FROM MOTOR VEHICLES	111,721	146,017	129,596	154,678
CHARGES FROM STR CONST MX	78	1,800	600	-
CHARGES FROM WASTE	60,646	55,792	40,917	35,000
CHARGES FROM COMMUNITY DEV	410	1,872	917	3,000
TOTAL	\$ 219,230	\$ 256,355	\$ 227,462	\$ 262,856
TOTAL DIVISION	\$ 8,272,057	\$ 8,428,671	\$ 8,249,793	\$ 8,863,184

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUES	\$ -	\$ -	\$ 50,000	-
SALES & CHARGES FOR SERVICES	443,287	432,440	434,925	445,000
MISCELLANEOUS REVENUES	1,020	780	5,096	1,000
TRANSFERS IN	253,121	25,290	-	25,000
EXPENDITURE RECOVERIES	1,531,256	1,467,641	1,484,529	1,300,000
TOTAL DIVISION	\$ 2,228,685	\$ 1,926,151	\$ 1,974,550	\$ 1,771,000

DIVISION OF PROPERTY MANAGEMENT

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
5	2	3	Assistant Custodian	20,092	43,908
1	0	1	Custodian of City Hall	26,274	66,076
1	1	1	Commissioner of Property Management	45,201	136,764
1	1	1	Manager of General Maintenance	23,647	70,740
<u>8</u>	<u>4</u>	<u>6</u>			
OFFICE & CLERICAL					
1	1	1	Private Secretary	10.00 Hr.	19.40 Hr.
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
1	1	1	Stock Clerk	10.00 Hr.	16.68 Hr.
<u>3</u>	<u>3</u>	<u>3</u>			
PROFESSIONALS					
1	1	1	Junior Personnel Assistant	20,800	36,737
2	1	2	Manager of Buildings	23,647	72,862
0	1	1	Manager of Enterprise Unit	22,333	74,917
<u>3</u>	<u>3</u>	<u>4</u>			
PROTECTIVE SERVICE					
2	1	2	Guards	10.00 Hr.	15.45 Hr.
<u>2</u>	<u>1</u>	<u>2</u>			
SKILLED CRAFT					
10	8	10	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	1	1	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	6	Plumber	36.76 Hr.	45.95 Hr.
1	1	1	Roofer	31.14 Hr.	38.93 Hr.
5	5	5	Electrical Worker	37.25 Hr.	46.56 Hr.
1	1	1	Sheetmetal Worker	35.31 Hr.	44.14 Hr.
<u>34</u>	<u>31</u>	<u>34</u>			
SERVICE & MAINTENANCE					
36	35	38	Custodial Worker	10.00 Hr.	13.95 Hr.
1	1	1	Mechanical Handyman	14.54 Hr.	17.04 Hr.
10	10	10	Municipal Service Laborer	13.94 Hr.	16.42 Hr.
2	1	2	Custodial Worker Supervisor	20,092	39,437
2	1	2	Window Washer	12.54 Hr.	18.92 Hr.
<u>51</u>	<u>48</u>	<u>53</u>			
<u>101</u>	<u>90</u>	<u>102</u>	TOTAL FULL TIME		
<u>2</u>	<u>1</u>	<u>2</u>	PART TIME - Seasonal		
<u>103</u>	<u>91</u>	<u>104</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

**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

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 44,671	\$	45,624	\$	38,932	\$	-
BONUS INCENTIVE	500		-		-		-
LONGEVITY	300		300		300		-
TOTAL	\$ 45,471	\$	45,924	\$	39,232	\$	-
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 3,119	\$	3,403	\$	3,527	\$	-
DENTAL	215		222		207		-
VISION	49		49		47		-
PERS	6,093		6,234		6,395		-
FICA-MEDICARE	655		662		565		-
WORKERS COMPENSATION	82		95		944		-
LIFE INSURANCE	45		45		41		-
TOTAL	\$ 10,259	\$	10,709	\$	11,726	\$	-
CONTRACTUAL SERVICES							
SECURITY SERVICES	\$ -	\$	-	\$	-	\$	20,000
TOTAL	\$ -	\$	-	\$	-	\$	20,000
MATERIALS AND SUPPLIES							
BUILDING MAINT SUPPLIES	\$ -	\$	-	\$	1,226	\$	-
TOTAL	\$ -	\$	-	\$	1,226	\$	-
MAINTENANCE							
BUILDING MAINTENANCE	\$ -	\$	190	\$	-	\$	1,660
CHARGES FROM MAINTENANCE	19,487		17,110		2,524		16,800
TOTAL	\$ 19,487	\$	17,300	\$	2,524	\$	18,460
INTER-DEPARTMENTAL CHARGES							
CHARGES FROM PRINTING	\$ -	\$	606	\$	-	\$	276
CHARGES FROM PARK MAINT	1,253		2,354		3,721		3,600
TOTAL	\$ 1,253	\$	2,959	\$	3,721	\$	3,876
TOTAL DIVISION	\$ 76,470	\$	76,893	\$	58,429	\$	42,336

**DIVISION OF PROPERTY MANAGEMENT
EAST SIDE MARKET**

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICES	\$ 78,400	\$ 45,733	\$ -	-
MISCELLANEOUS REVENUES	5,236	8,847	8,508	-
TOTAL DIVISION	\$ 83,636	\$ 54,580	\$ 8,508	-

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			PROFESSIONALS		
1	0	0	Manager of Markets	23,647	72,862
1	0	0			
1	0	0	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

** The East Side Market ceased operations in 2007.

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.

BUDGET COMMENT

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)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Horticulture Development	\$ 488	8		\$ 457	8		\$ 474	8	
Urban Forestry Maintenance	2,283	25		2,139	26		2,216	26	
Park Administration	422	5		395	5		410	5	
Snow Bird	932	7		873	7		904	7	
Lot Cleaning	2,585	15		2,422	16		2,509	17	
Equipment Maintenance	574	10		538	10		557	10	
Parks Ground Maintenance	6,302	64		5,903	66		6,116	68	
Cemetery Maintenance	2,097	29	20	1,973	25	20	2,111	26	20
Project Clean Lot Maintenance	890		88	834		88	864		88
	\$ 16,573	163	108	\$ 15,533	163	108	\$ 16,159	167	108
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 13,401			\$ 12,955			\$ 13,580		
Self - Generated	185			605			472		
	\$ 13,586	134		\$ 13,560	138	88	\$ 14,052	141	88
Grants**	\$ 890		88						
Enterprise Fund:*									
Cemeteries	2,097	29	20	1,973	25	20	2,107	26	20
	\$ 16,573	163	108	\$ 15,533	163	108	\$ 16,159	167	108

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

** The employees stay on the grant for 21 weeks.

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 5,275,755	\$ 5,310,215	\$ 5,295,102	\$ 5,512,600
SEASONAL	339,725	398,057	418,994	365,855
PART TIME	116	-	5,477	-
INJURY PAY	27,796	13,142	1,053	-
LONGEVITY	55,900	61,000	59,675	64,075
WAGE SETTLEMENTS	-	76	5,868	-
SEPARATION PAYMENTS	18,874	27,334	1,653	2,000
BONUS INCENTIVE	58,000	24,500	-	-
OVERTIME	189,718	174,413	171,407	170,000
TOTAL	\$ 5,965,883	\$ 6,008,738	\$ 5,959,229	\$ 6,114,530
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 1,030,724	\$ 1,104,065	\$ 1,227,322	\$ 1,291,839
DENTAL	70,938	71,966	72,144	74,318
VISION	7,176	6,975	7,148	7,764
PERS	801,761	813,696	816,896	855,754
FICA-MEDICARE	63,886	65,204	66,604	64,587
WORKERS COMPENSATION	247,808	223,779	276,275	424,476
LIFE INSURANCE	6,296	6,154	6,214	6,345
UNEMPLOYMENT COMPENSATION	2,879	32,395	27,124	10,972
CLOTHING ALLOWANCE	41,590	40,915	40,960	41,370
TOOL INSURANCE	2,800	3,200	2,800	3,200
CLOTHING MAINTENANCE	20,228	20,385	17,725	17,850
TOTAL	\$ 2,296,088	\$ 2,388,734	\$ 2,561,212	\$ 2,798,475
TRAINING AND DUES				
TRAVEL	\$ 19	\$ 119	\$ -	\$ -
TUITION AND REGISTRATION FEES	914	680	265	350
PROFESSIONAL DUES	-	-	-	150
TOTAL	\$ 933	\$ 799	\$ 265	\$ 500
UTILITIES				
GAS	\$ 197,814	\$ 189,130	\$ 159,485	\$ 200,000
ELECTRICITY - CPP	481,556	474,189	514,064	500,408
ELECTRICITY - OTHER	31,507	28,153	32,423	32,000
STEAM	13,403	18,983	16,506	20,000
SECURITY AND MONITORING	4,648	4,492	5,047	5,092
BROKERED GAS SUPPLY	12,111	14,138	9,026	15,000
TOTAL	\$ 741,039	\$ 729,086	\$ 736,551	\$ 772,500



DIVISION OF PARK MAINTENANCE AND PROPERTIES

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	65,000	\$ -
REFEREE SERVICES	-	9,371	1,990	-
WASTE DISPOSAL	2,698	2,181	7,348	2,000
MEDICAL SERVICES	2,049	965	1,365	1,500
ADVERTISING AND PUBLIC NOTICE	-	1,696	-	-
PARKING IN CITY FACILITIES	3,675	3,832	4,756	3,640
PROPERTY RENTAL	43,676	43,676	43,676	43,676
PHOTOCOPY MACHINE RENTAL	3,086	481	-	-
LOCAL MATCH-GRANT PROGRAMS	18,212	-	-	-
OTHER CONTRACTUAL	1,861,003	1,947,533	1,831,980	1,878,979
TOTAL	\$ 1,934,399	\$ 2,009,735	\$ 1,956,115	\$ 1,929,795
MATERIAL AND SUPPLIES				
CHEMICAL	\$ 1,350	\$ 691	-	\$ 1,000
SALT AND DE-ICER	10,267	6,989	5,855	15,000
CLOTHING	4,378	2,546	2,712	3,415
HARDWARE AND SMALL TOOLS	9,831	7,957	20,242	10,000
WELDING SUPPLIES AND EQUIP	2,966	500	-	2,000
SEED, FERTILIZER AND HERBICIDE	22,025	23,198	9,900	20,000
SMALL EQUIPMENT	50,278	40,088	18,397	25,000
OFFICE FURNITURE AND EQUIP	-	13,718	665	-
CEMENT, SAND, AND GRAVEL	-	3,667	-	-
FENCE, POSTS AND BARS	2,000	-	2,000	1,000
HYGIENE AND CLEANING SUPP	6,049	5,090	4,034	5,000
CLAY, SOIL AND TURF	16,575	5,741	15,748	16,520
PLAYGROUND EQUIPMENT	1,418	7,409	10,910	5,000
MEDICAL SUPPLIES	1,166	600	750	1,000
PHOTOGRAPHIC SUPPLIES	495	-	-	-
LUMBER, GLASS, AND DRYWALL	-	-	800	-
BATTERIES	-	-	373	-
OTHER SUPPLIES	22,315	22,088	11,832	14,550
SPORTING GOODS SUPPLIES	4,393	6,024	2,517	5,000
SAFETY EQUIPMENT	6,091	5,847	4,438	6,000
GREENHOUSE MAINT SUPPLIES	45,060	44,114	37,633	45,000
JUST IN TIME OFFICE SUPPLIES	3,291	4,653	3,613	3,000
MISC MAINTENANCE SUPPLIES	16,453	14,470	12,542	13,000
TOTAL	\$ 226,400	\$ 215,391	\$ 164,961	\$ 191,485



DIVISION OF PARK MAINTENANCE AND PROPERTIES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 160	\$ -	\$ -	500
MAINTENANCE CONTRACTS	7,982	8,000	43,001	8,000
MAINTENANCE MACHINERY	3,000	-	-	2,000
MAINTENANCE FIRE APPARATUS	4,052	-	61	2,000
MAINTENANCE BUILDING	-	-	-	500
TOTAL	\$ 15,193	\$ 8,000	\$ 43,062	\$ 13,000
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS AND DAMAGES	\$ 6,106	\$ 1,000	\$ 7,050	5,000
TOTAL	\$ 6,106	\$ 1,000	\$ 7,050	\$ 5,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 60,555	\$ 60,969	\$ 61,991	65,032
CHARGES FROM RADIO SYSTEM	24,546	23,627	21,347	34,690
CHARGES FROM WATER - GIS PROJ	-	2,890	6,342	-
CHARGES FROM PRINTING	11,362	22,804	19,786	19,806
CHARGES FROM STOREROOM	1,720	1,401	926	1,355
CHARGES FROM MOTOR VEHICLES	1,355,084	1,767,911	1,707,699	1,801,764
CHARGES FROM STREETS	-	13,230	-	-
CHARGES FROM DATA PROC	4,200	-	-	-
CHARGES FROM WASTE	313,011	331,308	313,746	300,000
TOTAL	\$ 1,770,478	\$ 2,224,140	\$ 2,131,837	\$ 2,222,647
TOTAL DIVISION	\$ 12,956,519	\$ 13,585,623	\$ 13,560,282	\$ 14,047,932

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUES	\$ -	\$ 1,881	\$ -	-
SALES AND CHARGES FOR SERVICES	118,135	60,582	433,991	312,848
MISCELLANEOUS REVENUES	1,590	6,806	1,625	2,195
EXPENDITURE RECOVERIES	128,035	115,613	169,674	156,850
TOTAL DIVISION	\$ 247,760	\$ 184,882	\$ 605,290	\$ 471,893

DIVISION OF PARK MAINTENANCE AND PROPERTIES

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Administrative Officer	20,800	49,440
2	2	2	Administrative Manager	27,194	83,396
1	1	1	Commissioner of Park Maint. & Properties	42,758	137,794
1	1	1	Deputy Commissioner of Park Maint. & Properties	30,215	96,928
1	1	1	Deputy Project Director	20,093	58,637
3	3	3	Assistant Manager of Parks & Urban Forestry	22.66 Hr.	24.66 Hr.
3	3	3	Manager of Parks & Urban Forestry	22,333	69,154
12	12	12			
OFFICE & CLERICAL					
1	1	1	Budget Analyst	20,800	49,469
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
3	3	3	Senior Clerk	10.29 Hr.	15.17 Hr.
1	0	1	Secretary	10.00 Hr.	16.18 Hr.
1	1	1	Storekeeper	10.00 Hr.	18.99 Hr.
7	6	7			
PROFESSIONALS					
1	1	1	District Forester	31,043	54,446
2	2	2	Field Operations Forester	32,445	56,503
3	3	3			
SKILLED CRAFT					
1	1	1	Auto Repairman Unit Leader	12.88 Hr.	22.53 Hr.
6	6	6	Auto Repair Worker	15.73 Hr.	19.55 Hr.
2	2	2	Horticulturist Maintenance Foreman	20.53 Hr.	22.53 Hr.
1	1	1	Welder	18.36 Hr.	22.58 Hr.
10	10	10			
SERVICE & MAINTENANCE					
14	14	14	Ground Maintenance Foreman	17.38 Hr.	17.56 Hr.
3	3	3	Gardener	15.58 Hr.	18.11 Hr.
6	5	5	Ground Maintenance Worker	13.94 Hr.	16.42 Hr.
15	15	15	Ground Maintenance Truck Driver	12.34 Hr.	17.87 Hr.
50	50	51	Real Estate Maintenance Man	14.75 Hr.	17.25 Hr.
88	87	88			



DIVISION OF PARK MAINTENANCE AND PROPERTIES

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			TECHNICIAN		
1	1	1	Arborist III	20.32 Hr.	22.99 Hr.
9	9	9	Arborist II	18.02 Hr.	20.62 Hr.
11	10	11	Arborist I (Tree Trimmer)	15.58 Hr.	18.11 Hr.
21	20	21			
141	138	141	TOTAL FULL TIME		
270	0	268	SEASONAL **		
411	138	409	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

** Seasonal employees are reflected during their peak periods, May-September, and paid through Contractual Services

DIVISION OF PARK MAINTENANCE AND PROPERTIES

CEMETERIES

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,039,033	\$ 1,011,713	\$ 923,779	\$ 978,061
INJURY PAY	1,148	4,480	-	-
LONGEVITY	9,225	9,500	9,200	9,650
WAGE SETTLEMENTS	-	128	-	-
SEPARATION PAYMENTS	6,281	4,712	1,005	-
BONUS INCENTIVE	14,000	500	-	-
OVERTIME	86,782	58,034	60,587	84,034
TOTAL	\$ 1,156,469	\$ 1,089,067	\$ 994,571	\$ 1,071,745
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 188,739	\$ 204,681	\$ 201,919	\$ 228,277
DENTAL	13,213	13,353	11,869	13,414
EYE CARE	1,561	1,453	1,286	1,492
PERS	157,290	153,277	136,083	150,044
FICA-MEDICARE	12,999	12,220	10,780	13,074
WORKERS COMPENSATION	59,255	43,003	62,457	51,271
LIFE INSURANCE	1,286	1,260	1,099	1,170
UNEMPLOYMENT COMPENSATION	258	-	17,602	-
TOOL INSURANCE	400	400	400	400
CLOTHING ALLOWANCE	8,740	9,645	7,830	8,180
CLOTHING MAINTENANCE	3,450	3,925	3,075	3,425
TOTAL	\$ 447,190	\$ 443,215	\$ 454,400	\$ 470,747
TRAINING AND DUES				
TUITION AND REGISTRATION	\$ -	\$ -	\$ -	\$ 340
TRAVEL	-	-	-	200
PROFESSIONAL DUES	290	-	-	290
TOTAL	\$ 290	\$ -	\$ -	\$ 830
UTILITIES				
SEWER - OTHER	\$ 3,927	\$ 1,250	\$ 6,372	\$ 4,800
GAS	23,866	20,701	27,343	39,700
ELECTRICITY - CPP	37,464	44,353	34,463	44,000
ELECTRICITY - OTHER	8,039	6,983	7,103	8,250
SECURITY AND MONITORING	1,361	3,628	1,968	1,412
TOTAL	\$ 74,658	\$ 76,915	\$ 77,249	\$ 98,162

DIVISION OF PARK MAINTENANCE AND PROPERTIES
CEMETERIES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
EPA EMISSION TESTING	\$ -	\$ -	\$ 667	\$ -
MEDICAL SERVICES	-	1	-	200
PHOTOCOPY MACHINE RENTAL	361	-	-	-
BANK SERVICE FEES	1,739	1,791	3,155	2,800
CREDIT CARD PROCESSING FEES	1,128	1,326	2,092	1,200
OTHER CONTRACTUAL	200,540	212,000	208,320	208,320
TOTAL	\$ 203,768	\$ 215,117	\$ 214,234	\$ 212,520
MATERIAL AND SUPPLIES				
SALT AND DE-ICER	\$ -	\$ -	\$ 501	\$ 600
CLOTHING	282	324	324	700
HARDWARE AND SMALL TOOLS	1,896	1,531	2,064	3,500
SEED, FERTILIZER AND HERBICIDE	6,966	13,774	20,644	10,000
SMALL EQUIPMENT	3,221	7,690	3,960	10,000
OFFICE EQUIPMENT	-	488	-	-
HYGIENE AND CLEANING SUPP	406	2,392	1,150	1,750
CLAY, SOIL AND TURF	5,442	3,052	-	6,000
LUMBER, GLASS AND DRYWALL	9,000	7,500	6,326	7,000
MEDICAL SUPPLIES	288	-	352	300
OTHER SUPPLIES	7,544	5,680	3,828	6,500
SAFETY EQUIPMENT	106	677	458	200
SPORTING GOODS	-	255	-	-
JUST IN TIME OFFICE SUPPLIES	640	327	1,160	1,600
CEMENT, SAND AND GRAVEL	-	1,311	1,461	3,000
MISC MAINTENANCE SUPPLIES	789	237	868	600
TOTAL	\$ 36,580	\$ 45,237	\$ 43,096	\$ 51,750
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ 124	\$ -	\$ 500
MAINTENANCE CONTRACTS	1,423	1,342	891	1,500
MAINTENANCE BUILDING	-	-	80	-
MAINTENANCE MACHINERY	8,000	8,000	4,090	8,000
MAINTENANCE FIRE APPARATUS	-	-	-	700
CHARGES FROM MAINTENANCE	15,545	31,347	27,683	23,500
TOTAL	\$ 24,968	\$ 40,813	\$ 32,744	\$ 34,200
CLAIMS, REFUNDS AND MISC.				
JUDGEMENTS AND DAMAGES	\$ 875	\$ -	\$ 146	\$ 10,000
TOTAL	\$ 875	\$ -	\$ 146	\$ 10,000

DIVISION OF PARK MAINTENANCE AND PROPERTIES
CEMETERIES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 15,311	\$ 22,091	\$ 23,980	\$ 25,157
CHARGES FROM RADIO SYSTEM	772	2,312	575	1,028
CHARGES FROM PRINTING	871	4,054	2,454	2,901
CHARGES FROM STOREROOM	1,504	728	1,063	1,106
CHARGES FROM MOTOR VEHICLES	173,070	138,625	116,142	120,149
CHARGES FROM STREET CONST	720	870	-	-
CHARGES FROM WASTE	10,802	17,856	12,292	10,300
TOTAL	\$ 203,051	\$ 186,536	\$ 156,506	\$ 160,641
TOTAL DIVISION	\$ 2,147,849	\$ 2,096,900	\$ 1,972,946	\$ 2,110,595

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICES	\$ 1,548,446	\$ 1,450,787	\$ 1,400,700	\$ 1,644,100
TRANSFERS IN	375,000	390,000	290,000	215,110
MISCELLANEOUS REVENUES	211,809	248,454	276,415	247,524
EXPENDITURE RECOVERY	776	(106)	(33)	-
TOTAL DIVISION	\$ 2,136,030	\$ 2,089,136	\$ 1,967,082	\$ 2,106,734



DIVISION OF PARK MAINTENANCE AND PROPERTIES
CEMETERIES

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Manager of Parks & Urban Forestry	23,333	69,154
1	1	1			
OFFICE & CLERICAL					
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
2	1	2	Senior Clerk	10.29 Hr.	15.17 Hr.
3	2	3			
SERVICE & MAINTENANCE					
1	1	1	Auto Body Repair Worker	15.73 Hr.	19.55 Hr.
14	14	14	Cemeteries Maintenance Worker I	14.42 Hr.	16.42 Hr.
2	2	2	Cemeteries Maintenance Worker II	22.38 Hr.	24.38 Hr.
3	3	3	Cemetery Foreman	18.31 Hr.	20.31 Hr.
2	2	2	Cemetery Supervisor	21.00 Hr.	23.00 Hr.
22	22	22			
26	25	26	TOTAL FULL TIME		
20	0	20	SEASONAL **		
46	25	46	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

** 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)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
DIVISIONS:									
Director's Office	\$ 483	5		\$ 518	6		\$ 1,312	17	
Administrative Services	2,173	31		2,603	29		2,462	34	
Neighborhood Services	1,668	24		1,612	22		1,654	26	
Neighborhood Development	2,050	23	1	2,021	20	1	988	12	1
	\$ 6,374	83	1	\$ 6,754	77	1	\$ 6,416	89	1
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,985			\$ 2,258			\$ 2,273		
Self - Generated	-			13			-		
	\$ 1,985			\$ 2,271			\$ 2,273		
Community Development Block Grant	\$ 3,430	72	1	\$ 3,503	62	1	\$ 3,311	74	1
State Weatherization Grant	89	2		107	2		107	2	
HOME Grant	780	9		848	13		700	13	
NEF	90			25			25		
	\$ 6,374	83	1	\$ 6,754	77	1	\$ 6,416	89	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
PROGRAMS:									
Parks, Recreation, & Prop-Lot Clean-Up	\$ 700			\$ 890			\$ 890		
Community Relations- Fair Housing	90	1		86	1		86	1	
Health- AIDS Prevention	475	2		475	2		457	2	
Aging- SHAP Program	160	5		260	8		260	8	
Building & Housing- Demolition/Board up	1,975			-			-		
Building & Housing- Code Enforcement	441	32		419	32		419	32	
Consumer Affairs-Anti Predatory Lending	300	1		300	1		288	1	
	\$ 4,141	41		\$ 2,430	44		\$ 2,400	44	

**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)**

	2006		2007			2008		
	COST	ACTUAL	COST	UNAUDITED		COST	BUDGET	
		STAFF		STAFF	PT		STAFF	PT
	FT	PT	FT	PT	FT	PT	PT	
PROGRAMS:								
General Administration	\$ 483		\$ 518		\$ 1,312			
	\$ 483	5	\$ 518	6	\$ 1,312	17		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 170		\$ 202		\$ 414			
Self Generated	-		10		-			
	\$ 170	2	\$ 212		\$ 414			
Community Development Block Grant	\$ 313	3	\$ 306	6	\$ 898	17		
	\$ 483	5	\$ 518	6	\$ 1,312	17		

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

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

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 141,142	\$ 125,210	\$ 167,984	\$ 303,495
LONGEVITY	2,975	2,975	2,750	10,075
BONUS INCENTIVE	3,000	-	-	-
TOTAL	\$ 147,117	\$ 128,185	\$ 170,734	\$ 313,570
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 20,917	\$ 20,927	\$ 12,292	\$ 46,800
DENTAL	1,438	1,396	794	2,250
VISION CARE	117	123	68	251
PERS	20,983	17,561	25,670	43,900
FICA-MEDICARE	1,086	1,219	1,536	4,401
WORKERS COMPENSATION	-	295	976	2,182
LIFE INSURANCE	63	135	81	191
TOTAL	\$ 44,605	\$ 41,656	\$ 41,419	\$ 99,975
TOTAL DIVISION	\$ 191,722	\$ 169,841	\$ 212,153	\$ 413,545

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ -	\$ 10,000	\$ -
TOTAL DIVISION	\$ -	\$ -	\$ 10,000	\$ -

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Assistant Administrator	20,800	59,835
1	1	1	Director of Community Development	50,796	164,919
1	1	1	Community Development Executive Assistant	26,274	83,396
0	1	2	Administrative Manager	27,193	83,396
1	1	1	Secretary to Director	36,590	132,829
4	4	6			
OFFICE & CLERICAL					
1	1	1	Private Secretary to the Director	20,800	44,373
1	1	1			
PROFESSIONALS					
0	0	1	Project Coordinator	27,325	84,261
1	1	5	Project Director	22,333	74,917
0	0	3	Senior Development Officer	12.63 Hr.	32.87 Hr.
0	0	1	Bureau Manager - Housing	26,797	76,663
1	1	10			
6	6	17	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006		2007				2008	
	ACTUAL		UNAUDITED				BUDGET	
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
PROGRAMS:								
Accounting	\$ 333	6	\$ 365	6		\$ 359	6	
Budgeting	113	2	149	2		149	2	
Contr. Monitor Audit & Evaluation	677	9	733	10		645	12	
Management Informaton Services	140	3	224	3		224	3	
General Administration	468	2	531	2		493	2	
Compliance	442	9	601	6		592	9	
	\$ 2,173	31	\$ 2,603	29		\$ 2,462	34	
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 681		\$ 793			\$ 823		
Self-Generated	-		-			-		
	\$ 681		\$ 793			\$ 823		
Community Development Block Grant	\$ 1,277	27	\$ 1,545	25		\$ 1,374	30	
NEF	90		25			25		
HOME	125	4	240	4		240	4	
	\$ 2,173	31	\$ 2,603	29		\$ 2,462	34	

*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

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 489,011	\$	385,521	\$	495,657	\$	510,601
PART-TIME PERMANENT	-		20,063		15,272		-
MILITARY PERMANENT	-		379		-		-
LONGEVITY	15,175		15,100		15,950		16,025
SEPARATION PAYMENT	29,384		-		8,925		-
OVERTIME	-		269		108		-
BONUS INCENTIVE	15,000		-		-		-
TOTAL	\$ 548,570	\$	421,331	\$	535,912	\$	526,626
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 78,060	\$	80,687	\$	65,984	\$	71,145
DENTAL	5,316		5,224		3,991		5,207
VISION CARE	857		830		611		713
PERS	85,074		61,844		49,571		73,728
FICA-MEDICARE	3,214		3,802		4,589		7,404
WORKERS COMPENSATION	-		2,655		2,252		7,638
LIFE INSURANCE	575		585		431		510
UNEMPLOYMENT COMPENSATION	-		-		(67)		-
TOTAL	\$ 173,097	\$	155,626	\$	127,362	\$	166,345
TRAINING AND DUES							
TRAVEL	\$ 133	\$	-	\$	286	\$	700
TUITION AND FEES	955		3,096		480		-
MILEAGE (PRIVATE AUTO) TRNG	84		-		-		-
PROFESSIONAL DUES	2,954		604		1,954		2,000
TOTAL	\$ 4,126	\$	3,700	\$	2,720	\$	2,700
UTILITIES							
ELECTRICITY-CPP	\$ 124	\$	2,420	\$	1,148	\$	5,464
ELECTRICITY-OTHER	-		754		3,000		-
TOTAL	\$ 124	\$	3,174	\$	4,148	\$	5,464
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ -	\$	650	\$	9,600	\$	-
TRAVEL - NON-TRAINING	181		169		416		-
MILEAGE (PRIVATE AUTO)	1,858		2,211		3,269		4,000
ADVERTISING & PUBLIC NOTICE	8,325		12,931		7,584		8,000
PROGRAM PROMOTION	-		-		200		-
PARKING IN CITY FACILITIES	552		1,875		1,339		1,200
PROPERTY RENTAL	-		697		913		1,000
INSURANCE AND OFFICIAL BONDS	100		-		100		100
TAXES	739		-		2,138		-
PHOTOCOPY MACHINE RENTAL	4,222		1,542		-		-
OTHER CONTRACTUAL	5,840		7,926		7,722		10,000
TOTAL	\$ 21,817	\$	28,000	\$	33,280	\$	24,300

DIVISION OF ADMINISTRATIVE SERVICES

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 114	\$ 31	\$ 66	-
POSTAGE	47	38	65	-
COMPUTER SUPPLIES	1,198	-	3,554	3,000
COMPUTER HARDWARE	-	169	-	-
COMPUTER SOFTWARE	-	1,119	339	-
OFFICE FURNITURE & EQUIP	4,478	177	-	-
SMALL EQUIPMENT	-	537	-	-
PHOTOGRAPHIC SUPPLIES	-	-	800	-
OTHER SUPPLIES	1,209	583	313	-
JUST IN TIME OFFICE SUPPLIES	12,355	8,298	10,423	7,500
TOTAL	\$ 19,400	\$ 10,952	\$ 15,560	\$ 10,500
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	-	945	-	-
MAINTENANCE CONTRACTS	6,160	6,520	6,105	1,000
COMPUTER HARDWARE MAINT	798	-	-	-
COMPUTER SOFTWARE MAINT	2,742	3,457	1,898	2,000
CAR WASHES	400	-	400	-
TOTAL	\$ 10,100	\$ 10,922	\$ 8,403	\$ 3,000
CLAIMS, REFUNDS, MISC.				
COURT COSTS	\$ 600	\$ 246	-	-
TOTAL	\$ 600	\$ 246	\$ -	\$ -
INTERDEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 28,874	\$ 12,964	-	54,248
CHARGES FROM PRINTING	9,421	27,722	35,030	20,006
CHARGES FROM STOREROOM	7,935	4,060	11,618	7,924
CHARGES FROM MOTOR VEHICLES	2,270	2,087	16,047	2,159
CHARGES FROM PARK MAINT	-	-	2,433	-
TOTAL	\$ 48,500	\$ 46,834	\$ 65,128	\$ 84,337
TOTAL DIVISION	\$ 826,334	\$ 680,786	\$ 792,513	\$ 823,272

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL	\$ -	\$ -	\$ 250	-
SALES & CHARGES	-	-	25	-
TOTAL DIVISION	\$ -	\$ -	\$ 275	\$ -

DIVISION OF ADMINISTRATIVE SERVICES

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner, Admin. Services	40,314	123,236
1	1	1			
PROFESSIONALS					
2	2	2	Administrative Manager	27,194	83,396
1	1	1	Administrative Officer	20,800	49,440
2	2	2	Analyst, Budget	20,800	49,469
9	7	9	Analyst, Financial	10.00 Hr.	20.28 Hr.
1	1	1	Analyst, Information Control	10.00 Hr.	19.35 Hr.
2	2	2	Analyst, Senior Budget & Management	26,274	73,035
1	1	1	Asst. Personnel Administrator	20,800	52,060
1	1	1	Budget Management Analyst	20,800	52,060
1	1	1	City Planner	30,000	56,651
2	2	2	Director, Deputy Project	20,093	58,637
2	2	2	Director, Project	22,333	74,917
1	0	0	Financial Counselor	10.00 Hr.	21.33 Hr.
3	3	3	Redevelopment Coordinator	10.00 Hr.	25.06 Hr.
1	1	1	Supervisor, Application Development	39,937	81,174
1	1	1	Supervisor of Computer Operations	30,215	83,198
0	1	1	Accountant III	10.00 Hr.	22.48 Hr.
3	0	3	Community Development Planners	10.00 Hr.	26.89 Hr.
33	28	33			
34	29	34	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Rehab. Program Administration	\$ 1,420	21		\$ 1,612	22		\$ 1,654	26	
Community Services	248	3		-			-		
	\$ 1,668	24		\$ 1,612	22		\$ 1,654	26	
FUNDING SOURCE:									
Tax Support	\$ 352			\$ 360			\$ 552		
Community Development Block Grant	667	13		685	15		535	15	
State Weatherization Grant	89	2		107	2		107	2	
HOME Grant	560	9		460	9		460	9	
	\$ 1,668	24		\$ 1,612	26		\$ 1,654	26	

*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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 272,069	\$ 250,613	\$ 264,854	\$ 406,288
MILITARY LEAVE	-	2,754	851	-
LONGEVITY	11,128	9,754	8,872	9,950
SEPARATION PAYMENTS	11,003	23,191	7,823	-
BONUS INCENTIVE	9,500	-	-	-
TOTAL	\$ 303,700	\$ 286,313	\$ 282,400	\$ 416,238
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 41,607	\$ 58,929	\$ 30,001	\$ 62,208
DENTAL	3,443	4,148	1,474	4,339
VISION CARE	652	575	176	595
PERS	31,081	5,540	45,237	58,273
FICA-MEDICARE	2,422	2,317	893	5,891
WORKERS COMPENSATION	-	(6,015)	(1,049)	3,995
LIFE INSURANCE	442	409	142	390
CLOTHING ALLOWANCE	-	-	216	216
AUTO MAINT ALLOWANCE	-	-	600	-
TOTAL	\$ 79,646	\$ 65,903	\$ 77,690	\$ 135,907
TOTAL DIVISION	\$ 383,346	\$ 352,216	\$ 360,090	\$ 552,145

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Neighborhood Services	42,758	118,751
1	0	1	Commissioner, Asst. - Neighborhood Services	26,274	83,396
2	1	2			
			OFFICE & CLERICAL		
1	0	1	Secretary, Private	10.00 Hr.	19.40 Hr.
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
2	1	2			
			PROFESSIONALS		
1	1	1	Administrator, Assistant	20,800	59,835
2	2	2	Coordinator, Project	27,326	84,261
3	3	3	Counselor, Financial	10.00 Hr.	21.33 Hr.
2	2	2	Director, Project	22,333	74,917
4	2	3	Director, Deputy Project	20,093	58,637
1	0	1	Rehabilitation Supervisor, Chief	20,800	56,129
13	10	12			
			TECHNICIAN		
8	9	8	Rehabilitation Inspector	14.60 Hr.	25.04 Hr.
1	1	1	C.D. Code Enf. Insp. Elect.I	14.83 Hr.	22.50 Hr.
1	0	1	C.D. Code Enf. Insp. Heating I	14.08 Hr.	22.50 Hr.
10	10	10			
27	22	26	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Neighborhood Planning	\$ 382	1		\$ -			\$ -		
Real Estate	515	5	1	647	5	1	-		
Commerical Revitalization	253	4		282	4		-		
General Administration	424	5		357	4		-		
Housing Construction	476	8		735	7		-		
	\$ 2,050	23	1	\$ 2,021	20	1	\$ -		
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 782			\$ 903			\$ -		
Self-Generated	-			3			-		
	\$ 782			\$ 906			\$ -		
Community Development Block Grant	\$ 1,138	23	1	\$ 967	18	1	\$ -		
HOME	130			148	2		-		
	\$ 2,050	23	1	\$ 2,021	20	1	\$ -		

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

DIVISION OF NEIGHBORHOOD DEVELOPMENT

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 497,784	\$ 387,658	\$ 483,783	\$ -
PART-TIME PERMANENT	6,323	-	-	-
LONGEVITY	17,150	15,050	13,475	-
SEPARATION PAYMENTS	-	14,253	-	-
OVERTIME	-	16	-	-
BONUS INCENTIVE	15,000	-	-	-
TOTAL	\$ 536,257	\$ 416,978	\$ 497,258	\$ -
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 87,845	\$ 75,249	\$ 97,306	\$ -
DENTAL	6,171	5,224	3,288	-
VISION CARE	911	696	430	-
PERS	61,465	75,942	81,720	-
FICA-MEDICARE	3,819	2,936	2,298	-
WORKERS COMPENSATION	2,752	6,743	3,246	-
LIFE INSURANCE	599	465	295	-
TOTAL	\$ 163,562	\$ 167,256	\$ 188,583	\$ -
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 500	\$ 1,150	\$ 9,222	\$ -
TRAVEL- NON-TRAINING	-	62	-	-
ADVERTISING AND PUBLIC NOTICE	681	556	-	-
APPRAISAL FEES	-	11,950	26,725	-
INSURANCE AND OFFICIAL BONDS	100	-	-	-
PARKING IN CITY FACILITIES	-	-	222	-
TAXES	198,601	183,261	157,473	-
COUNTY AUD & TREAS COLL FEE	21,118	-	-	-
OTHER CONTRACTUAL	-	933	24,317	-
TOTAL	\$ 221,000	\$ 197,912	\$ 217,959	\$ -
INTERDEPARTMENTAL CHARGES				
CHARGES FROM PARK MAINT	\$ -	\$ -	\$ 2,005	\$ -
TOTAL	\$ -	\$ -	\$ 2,005	\$ -
TOTAL DIVISION	\$ 920,819	\$ 782,145	\$ 905,805	\$ -

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ -	\$ 3,001	\$ -
TOTAL DIVISION	\$ -	\$ -	\$ 3,001	\$ -



DIVISION OF NEIGHBORHOOD DEVELOPMENT

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	2	0	Assistant Administrator	20,800	59,835
1	0	0	Commissioner, Asst-Neighborhood Development	26,274	83,396
1	1	0	Commissioner, Neighborhood Development	40,315	113,755
4	3	0			
OFFICE & CLERICAL					
1	1	0	Senior, Clerk	10.29 Hr.	15.17 Hr.
1	1	0			
PROFESSIONALS					
2	2	0	Administrative Officer	20,800	49,440
1	1	0	Analyst, Information Control	10.00 Hr.	19.35 Hr.
1	0	0	Bureau Manager - Housing	26,797	76,663
1	1	0	Construction Technician	12.02 Hr.	21.33 Hr.
1	1	0	Coordinator, Project	27,326	84,261
1	1	0	Coordinator, Redevelopment	10.00 Hr.	25.06 Hr.
4	4	0	Director, Project	22,333	74,917
1	0	0	Deputy Project Director	20,093	58,637
3	3	0	Officer, Senior Development	12.63 Hr.	32.87 Hr.
1	1	0	Administrative Manager	27,194	83,396
2	2	0	Development Officer	10.00 Hr.	25.05 Hr.
1	0	0	Redevelopment Advisor	10.00 Hr.	22.49 Hr.
19	16	0			
24	20	0	TOTAL FULL TIME		
1	1	0	TOTAL PART TIME		
25	21	0	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Neighborhood Planning	\$ -			\$ -			\$ -		
Real Estate	-			-			665	8	1
Commercial Revitalization	-			-			-		
General Administration	-			-			323	4	
Housing Construction	-			-			-		
	\$ -			\$ -			\$ 988	12	1
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ -			\$ -			\$ 484		
Self-Generated	-			-			-		
	\$ -			\$ -			\$ 484		
Community Development Block Grant	\$ -			\$ -			\$ 504	12	1
HOME	-			-			-		
	\$ -			\$ -			\$ 988	12	1

*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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ -	\$ -	\$ -	177,724
PART-TIME PERMANENT	-	-	-	6,516
LONGEVITY	-	-	-	6,400
SEPARATION PAYMENTS	-	-	-	-
OVERTIME	-	-	-	-
BONUS INCENTIVE	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	190,640
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ -	\$ -	\$ -	35,808
DENTAL	-	-	-	-
VISION CARE	-	-	-	-
PERS	-	-	-	26,690
FICA-MEDICARE	-	-	-	2,671
WORKERS COMPENSATION	-	-	-	7,492
LIFE INSURANCE	-	-	-	540
TOTAL	\$ -	\$ -	\$ -	73,201
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	25,000
TRAVEL- NON-TRAINING	-	-	-	-
ADVERTISING AND PUBLIC NOTICE	-	-	-	-
APPRAISAL FEES	-	-	-	35,000
INSURANCE AND OFFICIAL BONDS	-	-	-	-
PARKING IN CITY FACILITIES	-	-	-	-
TAXES	-	-	-	160,000
COUNTY AUD & TREAS COLL FEE	-	-	-	-
OTHER CONTRACTUAL	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	220,000
INTERDEPARTMENTAL CHARGES				
CHARGES FROM PARK MAINT	\$ -	\$ -	\$ -	-
TOTAL	\$ -	\$ -	\$ -	-
TOTAL DIVISION	\$ -	\$ -	\$ -	483,841



DIVISION OF REAL ESTATE

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
0	0	1	Assistant Administrator	20,800	59,835
0	0	1	Commissioner, Asst-Neighborhood Development	26,274	83,396
0	0	1	Commissioner, Neighborhood Development	40,315	113,755
0	0	3			
OFFICE & CLERICAL					
0	0	1	Senior, Clerk	10.29 Hr.	15.17 Hr.
0	0	1			
PROFESSIONALS					
0	0	1	Administrative Officer	20,800	49,440
0	0	1	Analyst, Information Control	10.00 Hr.	19.35 Hr.
0	0	0	Bureau Manager - Housing	26,797	76,663
0	0	1	Construction Technician	12.02 Hr.	21.33 Hr.
0	0	0	Coordinator, Project	27,326	84,261
0	0	1	Coordinator, Redevelopment	10.00 Hr.	25.06 Hr.
0	0	0	Director, Project	22,333	74,917
0	0	0	Deputy Project Director	20,093	58,637
0	0	0	Officer, Senior Development	12.63 Hr.	32.87 Hr.
0	0	1	Administrative Manager	27,194	83,396
0	0	2	Development Officer	10.00 Hr.	25.05 Hr.
0	0	1	Redevelopment Advisor	10.00 Hr.	22.49 Hr.
0	0	8			
0	0	12	TOTAL FULL TIME		
0	0	1	TOTAL PART TIME		
0	0	13	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
PROGRAMS:									
Code Enforcement	\$ 6,937	124		\$ 7,223	111		\$ 7,332	114	
Director's Office	1,969	26		2,144	29		2,418	33	
Construction Permitting	1,500	23		1,540	23		1,595	24	
	\$ 10,406	173		\$ 10,907	163		\$ 11,345	171	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ -			\$ -			\$ 19		
Self Generated*	9,965			10,488			10,907		
	\$ 9,965	164		\$ 10,488	155		\$ 10,926	163	
Community Development Block Grant	\$ 441	9		\$ 419	8		\$ 419	8	
	\$ 10,406	173		\$ 10,907	163		\$ 11,345	171	

*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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
General Fund:									
Self Generated	\$ 1,969	26		\$ 2,144	29		\$ 2,418	33	
	\$ 1,969	26		\$ 2,144	29		\$ 2,418	33	

DEPARTMENT OF BUILDING AND HOUSING

DIRECTOR'S OFFICE

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,260,417	\$ 1,143,688	\$ 1,259,757	\$ 1,471,333
LONGEVITY	12,350	12,050	10,975	12,850
SEPARATION PAYMENTS	20,597	7,888	-	15,000
BONUS INCENTIVE	14,000	-	-	-
OVERTIME	2,635	127	-	-
TOTAL	\$ 1,310,000	\$ 1,163,753	\$ 1,270,732	\$ 1,499,183
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 167,991	\$ 179,774	\$ 194,551	\$ 229,276
DENTAL	12,154	12,368	11,424	12,903
VISION CARE	1,755	1,635	1,574	1,975
PERS	174,261	164,398	172,823	207,786
FICA-MEDICARE	14,363	10,920	12,205	15,873
WORKERS COMPENSATION	2,220	2,813	28,430	37,210
LIFE INSURANCE	1,290	1,181	1,166	1,485
UNEMPLOYMENT COMPENSATION	-	8,096	-	-
TOTAL	\$ 374,035	\$ 381,185	\$ 422,173	\$ 506,508
TRAINING AND DUES				
TRAVEL	\$ -	\$ 1,645	\$ 2,215	\$ 1,700
TUITION & REGISTRATION FEES	120	-	-	260
OTHER TRAINING SUPPLIES	35	111	-	500
MILEAGE (PRIV AUTO) TRNG PRPS	168	-	-	100
PROFESSIONAL DUES	4,234	2,905	3,320	4,000
TOTAL	\$ 4,557	\$ 4,661	\$ 5,535	\$ 6,560
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 58,650	\$ 50,000	\$ 50,000
MILEAGE (PRIV AUTO)	-	-	522	500
MEDICAL SERVICES	42	42	-	-
PARKING IN CITY FACILITIES	3,951	3,205	3,945	4,000
PHOTOCOPY MACHINE RENTAL	5,077	808	-	-
OTHER CONTRACTUAL	3,613	3,980	48,425	79,043
CREDIT CARD PROCEESSING FEES	6,878	13,572	19,380	20,000
TOTAL	\$ 19,561	\$ 80,257	\$ 122,272	\$ 153,543



DEPARTMENT OF BUILDING AND HOUSING

DIRECTOR'S OFFICE

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ 226	\$ 214	\$ 200
COMPUTER SUPPLIES	1,110	150	7,762	200
COMPUTER HARDWARE	-	1,237	4,431	-
SMALL EQUIPMENT	-	1,920	-	-
OFFICE FURNITURE & EQUIPMENT	2,968	1,142	363	-
FOOD	1,404	-	-	-
PHOTOGRAPHIC SUPPLIES	261	40	316	-
OTHER SUPPLIES	796	256	258	-
BATTERIES	-	119	-	-
JUST IN TIME OFFICE SUPPLIES	8,439	10,002	10,245	10,192
TOTAL	\$ 14,978	\$ 15,092	\$ 23,589	\$ 10,592
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 3,178	\$ 990	\$ 2,788	\$ -
MAINTENANCE CONTRACTS	17,480	18,005	7,599	11,463
COMPUTER HARDWARE MAINT	2,950	-	2,950	3,000
COMPUTER SOFTWARE MAINT	26,950	23,627	1,500	4,000
CAR WASHES	500	-	-	-
TOTAL	\$ 51,058	\$ 42,622	\$ 14,837	\$ 18,463
CLAIMS, REFUNDS AND MISC.				
JUDGEMENTS, DAMAGES, & CLAIMS	\$ -	\$ -	\$ 3,500	\$ -
TOTAL	\$ -	\$ -	\$ 3,500	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 179,688	\$ 98,097	\$ 52,373	\$ 54,943
CHARGES FROM RADIO SYSTEM	2,056	1,720	1,714	1,585
CHARGES FROM PRINTING	48,094	66,771	59,771	60,018
CHARGES FROM STOREROOM	62,929	57,905	103,999	72,524
CHARGES FROM MOTOR VEHICLES	31,981	30,286	33,910	34,271
CHARGES FROM WATER- GIS PROJ	-	26,848	29,713	-
TOTAL	\$ 324,748	\$ 281,627	\$ 281,481	\$ 223,341
TOTAL DIVISION	\$ 2,098,936	\$ 1,969,197	\$ 2,144,117	\$ 2,418,190

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 10,837,534	\$ 10,765,932	\$ 10,548,509	\$ 10,857,147
SALES & CHARGES FOR SERVICES	(8,415)	(8,222)	(60,591)	-
MISCELLANEOUS REVENUE	107,654	51,802	40,209	50,000
EXPENDITURE RECOVERIES	789	783	646	-
TOTAL DIVISION	\$ 10,937,563	\$ 10,810,295	\$ 10,528,773	\$ 10,907,147



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

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	2	2	Administrator, Assistant	20,800	59,835
1	1	1	Director, Building & Housing	50,796	164,919
1	1	1	Secretary to the Director	36,590	132,829
1	1	1	Deputy Director, Building & Housing	36,590	128,648
5	5	5			
OFFICE & CLERICAL					
2	2	2	Cashier, Senior	10.00 Hr.	18.48 Hr.
1	1	2	Clerk, Principal	11.93 Hr.	18.38 Hr.
7	7	7	Clerk, Senior	10.29 Hr.	15.17 Hr.
1	1	1	Messenger	10.00 Hr.	13.95 Hr.
1	1	1	Legal Secretary	20,800	42,848
12	12	13			
PROFESSIONALS					
4	4	6	Administrative Officer	20,800	49,440
0	0	1	Analyst, Data Base	30,215	83,198
1	1	1	Analyst, Budget & Management	20,800	52,060
1	1	1	Analyst, Senior Budget & Management	26,274	73,035
4	4	4	Assistant Director of Law I	26,250	74,984
1	1	1	Supervisor Data Process	20,800	56,129
11	11	14			
TECHNICIAN					
1	1	1	Inspector, Housing	14.60 Hr.	18.35 Hr.
1	1	1			
29	29	33	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT	FT	PT		FT	PT		
FUNDING SOURCE:									
General Fund:									
Self Generated*	\$ 6,496	115		\$ 6,804	103		\$ 6,913	106	
	\$ 6,496	115		\$ 6,804	103		\$ 6,913	106	
Community Development Block Grant	\$ 441	9		\$ 419	8		\$ 419	8	
	\$ 6,937	124		\$ 7,223	111		\$ 7,332	114	

DEPARTMENT OF BUILDING AND HOUSING

CODE ENFORCEMENT

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 4,969,687	\$ 4,468,854	\$ 4,521,933	\$ 4,691,898
INJURY PAY	-	-	270	-
LONGEVITY	56,550	56,500	53,025	48,600
SEPARATION PAYMENTS	29,439	48,112	26,767	20,000
BONUS INCENTIVE	64,000	3,900	4,500	-
OVERTIME	8,555	13,870	10,369	8,498
TOTAL	\$ 5,128,232	\$ 4,591,236	\$ 4,616,863	\$ 4,768,996
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 740,304	\$ 851,094	\$ 937,996	\$ 930,765
DENTAL	53,001	56,033	55,860	52,298
VISION CARE	8,479	8,137	8,304	8,051
PERS	674,807	685,257	694,115	664,859
FICA-MEDICARE	54,809	53,581	55,892	54,335
WORKERS COMPENSATION	26,971	38,418	224,959	221,540
LIFE INSURANCE	5,153	5,093	5,104	4,770
UNEMPLOYMENT COMPENSATION	-	-	9,466	-
CLOTHING ALLOWANCE	28,350	4,981	14,000	18,400
CLOTHING MAINTENANCE	1,800	5,400	-	-
AUTOMOBILE MAINT. ALLOWANCE	-	-	5,400	5,400
TOTAL	\$ 1,593,675	\$ 1,707,994	\$ 2,011,096	\$ 1,960,418
TRAINING AND DUES				
TRAVEL	\$ 207	\$ -	\$ -	\$ 483
TUITION & REGISTRATION FEES	530	4,430	2,390	4,540
OTHER TRAINING SUPPLIES	4,026	4,623	2,945	4,347
MILEAGE (PRIV AUTO) TRNG PRPS	150	1,112	971	966
PROFESSIONAL DUES	270	3,567	6,916	3,478
TOTAL	\$ 5,183	\$ 13,732	\$ 13,222	\$ 13,814
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 11,150	\$ 12,070	\$ 3,650	\$ 12,949
COURT REPORTER	-	-	197	-
TRAVEL - NON-TRAINING	4,237	5,982	6,282	4,830
MILEAGE (PRIVATE AUTO)	111,958	107,744	96,307	108,675
MEDICAL SERVICES	288	70	-	-
PARKING IN CITY FACILITIES	17,910	17,857	18,480	14,007
PHOTOCOPY MACHINE RENTAL	6,225	680	-	-
OTHER CONTRACTUAL	4,350	2,850	-	4,500
CREDIT CARD PROCESSING FEES	2,259	-	-	-
TOTAL	\$ 158,377	\$ 147,253	\$ 124,916	\$ 144,961



DEPARTMENT OF BUILDING AND HOUSING
CODE ENFORCEMENT

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
MATERIALS AND SUPPLIES							
OFFICE SUPPLIES	\$ 70	\$	-	\$	154	\$	483
COMPUTER SUPPLIES	150		6,345		7,684		4,830
COMPUTER HARDWARE	1,360		-		600		-
FUEL	10		18		-		-
HARDWARE & SMALL TOOLS	1,677		-		2,726		-
BOILERS, HEATERS & COOL EQUIP.	-		-		3,252		-
OFFICE FURNITURE & EQUIPMENT	5,473		2,224		1,700		-
PHOTOGRAPHIC SUPPLIES	552		7,072		4,487		3,100
OTHER SUPPLIES	79		460		747		966
ANTI-FREEZE	-		7		-		-
BATTERIES	358		-		227		-
JUST IN TIME OFFICE SUPPLIES	24,056		17,923		15,579		14,973
TOTAL	\$ 33,784	\$	34,049	\$	37,157	\$	24,352
MAINTENANCE							
MAINTENANCE OFFICE EQUIP	\$ -	\$	65	\$	-	\$	-
CAR WASHES	-		500		-		500
TOTAL	\$ -	\$	565	\$	-	\$	500
INTER-DEPARTMENTAL CHARGES							
CHARGES FROM PRINTING	\$ -	\$	1,484	\$	291	\$	-
TOTAL	\$ -	\$	1,484	\$	291	\$	-
TOTAL DIVISION	\$ 6,919,250	\$	6,496,313	\$	6,803,545	\$	6,913,041

REVENUE

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
MISCELLANEOUS REVENUES	\$ -	\$	-	\$	1,140	\$	-
EXPENDITURE RECOVERIES	-		-		37		-
TOTAL DIVISION	\$ -	\$	-	\$	1,177	\$	-

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

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Bureau Manager - Building	26,797	76,663
1	1	1	Bureau Manager - Demolition	26,797	76,663
1	1	1	Commissioner, Code Enforcement	42,758	128,648
3	3	3			
OFFICE & CLERICAL					
0	1	0	Clerk, Principal	11.93 Hr.	18.38 Hr.
12	9	11	Clerk, Senior	10.29 Hr.	15.17 Hr.
12	10	11			
PROFESSIONALS					
3	2	1	Administrative Officer	20,800	49,440
3	2	2	Assistant Chief Building Inspector	20,800	54,814
6	6	6	Chief Building Inspector	20,800	59,382
1	1	1	Inspector, Chief Electrical	20,800	56,129
1	1	1	Inspector, Chief Elevator	20,800	56,129
1	1	1	Inspector, Chief Heating	20,800	57,175
1	1	1	Inspector, Chief Housing	20,800	58,092
1	1	1	Inspector, Chief Plumbing	20,800	56,129
1	1	1	Project Director	22,333	74,917
18	16	15			
TECHNICIAN					
5	3	4	C.D. Code Enforce. Inspector III	15.70 Hr.	25.06 Hr.
5	5	3	C.D. Code Enforce. Inspector II	14.89 Hr.	23.77 Hr.
10	9	12	C.D. Code Enforce. Inspector I	14.08 Hr.	22.50 Hr.
0	1	1	C.D. Code Enforce. Inspector Trainee	10.00 Hr.	18.15 Hr.
1	1	2	C.D. Code Enforce. Inspector/Electric I	14.83 Hr.	22.50 Hr.
2	2	2	C.D. Code Enforce. Inspector/Electric II	15.66 Hr.	23.77 Hr.
3	3	3	C.D. Code Enforce. Inspector/Electric III	16.49 Hr.	25.05 Hr.
1	1	1	C.D. Code Enforce. Inspector/Heating I	14.08 Hr.	22.50 Hr.
3	3	3	C.D. Code Enforce. Inspector/Heating II	14.89 Hr.	23.77 Hr.
1	1	1	C.D. Code Enforce. Inspector/Heating III	15.70 Hr.	25.06 Hr.
2	1	1	C.D. Code Enforce. Inspector/Plumbing I	14.83 Hr.	22.50 Hr.
1	1	1	C.D. Code Enforce. Inspector/Plumbing II	15.66 Hr.	23.77 Hr.
1	1	1	C.D. Code Enforce. Inspector/Plumbing III	16.49 Hr.	25.05 Hr.
5	5	5	Inspector, Elevator	14.23 Hr.	22.62 Hr.
44	44	44	Inspector, Housing	14.60 Hr.	18.35 Hr.
1	1	1	Site Inspector	10.00 Hr.	21.33 Hr.
85	82	85			
118	111	114	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF		
	FT	PT	FT	PT	FT	PT		
FUNDING SOURCE:								
General Fund:								
Self Generated*	\$ 1,500	23	\$ 1,540	23	\$ 1,595	24		
	\$ 1,500	23	\$ 1,540	23	\$ 1,595	24		

DEPARTMENT OF BUILDING AND HOUSING
CONSTRUCTION PERMITTING

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,067,775	\$ 1,115,496	\$ 1,115,864	\$ 1,144,463
LONGEVITY	11,125	11,700	11,225	12,275
SEPARATION PAYMENTS	1,038	425	-	3,000
BONUS INCENTIVE	12,500	-	-	-
OVERTIME	6,859	-	-	-
TOTAL	\$ 1,099,298	\$ 1,127,621	\$ 1,127,089	\$ 1,159,738
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 181,107	\$ 178,596	\$ 188,998	\$ 200,712
DENTAL	12,013	11,578	11,061	11,490
VISION CARE	1,665	1,595	1,480	1,487
PERS	152,155	152,614	155,848	161,943
FICA-MEDICARE	8,968	9,116	9,567	10,112
WORKERS COMPENSATION	2,341	2,200	23,171	25,753
LIFE INSURANCE	1,073	1,061	1,013	1,080
TOTAL	\$ 359,321	\$ 356,760	\$ 391,138	\$ 412,577
TRAINING AND DUES				
TUITION & REGISTRATION FEES	\$ -	\$ 250	\$ 970	\$ 200
OTHER TRAINING SUPPLIES	1,600	-	1,762	3,000
MILEAGE (PRIV AUTO)TRNG PRPS	-	117	86	-
PROFESSIONAL DUES	2,141	811	800	800
TOTAL	\$ 3,741	\$ 1,178	\$ 3,618	\$ 4,000
CONTRACTUAL SERVICES				
ADVERTISING AND PUBLIC NOTICE	\$ -	\$ -	\$ 65	\$ -
OTHER CONTRACTUAL	9,145	9,198	11,419	12,500
PHOTOCOPY MACHINE RENTAL	1,755	-	-	-
TOTAL	\$ 10,900	\$ 9,198	\$ 11,484	\$ 12,500
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ 239	\$ 290	\$ 1,000
COMPUTER SUPPLIES	-	242	-	1,000
OFFICE FURNITURE & EQUIPMENT	229	531	-	-
OTHER SUPPLIES	57	-	520	-
JUST IN TIME OFFICE SUPPLIES	4,264	3,903	5,365	4,500
TOTAL	\$ 4,550	\$ 4,915	\$ 6,176	\$ 6,500
TOTAL DIVISION	\$ 1,477,810	\$ 1,499,672	\$ 1,539,504	\$ 1,595,315

**DEPARTMENT OF BUILDING AND HOUSING
CONSTRUCTION PERMITTING**

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
EXPENDITURE RECOVERIES	\$ -	\$ -	19	\$ -
TOTAL DIVISION	\$ -	\$ -	19	\$ -

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Administrator, Assistant	20,800	59,835
1	1	1	Commissioner, Construction Permitting	42,758	128,648
1	1	1	Assistant Commissioner of Construction Permitting	26,274	83,396
<u>3</u>	<u>3</u>	<u>3</u>			
OFFICE & CLERICAL					
1	0	0	Clerk, Principal	11.93 Hr.	18.38 Hr.
5	5	6	Clerk, Senior	10.29 Hr.	15.17 Hr.
1	1	1	Stenographer III	10.00 Hr.	16.86 Hr.
<u>7</u>	<u>6</u>	<u>7</u>			
PROFESSIONALS					
2	2	2	Architect, Chief	23,647	95,000
1	1	1	Civil Engineer, Chief	23,647	78,936
1	1	1	Engineer, Chief Mechanical	23,647	78,936
1	1	1	Engineer, Consulting	36,000	88,643
1	1	1	Engineer, Electrical	10.00 Hr.	27.95 Hr.
3	3	3	Examiner, Plan	10.00 Hr.	24.12 Hr.
4	4	4	Examiner, Plan Asst.	13.42 Hr.	21.33 Hr.
1	1	1	Deputy Project Director	20,093	58,637
<u>14</u>	<u>14</u>	<u>14</u>			
<u>24</u>	<u>23</u>	<u>24</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006 ACTUAL			2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT		COST	STAFF FT PT		COST	STAFF 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	58	1		60	1		61	1	
	\$ 97	1	5	\$ 99	1	5	\$ 100	1	5
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 83	1	5	\$ 82	1	5	\$ 85	1	5
Self-Generated	14			17			15		
	\$ 97	1	5	\$ 99	1	5	\$ 100	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 39,365	\$ 42,169	\$ 42,527	\$ 42,527
BOARD MEMBERS	31,230	34,265	34,995	35,160
LONGEVITY	575	575	575	575
BONUS INCENTIVE	500	-	-	-
TOTAL	\$ 71,670	\$ 77,009	\$ 78,097	\$ 78,262
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 3,355	\$ -	\$ -	-
DENTAL	266	-	-	-
VISION	25	-	-	-
PERS	9,283	10,538	10,084	10,876
FICA-MEDICARE	976	1,117	1,133	1,126
WORKERS COMPENSATION	126	149	1,582	1,784
LIFE INSURANCE	45	45	45	45
TOTAL	\$ 14,077	\$ 11,849	\$ 12,844	\$ 13,831
CONTRACTUAL SERVICES				
COURT REPORTER	\$ 2,696	\$ 3,505	\$ 2,772	\$ 3,600
PARKING IN CITY FACILITIES	653	611	352	800
PHOTOCOPY MACHINE RENTAL	310	41	717	-
TOTAL	\$ 3,659	\$ 4,157	\$ 3,841	\$ 4,400
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	300
JUST IN TIME SUPPLIES	115	200	470	200
TOTAL	\$ 115	\$ 200	\$ 470	\$ 500
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 68	\$ 74	\$ 61	200
MAINTENANCE CONTRACTS	-	-	-	300
TOTAL	\$ 68	\$ 74	\$ 61	\$ 500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 3,649	\$ 1,051	\$ 316	500
CHARGES FROM PRINTING	438	1,963	1,772	1,400
CHARGES FROM STOREROOM	833	1,175	1,105	899
TOTAL	\$ 4,920	\$ 4,189	\$ 3,193	\$ 2,799
TOTAL DIVISION	\$ 94,508	\$ 97,478	\$ 98,506	\$ 100,292



BOARD OF BUILDING STANDARDS AND APPEALS

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 15,040	\$ 13,980	\$ 16,634	\$ 15,000
TOTAL DIVISION	\$ 15,040	\$ 13,980	\$ 16,634	\$ 15,000

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			PROFESSIONALS		
1	1	1	Secretary, Board of Building Standards and Building Appeals	23,647	77,249
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 10, 2007

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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF	STAFF	
		FT PT		FT PT		FT PT	PT	
PROGRAMS:								
Permits & Cases	\$ 41	5	\$ 41	5	\$ 44			5
Appeals Review & Records Maintenance	158	2	156	2	182	3		
	\$ 199	2 5	\$ 197	2 5	\$ 226	3		5
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 174		\$ 174		\$ 201			
Self-Generated	25		23		25			
	\$ 199	2 5	\$ 197	2 5	\$ 226	3		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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT BOARD MEMBERS	\$ 121,245	\$ 94,710	\$ 95,113	\$ 118,746
LONGEVITY	1,525	1,625	1,050	1,150
SEPARATION PAYMENTS	-	6,381	-	-
BONUS INCENTIVE	1,500	-	-	-
TOTAL	\$ 161,429	\$ 144,020	\$ 135,838	\$ 159,571
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 6,838	\$ 10,638	\$ 14,552	\$ 22,951
DENTAL	430	660	851	1,075
VISION	130	110	132	190
PERS	23,492	19,378	18,715	22,340
FICA-MEDICARE	2,332	2,068	1,947	2,297
WORKERS COMPENSATION	290	330	2,959	3,104
LIFE INSURANCE	135	94	90	135
TOTAL	\$ 33,646	\$ 33,277	\$ 39,246	\$ 52,092
TRAINING AND DUES				
TUITION & REGISTRATION FEES	\$ -	\$ 425	\$ 300	\$ 500
TOTAL	\$ -	\$ 425	\$ 300	\$ 500
CONTRACTUAL SERVICES				
COURT REPORTER	\$ 6,431	\$ 4,917	\$ 6,200	\$ 5,700
PARKING IN CITY FACILITIES	2,377	3,018	2,955	2,616
PHOTOCOPY MACHINE RENTAL	549	60	-	-
TOTAL	\$ 9,356	\$ 7,995	\$ 9,155	\$ 8,316
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 165	\$ 18	\$ 99	\$ 500
COMPUTER SUPPLIES	166	-	-	-
JUST IN TIME SUPPLIES	-	369	368	250
TOTAL	\$ 330	\$ 387	\$ 467	\$ 750
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 90	\$ -	\$ -	\$ 25
TOTAL	\$ 90	\$ -	\$ -	\$ 25



BOARD OF ZONING APPEALS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 2,256	\$ 10,183	\$ 61	\$ 200
CHARGES FROM PRINTING	1,345	1,819	1,273	1,891
CHARGES FROM STOREROOM	1,924	1,387	1,617	2,490
CHARGES FROM MOTOR VEHICLES	138	-	-	-
CHARGES FROM WATER- GIS PROJ	-	-	9,429	-
TOTAL	\$ 5,663	\$ 13,389	\$ 12,380	\$ 4,581
TOTAL DIVISION	\$ 210,515	\$ 199,493	\$ 197,386	\$ 225,835

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 40,721	\$ 25,091	\$ 23,365	\$ 25,000
MISCELLANEOUS REVENUES	88	-	-	-
TOTAL DIVISION	\$ 40,809	\$ 25,091	\$ 23,365	\$ 25,000

BOARD OF ZONING APPEALS

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Private Secretary	10.00 Hr.	19.40 Hr.
1	0	1			
OFFICE & CLERICAL					
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
1	1	1			
PROFESSIONALS					
1	1	1	Project Coordinator	27,326	84,261
1	1	1			
3	2	3	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	8	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Survey	\$ 31			\$ 35			\$ 33		
Design Review	91	2		102	2		98	2	
Administration	40		7	45		7	43		7
Landmark Designation	4			5			4		
	\$ 166	2	7	\$ 187	2	7	\$ 178	2	7
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 152			\$ 169			\$ 166		
Self-Generated	14			18			12		
	\$ 166	2	7	\$ 187	2	7	\$ 178	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 87,985	\$ 89,936	\$ 90,698	\$ 90,698
BOARD MEMBERS	33,075	39,829	48,880	46,075
LONGEVITY	1,175	1,175	1,175	1,175
BONUS INCENTIVE	1,000	-	-	-
TOTAL	\$ 123,235	\$ 130,939	\$ 140,753	\$ 137,948
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 6,838	\$ 7,625	\$ 8,645	\$ 8,554
DENTAL	430	444	452	452
VISION	90	98	102	108
PERS	16,563	17,596	19,175	19,313
FICA-MEDICARE	1,021	1,124	1,260	1,216
WORKERS COMPENSATION	201	244	3,389	3,251
LIFE INSURANCE	90	90	90	90
TOTAL	\$ 25,234	\$ 27,222	\$ 33,113	\$ 32,984
TRAVEL AND DUES				
TUITION & REGISTRATION FEES	\$ 115	\$ -	\$ -	\$ -
PROFESSIONAL DUES	-	115	115	300
TOTAL	\$ 115	\$ 115	\$ 115	\$ 300
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 1,000
ADVERTISING AND PUBLIC NOTICE	201	338	205	500
PARKING IN CITY FACILITIES	525	608	642	800
PHOTOCOPY MACHINE RENTAL	254	40	-	-
TOTAL	\$ 981	\$ 985	\$ 848	\$ 2,300
MATERIAL AND SUPPLIES				
JUST IN TIME SUPPLIES	\$ 731	\$ 334	\$ 369	\$ 950
TOTAL	\$ 731	\$ 334	\$ 369	\$ 950
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 1,894	\$ 1,148	\$ -	\$ 1,125
CHARGES FROM PRINTING	385	885	1,290	1,300
CHARGES FROM STOREROOM	433	403	880	579
CHARGES FROM WATER- GIS PROJ	-	4,297	9,429	-
TOTAL	\$ 2,712	\$ 6,733	\$ 11,599	\$ 3,004
TOTAL DIVISION	\$ 153,008	\$ 166,329	\$ 186,796	\$ 177,486



LANDMARKS COMMISSION

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 10,276	\$ 13,977	\$ 18,057	\$ 12,000
TOTAL DIVISION	\$ 10,276	\$ 13,977	\$ 18,057	\$ 12,000

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			PROFESSIONALS		
1	1	1	City Planner	30,000	56,651
1	1	1	City Planner, Chief	30,000	77,249
<u>2</u>	<u>2</u>	<u>2</u>			
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
<u>7</u>	<u>7</u>	<u>7</u>	TOTAL BOARD MEMBERS		
<u>9</u>	<u>9</u>	<u>9</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF		
		FT PT		FT PT		FT PT		
PROGRAMS:								
Information Services	\$ 3		\$ -		\$ -			
	\$ 3		\$ -		\$ -			
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 3		\$ -		\$ -			
	\$ 3		\$ -		\$ -			



FAIR CAMPAIGN FINANCE COMMISSION

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 2,500	\$ -	\$ -
TOTAL DIVISION	\$ -	\$ 2,500	\$ -	\$ -

BOXING AND WRESTLING COMMISSION

EARL JEWELL, 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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Boxing	\$ -			\$ 4		2	\$ 8		3
	<u>\$ -</u>			<u>\$ 4</u>		<u>2</u>	<u>\$ 8</u>		<u>3</u>
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ -			\$ 4		2	\$ 8		3
	<u>\$ -</u>			<u>\$ 4</u>		<u>2</u>	<u>\$ 8</u>		<u>3</u>

BOXING AND WRESTLING COMMISSION

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
BOARD MEMBERS	\$ -	\$ -	3,683	\$ 6,620
TOTAL	\$ -	\$ -	3,683	\$ 6,620
EMPLOYEE BENEFITS				
PERS	\$ -	\$ -	354	\$ 924
FICA-MEDICARE	-	-	54	96
WORKERS COMPENSATION	-	-	-	84
TOTAL	\$ -	\$ -	408	\$ 1,104
TOTAL DIVISION	\$ -	\$ -	4,091	\$ 7,724

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Chairman Boxing & Wrestling Commission	2,400	2,400
2	1	2	Commission Member	2,100	2,100
3	2	3	TOTAL BOARD MEMBERS		
3	2	3	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006		2007			2008		
	COST	ACTUAL	COST	UNAUDITED		COST	BUDGET	
		STAFF		STAFF	PT		STAFF	PT
		FT PT		FT PT		FT PT	PT	
PROGRAMS:								
Administration	\$ 320	4	\$ 665	8	\$ 840	9		
Business Retention & Expansion	298	4	483	5	560	7		
Business Development	302	4	332	4	387	5		
Empowerment Zone	840	12	438	5	480	5		
Youth Opportunity	43	1	-		-			
Railroad Coordination	35	1	-		-			
	\$ 1,838	26	\$ 1,918	22	\$ 2,267	26		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 782	12	\$ 1,292	17	\$ 1,561	21		
Self-Generated	138		188		226			
	\$ 920	12	\$ 1,480	17	\$ 1,787	21		
Grants	\$ 883	13	\$ 438	5	\$ 480	5		
Railroad Agreements Revenue	35	1	-		-			
	\$ 1,838	26	\$ 1,918	22	\$ 2,267	26		

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:	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
General Fund	\$ 182	4		\$ 665	8		\$ 840	9	
	\$ 182	4		\$ 665	8		\$ 840	9	

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:	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
General Fund	\$ 298	4		\$ 483	5		\$ 560	7	
	\$ 298	4		\$ 483	5		\$ 560	7	



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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF		
	FT	PT	FT	PT	FT	PT		
FUNDING SOURCE:								
General Fund	\$ 302	4	\$ 332	4	\$ 387	5		
	\$ 302	4	\$ 332	4	\$ 387	5		

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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF		
	FT	PT	FT	PT	FT	PT		
FUNDING SOURCE:								
Grants	\$ 840	12	\$ 438	5	\$ 480	5		
	\$ 840	12	\$ 438	5	\$ 480	5		

DEPARTMENT OF ECONOMIC DEVELOPMENT

PROGRAM NAME: EMPOWERMENT ZONE -YOUTH OPPORTUNITY GRANT

OBJECTIVES: To implement a program that will increase the school graduation rates and facilitate the placement of Empowerment Zone youths between the ages of 14-21 into entry-level jobs.

ACTIVITIES: A Youth Opportunity Center will be created in the Empowerment Zone to save its at risk in school and out-of-school youth by providing computer, recreation, counseling, job placement and retention assistance and other services in a non school like setting.

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
FUNDING SOURCE:									
Grants	\$ 43	1		\$ -			\$ -		
	\$ 43	1		\$ -			\$ -		



DEPARTMENT OF ECONOMIC DEVELOPMENT

PROGRAM NAME: RAILROAD COORDINATION

OBJECTIVES: To oversee the design, development, construction, and implementation of various mitigation measures for the purpose of safeguarding the people and the neighborhoods of Cleveland from the impacts of the increased freight train traffic by CSX and Norfolk Southern in our community.

ACTIVITIES: Implement a noise mitigation plan that will reduce noise levels in affected areas and protect the citizens of the City of Cleveland.

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

	2006 ACTUAL			2007 UNAUDITED			2008 BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
		FT	PT		FT	PT		FT	PT
FUNDING SOURCE:									
Railroad Agreements Revenue	\$ 35	1		\$ -			\$ -		
	\$ 35	1		\$ -			\$ -		

DEPARTMENT OF ECONOMIC DEVELOPMENT

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 733,573	\$ 668,064	\$ 1,008,596	\$ 1,312,491
LONGEVITY	2,050	3,125	2,750	3,700
SEPARATION PAYMENTS	5,895	14,223	7,362	-
BONUS INCENTIVE	7,000	-	-	-
TOTAL	\$ 748,518	\$ 685,412	\$ 1,018,708	\$ 1,316,191
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 76,255	\$ 70,747	\$ 105,187	\$ 149,251
DENTAL	5,171	4,498	5,977	9,791
VISION CARE	728	610	794	1,102
PERS	95,978	91,896	128,159	184,267
FICA-MEDICARE	10,913	9,622	13,345	19,031
WORKERS COMPENSATION	1,272	1,554	18,084	22,446
LIFE INSURANCE	584	510	611	889
TOTAL	\$ 190,768	\$ 179,436	\$ 272,158	\$ 386,777
CONTRACTUAL SERVICES				
MILEAGE (PRIVATE AUTO)	\$ 1,980	\$ 222	\$ -	\$ -
PARKING IN CITY FACILITIES	6,750	6,634	10,012	7,000
PROPERTY RENTAL	-	-	18,174	44,000
PHOTOCOPY MACHINE RENTAL	2,585	343	-	-
OTHER CONTRACTUAL	-	-	117,000	-
TOTAL	\$ 11,315	\$ 7,198	\$ 145,186	\$ 51,000
MATERIAL AND SUPPLIES				
JUST IN TIME SUPPLIES	\$ 3,664	\$ 3,559	\$ 3,243	\$ -
TOTAL	\$ 3,664	\$ 3,559	\$ 3,243	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 24,743	\$ 21,959	\$ 11,505	\$ 10,885
CHARGES FROM PRINTING	5,296	10,930	9,654	9,003
CHARGES FROM STOREROOM	2,464	2,108	1,898	4,981
CHARGES FROM MOTOR VEHICLES	3,032	2,396	399	7,679
CHARGES FROM WATER- GIS PROJ	-	7,964	17,475	-
TOTAL	\$ 35,535	\$ 45,358	\$ 40,931	\$ 32,548
TOTAL DIVISION	\$ 989,800	\$ 920,963	\$ 1,480,225	\$ 1,786,516



DEPARTMENT OF ECONOMIC DEVELOPMENT

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ -	\$ 37,500	\$ 37,500	\$ -
SALES AND CHARGES FOR SERVICES	-	(537)	-	-
MISCELLANEOUS REVENUES	175	150	-	-
EXPENDITURE RECOVERIES	405	662	816	-
TRANSFER IN	-	100,000	150,000	225,617
TOTAL DIVISION	\$ 580	\$ 137,775	\$ 188,316	\$ 225,617

DEPARTMENT OF ECONOMIC DEVELOPMENT

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director, Economic Development	50,795	164,919
1	1	1	Chief of Regional Development	50,795	164,919
1	1	1	Chief of Personnel Management	30,214	94,105
2	0	1	Secretary to Directors	36,590	132,829
<u>5</u>	<u>3</u>	<u>4</u>			
OFFICE & CLERICAL					
1	1	1	Chief Clerk	22,050	44,373
0	1	1	Paralegal	6.71 Hr.	18.11 Hr.
1	0	0	Secretary	10.00 Hr.	16.18 Hr.
<u>2</u>	<u>2</u>	<u>2</u>			
PROFESSIONALS					
0	0	1	Accountant Supervisor	20,800	55,449
1	1	1	Administrative Manager	27,194	83,396
9	7	10	Coordinator, Project	27,326	84,261
1	1	1	Budget Administrator	30,215	96,928
2	1	0	Auditor	20,093	54,906
2	2	2	Director, Project	22,333	74,917
<u>15</u>	<u>12</u>	<u>15</u>			
<u>22</u>	<u>17</u>	<u>21</u>	TOTAL GENERAL FUND		
<u>5</u>	<u>5</u>	<u>5</u>	TOTAL GRANT POSITIONS		
<u>27</u>	<u>22</u>	<u>26</u>	TOTAL DEPARTMENT		

*Salary Schedule effective December 10, 2007



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, a comprehensive reform legislation that supersedes the Job Training Partnership Act (JTPA). 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-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. As a New Federalism program, 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 the City of Cleveland have been designated as OWA #3. In accordance with an agreement between the Mayor, the Chief and (local) Elected Official in OWA #3, One Stop, WIA Grant Recipient and Administrative Entity.

Mission Statement

The Cleveland Career Centers 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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Administration	\$ 1,218	15	1	\$ 1,502	15		\$ 2,000	18	
Training Services	7,375	50		9,095	43		9,200	53	
PROES Ex-Offenders	951	8		90	4		498	6	
EPA-Brownfield	150			-			-		
Veterans	92			193			302		
	\$ 9,786	73	1	\$ 10,880	62		\$ 12,000	77	
FUNDING SOURCE:									
Workforce Investment Act	\$ 8,424	65	1	\$ 10,219	58		\$ 10,800	71	
PROES Ex-Offender Project	951	8		90	4		498	6	
EPA-Brownfield	150			-			-		
Veterans	92			193			302		
Program Income:									
Memorandum of Understanding-Partners	169			304			300		
Program Income	-			74			100		
	\$ 9,786	73	1	\$ 10,880	62		\$ 12,000	77	



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: TRAINING SERVICES FOR ADULTS, DISLOCATED WORKERS & YOUTH

OBJECTIVES: To design a comprehensive 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 individuals in a One-Stop 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, Critical Thinking, 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

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Administrative Manager	27,194	83,396
1	0	0	Chief Personnel Management	30,214	96,928
2	1	1			
OFFICE & CLERICAL					
1	0	1	Chief Clerk	22,050	44,373
1	1	1	Office Manager	20,800	46,351
4	4	4	Principal Clerk	11.93 Hr.	18.38 Hr.
9	8	9	Senior Clerk	10.29 Hr.	15.17 Hr.
15	13	15			
PROFESSIONALS					
2	2	2	Accountant IV	20,093	55,449
2	2	2	Administrative Officer	20,093	49,440
1	0	2	Assistant Mgr HR Planning	22,333	59,357
1	0	1	Budget and Management Analyst	20,093	52,060
1	0	0	Budget Administrator	30,215	96,928
12	11	13	Caseworker II	10.00 Hr.	18.48 Hr.
4	3	4	Caseworker Supervisor	22,427	42,873
0	1	1	Contract Compliance Officer	20,093	58,637
9	7	9	Deputy Project Director	20,093	58,637
0	1	1	Fiscal Grant Administrator	40,900	80,340
2	2	2	Fiscal Manager	23,647	78,936
1	1	1	HR Contract Administrator	20,231	74,917
1	2	2	HR Contract Specialist	10.00 Hr.	27.94 Hr.
3	3	4	HR On the Job Training Specialist	10.21 Hr.	23.76 Hr.
1	1	1	HR Monitoring & Evaluation Manager	30,215	96,928
1	1	1	HR Planner	10.74 Hr.	29.52 Hr.
4	4	5	HR Prop Mgmt Mgr	26,274	76,981
3	0	0	Job Retraining Assistant	10.00 Hr.	20.28 Hr.
0	0	1	Manager of Marketing	30,214	96,928
1	1	1	Personnel Administrator	26,274	76,981
2	2	2	Personnel Analyst I	21,000	44,100
0	0	1	Project Coordinator	27,325	84,260
4	1	1	Project Director	22,333	74,917
1	0	0	Public Information Officer	10.00 Hr.	21.33 Hr.
0	0	1	Secretary	10.00 Hr.	16.18 Hr.
1	1	1	Senior Programmer Analyst	23,647	64,730
1	1	1	Systems Analyst	20,093	57,680
58	47	60			



DEPARTMENT OF ECONOMIC DEVELOPMENT
DIVISION OF WORKFORCE DEVELOPMENT
COMPARISON OF STAFFING - CONTINUED

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			SERVICE AND MAINTENANCE		
1	1	1	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
1	1	1			
76	62	77	TOTAL FULL TIME		
76	62	77			

* Salary Schedule effective December 10, 2007



OFFICE OF EQUAL OPPORTUNITY

DEBRA LINN TALLEY, DIRECTOR

The Office is responsible for the administration, monitoring and enforcement of the City's Minority and Female-Owned Business Enterprise, 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 MBE/FBE participation on the procurement of City contracts and to evaluate the workforce of all contractors to determine compliance with affirmative action goals. The OEO supports business development for certified MBE/FBEs by providing support and technical assistance.

Mission Statement

To advance the principles of Equal Opportunity and Affirmative Action in the contracting arena by promoting procurement opportunities for minority and female businesses on City contracts and to ensure all contractors are in compliance with Affirmative Action and MBE/FBE goals and Cleveland resident participation requirements.

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

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
PROGRAMS:								
MBE/FBE Program	\$ 359	6	\$ 388	6		\$ 385	6	
Monitoring Unit	273	4	295	6		291	6	
Outreach Program	86	2	93	2		92	2	
	\$ 718	12	\$ 776	14		\$ 768	14	
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 704		\$ 762			\$ 755		
Self-Generated	14		14			13		
	\$ 718	12	\$ 776	14		\$ 768	14	

OFFICE OF EQUAL OPPORTUNITY**PROGRAM NAME: MINORITY AND FEMALE BUSINESS ENTERPRISE**

OBJECTIVES: To maximize minority and female businesses in participation on city contracts.

ACTIVITIES: Certify 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 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 by oversight of requests for 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES				
FULL TIME PERMANENT	\$ 537,814	\$ 505,816	\$ 540,667	\$ 531,091
LONGEVITY	2,625	3,000	2,000	1,950
SEPARATION PAYMENTS	4,546	19,469	6,307	-
BONUS INCENTIVE	6,000	-	-	-
TOTAL	\$ 550,985	\$ 528,284	\$ 548,974	\$ 533,041
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 59,927	\$ 59,230	\$ 57,930	\$ 63,466
DENTAL	4,121	3,809	3,378	3,734
VISION CARE	537	521	581	706
PERS	73,761	70,475	73,782	74,626
POLICE & FIREMANS DIS. & PENSION	(439)	-	-	-
FICA-MEDICARE	5,928	6,165	7,073	7,692
WORKERS COMPENSATION	933	1,111	10,882	12,544
LIFE INSURANCE	619	506	536	630
UNEMPLOYMENT COMPENSATION	646	3,924	7,911	-
TOTAL	\$ 146,033	\$ 145,741	\$ 162,073	\$ 163,398
TRAINING AND DUES				
PROFESSIONAL DUES	\$ 39	\$ -	\$ -	\$ -
TOTAL	\$ 39	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES				
MILEAGE (PRIVATE AUTO)	\$ 61	\$ -	\$ -	\$ 500
PROGRAM PROMOTION	1,850	1,130	-	3,000
PARKING IN CITY FACILITIES	1,734	2,070	2,386	2,300
PHOTOCOPY MACHINE RENTAL	2,644	349	-	-
OTHER CONTRACTUAL	70,013	-	35,061	-
LOCAL MATCH - GRANT PROGRAMS	-	-	-	35,000
TOTAL	\$ 76,302	\$ 3,550	\$ 37,446	\$ 40,800
MATERIAL AND SUPPLIES				
OTHER SUPPLIES	\$ -	\$ -	\$ 32	\$ 1,500
JUST IN TIME OFFICE SUPPLIES	5,465	5,037	3,748	3,500
TOTAL	\$ 5,465	\$ 5,037	\$ 3,780	\$ 5,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 12,091	\$ 14,837	\$ 10,448	\$ 10,961
CHARGES FROM WATER - GIS PROJ.	-	-	929	-
CHARGES FROM PRINTING	5,956	11,512	8,487	8,503
CHARGES FROM STOREROOM	4,349	3,025	1,734	3,044
CHARGES FROM MOTOR VEHICLES	1,531	5,657	2,187	3,206
TOTAL	\$ 23,927	\$ 35,030	\$ 23,785	\$ 25,714
TOTAL DIVISION	\$ 802,751	\$ 717,643	\$ 776,059	\$ 767,953

OFFICE OF EQUAL OPPORTUNITY

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ -	\$ -	\$ 24	\$ -
EXPENDITURE RECOVERIES	13,041	14,088	13,937	13,000
TOTAL DIVISION	\$ 13,041	\$ 14,088	\$ 13,961	\$ 13,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Gen Mgr. of Admin Services	26,273	83,396
1	1	1	Executive Assistant to the Mayor	35,410	138,855
2	2	2			
OFFICE & CLERICAL					
1	1	1	Data Control Clerk	10.00 Hr.	15.54 Hr.
1	1	1	Chief Clerk	22,050	44,373
1	1	1	Private Secretary to the Director	20,800	44,373
3	3	3			
PROFESSIONALS					
1	1	1	Minority Business Development Administrator	27,326	72,324
5	6	6	Assistant Contract Compliance Officer	20,093	53,048
1	1	1	Misdemeanor Investigator	20,800	44,360
2	1	1	Contract Compliance Officer	26,274	66,075
9	9	9			
14	14	14	TOTAL DIVISION		

*Salary Schedule effective December 10, 2007

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.

(000'S OMITTED)

	2006			2007			2008		
	COST	ACTUAL STAFF	PT	COST	UNAUDITED STAFF	PT	COST	BUDGET STAFF	PT
PROGRAMS:									
Administrative Services	\$ 104	3		\$ 102	4		\$ 124	4	
Planning Administration	369	4	6	360	3	6	404	4	7
Zoning Administration	195	2	2	191	2	2	218	2	2
Urban Design	326	3		321	4		352	4	
Citywide Planning	518	8		503	8		560	8	
	\$ 1,512	20	8	\$ 1,477	21	8	\$ 1,658	22	9
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,483	20	8	\$ 1,442	21	8	\$ 1,627	22	9
Self-Generated	29			35			31		
	\$ 1,512	20	8	\$ 1,477	21	8	\$ 1,658	22	9

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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 104	3		\$ 102	4		\$ 124	4	
	\$ 104	3		\$ 102	4		\$ 124	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 369	4	6	\$ 360	3	6	\$ 404	4	7
Self-Generated	29			35			31		
	\$ 398	4	6	\$ 395	3	6	\$ 435	4	7

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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 195	2	2	\$ 191	2	2	\$ 218	2	2
	\$ 195	2	2	\$ 191	2	2	\$ 218	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 326	3		\$ 321	4		\$ 352	4	
	\$ 326	3		\$ 321	4		\$ 352	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

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF	COST	STAFF		
	FT	PT	FT	PT	FT	PT		
	\$ 518	8	\$ 503	8	\$ 560	8		
	\$ 518	8	\$ 503	8	\$ 560	8		

CITY PLANNING COMMISSION

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,018,443	\$ 1,014,872	\$ 971,818	\$ 1,123,277
BOARD MEMBERS	41,280	40,996	44,679	41,280
PART TIME PERMANENT	50,040	52,900	51,439	39,093
LONGEVITY	7,425	8,425	8,650	9,350
SEPARATION PAYMENTS	-	13,907	1,918	-
BONUS INCENTIVE	9,500	-	-	-
TOTAL	\$ 1,126,687	\$ 1,131,100	\$ 1,078,504	\$ 1,213,000
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 81,311	\$ 84,241	\$ 87,497	\$ 119,842
DENTAL	6,372	6,786	6,002	6,903
VISION	1,167	1,139	1,046	1,193
PERS	147,729	154,274	146,317	169,820
FICA-MEDICARE	9,919	10,466	9,714	15,873
WORKERS COMPENSATION	2,191	2,320	27,242	24,643
LIFE INSURANCE	870	934	863	989
UNEMPLOYMENT COMPENSATION	390	71	(17)	-
TOTAL	\$ 249,948	\$ 260,230	\$ 278,664	\$ 339,263
TRAINING AND DUES				
TRAVEL	\$ -	\$ -	\$ 267	\$ -
TUITION & REGISTRATION FEES	-	1,329	740	1,500
TOTAL	\$ -	\$ 1,329	\$ 1,007	\$ 1,500
CONTRACTUAL SERVICES				
ADVERTISING AND PUBLIC NOTICE	\$ -	\$ -	\$ -	\$ 1,500
COURT REPORTER	1,736	640	-	-
PARKING IN CITY FACILITIES	7,305	6,809	6,073	6,500
PHOTOCOPY MACHINE RENTAL	1,043	149	-	-
OTHER CONTRACTUAL	2,735	48,000	43,407	35,000
LOCAL MATCH-GRANT PROGRAM	15,000	-	-	15,000
TOTAL	\$ 27,818	\$ 55,598	\$ 49,480	\$ 58,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 84	\$ -	\$ 28	\$ 100
COMPUTER SUPPLIES	-	1,090	3,702	-
JUST IN TIME OFFICE SUPPLIES	11,779	8,377	7,357	9,000
TOTAL	\$ 11,862	\$ 9,467	\$ 11,087	\$ 9,100
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ 950	\$ -	\$ -	\$ -
TOTAL	\$ 950	\$ -	\$ -	\$ -



CITY PLANNING COMMISSION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 24,839	\$ 27,789	\$ 1,271	\$ 1,333
CHARGES FROM PRINTING	4,505	23,701	30,465	30,009
CHARGES FROM STOREROOM	3,868	1,198	6,241	3,819
CHARGES FROM MOTOR VEHICLES	1,219	1,852	1,623	1,679
CHARGES FROM WATER GIS	-	-	18,858	-
TOTAL	\$ 34,431	\$ 54,539	\$ 58,458	\$ 36,840
TOTAL DIVISION	\$ 1,451,697	\$ 1,512,263	\$ 1,477,200	\$ 1,657,703

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES & PERMITS	\$ 29,376	\$ 29,247	\$ 35,301	\$ 30,000
SALES AND CHARGES	-	-	(345)	-
MISCELLANEOUS REVENUES	235	25	-	300
EXPENDITURE RECOVERIES	37	99	-	200
TOTAL DIVISION	\$ 29,648	\$ 29,371	\$ 34,956	\$ 30,500



CITY PLANNING COMMISSION

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Planning	50,796	164,919
1	1	1	Secretary to the Director	36,590	132,829
1	1	1	Administrator, Assistant	20,800	59,835
3	3	3			
OFFICE & CLERICAL					
1	1	1	Secretary	10.00 Hr.	16.18 Hr.
1	1	1	Secretary, Private	10.00 Hr.	19.40 Hr.
2	2	2			
PROFESSIONALS					
4	1	1	City Planner, Senior Assistant	10.00 Hr.	22.49 Hr.
4	7	7	City Planner	30,000	56,651
5	6	6	City Planner, Chief	30,000	77,249
2	1	1	Administrator, Engineering & Planning	30,215	105,007
2	1	2	Project Director	22,333	74,917
17	16	17			
22	21	22	TOTAL FULL TIME		
1	1	1	Administrative Officer	20,800	49,440
1	1	1	City Planner, Chief	30,000	77,249
6	6	6	Member - City Planning Commission	6,800	6,800
0	0	1	Student Aides	10.00 Hr.	10.00 Hr.
8	8	9	TOTAL PART TIME		
30	29	31	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

FUNDING SOURCE:	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
Self-Generated Revenue*	\$ 449			\$ 415			\$ 454	2	
	\$ 449			\$ 415			\$ 454	2	

* Revenues for Harbors exceed operating costs. The balance of revenue is credited to the General Fund.

DIVISION OF HARBORS

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ -	\$ -	\$ 4,162	\$ 123,992
TOTAL	\$ -	\$ -	\$ 4,162	\$ 123,992
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ -	\$ -	\$ -	\$ 21,990
DENTAL	-	-	-	1,245
VISION	-	-	-	135
PERS	-	-	-	17,359
FICA-MEDICARE	-	-	-	1,798
LIFE INSURANCE	-	-	-	90
TOTAL	\$ -	\$ -	\$ -	\$ 42,617
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	\$ 1,805	\$ 152,100
OTHER CONTRACTUAL	-	-	-	1,748
TOTAL	\$ -	\$ -	\$ 1,805	\$ 153,848
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ 600
COMPUTER HARDWARE	-	-	-	2,600
MISC MAINTENANCE SUPPLIES	-	-	-	4,800
TOTAL	\$ -	\$ -	\$ -	\$ 8,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ -	\$ -	\$ -	\$ 36,468
CHARGES FROM PRINTING	-	-	75	-
TOTAL	\$ -	\$ -	\$ 75	\$ 36,468
TOTAL DIVISION	\$ -	\$ -	\$ 6,042	\$ 364,925

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICE	\$ 485,513	\$ 449,170	\$ 415,254	\$ 453,911
TOTAL DIVISION	\$ 485,513	\$ 449,170	\$ 415,254	\$ 453,911



DIVISION OF HARBORS
COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	1	Harbor Master	27,325	91,283
1	0	1	Senior Clerk	10.29 Hr.	15.00 Hr.
2	0	2	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
DIVISIONS:									
Administration	\$ 684	8		\$ 715	8		\$ 759	8	
Correction	6,693	86		-			-		
Health	11,687	72	3	10,475	72	2	11,879	78	2
Environment	3,645	50		7,053	51		4,677	52	
Air Quality	3,620	43		3,498	35		3,446	44	
	\$ 26,329	259	3	\$ 21,741	166	2	\$ 20,761	182	2
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 10,466			\$ 3,926			\$ 3,937		
Self - Generated	1,794			1,891			1,920		
	\$ 12,260	147	2	\$ 5,817	60	1	\$ 5,857	64	1
Categorical Grants	\$ 11,419	92	1	\$ 13,452	86	1	\$ 12,191	98	1
Community Development Block Grant	1,478	2		1,287	2		1,379	2	
Special Revenue	1,172	18		1,185	18		1,334	18	
	\$ 26,329	259	3	\$ 21,741	166	2	\$ 20,761	182	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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
PROGRAMS:								
Administration	\$ 684	8	\$ 715	8		\$ 759	8	
	\$ 684	8	\$ 715	8		\$ 759	8	
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 658		\$ 684			\$ 729		
Self-Generated	26		31			30		
	\$ 684	8	\$ 715	8		\$ 759	8	

DIVISION OF HEALTH ADMINISTRATION

EXPENDITURES

		2005 Actual		2006 Actual		2007 Unaudited		2008 Budget
SALARIES AND WAGES								
FULL TIME PERMANENT	\$	475,133	\$	474,168	\$	483,733	\$	497,685
LONGEVITY		3,368		3,168		2,968		3,025
SEPARATION PAYMENTS		2,412		1,552		-		-
BONUS INCENTIVE		4,450		-		-		-
OVERTIME		-		72		1,010		-
TOTAL	\$	485,362	\$	478,959	\$	487,711	\$	500,710
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	44,952	\$	55,337	\$	64,399	\$	67,412
DENTAL		3,426		3,978		3,780		3,792
VISION CARE		470		437		432		456
PERS		66,465		64,951		68,236		70,099
FICA-MEDICARE		5,280		5,545		5,818		6,033
WORKERS COMPENSATION		939		938		10,012		11,451
LIFE INSURANCE		400		370		355		356
CLOTHING ALLOWANCE		-		80		80		80
TOTAL	\$	121,932	\$	131,634	\$	153,113	\$	159,679
TRAINING AND DUES								
TRAVEL	\$	2,197	\$	200	\$	1,930	\$	2,000
TUITION AND REGISTRATION FEES		410		330		855		1,000
PROFESSIONAL DUES		4,435		3,884		3,133		3,000
TOTAL	\$	7,042	\$	4,414	\$	5,918	\$	6,000
CONTRACTUAL SERVICES								
MILEAGE (PRIVATE AUTO)	\$	519	\$	497	\$	345	\$	400
SECURITY SERVICES		12,500		12,167		12,500		15,000
PARKING IN CITY FACILITIES		4,770		4,863		4,555		4,500
INSURANCE AND OFFICIAL BONDS		100		100		100		-
PROPERTY RENTAL		37,613		41,258		41,033		66,250
PHOTOCOPY MACHINE RENTAL		666		598		-		-
OTHER CONTRACTUAL		3,504		-		-		-
TOTAL	\$	59,673	\$	59,484	\$	58,532	\$	86,150



DIVISION OF HEALTH ADMINISTRATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 148	\$ 135	\$ -	-
ELECTRICAL SUPPLIES	285	-	-	-
OTHER SUPPLIES	166	315	-	100
JUST IN TIME OFFICE SUPPLIES	5,711	4,418	7,311	4,000
TOTAL	\$ 6,309	\$ 4,867	\$ 7,311	\$ 4,100
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM PRINTING	\$ 2,183	\$ 4,820	\$ 2,366	\$ 2,539
TOTAL	\$ 2,183	\$ 4,820	\$ 2,366	\$ 2,539
TOTAL DIVISION	\$ 682,501	\$ 684,179	\$ 714,951	\$ 759,178

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
EXPENDITURE RECOVERIES	\$ 28,718	\$ 26,207	\$ 31,487	\$ 30,000
TOTAL DIVISION	\$ 28,718	\$ 26,207	\$ 31,487	\$ 30,000

DIVISION OF HEALTH ADMINISTRATION

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Public Health	50,796	164,919
1	1	1	Secretary to the Director	36,590	132,829
<u>2</u>	<u>2</u>	<u>2</u>			
OFFICE & CLERICAL					
1	1	1	Clerk, Stock	10.00 Hr.	16.68 Hr.
1	1	1	Personnel Administrator	26,274	76,981
<u>2</u>	<u>2</u>	<u>2</u>			
PROFESSIONALS					
1	1	1	Chief Systems Analyst	27,326	91,283
1	1	1	Chief, Computer Operations	23,647	78,936
0	1	1	Sr. Programmer Analyst	23,647	64,730
1	0	0	Systems Analyst	20,800	57,680
1	1	1	Project Director	22,333	74,917
<u>4</u>	<u>4</u>	<u>4</u>			
<u>8</u>	<u>8</u>	<u>8</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



HOUSE OF CORRECTIONS

ROBERT TASKEY, 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.

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
	FT	PT	FT	PT	FT	PT	FT	PT	
PROGRAMS:									
Custodial Care	\$ 6,356	84		\$ -			\$ -		
Rehabilitation	337	2		-			-		
	\$ 6,693	86		\$ -			\$ -		
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 6,679			\$ -			\$ -		
Self - Generated	1			-			-		
	\$ 6,680	86		\$ -			\$ -		
Special Revenue	\$ 13			\$ -			\$ -		
	\$ 6,693	86		\$ -			\$ -		

HOUSE OF CORRECTIONS

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 2,807,989	\$ 2,636,886	\$ -	\$ -
PART TIME PERMANENT	-	2,735	-	-
INJURY PAY	2,483	27,563	-	-
LONGEVITY	26,825	27,350	-	-
WAGE SETTLEMENTS	680	495	-	-
SEPARATION PAYMENTS	10,877	47,544	-	-
BONUS INCENTIVE	41,500	500	-	-
OVERTIME	704,795	1,081,662	-	-
TOTAL	\$ 3,595,148	\$ 3,824,734	\$ -	\$ -
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 641,849	\$ 609,780	\$ -	\$ -
DENTAL	42,668	40,193	-	-
VISION CARE	4,506	4,130	-	-
PERS	474,258	506,453	-	-
FICA-MEDICARE	41,522	45,333	-	-
WORKERS COMPENSATION	170,361	227,125	-	-
LIFE INSURANCE	3,818	3,443	-	-
UNEMPLOYMENT COMPENSATION	1,460	6,267	-	-
CLOTHING ALLOWANCE	24,973	25,980	-	-
CLOTHING MAINTENANCE	18,977	29,800	-	-
FIREARM ALLOWANCE	-	2,750	-	-
TOTAL	\$ 1,424,393	\$ 1,501,253	\$ -	\$ -
TRAINING AND DUES				
TUITION AND REGISTRATION FEES	\$ 840	\$ -	\$ -	\$ -
PROFESSIONAL DUES	4,230	2,763	-	-
TOTAL	\$ 5,070	\$ 2,763	\$ -	\$ -
UTILITIES				
GAS	\$ 71,942	\$ 84,113	\$ -	\$ -
ELECTRICITY - OTHER	104,409	108,165	-	-
TOTAL	\$ 176,351	\$ 192,278	\$ -	\$ -
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 200,000	\$ 160,180	\$ -	\$ -
BANK SERVICE FEES	1,228	1,228	-	-
MEDICAL SERVICES	210,681	157,603	-	-
PARKING IN CITY FACILITIES	1,482	1,608	-	-
PROPERTY RENTAL	63,620	58,893	-	-
PHOTOCOPY MACHINE RENTAL	1,387	305	-	-
OTHER CONTRACTUAL	28,005	-	-	-
TOTAL	\$ 506,404	\$ 379,818	\$ -	\$ -



HOUSE OF CORRECTIONS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 2,001	\$ 1,104	\$ -	\$ -
COMPUTER SUPPLIES	1,354	-	-	-
CLOTHING	15,507	51,005	-	-
SMALL EQUIPMENT	3,621	980	-	-
OFFICE FURNITURE AND EQUIP	5,367	3,327	-	-
ELECTRICAL SUPPLIES	1,310	2,299	-	-
HYGIENE AND CLEANING SUPP	51,133	50,715	-	-
PAINTING EQUIPMENT AND SUPP	996	797	-	-
MEDICAL SUPPLIES	6,879	14,653	-	-
FOOD	415,621	355,114	-	-
PHOTOGRAPHIC SUPPLIES	5,000	12,375	-	-
OTHER SUPPLIES	21,554	12,627	-	-
PHARMACEUTICAL SUPPLIES	121,543	86,425	-	-
JUST IN TIME OFFICE SUPPLIES	7,118	10,717	-	-
BUILDING MAINT SUPPLIES	1,768	15,850	-	-
MISC MAINTENANCE SUPPLIES	1,542	1,735	-	-
TOTAL	\$ 662,315	\$ 619,722	\$ -	\$ -
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ 27,529	\$ 51,811	\$ -	\$ -
MAINTENANCE FIRE APPARATUS	-	1,489	-	-
TOTAL	\$ 27,529	\$ 53,299	\$ -	\$ -
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS AND DAMAGES	\$ -	\$ 1,117	\$ -	\$ -
TOTAL	\$ -	\$ 1,117	\$ -	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 18,092	\$ 21,467	\$ -	\$ -
CHARGES FROM RADIO SYSTEM	17,074	15,240	-	-
CHARGES FROM PRINTING	8,567	11,939	-	-
CHARGES FROM STOREROOM	19	107	-	-
CHARGES FROM MOTOR VEHICLES	48,267	52,355	-	-
CHARGES FROM WASTE	4,447	4,236	-	-
TOTAL	\$ 96,465	\$ 105,343	\$ -	\$ -
TOTAL DIVISION	\$ 6,493,674	\$ 6,680,328	\$ -	\$ -



HOUSE OF CORRECTIONS

REVENUE

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
MISCELLANEOUS REVENUE	\$ 1,150	\$	1,131	\$	-	\$	-
TOTAL DIVISION	\$ 1,150	\$	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)**

	2006			2007			2008			
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET		
		STAFF	PT		STAFF	PT		STAFF	PT	
		FT	PT		FT	PT		FT	PT	
PROGRAMS:										
Health Administration	\$ 4,955	23	1	\$ 4,069	22	1	\$ 4,891	25	1	
Miles-Broadway	134	1		142	1		149	1		
J.Glen Smith	790	11	1	766	11	1	941	12	1	
McCafferty	326	2		301	2		435	2		
Vital Statistics	612	10		591	11		738	11		
Mental Health & Substance Abuse	576	11		625	10		592	11		
Healthy Family/Healthy Start	2,053	6		2,606	8		2,555	8		
Health Promotion	2,241	8	1	1,375	7		1,578	8		
	\$ 11,687	72	3	\$ 10,475	72	2	\$ 11,879	78	2	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 1,562			\$ 1,435			\$ 1,701			
Self - Generated	1,670			1,687			1,698			
	\$ 3,232	36	1	\$ 3,122	35	1	\$ 3,399	38	1	
Categorical Grants	\$ 6,912	33	2	\$ 5,998	34	1	\$ 7,031	37	1	
Community Develop Block Grant	1,478	2		1,287	2		1,379	2		
Special Revenue - Medicaid Fund	65	1		68	1		70	1		
	\$ 11,687	72	3	\$ 10,475	72	2	\$ 11,879	78	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
		FT	PT		FT	PT		FT	PT
FUNDING SOURCE:									
General Fund	\$ 1,377	11		\$ 1,336	11		\$ 1,166	11	
Categorical Grants	2,100	10	1	1,446	9	1	2,346	12	1
Community Develop Block Grant	1,478	2		1,287	2		1,379	2	
	\$ 4,955	23	1	\$ 4,069	22	1	\$ 4,891	25	1

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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
		FT	PT		FT	PT		FT	PT
FUNDING SOURCE:									
General Fund	\$ 134	1		\$ 142	1		\$ 149	1	
	\$ 134	1		\$ 142	1		\$ 149	1	



DIVISION OF HEALTH

J. GLEN SMITH HEALTH CENTER

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
General Fund	\$ 720	10	1	\$ 696	10	1	\$ 871	11	1
Categorical Grants	70	1		70	1		70	1	
	\$ 790	11	1	\$ 766	11	1	\$ 941	12	1

THOMAS MCCAFFERTY HEALTH CENTER

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
General Fund	\$ 256	2		\$ 231	1		\$ 365	2	
Categorical Grants	70			70			70		
	\$ 326	2		\$ 301	1		\$ 435	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
General Fund	\$ 612	10		\$ 591	11		\$ 738	11	
	\$ 612	10		\$ 591	11		\$ 738	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.

(000'S OMITTED)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
General Fund	\$ 133	2		\$ 126	1		\$ 110	2	
Categorical Grants	378	8		431	8		412	8	
Special Revenue - Medicaid Fund	65	1		68	1		70	1	
	\$ 576	11		\$ 625	10		\$ 592	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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
Categorical Grants	\$ 2,053	6		\$ 2,606	8		\$ 2,555	8	
	\$ 2,053	6		\$ 2,606	8		\$ 2,555	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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
	FT	PT	FT	PT	FT	PT	FT	PT	
FUNDING SOURCE:									
Categorical Grants	\$ 2,241	8	1	\$ 1,375	7		\$ 1,578	8	
	\$ 2,241	8	1	\$ 1,375	7		\$ 1,578	8	

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,676,698	\$ 1,511,481	\$ 1,382,184	\$ 1,580,000
SEASONAL	-	3,887	-	-
PART TIME PERMANENT	16,349	5,861	15,564	13,634
LONGEVITY	15,003	17,925	17,910	17,925
SEPARATION PAYMENTS	-	29,791	8,074	-
BONUS INCENTIVE	17,500	2,000	-	-
OVERTIME	7,757	2,327	394	-
TOTAL	\$ 1,733,307	\$ 1,573,272	\$ 1,424,127	\$ 1,611,559
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 221,698	\$ 228,186	\$ 245,532	\$ 300,375
DENTAL	16,639	15,496	15,114	17,357
VISION CARE	2,581	2,389	2,270	2,533
PERS	233,116	215,291	202,443	225,618
FICA-MEDICARE	17,202	14,701	13,298	15,500
WORKERS COMPENSATION	3,269	3,607	40,157	35,515
LIFE INSURANCE	1,715	1,627	1,506	1,679
CLOTHING ALLOWANCE	760	5,530	2,880	2,880
CLOTHING MAINTENANCE	300	300	300	300
TOTAL	\$ 497,279	\$ 487,126	\$ 523,499	\$ 601,757
TRAINING AND DUES				
TRAVEL	\$ 693	\$ 465	\$ 1,653	\$ 1,000
TUITION & REGISTRATION FEES	515	90	761	1,800
PROFESSIONAL DUES	276	3,984	1,418	3,000
MILEAGE (PRV AUTO) TRNG PRPS	102	-	7	-
TOTAL	\$ 1,587	\$ 4,539	\$ 3,838	\$ 5,800
UTILITIES				
GAS	\$ 104,567	\$ 74,992	\$ 70,061	\$ 69,525
ELECTRICITY - CPP	197,458	206,100	211,997	216,300
ELECTRICITY - OTHER	446	1,319	698	-
SECURITY & MONITORING SYSTEM	273	1,276	2,967	6,000
TOTAL	\$ 302,743	\$ 283,688	\$ 285,723	\$ 291,825



DIVISION OF HEALTH

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 115,858	\$	294,650	\$	363,100	\$	373,100
CABLE PROFESSIONAL SERVICES	-		-		95		-
BANK SERVICE FEES	59		-		-		-
MILEAGE (PRIVATE AUTO)	2,387		1,113		1,061		1,000
WASTE DISPOSAL	4,306		5,316		6,038		6,000
SECURITY SERVICES	15,000		15,730		23,339		20,000
ADVERTISING & PUBLIC NOTICE	-		-		2,299		-
PARKING IN CITY FACILITIES	855		1,585		2,578		1,500
PROPERTY RENTAL	42,039		45,861		45,861		71,250
PHOTOCOPY MACHINE RENTAL	6,630		1,099		-		-
OTHER CONTRACTUAL	126,992		122,668		114,019		65,201
INDIGENT RELIEF	-		-		20,000		70,000
REFUNDS AND MISCELLANEOUS	-		28		-		-
CREDIT CARD PROCESSING FEES	9,031		2,774		306		-
TOTAL	\$ 323,156	\$	490,824	\$	578,695	\$	608,051
MATERIAL AND SUPPLIES							
OFFICE SUPPLIES	\$ 970	\$	350	\$	440	\$	500
POSTAGE	1,050		406		556		500
COMPUTER SUPPLIES	-		67		-		500
COMPUTER HARDWARE	-		283		-		-
HYGIENE AND CLEANING SUPP	4,597		1,757		3,401		3,500
MEDICAL SUPPLIES	23,354		20,724		12,318		12,000
FOOD	-		29		-		-
OTHER SUPPLIES	9,350		12,926		10,398		15,000
PHARMACEUTICAL SUPPLIES	10,661		16,668		2,972		14,000
LABORATORY SUPPLIES	13,010		6,599		18,249		15,000
JUST IN TIME OFFICE SUPPLIES	18,989		14,242		12,355		15,000
TOTAL	\$ 81,982	\$	74,049	\$	60,691	\$	76,000
MAINTENANCE							
COMPUTER SOFTWARE MAINT	\$ -	\$	-	\$	1,320	\$	-
MAINTENANCE CONTRACTS	1,406		1,600		610		1,400
TOTAL	\$ 1,406	\$	1,600	\$	1,930	\$	1,400



DIVISION OF HEALTH

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 228,012	\$ 220,187	\$ 130,773	\$ 128,383
CHARGES FROM PRINTING	26,640	47,829	36,023	40,030
CHARGES FROM STOREROOM	18,600	16,425	13,646	11,216
CHARGES FROM MOTOR VEHICLES	26,811	18,641	34,718	23,053
CHARGES FROM WATER - GIS PROJ	-	13,068	28,673	-
CHARGES FROM WASTE	166	-	-	-
TOTAL	\$ 300,228	\$ 316,150	\$ 243,832	\$ 202,682
TOTAL DIVISION	\$ 3,241,687	\$ 3,231,248	\$ 3,122,334	\$ 3,399,074

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICE	\$ 1,499,476	\$ 1,522,370	\$ 1,516,862	\$ 1,552,000
MISCELLANEOUS REVENUE	7,101	8,357	368	1,000
EXPENDITURE RECOVERIES	229,984	139,187	170,103	145,000
TOTAL DIVISION	\$ 1,736,561	\$ 1,669,914	\$ 1,687,332	\$ 1,698,000

DIVISION OF HEALTH
COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Commissioner of Health	45,021	136,764
1	0	1			
OFFICE & CLERICAL					
1	0	0	Clerk, Chief	22,050	44,373
4	5	5	Clerk, Junior	10.00 Hr.	12.94 Hr.
3	3	3	Clerk Principal	11.93 Hr.	18.38 Hr.
6	5	5	Clerk, Senior	10.29 Hr.	15.17 Hr.
1	1	1	Secretary, Private	10.00 Hr.	19.40 Hr.
15	14	14			
PROFESSIONALS					
1	1	1	Analyst, Senior Budget & Management	27,274	73,035
1	1	1	Chief, Clinical Laboratories	23,647	74,984
3	3	3	Coordinator, Project	27,326	84,261
1	0	1	Project Director	22,333	74,917
1	1	1	Examiner, Medical	21.40 Hr.	60.37 Hr.
1	1	1	Health Center Director	22,333	70,152
1	1	1	Nurse, Public Health Director	26,274	76,981
4	4	4	Nurse, Public Health III	39,099	48,958
1	0	0	Public Information Officer	10.00 Hr.	21.33 Hr.
0	1	1	Administrative Officer	20,800	49,440
0	1	1	Assistant Administrator	20,800	59,835
1	1	1	Computer Operator	10.00 Hr.	21.33 Hr.
0	0	1	Office Manager	20,800	46,351
1	0	0	Supervisor, Vital Statistics	20,800	52,060
16	15	17			
PARAPROFESSIONALS					
2	2	2	Aide, Community Health	10.00 Hr.	14.97 Hr.
2	2	2			
SERVICE & MAINTENANCE					
1	1	1	Mechanical Handyman	15.04 Hr.	17.04 Hr.
1	1	1			
TECHNICIAN					
2	2	2	Clinical Laboratory Technician II	10.00 Hr.	21.73 Hr.
1	1	1	Nurse, Practical	14.36 Hr.	16.36 Hr.
3	3	3			
38	35	38	TOTAL FULL TIME		
1	1	1	Clinical Laboratory Technician II	10.00 Hr.	21.73 Hr.
1	1	1	TOTAL PART TIME		
39	36	39	TOTAL GENERAL FUND		
36	38	41	TOTAL GRANT POSITIONS		
75	74	80	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006		2007			2008		
	COST	ACTUAL	COST	UNAUDITED		COST	BUDGET	
		STAFF		STAFF	PT		STAFF	PT
	FT	PT	FT	PT	FT	PT	PT	
PROGRAMS:								
Environment Administration	\$ 320	5	\$ 362	5	\$ 320	5		
Childhood Lead Poisoning Prevent	1,290	17	4,571	17	2,161	19		
Environment Health	2,035	28	2,120	28	2,196	28		
	\$ 3,645	50	\$ 7,053	50	\$ 4,677	52		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 1,238		\$ 1,350		\$ 1,210			
Self - Generated	23		15		42			
	\$ 1,261	16	\$ 1,365	16	\$ 1,252	16		
Categorical Grants	\$ 1,290	17	\$ 4,571	17	\$ 2,161	19		
Special Revenue	1,094	17	1,117	17	1,264	17		
	\$ 3,645	50	\$ 7,053	50	\$ 4,677	52		



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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
FUNDING SOURCE:								
General Fund	\$ 320	5	\$ 362	5		\$ 320	5	
	\$ 320	5	\$ 362	5		\$ 320	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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
Categorical Grants	\$ 1,290	17		\$ 4,571	17		\$ 2,161	19	
	\$ 1,290	17		\$ 4,571	17		\$ 2,161	19	



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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
General Fund	\$ 941	11		\$ 1,003	11		\$ 932	11	
Special Revenue - Food Protection	1,000	17		987	17		1,184	17	
Special Revenue - Pool Fund	35			-			20		
Special Revenue - Solid Waste	44			-			25		
Special Revenue - HUD Fees	-			51			20		
Special Revenue - Lead Fees	15			79			15		
	\$ 2,035	28		\$ 2,120	28		\$ 2,196	28	



DIVISION OF ENVIRONMENT

EXPENDITURES

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 656,272	\$ 722,746	\$ 794,254	\$ 713,317
PART TIME PERMANENT	-	8,904	2,544	-
LONGEVITY	(5,762)	8,769	8,506	8,051
SEPARATION PAYMENTS	6,449	1,231	6,551	-
BONUS INCENTIVE	16,500	-	-	-
OVERTIME	6,322	4,880	4,040	-
TOTAL	\$ 679,780	\$ 746,530	\$ 815,895	\$ 721,368
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 105,145	\$ 139,802	\$ 149,260	\$ 131,537
DENTAL	7,778	9,330	9,101	7,471
VISION CARE	1,294	1,361	1,465	1,135
PERS	103,672	110,580	131,453	100,992
FICA-MEDICARE	3,188	5,214	7,863	10,343
WORKERS COMPENSATION	(14,757)	(9,171)	28,912	28,671
LIFE INSURANCE	(744)	813	847	720
UNEMPLOYMENT COMPENSATION	(72)	(138)	-	-
TOTAL	\$ 205,505	\$ 257,792	\$ 328,901	\$ 280,869
TRAINING AND DUES				
TRAVEL	\$ 87	\$ 147	\$ -	\$ -
TUITION AND REGISTRATION FEES	190	70	40	500
PROFESSIONAL DUES	594	583	1,009	500
CHARGES FOR PARKING CITATIONS	-	-	260	-
TOTAL	\$ 871	\$ 800	\$ 1,309	\$ 1,000
UTILITIES				
GAS	\$ 13,554	\$ 10,064	\$ 11,229	\$ -
ELECTRICITY - CPP	17,821	14,977	19,353	31,827
ELECTRICITY - OTHER	1,857	743	1,856	-
TOTAL	\$ 33,231	\$ 25,785	\$ 32,438	\$ 31,827
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 1,202	\$ -	\$ 140	\$ -
MILEAGE (PRIVATE AUTO)	119	5,862	6,074	1,500
SECURITY SERVICES	7,500	30,167	30,500	30,500
FREIGHT EXPENSE	19	51	-	-
ADVERTISING AND PUBLIC NOTICE	3,500	-	-	300
PARKING IN CITY FACILITIES	2,210	1,436	1,868	1,200
PROPERTY RENTAL	22,894	37,186	36,982	62,014
PHOTOCOPY MACHINE RENTAL	4,394	275	-	-
OTHER CONTRACTUAL	71,451	73,977	41,051	50,000
TOTAL	\$ 113,288	\$ 148,952	\$ 116,615	\$ 145,514



DIVISION OF ENVIRONMENT

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
CHEMICAL	\$ 8,262	\$ 5,127	\$ 4,997	\$ 9,000
POSTAGE	-	-	14	-
OTHER SUPPLIES	280	2,161	237	1,000
JUST IN TIME OFFICE SUPPLIES	994	4,255	5,660	3,500
TOTAL	\$ 9,535	\$ 11,544	\$ 10,907	\$ 13,500
MAINTENANCE				
COMPUTER SOFTWARE MAINT	\$ -	\$ 959	\$ 1,566	\$ 1,200
MAINT MISC EQUIPMENT	-	-	100	100
CAR WASHES	300	500	-	500
TOTAL	\$ 300	\$ 1,459	\$ 1,666	\$ 1,800
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 35,591	\$ 11,272	\$ 8,552	\$ 8,750
CHARGES FROM RADIO SYSTEM	1,094	1,137	1,085	1,244
CHARGES FROM PRINTING	9,941	19,255	15,143	14,050
CHARGES FROM STOREROOM	7,426	8,017	6,589	13,604
CHARGES FROM MOTOR VEHICLES	21,583	23,043	16,591	18,139
CHARGES FROM ARCHITECTURE	-	1,543	-	-
CHARGES FROM WATER - GIS PROJ	-	4,356	9,558	-
TOTAL	\$ 75,634	\$ 68,623	\$ 57,518	\$ 55,787
TOTAL DIVISION	\$ 1,118,144	\$ 1,261,485	\$ 1,365,248	\$ 1,251,665

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LICENSES AND PERMITS	\$ 22,778	\$ 19,161	\$ 19,523	\$ 21,000
SALES AND CHARGES FOR SERVICE	150	-	-	-
MISCELLANEOUS REVENUE	2,919	907	288	1,000
EXPENDITURE RECOVERIES	13,349	36,896	3,283	20,000
TOTAL DIVISION	\$ 39,195	\$ 56,964	\$ 23,094	\$ 42,000



DIVISION OF ENVIRONMENT

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Environment	42,758	128,648
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Manager, Office	20,800	46,351
1	1	1	Secretary, Private	10.00 Hr.	19.40 Hr.
2	2	2			
			PROFESSIONALS		
1	1	1	Analyst, Budget & Management	20,800	52,060
1	1	1	Supervisor, District-Environment Health	20,092	56,651
2	2	2			
			TECHNICIAN		
2	2	2	Sanitarian I, Public Health	12.78 Hr.	17.26 Hr.
4	4	4	Sanitarian II, Public Health	14.35 Hr.	19.33 Hr.
3	3	3	Sanitarian III, Public Health	15.49 Hr.	20.17 Hr.
2	2	2	Sanitarian IV, Public Health	10.00 Hr.	27.30 Hr.
11	11	11			
16	16	16	TOTAL GENERAL FUND		
19	17	19	TOTAL ENVIRONMENTAL GRANT POSITIONS		
17	17	17	TOTAL FOOD PROTECTION FUND		
52	50	52	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Air Quality Administration	\$ 98	1	\$ 339	1	\$ 171	2		
Air Quality Program (OH EPA)	3,522	42	3,159	34	3,275	42		
	\$ 3,620	43	\$ 3,498	35	\$ 3,446	44		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 329		\$ 457		\$ 297			
Self - Generated	74		158		150			
	\$ 403	1	\$ 615	1	\$ 447	2		
Categorical Grants	\$ 3,217	42	\$ 2,883	34	\$ 2,999	42		
	\$ 3,620	43	\$ 3,498	35	\$ 3,446	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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
FUNDING SOURCE:									
Categorical Grants	\$ 3,217	42		\$ 2,883	34		\$ 2,999	42	
	\$ 3,217	42		\$ 2,883	34		\$ 2,999	42	



DIVISION OF AIR QUALITY

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 81,829	\$ 75,545	\$ 130,176	\$ 122,000
BONUS INCENTIVE	500	-	-	-
TOTAL	\$ 82,329	\$ 75,545	\$ 130,176	\$ 122,000
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 8,802	\$ 8,919	\$ 11,076	\$ 17,000
DENTAL	602	569	625	1,047
VISION CARE	49	45	51	109
PERS	11,517	12,084	11,012	17,080
FICA-MEDICARE	1,185	1,088	1,297	1,888
WORKERS COMPENSATION	120	163	1,552	1,743
LIFE INSURANCE	45	41	45	90
TOTAL	\$ 22,321	\$ 22,909	\$ 25,659	\$ 38,957
TRAINING AND DUES				
TRAVEL	\$ 1,559	\$ -	\$ 2,044	\$ 3,000
TUITION AND REGISTRATION FEES	287	-	833	-
PROFESSIONAL DUES	6,080	5,916	5,599	6,000
TOTAL	\$ 7,925	\$ 5,916	\$ 8,476	\$ 9,000
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 1,470	\$ 174,550	\$ -
TRAVEL - NON-TRAINING	-	11	18	-
MILEAGE (PRIVATE AUTO)	-	-	6	-
FREIGHT EXPENSE	69	-	117	-
PARTICIPATION FEE	-	50	-	-
STATE AUDITOR EXAM	-	1	-	-
LOCAL MATCH - GRANT PROGRAMS	285,277	281,311	275,504	276,100
TOTAL	\$ 285,346	\$ 282,843	\$ 450,196	\$ 276,100
MATERIALS AND SUPPLIES				
COMPUTER SOFTWARE	\$ 1,931	\$ -	\$ -	\$ -
POSTAGE	-	-	-	1,000
COMPUTER HARDWARE	-	2,857	-	-
CLOTHING	-	96	-	-
OFFICE FURNITURE AND EQUIP	-	12,900	-	-
SHOP SUPPLIES	-	-	178	-
JUST IN TIME OFFICE SUPPLIES	(2)	-	-	-
TOTAL	\$ 1,929	\$ 15,853	\$ 178	\$ 1,000
TOTAL DIVISION	\$ 399,849	\$ 403,066	\$ 614,685	\$ 447,057



DIVISION OF AIR QUALITY

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES AND CHARGES FOR SERVICE	\$ 57,652	\$ 74,110	\$ 158,221	\$ 150,000
MISCELLANEOUS REVENUES	-	10	-	-
EXPENDITURE RECOVERIES	1,385	-	-	-
TOTAL DIVISION	\$ 59,037	\$ 74,120	\$ 158,221	\$ 150,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Air Quality	42,758	128,648
0	0	1	Student Aide	10.00 Hr.	10.30 Hr.
1	1	2	TOTAL GENERAL FUND		
42	34	42	TOTAL AIR QUALITY GRANT POSITIONS		
43	35	44	TOTAL DIVISION		

Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008			
	COST	ACTUAL STAFF		COST	UNAUDITED STAFF		COST	BUDGET STAFF		
		FT	PT		FT	PT		FT	PT	
PROGRAMS:										
Supportive Services/Outreach/Admin	\$ 540	6	3	\$ 623	9	4	\$ 764	10	4	
Grant Programs	429	9	4	481	9	4	500	10	5	
	\$ 969	15	7	\$ 1,104	18	8	\$ 1,264	20	9	
FUNDING SOURCE:										
General Fund:										
Tax Support	\$ 536			\$ 618			\$ 762			
Self - Generated	4			5			2			
	\$ 540	6	3	\$ 623	9	4	\$ 764	10	4	
Grants	\$ 429	9	4	\$ 481	9	4	\$ 500	10	5	
	\$ 969	15	7	\$ 1,104	18	8	\$ 1,264	20	9	

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 270,874	\$ 274,519	\$ 328,227	\$ 435,855
SEASONAL	-	391	1,607	-
PART TIME PERMANENT	15,202	56,002	55,226	52,816
STUDENT TRAINEES	13,599	13,869	13,761	-
LONGEVITY	1,800	1,800	1,800	1,050
SEPARATION PAYMENTS	-	6,006	30	-
BONUS INCENTIVE	3,000	-	-	-
TOTAL	\$ 304,476	\$ 352,587	\$ 400,652	\$ 489,721
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 23,967	\$ 30,338	\$ 30,789	\$ 43,171
DENTAL	1,606	1,922	1,791	2,178
VISION CARE	332	331	322	491
PERS	39,756	50,055	55,073	68,561
FICA-MEDICARE	3,551	4,173	5,309	6,707
WORKERS COMPENSATION	538	710	10,828	11,562
LIFE INSURANCE	255	252	292	405
UNEMPLOYMENT COMPENSATION	-	(65)	-	-
TOTAL	\$ 70,004	\$ 87,716	\$ 104,403	\$ 133,075
TRAINING AND DUES				
TRAVEL	\$ 801	\$ -	\$ 889	\$ 1,400
TUITION & REGISTRATION FEES	751	480	610	500
PROFESSIONAL DUES	492	1,363	20	1,500
TOTAL	\$ 2,044	\$ 1,843	\$ 1,519	\$ 3,400
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 780	\$ 9,127	\$ 9,011	\$ 1,000
TRAVEL- NON-TRAINING	1,291	2,001	1,861	2,600
MILEAGE (PRIVATE AUTO)	569	176	257	500
PARKING IN CITY FACILITIES	4,635	5,116	6,689	4,750
PHOTOCOPY MACHINE RENTAL	1,661	247	-	-
PROGRAM PROMOTION	-	-	90	-
OTHER CONTRACTUAL	7	-	-	35,000
TOTAL	\$ 8,944	\$ 16,667	\$ 17,908	\$ 43,850



DEPARTMENT OF AGING

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 296	\$ (500)	\$ -	\$ -
COMPUTER SOFTWARE	-	-	181	-
COMPUTER HARDWARE	-	692	60	-
CLOTHING	-	2,498	894	2,500
OFFICE FURNITURE & EQUIPMENT	-	-	474	1,000
SMALL EQUIPMENT	-	-	-	3,500
POSTAGE	625	-	-	-
OTHER SUPPLIES	-	-	1,221	-
SPECIAL EVENTS SUPPLIES	4,720	5,241	8,359	7,000
JUST IN TIME SUPPLIES	8,531	9,271	7,866	8,000
MISC MAINTENANCE SUPPLIES	-	-	317	-
TOTAL	\$ 14,172	\$ 17,202	\$ 19,372	\$ 22,000
MAINTENANCE				
COMPUTER HARDWARE MAINT	\$ -	\$ -	\$ -	\$ 500
CAR WASHES	-	-	131	250
TOTAL	\$ -	\$ -	\$ 131	\$ 750
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 18,107	\$ 8,838	\$ 21,703	\$ 22,173
CHARGES FROM PRINTING	8,730	17,962	16,518	12,396
CHARGES FROM STOREROOM	8,222	6,547	5,720	7,894
CHARGES FROM MOTOR VEHICLES	28,431	30,197	34,606	29,227
TOTAL	\$ 63,491	\$ 63,545	\$ 78,548	\$ 71,690
TOTAL DIVISION	\$ 463,130	\$ 539,560	\$ 622,532	\$ 764,486

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUE	\$ -	\$ 1,210	\$ 610	\$ -
SALES AND CHARGES FOR SERVICES	-	-	1,350	-
MISCELLANEOUS REVENUES	-	2,266	1,065	-
EXPENDITURE RECOVERIES	1,290	847	1,729	2,000
TOTAL DIVISION	\$ 1,290	\$ 4,322	\$ 4,754	\$ 2,000



DEPARTMENT OF AGING

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Aging	50,796	164,919
1	1	1			
PROFESSIONALS					
1	0	0	Budget & Management Analyst	20,800	52,060
1	1	1	Administrative Manager	27,194	83,396
1	1	1	Project Coordinator	27,326	84,261
0	1	1	Grants Administrator	22,333	70,152
1	0	0	Case Worker Supervisor	20,800	42,207
1	2	2	Assistant Administrator	20,800	59,835
5	5	5			
PARAPROFESSIONALS					
4	3	4	Geriatric Outreach Worker	10.00 Hr.	20.28 Hr.
4	3	4			
10	9	10	TOTAL FULL TIME		
4	4	4	TOTAL PART TIME		
14	13	14	TOTAL GENERAL FUND		
15	13	15	TOTAL GRANT POSITIONS		
29	26	29	TOTAL DEPARTMENT		

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF FT	PT	COST	STAFF FT	PT	COST	STAFF FT	PT
DIVISIONS:									
Finance Administration	\$ 617	6		\$ 755	7		\$ 946	10	
Accounts	1,740	19		1,804	20		1,904	20	
Assessments & Licenses	1,624	27		1,886	29		2,659	39	
Treasury	542	6		479	5		596	7	
Purchases & Supplies									
General Fund	515	9		537	9		613	10	
Internal Service (Storeroom)	951	2		714	2		990	2	
Internal Audit	618	5		563	5		782	6	
Central Collection Agency	8,714	97	10	8,450	91	11	10,678	112	18
Printing & Reproduction	2,154	13		2,285	13	1	3,012	15	
Sinking Fund	56,444	2		58,369	2		62,535	2	
Financial Reporting & Control	966	13		921	15		1,435	19	
Information Technology Planning	253	2		218	2		349	3	
Information Technology & Services									
Data Center	2,613	24		3,007	25		4,041	31	
Telecommunications	6,359	17		6,390	16		7,063	17	
	\$ 84,110	242	10	\$ 86,378	241	12	\$ 97,603	293	18

FUNDING SOURCE:

General Fund:									
Tax Supported	\$ 7,262			\$ 7,759			\$ 10,030		
Self Generated	2,226			2,411			3,295		
	\$ 9,488	113		\$ 10,170	119		\$ 13,325	147	
Internal Service*	\$ 9,464	32		\$ 9,389	31	1	\$ 11,065	34	
Debt Service*	56,444			58,369			62,535		
Central Collection Agency*	8,714	97	10	8,450	91	11	10,678	112	18
	\$ 84,110	242	10	\$ 86,378	241	12	\$ 97,603	293	18

* 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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			MAYOR'S ESTIMATE		
	COST	STAFF	COST	STAFF	COST	STAFF		
	FT	PT	FT	PT	FT	PT		
PROGRAMS:								
Administration	\$ 518	5	\$ 580	5	\$ 695	7		
Risk Management	99	1	175	2	251	3		
	\$ 617	6	\$ 755	7	\$ 946	10		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 616		\$ 753		\$ 945			
Self Generated	1		2		1			
	\$ 617	6	\$ 755	7	\$ 946	10		

FINANCE ADMINISTRATION

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 529,882	\$ 443,789	\$ 534,093	\$ 683,906
SEASONAL	-	-	4,393	-
MILITARY LEAVE	4,581	5,482	16,712	-
LONGEVITY	1,475	1,175	1,675	1,375
SEPARATION PAYMENTS	35,326	6,834	6,727	-
BONUS INCENTIVE	4,000	-	-	-
TOTAL	\$ 575,264	\$ 457,279	\$ 563,601	\$ 685,281
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 37,071	\$ 30,175	\$ 42,885	\$ 59,872
DENTAL	2,212	1,900	2,456	3,296
VISION CARE	385	295	374	529
PERS	75,414	67,177	69,101	95,939
FICA-MEDICARE	8,269	6,542	8,101	9,917
WORKERS COMPENSATION	987	1,125	13,396	12,671
LIFE INSURANCE	353	263	314	439
TOTAL	\$ 124,689	\$ 107,477	\$ 136,628	\$ 182,663
TRAINING AND DUES				
TRAVEL	\$ 828	\$ 558	\$ 1,140	\$ 10,000
TUITION & REGISTRATION FEES	185	190	750	4,500
MILAGE (PRIV AUTO) TRNG PRPS	-	92	-	-
PROFESSIONAL DUES	633	3,174	2,988	1,000
TOTAL	\$ 1,646	\$ 4,014	\$ 4,878	\$ 15,500
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 25	\$ -	\$ 9,023	\$ 10,000
MILEAGE (PRIVATE AUTO)	235	-	-	-
PARKING IN CITY FACILITIES	1,828	1,281	1,472	3,000
INSURANCE & OFFICIAL BONDS	150	-	-	300
CREDIT CARD PROCESSING FEES	-	-	2,100	700
PHOTOCOPY MACHINE RENTAL	664	94	-	-
TOTAL	\$ 2,902	\$ 1,375	\$ 12,595	\$ 14,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ 24	\$ 200
POSTAGE	170	94	341	400
COMPUTER HARDWARE	360	-	-	-
COMPUTER SUPPLIES	-	340	-	-
COMPUTER SOFTWARE	-	228	-	-
PAPER AND OTHER SUPPLIES	170	-	-	-
OTHER SUPPLIES	-	-	1,010	6,000
JUST IN TIME SUPPLIES	3,186	2,076	-	3,000
TOTAL	\$ 3,886	\$ 2,737	\$ 1,375	\$ 9,600



FINANCE ADMINISTRATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 32,178	\$ 38,204	\$ 28,711	\$ 29,207
CHARGES FROM PRINTING	790	5,389	6,604	4,501
CHARGES FROM STOREROOM	14,085	310	241	4,862
TOTAL	\$ 47,053	\$ 43,903	\$ 35,556	\$ 38,570
TOTAL DIVISION	\$ 755,441	\$ 616,785	\$ 754,632	\$ 945,614

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ -	\$ (23)	\$ -
MISCELLANEOUS REVENUES	-	100	571	-
EXPENDITURE RECOVERIES	564	545	965	1,000
TOTAL DIVISION	\$ 564	\$ 645	\$ 1,514	\$ 1,000



FINANCE ADMINISTRATION

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Director of Finance	50,796	164,919
1	0	0	Assistant Director of Budget & Capital	36,590	132,829
1	1	2	Secretary to Director of Departments	36,590	132,829
1	1	1	Assistant Administrator	20,800	59,835
<u>4</u>	<u>3</u>	<u>4</u>			
PROFESSIONALS					
2	0	1	Administrative Manager	27,194	83,396
1	0	0	Budget & Management Analyst	20,800	52,060
1	1	1	Risk Manager	27,326	91,283
1	0	0	Safety Program Manager	45,000	81,411
0	1	1	Project Coordinator	27,326	84,261
1	1	2	Safety Program Officer	25,000	61,801
<u>6</u>	<u>3</u>	<u>5</u>			
OFFICE & CLERICAL					
1	1	1	Private Secretary to Director	20,800	44,373
<u>1</u>	<u>1</u>	<u>1</u>			
<u>11</u>	<u>7</u>	<u>10</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
General Accounting	\$ 331	4	\$ 343	4	\$ 381	4		
Payroll	661	7	715	8	761	8		
Accounts Payable	661	7	656	7	666	7		
Records Management	87	1	90	1	96	1		
	\$ 1,740	19	\$ 1,804	20	\$ 1,904	20		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 1,740		\$ 1,790		\$ 1,904			
Self Generated	-		14		-			
	\$ 1,740	19	\$ 1,804	20	\$ 1,904	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

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME PERMANENT	\$ 786,751	\$	811,106	\$	869,402	\$	904,194
LONGEVITY	3,925		4,600		4,800		5,075
SEPARATION PAYMENTS	2,272		5,522		-		25,800
BONUS INCENTIVE	9,000		-		-		-
OVERTIME	293		1,790		1,255		3,281
TOTAL	\$ 802,241	\$	823,017	\$	875,457	\$	938,350
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 119,926	\$	130,210	\$	148,287	\$	163,568
DENTAL	7,843		9,099		8,742		9,282
VISION CARE	1,247		1,275		1,267		1,353
PERS	102,966		113,211		118,855		127,757
FICA-MEDICARE	9,145		9,478		10,516		11,245
WORKERS COMPENSATION	1,931		1,150		16,912		20,738
LIFE INSURANCE	836		848		874		900
UNEMPLOYMENT COMPENSATION	7,944		662		-		-
TOTAL	\$ 251,838	\$	265,932	\$	305,453	\$	334,843
TRAINING AND DUES							
TRAVEL	\$ 711	\$	124	\$	2,581	\$	1,750
TUITION & REGISTRATION FEES	1,130		748		2,038		3,000
MILEAGE (PRIV AUTO) TRNG PRPS	39		80		-		-
PROFESSIONAL DUES & SUBSCRIPT	656		645		1,198		1,250
TOTAL	\$ 2,536	\$	1,597	\$	5,817	\$	6,000
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 271,095	\$	298,084	\$	260,000	\$	275,800
ADVERTISING AND PUBLIC NOTICE	1,122		1,623		-		-
PARKING IN CITY FACILITIES	330		49		13		-
INSURANCE AND OFFICIAL BONDS	-		175		175		250
PHOTOCOPY MACHINE RENTAL	3,031		755		-		-
OTHER CONTRACTUAL	325,000		302,035		316,939		312,000
TOTAL	\$ 600,578	\$	602,720	\$	577,127	\$	588,050



DIVISION OF ACCOUNTS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 700	\$ 1,882	\$ 1,292	\$ 1,300
POSTAGE	898	984	877	800
COMPUTER HARDWARE	360	-	68	-
COMPUTER SOFTWARE	264	-	-	-
JUST IN TIME OFFICE SUPPLIES	10,405	7,530	11,582	7,000
TOTAL	\$ 12,627	\$ 10,396	\$ 13,819	\$ 9,100
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 404	\$ 454	\$ 203	\$ 400
TOTAL	\$ 404	\$ 454	\$ 203	\$ 400
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 11,459	\$ 15,257	\$ 8,004	\$ 8,397
CHARGES FROM PRINTING	4,326	11,596	10,574	10,003
CHARGES FROM STOREROOM	8,339	9,116	7,654	8,423
TOTAL	\$ 24,124	\$ 35,969	\$ 26,232	\$ 26,823
TOTAL DIVISION	\$ 1,694,347	\$ 1,740,085	\$ 1,804,108	\$ 1,903,566

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ -	\$ 205	\$ 13,877	\$ 50
EXPENDITURE RECOVERIES	-	21	-	-
TOTAL DIVISION	\$ -	\$ 226	\$ 13,877	\$ 50



DIVISION OF ACCOUNTS

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Accounts	40,315	123,236
1	1	1	Deputy Commissioner of Accounts	26,274	82,482
2	2	2			
OFFICE & CLERICAL					
2	1	0	Accountant Clerk II	10.00 Hr.	16.18 Hr.
1	1	1	Chief Clerk	22,050	44,373
2	1	1	Accountant Clerk I	10.00 Hr.	14.98 Hr.
5	6	6	Principal Clerk	11.93 Hr.	18.38 Hr.
0	1	1	Receptionist	10.00 Hr.	14.28 Hr.
10	10	9			
PROFESSIONALS					
1	1	1	Auditor	20,093	54,906
1	0	1	Accountant II	10.00 Hr.	20.28 Hr.
0	1	1	Administrative Officer	20,800	49,440
2	2	2	Assistant Administrator	20,800	59,835
1	1	1	Budget & Management Analyst	20,800	52,060
1	1	1	Central Payroll Supervisor	20,800	80,340
1	1	1	Personnel Assistant	20,800	44,269
7	7	8			
TECHNICIANS					
1	1	1	Senior System Analyst	20,800	76,220
1	1	1			
20	20	20	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Licenses - Processing	\$ 325	6		\$ 331	6		\$ 467	7	
Licenses - Compliance	162	2		166	2		233	4	
Business Tax Administration	162	2		227	3		320	6	
Billing	602	11		781	11		1,102	15	
Weights & Measures	211	3		216	4		304	4	
Citizen Assistance	162	3		165	3		233	3	
	\$ 1,624	27		\$ 1,886	29		\$ 2,659	39	
FUNDING SOURCE:									
General Fund:									
Self Generated*	\$ 1,624			\$ 1,886			\$ 2,659		
	\$ 1,624	27		\$ 1,886	29		\$ 2,659	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 926,546	\$ 1,020,210	\$ 1,087,186	\$ 1,439,770
PART-TIME PERMANENT	2,149	-	-	-
LONGEVITY	10,225	10,675	10,400	10,725
SEPARATION PAYMENTS	37,998	11,344	13,094	20,389
BONUS INCENTIVE	12,000	-	-	-
OVERTIME	10,151	29,573	16,755	5,000
TOTAL	\$ 999,069	\$ 1,071,802	\$ 1,127,434	\$ 1,475,884
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 130,291	\$ 161,769	\$ 195,485	\$ 277,764
DENTAL	9,096	10,675	11,799	16,922
VISION CARE	1,764	1,870	1,937	2,758
PERS	127,252	141,479	151,079	203,769
FICA-MEDICARE	9,343	11,799	13,510	18,594
WORKERS COMPENSATION	1,624	2,568	22,073	26,266
LIFE INSURANCE	1,076	1,155	1,185	1,710
UNEMPLOYMENT COMPENSATION	917	-	-	-
CLOTHING ALLOWANCE	80	-	-	-
CLOTHING MAINTENANCE	180	508	733	1,248
TOTAL	\$ 281,623	\$ 331,823	\$ 397,802	\$ 549,031
TRAINING AND DUES				
TRAVEL	\$ 2,686	\$ 3,467	\$ 6,310	\$ 6,600
TUITION & REGISTRATION FEES	1,924	1,212	2,337	4,840
MILEAGE (PRIV AUTO) TRNG PRPS	-	317	-	-
PROFESSIONAL DUES	515	1,159	2,164	2,440
TOTAL	\$ 5,125	\$ 6,155	\$ 10,811	\$ 13,880
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 11,338	\$ 27,705	\$ 130,750	\$ 408,570
MILEAGE (PRIVATE AUTO)	407	44	20	1,550
ADVERTISING AND PUBLIC NOTICE	15,292	10,709	7,791	8,000
PARKING IN CITY FACILITIES	664	415	316	500
PHOTOCOPY MACHINE RENTAL	1,897	353	-	-
SPECIAL ASSESSMENT	-	-	-	3,000
OTHER CONTRACTUAL	750	1,214	1,265	-
CREDIT CARD PROCESSING FEES	-	-	313	-
TOTAL	\$ 30,347	\$ 40,439	\$ 140,455	\$ 421,620



DIVISION OF ASSESSMENTS AND LICENSES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 2,539	\$ 844	\$ 2,774	\$ 4,000
POSTAGE	-	-	16	-
COMPUTER SUPPLIES	1,950	1,842	1,410	1,500
CHEMICAL	-	-	473	-
OFFICE FURNITURE & EQUIP	-	2,437	2,405	-
HARDWARE & SMALL TOOLS	-	-	864	1,650
SMALL EQUIPMENT	-	-	-	4,925
OTHER SUPPLIES	16,666	12,832	15,492	18,000
JUST IN TIME SUPPLIES	4,222	7,461	10,593	9,500
TOTAL	\$ 25,377	\$ 25,416	\$ 34,026	\$ 39,575
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ 5,784	\$ 2,995	\$ 2,334	\$ 3,600
COMPUTER SOFTWARE MAINT	-	-	-	2,260
TOTAL	\$ 5,784	\$ 2,995	\$ 2,334	\$ 5,860
CLAIMS, REFUNDS, MISCELLANEOUS				
COURT COSTS	\$ -	\$ -	\$ 135	\$ -
TOTAL	\$ -	\$ -	\$ 135	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 12,754	\$ 17,023	\$ 4,223	\$ 4,430
CHARGES FROM WATER - GIS PROJ	-	-	11,056	-
CHARGES FROM PRINTING	23,102	39,843	52,271	50,015
CHARGES FROM STOREROOM	79,901	69,027	89,468	81,734
CHARGES FROM MOTOR VEHICLES	12,701	19,231	16,318	16,474
TOTAL DIVISION	\$ 128,457	\$ 145,124	\$ 173,336	\$ 152,653
TOTAL DIVISION	\$ 1,475,783	\$ 1,623,755	\$ 1,886,334	\$ 2,658,503

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LOCAL TAXES	\$ 23,436,855	\$ 24,903,651	\$ 27,903,342	\$ 24,475,000
LICENSES & PERMITS	255,616	297,350	368,176	341,970
SALES & CHARGES FOR SERVICES	128,454	126,070	157,164	160,000
FINES & FORFEITURES	-	-	175	1,500
MISCELLANEOUS REVENUES	25	-	175	-
EXPENDITURE RECOVERIES	28,468	225,677	102,390	60,000
TOTAL DIVISION	\$ 23,849,419	\$ 25,552,746	\$ 28,531,422	\$ 25,038,470



DIVISION OF ASSESSMENTS AND LICENSES

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Assessments and Licenses	40,315	113,755
1	1	2	Assistant Commissioner of Assessments and Licenses	23,647	78,936
2	2	3			
OFFICE & CLERICAL					
0	1	1	Accountant Clerk II	10.00 Hr.	16.18 Hr.
3	3	3	Principal Cashier	10.00 Hr.	21.73 Hr.
2	2	2	Senior Cashier	10.00 Hr.	18.48 Hr.
0	1	1	Data Control Clerk	10.00 Hr.	15.54 Hr.
1	1	1	Secretary	10.00 Hr.	16.18 Hr.
6	8	8			
PROFESSIONALS					
2	2	2	Auditor	20,093	54,906
1	1	2	Accountant IV	20,800	55,449
1	1	1	Administrative Manager	27,194	83,396
1	0	3	Administrative Officer	20,800	49,440
1	2	1	Assistant Administrator	20,800	59,835
1	0	1	Assistant Director of Law	26,250	74,984
7	6	10			
TECHNICIAN					
3	3	3	Inspector of Weights & Measures	10.00 Hr.	16.38 Hr.
0	0	1	Bill Collector	10.02 Hr.	15.53 Hr.
2	2	3	Miscellaneous Investigator	10.00 Hr.	17.04 Hr.
1	1	1	Computer Operator	10.00 Hr.	21.33 Hr.
9	6	9	Senior Data Conversion Operator	10.80 Hr.	16.87 Hr.
1	1	1	Supervisor of Weights & Measures	20,800	59,382
16	13	18			
31	29	39	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



TREASURY DIVISION

ALGERON A. WALKER, 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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Cash Collection / Depository Services	\$ 130	1		\$ 121	1		\$ 142	2	
Cash Management	87	1		87	1		96	1	
Investment Services	119	1		119	1		131	1	
Employee Payroll Services	81	1		81	1		90	1	
Disbursement Services	125	2		71	1		137	2	
	\$ 542	6		\$ 479	5		\$ 596	7	
FUNDING SOURCE:									
General Fund:									
Self Generated*	\$ 542			\$ 479			\$ 596		
	\$ 542	6		\$ 479	5		\$ 596	7	

* 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 308,494	\$ 374,553	\$ 321,946	\$ 396,459
LONGEVITY	2,450	2,450	2,275	1,800
SEPARATION PAYMENTS	3,007	-	-	-
BONUS INCENTIVE	3,000	-	-	-
OVERTIME	-	-	437	-
TOTAL	\$ 316,950	\$ 377,003	\$ 324,658	\$ 398,259
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 35,880	\$ 42,713	\$ 41,881	\$ 49,839
DENTAL	2,470	2,754	2,449	3,169
VISION CARE	331	376	322	407
PERS	41,246	50,116	47,664	55,756
FICA-MEDICARE	3,349	4,143	3,532	4,512
WORKERS COMPENSATION	621	869	7,747	7,431
LIFE INSURANCE	266	308	263	315
TOTAL	\$ 84,162	\$ 101,280	\$ 103,857	\$ 121,429
TRAINING AND DUES				
TRAVEL	\$ 84	\$ 467	\$ -	\$ 600
TUITION AND REGISTRATION	210	570	600	4,000
MILEAGE (PRIV AUTO) TRNG PRPS	70	194	100	200
PROFESSIONAL DUES	1,092	482	645	1,000
TOTAL	\$ 1,456	\$ 1,713	\$ 1,345	\$ 5,800
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 1,601	\$ -	\$ 15,000
BANK SERVICE FEES	(15)	10	-	-
ADVERTISING AND PUBLIC NOTICE	2,158	-	-	-
PARKING IN CITY FACILITIES	86	84	129	200
INSURANCE AND OFFICIAL BONDS	4,244	4,244	5,787	7,000
PHOTOCOPY MACHINE RENTAL	773	1,714	-	-
OTHER CONTRACTUAL	5,384	1,361	-	-
BANK SERVICE FEES	-	31	60	-
TOTAL	\$ 12,629	\$ 9,044	\$ 5,976	\$ 22,200
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ 1,400
POSTAGE	317	170	254	250
SMALL EQUIPMENT	2,077	661	-	-
OFFICE FURNITURE & EQUIP	-	-	500	950
OTHER SUPPLIES	4,901	3,774	1,612	3,000
JUST IN TIME OFFICE SUPPLIES	2,103	1,680	1,630	2,000
TOTAL	\$ 9,398	\$ 6,285	\$ 3,996	\$ 7,600



TREASURY DIVISION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 4,151	\$ 705	\$ -	3,295
MAINTENANCE CONTRACTS	744	758	4,066	800
TOTAL	\$ 4,895	\$ 1,463	\$ 4,066	\$ 4,095
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 6,582	\$ 15,267	\$ 4,512	4,733
CHARGES FROM PRINTING	1,721	5,196	5,233	7,002
CHARGES FROM STOREROOM	24,603	24,930	25,062	25,046
CHARGES FROM MOTOR VEHICLES	20	-	-	-
TOTAL	\$ 32,926	\$ 45,393	\$ 34,807	\$ 36,781
TOTAL DIVISION	\$ 462,417	\$ 542,180	\$ 478,704	\$ 596,164

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 1,167	\$ (532)	\$ -	-
MISCELLANEOUS REVENUES	1,955,923	3,011,906	4,016,136	3,000,000
EXPENDITURE RECOVERIES	-	10	11	-
TOTAL DIVISION	\$ 1,957,089	\$ 3,011,384	\$ 4,016,147	\$ 3,000,000

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	City Treasurer	42,758	118,751
1	1	1			
OFFICE & CLERICAL					
1	0	1	Principal Cashier	10.00 Hr.	21.73 Hr.
1	1	1	Senior Personnel Assistant	20,800	46,810
2	1	2			
PROFESSIONALS					
3	2	3	Fiscal Manager	23,647	78,936
1	1	1	Investment Manager	23,647	78,936
4	3	4			
7	5	7	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Purchasing	\$ 515	9	\$ 537	9	\$ 613	10		
Storeroom	951	2	714	2	990	2		
	\$ 1,466	11	\$ 1,251	11	\$ 1,603	12		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 489		\$ 513		\$ 588	10		
Self Generated	26		24		25			
	\$ 515	9	\$ 537	9	\$ 613	10		
User Fees - Internal Serv Fund*	\$ 951	2	\$ 714	2	\$ 990	2		
	\$ 1,466	11	\$ 1,251	11	\$ 1,603	12		

* 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

		2005		2006		2007		2008
		Actual		Actual		Unaudited		Budget
SALARIES AND WAGES								
FULL TIME PERMANENT	\$	305,458	\$	333,593	\$	349,677	\$	395,858
PART TIME PERMANENT		1,468		-		-		-
LONGEVITY		2,000		1,925		2,525		2,525
SEPARATION PAYMENTS		4,500		-		-		-
OVERTIME		201		10,597		10,898		4,120
TOTAL	\$	313,628	\$	346,114	\$	363,100	\$	402,503
EMPLOYEE BENEFITS								
HOSPITALIZATION	\$	37,821	\$	49,194	\$	64,450	\$	76,061
DENTAL		2,767		3,170		3,838		4,641
VISION CARE		926		510		530		623
PERS		40,252		45,353		50,510		56,350
FICA-MEDICARE		4,077		4,499		4,723		5,391
WORKERS COMPENSATION		605		649		7,112		19,024
LIFE INSURANCE		338		364		398		450
UNEMPLOYMENT COMPENSATION		-		177		413		-
TOTAL	\$	86,786	\$	103,915	\$	131,973	\$	162,540
TRAINING AND DUES								
TUITION & REGISTRATION FEES	\$	460	\$	735	\$	1,122	\$	2,000
MILEAGE (PRIV AUTO) TRNG PRPS		-		10		-		175
PROFESSIONAL DUES		-		900		1,095		1,235
TOTAL	\$	460	\$	1,645	\$	2,217	\$	3,410
UTILITIES								
BROKERED GAS SUPPLY	\$	-	\$	1	\$	-	\$	-
TOTAL	\$	-	\$	1	\$	-	\$	-
CONTRACTUAL SERVICES								
MILEAGE (PRIVATE AUTO)	\$	30	\$	-	\$	-	\$	40
ADVERTISING & PUBLIC NOTICE		1,484		-		-		-
PHOTOCOPY MACHINE RENTAL		7,697		-		-		-
OTHER CONTRACTUAL		24		21		8		-
TOTAL	\$	9,235	\$	21	\$	8	\$	40
MATERIALS AND SUPPLIES								
OFFICE SUPPLIES	\$	-	\$	1,476	\$	266	\$	1,500
POSTAGE		-		89		16		-
COMPUTER HARDWARE		1		-		15		-
OFFICE FURNITURE & EQUIPMENT		-		-		3,296		-
JUST IN TIME OFFICE SUPPLIES		1,357		1,062		77		3,000
TOTAL	\$	1,358	\$	2,628	\$	3,670	\$	4,500

DIVISION OF PURCHASES AND SUPPLIES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE OFFICE EQUIP	\$ 6,597	\$ 1,230	\$ -	\$ 300
MAINTENANCE CONTRACTS	-	-	600	3,500
COMPUTER HARDWARE MAINT	-	395	-	-
TOTAL	\$ 6,597	\$ 1,625	\$ 600	\$ 3,800
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 9,049	\$ 14,653	\$ 2,116	\$ 2,220
CHARGES FROM PRINTING	3,700	27,950	19,237	19,044
CHARGES FROM STOREROOM	15,930	15,950	13,882	15,350
TOTAL	\$ 28,679	\$ 58,553	\$ 35,235	\$ 36,614
TOTAL DIVISION	\$ 446,742	\$ 514,501	\$ 536,804	\$ 613,407

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ 43,377	\$ 25,801	\$ 24,036	\$ 25,000
TOTAL DIVISION	\$ 43,377	\$ 25,801	\$ 24,036	\$ 25,000

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Purchases & Supplies	42,758	118,751
1	1	1			
OFFICE & CLERICAL					
0	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
2	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
1	1	1	Typist	10.00 Hr.	14.08 Hr.
3	3	3			
PROFESSIONALS					
4	4	4	Buyer	20,800	45,227
1	1	1	Contract Administrator / Purchasing Supervisor	23,647	62,539
0	0	1	Project Coordinator	27,326	84,261
5	5	6			
9	9	10	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



**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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Purchasing	\$ 515	9		\$ 537	9		\$ 613	10	
Storeroom	951	2		714	2		990	2	
	\$ 1,466	11		\$ 1,251	11		\$ 1,603	12	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 489			\$ 513			\$ 588	10	
Self Generated	26			24			25		
	\$ 515	9		\$ 537	9		\$ 613	10	
User Fees - Internal Serv Fund*	\$ 951	2		\$ 714	2		\$ 990	2	
	\$ 1,466	11		\$ 1,251	11		\$ 1,603	12	

* 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 57,266	\$ 42,445	\$ 52,372	\$ 56,633
LONGEVITY	300	300	134	-
SEPARATION PAYMENTS	-	2,676	-	-
BONUS INCENTIVE	1,000	-	-	-
OVERTIME	-	105	-	423
TOTAL	\$ 58,566	\$ 45,527	\$ 52,507	\$ 57,056
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 6,277	\$ 5,075	\$ 13,870	\$ 14,345
DENTAL	395	330	851	849
VISION CARE	162	108	162	162
PERS	7,840	5,276	7,249	7,988
FICA-MEDICARE	840	649	739	827
WORKER'S COMPENSATION	(2,677)	356	3,773	1,873
LIFE INSURANCE	506	53	90	90
TOTAL	\$ 13,344	\$ 11,846	\$ 26,734	\$ 26,134
CONTRACTUAL SERVICES				
EQUIPMENT RENTAL	\$ -	\$ 2,168	\$ 14,220	\$ 14,220
OTHER CONTRACTUAL	-	-	-	10,000
TOTAL	\$ -	\$ 2,168	\$ 14,220	\$ 24,220
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 31	\$ -	\$ -	\$ 300
POSTAGE	717,398	891,000	612,800	875,000
COMPUTER SUPPLIES	-	-	7,579	7,500
COMPUTER SOFTWARE	234	-	-	-
TOTAL	\$ 717,662	\$ 891,000	\$ 620,379	\$ 882,800
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 557	\$ -	\$ 191	\$ -
MAINTENANCE CONTRACTS	6,663	-	-	-
TOTAL	\$ 7,220	\$ -	\$ 191	\$ -
TOTAL DIVISION	\$ 796,792	\$ 950,541	\$ 714,031	\$ 990,210

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 1,555	\$ 451	\$ -	\$ -
MISCELLANEOUS REVENUES	149	2,131	2,535	-
EXPENDITURE RECOVERIES	861,601	859,082	848,918	858,155
TOTAL DIVISION	\$ 863,304	\$ 861,664	\$ 851,452	\$ 858,155



**DIVISION OF PURCHASES AND SUPPLIES
STOREROOM**

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
			OFFICE & CLERICAL		
1	1	1	Accountant Clerk I	10.00 Hr.	14.98 Hr.
1	1	1	Storekeeper	10.00 Hr.	18.99 Hr.
<u>2</u>	<u>2</u>	<u>2</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Financial, Compliance & Op Audit	\$ 618	5		\$ 563	5		\$ 782	6	
	\$ 618	5		\$ 563	5		\$ 782	6	
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 595			\$ 563			\$ 772		
Self Generated	23			-			10		
	\$ 618	5		\$ 563	5		\$ 782	6	

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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 271,930	\$ 303,755	\$ 261,515	\$ 342,057
LONGEVITY	600	1,200	1,200	1,200
SEPARATION PAYMENTS	4,105	-	2,606	-
BONUS INCENTIVE	2,000	-	-	-
TOTAL	\$ 278,635	\$ 304,955	\$ 265,321	\$ 343,257
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 24,127	\$ 28,082	\$ 26,465	\$ 39,115
DENTAL	2,127	2,133	1,890	2,150
VISION CARE	288	295	248	326
PERS	38,608	41,989	36,763	48,056
FICA-MEDICARE	4,244	4,309	3,744	4,977
F.I.C.A.	(275)	-	-	-
WORKERS COMPENSATION	557	573	6,266	6,062
LIFE INSURANCE	207	270	214	270
UNEMPLOYMENT COMPENSATION	-	-	4,354	-
TOTAL	\$ 69,884	\$ 77,650	\$ 79,943	\$ 100,956
TRAINING AND DUES				
TUITION & REGISTRATION FEES	\$ 3,150	\$ 14,750	\$ 8,320	\$ 12,000
MILEAGE (PRIVATE AUTO)	-	-	-	1,000
PROFESSIONAL DUES	1,370	840	2,063	1,900
TOTAL	\$ 4,520	\$ 15,590	\$ 10,383	\$ 14,900
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 5,196	\$ -	\$ -	-
MILEAGE (PRIVATE AUTO)	-	339	599	-
PARKING IN CITY FACILITIES	1,320	220	-	-
PHOTOCOPY MACHINE RENTAL	1,489	106	-	-
STATE AUDITOR EXAMINATION	213,705	197,061	199,419	300,000
TOTAL	\$ 221,710	\$ 197,727	\$ 200,017	\$ 300,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 307	\$ -	\$ 72	\$ 1,000
COMPUTER HARDWARE	-	-	439	-
POSTAGE	-	-	-	100
COMPUTER SOFTWARE	-	3,997	1,359	2,000
OFFICE FURNITURE & EQUIPMENT	-	523	-	-
PAPER AND OTHER PRINTING SUPP	-	-	-	2,500
PRINTED MATERIALS	-	-	-	3,800
OTHER SUPPLIES	5,452	420	-	-
JUST IN TIME OFFICE SUPPLIES	2,183	1,913	2,870	5,800
TOTAL	\$ 7,941	\$ 6,853	\$ 4,740	\$ 15,200



INTERNAL AUDIT

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH \$	5,675 \$	12,284 \$	1,463 \$	1,535
CHARGES FROM PRINTING	11,797	2,188	1,214	6,002
CHARGES FROM STOREROOM	117	147	26	97
CHARGES FROM MOTOR VEHICLES	905	153	-	-
TOTAL	\$ 18,493	\$ 14,772	\$ 2,703	\$ 7,634
TOTAL DIVISION	\$ 601,183	\$ 617,547	\$ 563,108	\$ 781,947

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
EXPENDITURE RECOVERIES	\$ 17,922	\$ 23,334	-	\$ 10,000
TOTAL DIVISION	\$ 17,922	\$ 23,334	-	\$ 10,000



INTERNAL AUDIT
COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			PROFESSIONALS		
1	1	1	In-Charge Senior Internal Auditor	49,500	78,732
1	1	1	Manager Internal Audit	40,315	113,755
2	1	2	Senior Internal Auditor	23,647	62,539
2	2	2	Auditor	20,093	54,906
<u>6</u>	<u>5</u>	<u>6</u>			
<u>6</u>	<u>5</u>	<u>6</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Collection	\$ 2,004	22	9	\$ 1,943	20	10	\$ 2,447	21	10
Audit	1,743	19		1,690	18		2,608	30	
Compliance	3,486	39		3,381	36		3,342	41	
Data Entry	523	6	1	507	6	1	815	6	4
Record Retention	610	7		592	7		815	10	
Taxpayer Assistance	348	4		337	4		651	4	4
	\$ 8,714	97	10	\$ 8,450	91	11	\$ 10,678	112	18
FUNDING SOURCE:									
Collection Fees:									
Cleveland*	\$ 6,143			\$ 5,921			\$ 7,678		
Suburbs	2,571			2,529			3,000		
	\$ 8,714	97	10	\$ 8,450	91	11	\$ 10,678	112	18

* 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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 3,682,771	\$ 3,749,998	\$ 3,597,246	\$ 4,392,290
SEASONAL	9,906	29,245	24,732	85,696
PART-TIME PERMANENT	67,412	83,746	117,544	190,978
LONGEVITY	35,350	36,125	42,025	40,425
SEPARATION PAYMENTS	63,509	7,388	10,068	-
BONUS INCENTIVE	50,000	-	-	-
OVERTIME	193,762	219,977	166,639	203,514
TOTAL	\$ 4,102,710	\$ 4,126,479	\$ 3,958,254	\$ 4,912,903
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 549,253	\$ 620,400	\$ 660,489	\$ 815,042
DENTAL	39,387	42,076	40,574	45,161
VISION CARE	6,496	6,857	6,471	7,624
PERS	548,016	561,452	548,143	687,807
FICA-MEDICARE	43,831	46,677	45,115	61,437
WORKER'S COMPENSATION	18,878	10,823	104,954	115,102
LIFE INSURANCE	4,088	4,481	4,268	4,725
UNEMPLOYMENT COMPENSATION	1,000	4,410	4,802	-
TOTAL	\$ 1,210,947	\$ 1,297,175	\$ 1,414,816	\$ 1,736,898
TRAINING & PROFESS DUES				
TRAVEL	\$ 2,041	\$ 2,439	\$ 2,677	\$ 2,700
TUITION & REGISTRATION FEES	1,300	1,120	420	1,500
MILEAGE (PRIV AUTO) TRNG PRPS	-	78	564	500
PROFESSIONAL DUES	15,636	13,871	12,341	11,040
TOTAL	\$ 18,976	\$ 17,508	\$ 16,002	\$ 15,740
UTILITIES				
ELECTRICITY - CPP	\$ 34,508	\$ 23,722	\$ 35,781	\$ 54,027
ELECTRICITY - OTHER	111	-	-	81
SECURITY & MONITORING SYSTEM	564	9,564	-	7,000
TOTAL	\$ 35,183	\$ 33,286	\$ 35,781	\$ 61,108



CENTRAL COLLECTION AGENCY

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 750,501	\$ 1,145,529	\$ 809,898	\$ 1,194,000
MILEAGE (PRIVATE AUTO)	4,838	4,296	4,392	4,000
SECURITY SERVICES	30,000	-	-	-
ADVERTISING AND PUBLIC NOTICE	1,678	1,253	2,621	2,000
PARKING IN CITY FACILITIES	2,672	2,661	2,666	3,000
INSURANCE AND OFFICIAL BONDS	1,410	-	1,110	-
PHOTOCOPY MACHINE RENTAL	7,120	1,616	-	-
EQUIPMENT RENTAL	465	927	930	3,000
OTHER CONTRACTUAL	28,723	12,355	7,095	7,700
STATE AUDITOR EXAMINATION	19,694	23,996	35,857	30,000
BANK SERVICE FEES	238,024	255,647	260,557	250,000
CREDIT CARD PROCESSING FEES	31,728	37,405	58,504	40,000
TOTAL	\$ 1,116,853	\$ 1,485,684	\$ 1,183,629	\$ 1,533,700
MATERIALS & SUPPLIES				
OFFICE SUPPLIES	\$ 328,977	\$ 15,462	\$ 90,002	\$ 253,000
POSTAGE	380,542	474,502	315,161	455,500
COMPUTER SUPPLIES	-	-	1	5,000
COMPUTER HARDWARE	-	-	51,126	20,000
COMPUTER SOFTWARE	65,866	79,538	24,519	75,000
OFFICE FURNITURE & EQUIPMENT	21,334	2,879	4,971	20,000
HYGIENE AND CLEANING SUPPLIES	2,187	-	-	1,000
MEDICAL SUPPLIES	-	-	-	1,000
PAPER AND OTHER SUPPLIES	-	-	-	1,000
PRINTED MATERIALS	-	-	-	1,000
OTHER SUPPLIES	834	1,063	1,062	1,500
BATTERIES	-	-	-	500
JUST IN TIME OFFICE SUPPLIES	41,538	61,096	14,443	50,000
BUILDING MAINTENANCE SUPPLY	-	270	-	-
TOTAL	\$ 841,278	\$ 634,811	\$ 501,284	\$ 884,500
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 590	\$ 14,017	\$ 14,190	\$ 16,000
MAINTENANCE CONTRACTS	10,430	2,286	846	2,250
COMPUTER HARDWARE MAINT	2,200	12,100	8,286	10,000
COMPUTER SOFTWARE MAINT	32,932	25,747	43,414	81,500
MAINTENANCE VEHICLES	-	-	-	100
CAR WASHES	-	-	181	200
MAINTENANCE BUILDING	315	-	13,650	-
CHARGES FROM MAINT	-	-	-	10,000
TOTAL	\$ 46,467	\$ 54,150	\$ 80,567	\$ 120,050



CENTRAL COLLECTION AGENCY

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CLAIMS, REFUNDS, MISCELLANEOUS				
COURT COSTS	\$ 11,096	\$ 14,868	\$ 8,854	\$ 20,000
INDIRECT COST	401,748	494,438	448,338	482,388
TOTAL	\$ 412,844	\$ 509,306	\$ 457,192	\$ 502,388
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM GENERAL FUND	\$ 350,000	\$ 350,000	\$ 350,283	\$ 373,948
CHARGES FROM TELEPHONE	64,745	61,311	48,028	49,949
CHARGES FROM PRINTING	46,771	133,144	363,521	450,110
CHARGES FROM MOTOR VEHICLE	8,083	9,114	9,544	9,382
CHARGES FROM WASTE	687	-	-	2,000
TOTAL	\$ 470,286	\$ 553,569	\$ 771,376	\$ 885,389
CAPITAL OUTLAY				
OFFICE EQUIPMENT	\$ 11,540	\$ 1,619	\$ -	\$ 25,000
AUTOMOBILES	-	-	31,589	-
TRUCKS	-	-	1	-
TOTAL	\$ 11,540	\$ 1,619	\$ 31,590	\$ 25,000
TOTAL DIVISION	\$ 8,267,084	\$ 8,713,587	\$ 8,450,491	\$ 10,677,676

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LOCAL TAXES	\$ 5,740,000	\$ 5,810,000	\$ 5,880,000	\$ 7,193,182
MISCELLANEOUS REVENUES	545,374	80,774	1,610,443	150,000
TRANSFERS IN	1,800	1,800	1,800	-
EXPENDITURE RECOVERIES	2,462,722	2,571,167	2,529,312	3,000,000
TOTAL DIVISION	\$ 8,749,896	\$ 8,463,741	\$ 10,021,555	\$ 10,343,182



CENTRAL COLLECTION AGENCY

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Asst. Income Tax Administrator	26,274	83,396
1	1	1	Income Tax Administrator	42,758	128,648
2	3	3	Administrative Manager	27,194	83,396
1	0	0	Administrative Officer	20,800	49,440
1	1	1	Fiscal Manager	23,647	78,936
0	1	1	Chief Bureau of Accounts and Collections	22,333	59,357
1	0	0	Chief of Tax Auditing Bureau	22,333	61,435
0	1	1	Office Manager	20,800	46,351
<u>7</u>	<u>8</u>	<u>8</u>			
OFFICE & CLERICAL					
3	3	3	Junior Cashier	10.00 Hr.	15.53 Hr.
1	1	1	Principal Cashier	10.00 Hr.	21.73 Hr.
8	7	8	Accountant Clerk II	10.00 Hr.	16.18 Hr.
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
2	2	2	Messenger	10.00 Hr.	13.95 Hr.
1	1	2	Receptionist	10.00 Hr.	14.28 Hr.
25	21	25	Income Tax Tracer	10.04 Hr.	16.34 Hr.
<u>41</u>	<u>36</u>	<u>42</u>			
PROFESSIONALS					
14	13	14	Auditor	20,093	54,906
3	2	3	Assistant Director of Law	26,250	74,984
18	11	17	Tax Auditor I	10.60 Hr.	17.15 Hr.
13	6	12	Tax Auditor II	12.41 Hr.	18.97 Hr.
0	1	1	Miscellaneous Investigator	10.00 Hr.	17.04 Hr.
1	0	0	Personnel Assistant	20,800	44,269
0	1	1	Senior Personnel Assistant	20,800	46,810
1	1	1	Project Leader / Application	30,215	83,198
2	1	1	Asst. Income Tax Financial Supervisor	22,333	59,357
7	8	9	Income Tax Supervisor	20,093	53,048
<u>59</u>	<u>44</u>	<u>59</u>			
PARAPROFESSIONALS					
2	1	1	Chief Legal Investigator	23,647	62,539
2	2	2	Paralegal	20,800	40,780
<u>4</u>	<u>3</u>	<u>3</u>			
TECHNICIANS					
1	0	0	Senior Data Conversion Operator	10.80 Hr.	16.87 Hr.
<u>1</u>	<u>0</u>	<u>0</u>			
112	91	112	TOTAL FULL TIME		
1	3	4	Income Tax Tracer	10.04 Hr.	16.34 Hr.
4	1	1	Student Assistant	10.00 Hr.	10.30 Hr.
14	7	13	Student Aide	10.00 Hr.	10.30 Hr.
<u>19</u>	<u>11</u>	<u>18</u>	TOTAL PART TIME		
<u>131</u>	<u>102</u>	<u>130</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006		2007			2008	
	ACTUAL		UNAUDITED			BUDGET	
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT	
PROGRAMS:							
Printing Services	\$ 1,831	11	\$ 1,942	11	1	\$ 2,604	13
Copy Center	323	2	343	2		408	2
	\$ 2,154	13	\$ 2,285	13	1	\$ 3,012	15
FUNDING SOURCE:							
User Fees:							
Internal Service Fund*	\$ 2,154	13	\$ 2,285	13		\$ 3,012	15
	\$ 2,154	13	\$ 2,285	13	1	\$ 3,012	15

* 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 481,760	\$ 514,554	\$ 544,993	\$ 630,348
PART-TIME PERMANENT	-	-	4,791	-
INJURY PAY	-	3,904	568	-
LONGEVITY	4,425	4,825	4,525	5,400
SEPARATION PAYMENTS	958	1,120	-	-
BONUS INCENTIVE	6,000	-	-	-
OVERTIME	42,477	57,327	53,876	37,500
TOTAL	\$ 535,619	\$ 581,731	\$ 608,753	\$ 673,248
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 78,614	\$ 74,074	\$ 94,637	\$ 117,152
DENTAL	5,792	5,422	5,972	6,565
VISION CARE	852	807	890	1,082
PERS	70,924	77,211	84,987	94,255
FICA-MEDICARE	6,127	6,773	7,139	8,166
WORKER'S COMPENSATION	921	1,107	16,714	42,056
LIFE INSURANCE	495	503	563	675
CLOTHING ALLOWANCE	-	800	-	800
CLOTHING MAINTENANCE	1,185	847	927	2,237
TOTAL	\$ 164,910	\$ 167,544	\$ 211,830	\$ 272,988
TRAINING & PROFESS DUES				
TRAVEL	\$ -	\$ -	\$ 40	\$ 500
TUITION & REGISTRATION FEES	630	-	1,690	1,000
OTHER TRAINING SUPPLIES	-	-	-	500
PROFESSIONAL DUES	1,015	1,029	1,293	2,000
TOTAL	\$ 1,645	\$ 1,029	\$ 3,023	\$ 4,000
UTILITIES				
GAS	\$ 3,468	\$ 2,513	\$ 3,701	\$ 4,385
ELECTRICITY - CPP	21,842	29,006	31,241	36,761
SECURITY & MONITORING SYSTEM	277	677	578	1,000
TOTAL	\$ 25,587	\$ 32,197	\$ 35,520	\$ 42,146
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 500
WASTE DISPOSAL	-	-	-	1,000
PARKING IN CITY FACILITIES	25	66	6	500
PHOTOCOPY MACHINE RENTAL	210,886	635,705	584,381	750,000
OTHER CONTRACTUAL	-	49,795	65,465	-
TOTAL	\$ 210,910	\$ 685,566	\$ 649,851	\$ 752,000



PRINTING AND REPRODUCTION

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
MATERIALS & SUPPLIES							
OFFICE SUPPLIES	\$ 687	\$	-	\$	457	\$	3,000
DISCOUNTS LOST	-		-		(4)		-
POSTAGE	2,459		-		-		3,000
COMPUTER SUPPLIES	-		785		-		1,000
COMPUTER HARDWARE	4,576		5,669		98		5,000
COMPUTER SOFTWARE	1,729		-		798		3,000
SMALL EQUIPMENT	5,845		14,936		17,316		15,000
ELECTRICAL SUPPLIES	-		-		-		1,000
HYGIENE AND CLEANING SUPP	1,668		1,121		-		1,000
PAPER AND OTHER SUPPLIES	485,074		609,559		652,853		800,000
PRINTED MATERIALS	-		-		26		-
SHOP SUPPLIES	-		127		-		-
OTHER SUPPLIES	617		716		2,045		1,000
JUST IN TIME OFFICE SUPPLIES	3,722		5,381		4,369		3,500
TOTAL	\$ 506,376	\$	638,294	\$	677,958	\$	836,500
MAINTENANCE							
MAINTENANCE OFFICE EQUIP	\$ -	\$	-	\$	-	\$	2,000
MAINTENANCE CONTRACTS	25,346		29,260		72,083		100,000
COMPUTER HARDWARE MAINT	-		-		-		1,000
COMPUTER SOFTWARE MAINT	-		-		7,554		10,000
MAINTENANCE MACHINERY	8,743		279		-		10,000
CAR WASHES	-		150		-		500
REPAIR OF OVERHEAD DOORS	-		-		-		500
CHARGES FROM MAINTENANCE	2,236		6,274		6,319		6,000
TOTAL	\$ 36,325	\$	35,964	\$	85,956	\$	130,000
CLAIMS, REFUNDS, MISCELLANEOUS							
COURT COSTS	\$ -	\$	-	\$	270	\$	-
TOTAL	\$ -	\$	-	\$	270	\$	-
INTER-DEPARTMENTAL CHARGES							
CHARGES FROM TELEPHONE	\$ 9,839	\$	10,654	\$	9,238	\$	9,691
CHARGES FROM MOTOR VEHICLE	1,327		1,297		2,751		1,770
TOTAL	\$ 11,166	\$	11,951	\$	11,988	\$	11,461
CAPITAL OUTLAY							
OTHER EQUIPMENT	\$ -	\$	-	\$	-	\$	289,554
TOTAL	\$ -	\$	-	\$	-	\$	289,554
TOTAL DIVISION	\$ 1,492,539	\$	2,154,275	\$	2,285,149	\$	3,011,897



PRINTING AND REPRODUCTION

REVENUE

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ 680	\$ 446	\$ -
MISCELLANEOUS REVENUES	11,774	21,238	25,870	-
EXPENDITURE RECOVERIES	1,282,915	2,184,772	2,365,319	2,700,056
TOTAL DIVISION	\$ 1,294,689	\$ 2,206,689	\$ 2,391,635	\$ 2,700,056

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Commissioner of Printing and Reproduction	40,315	123,236
1	1	1	Asst. Commissioner, Division of Printing and Repro.	23,647	78,936
2	2	2			
OFFICE & CLERICAL					
2	2	3	Copy Center Operator, Offset Duplicating Machine	10.00 Hr.	17.14 Hr.
1	1	1	Private Secretary	10.00 Hr.	19.40 Hr.
1	1	1	Principal Clerk	11.93 Hr.	18.38 Hr.
4	4	5			
PARAPROFESSIONALS					
2	2	2	Print Shop Helper	10.61 Hr.	13.69 Hr.
2	2	2			
PROFESSIONAL					
1	1	1	Desktop Publishing Specialist	20,231	54,232
1	1	1			
SKILLED CRAFT					
1	1	1	First Press Operator	12.00 Hr.	20.35 Hr.
2	1	2	Second Press Operator	10.00 Hr.	18.21 Hr.
1	1	1	Printing Foreman	28,405	48,614
4	3	4			
TECHNICIANS					
1	1	1	PC Technician	25,000	46,351
1	1	1			
14	13	15	TOTAL FULL TIME		
0	1	0	First Press Operator	12.00 Hr.	20.35 Hr.
0	1	0	TOTAL PART TIME		
14	14	15	TOTAL DIVISION		

**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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Debt Admin. & Record Maint.	\$ 479	1	\$ 454	1	\$ 476	1		
Debt Issuance & Compliance	188	1	185	1	189	1		
Bond & Note Payments	55,777		57,730		61,870			
	\$ 56,444	2	\$ 58,369	2	\$ 62,535	2		
FUNDING SOURCE:								
Local Taxes	\$ 22,876		\$ 23,721		\$ 22,290			
Intergovernmental	2,477		3,301		3,808			
Self Generated	931		819		750			
Bond Proceeds	107		960		-			
TIF / Developer Receipts	221		311		219			
Other Proceeds	123		30		-			
Restricted Tax	18,750		19,500		24,012			
Subordinated Income Tax	4,759		4,783		4,910			
Transfers	2,304		7,310		3,755			
Reserve*	3,531		(2,366)		2,285			
Issue 2	365		-		506			
	\$ 56,444	2	\$ 58,369	2	\$ 62,535	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.

2007 ACTIVITY

Effective April 18, 2007, the City issued \$42,900,000 Various Purpose General Obligation Bonds, Series 2007A, and \$2,050,000 Final Judgment General Obligation Bonds, Series 2007B. Proceeds of the Series 2007A Bonds are being used to fund permanent improvements to roads and bridges, public facilities, parks and recreation facilities and cemeteries and to revitalize lands within the City. The 2007B Bonds will be used to pay for a variety of court ordered settlements. In addition, on May 7, 2007, the City issued \$28,080,000 Various Purpose General Obligation Refunding Bonds, Series 2007C. These bonds refunded \$28,245,000 of outstanding General Obligation Bonds and achieved debt service savings of \$1.18 million for the City.

In June 2007, the City issued \$143,570,000 Water Revenue Bonds, Series O, 2007. The proceeds of these bonds will be used to pay costs of improvements to the Waterworks System over the next three years. In conjunction with the issuance of these bonds, both Standard & Poor's and Moody's Investors Service upgraded their ratings of the City's Water Revenue Bonds to AA and Aa2 respectively.

On August 17, 2007, UBS AG notified the City that it was exercising its option under a 2003 swaption agreement to cause the City to enter into a fixed payor interest rate swap with regard to a portion of its 1997 Certificates of Participation (COPs) issued for the Cleveland Stadium Project. This agreement required the issuance of variable rate refunding bonds. Therefore, effective October 11, 2007, the City issued \$108,390,000 Refunding Certificates of Participation, Series 2007 to refund the 1997 COPs. These were issued as auction rate securities and the City expects to realize \$752,000 of net present value savings. The swap associated with this transaction went into effect on November 15, 2007.

Effective October 3, 2007, the City issued \$148,250,000 Airport System Revenue Bonds, Series 2007A and \$11,255,000 Airport System Revenue Bonds, Series 2007B. The Series 2007A Bonds were issued as auction rate securities (variable rate bonds) of which \$121,700,000 are hedged as a result of interest rate swap agreements entered into on February 1, 2007 and effective the date of issuance of the bonds. These bonds refunded \$144,360,000 of outstanding Series 1997A Airport System Revenue Bonds. As a result of this refunding, the City expects to achieve debt service savings of \$8.47 million and net present value savings of 4.67%. The Series 2007C Bonds, which were issued on a fixed rate basis, refunded \$11,485,000 of outstanding Series 1997C Airport System Revenue Bonds and achieved debt service savings of \$475,000.

On November 28, 2007, the City issued \$135,410,000 Water Revenue Bonds, Series P, 2007. These bonds were issued to currently refund \$140,030,000 of outstanding Series I Water Revenue Bonds. As a result of this refunding, the Waterworks System will achieve debt service savings of \$5.8 million or 4.17%.



DEBT SERVICE
SINKING FUND COMMISSION
2008 ACTIVITY

In 2008, the City is planning or reviewing the feasibility of the following financings:

- Subordinated Income Tax Bonds for demolition, improvements to roads and bridges, recreation facilities and other public facilities and for the purchase of vehicles and a new financial management system;
- Airport System Revenue Bonds for various improvements to the airport system;
- Public Power Revenue Bonds for improvements to Cleveland Public Power; and
- Refunding or other financing alternatives which meet the City's financial and operational goals.

BOND RATINGS

As of December 31, 2007 the City's Bond Ratings for general obligation bonds, revenue bonds, notes and certificates of participation were as follows:

	Moody's Investors Service	Standard & Poor's	Fitch Investors
General Obligation Bonds	A2	A	A+
Core City Bonds	A3	A-	N/A
Waterworks Revenue Bonds +	Aa2	AA	N/A
Cleveland Public Power Revenue Bonds	A2	A-	N/A
Airport Revenue Bonds	A3	A-	A
Certificates of Participation Series 1997	A3	A-	N/A
Parking Revenue Bonds++	Aaa	AAA	AAA

+ On June 1, 2007 Moody's Investors Service upgraded its rating on the City's Water Revenue Bonds from Aa3 to Aa2.
 On June 4, 2007, Standard & Poor's raised its rating on Water's bonds from AA- to AA.

++ Insured ratings

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 \$642,004,890 and unvoted debt limit (5.5%) is \$336,288,275. At January 1, 2008, the City had limited capacity, under the indirect debt limitation calculation per the Ohio Revised Code, to issue 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

	2006 Actual	2007 Unaudited	2008 Budget
Unvoted Tax Supported General Obligation Bonds			
Bonds Redeemed	\$ 29,530,000	\$ 31,590,000	\$ 33,450,000
Interest on Bonds	17,435,774	16,877,362	16,572,048
	\$ 46,965,774	\$ 48,467,362	\$ 50,022,048
Subordinated Income Tax Bonds (Police & Fire Pension)			
Bonds Redeemed	\$ 1,700,000	\$ 1,800,000	\$ 2,000,000
Interest on Bonds	3,018,818	2,934,671	3,000,000
	\$ 4,718,818	\$ 4,734,671	\$ 5,000,000
Subordinated Income Tax Reserve (Police & Fire Pension)			
Transfer to Other Subdasses	\$ 1,771	\$ -	\$ -
	\$ 1,771	\$ -	\$ -
Urban Renewal Debt Retirement Fund			
Transfer to Other Subdasses	\$ 6,653	\$ -	\$ -
	\$ 6,653	\$ -	\$ -
2003 Core City Fund			
Other	\$ 79,001	\$ 78,904	\$ 85,000
Bonds Redeemed	-	500,000	500,000
Interest on Bonds *	1,333,180	1,459,074	1,500,000
	\$ 1,412,181	\$ 2,037,978	\$ 2,085,000
Lower Eudid TIF Bonds			
Bonds Redeemed	\$ 77,000	\$ 87,000	\$ 429,000
Interest on Bonds	387,293	196,085	219,155
	\$ 464,293	\$ 283,085	\$ 648,155
Nontax Revenue Refunding Bonds - Stadium			
Bonds Redeemed	\$ -	\$ -	\$ 110,000
Interest on Bonds *	648,231	648,231	648,231
	\$ 648,231	\$ 648,231	\$ 758,231
2004 Core City Bonds			
Bonds Redeemed	\$ 655,000	\$ 675,000	\$ 695,000
Interest on Bonds	904,013	884,035	861,423
	\$ 1,559,013	\$ 1,559,035	\$ 1,556,423

**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

	2006 Actual		2007 Unaudited		2008 Budget
2008 Subordinated Income Tax Bonds					
Bonds Redeemed	\$ -	\$	-	\$	-
Interest on Bonds	-		-		1,800,000
	\$ -	\$	-	\$	1,800,000
Sinking Fund Operations					
Personnel	\$ 163,749	\$	169,329	\$	170,252
Other	503,055		469,731		494,900
	\$ 666,804	\$	639,060	\$	665,152
Total Expenditures	\$ 56,443,538	\$	58,369,422	\$	62,535,009

* All or a portion paid by capitalized interest from the proceeds of the bonds

REVENUE

	2005 Actual		2006 Actual		2007 Unaudited		2008 Budget
PROPERTY TAXES	\$ 22,615,698	\$	22,875,925	\$	23,720,972	\$	22,289,575
INTERGOVERNMENTAL REVENUE	2,691,974		2,477,498		3,300,913		3,808,332
RESTRICTED INCOME TAX	9,433,129		18,750,000		19,500,000		24,012,500
SUBORDINATED INCOME TAX	5,106,866		4,759,015		4,783,724		4,910,298
INVESTMENT EARNINGS	539,811		770,722		737,375		600,000
BOND FEES & SERVICES	187,940		159,920		81,464		150,000
NOTE / BOND PROCEEDS	2,004,898		107,540		959,954		-
TRANSFERS FROM OTHER SUBFUNDS	1,786,501		1,647,439		6,064,614		2,085,000
OTHER PROCEEDS (LAND SALES)	8,366,871		122,539		30,000		-
EXPENDITURE RECOVERY ISSUE 2	973,851		365,006		-		506,097
TIF / DEVELOPER RECEIPTS	-		220,641		310,636		219,030
GENERAL FUND TRANSFER	686,418		656,182		1,245,252		1,669,134
DRAW/(ADD) OF FUND BALANCE	3,081,449		3,531,111		(2,365,482)		2,285,043
TOTAL RECEIPTS	\$ 57,475,406	\$	56,443,538	\$	58,369,422	\$	62,535,009

**DEBT SERVICE
SINKING FUND COMMISSION**

EXPENDITURES

	2006 Actual	2007 Unaudited	2008 Budget
WATER REVENUE BONDS+			
EXPENDITURES:			
Principal	\$ 15,485,000	\$ 17,695,000	\$ 19,660,000
Interest	36,323,625	34,898,952	37,448,930
Total Expenditures	\$ 51,808,625	\$ 52,593,952	\$ 57,108,930
RECEIPTS			
Utility Reimbursement	\$ 51,808,625	\$ 52,593,952	\$ 57,108,930
Total Receipts	\$ 51,808,625	\$ 52,593,952	\$ 57,108,930 *

* Includes \$7,156,116 of capitalized interest from the proceeds of the 2007 Series 0 Bonds.

Airport System Revenue Bonds and Notes +

EXPENDITURES:				
Principal	\$ 10,895,249	\$ 21,075,000	\$ 20,110,000	
Interest	49,795,347	44,464,283	42,803,726	
Total Expenditures	\$ 60,690,596	\$ 65,539,283	\$ 62,913,726	
RECEIPTS				
Enterprise Reimbursement	\$ 60,690,596	\$ 65,539,283	\$ 62,913,726	
Total Receipts	\$ 60,690,596 *	\$ 65,539,283 **	\$ 62,913,726 ***	

*Includes \$2,923,805 of capitalized interest from the 2003 Bonds.

**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 \$4,272,408 of capitalized interest from the remarketing of the 2000C Bonds.

Ohio Water Development Authority Loans - Water

EXPENDITURES:				
Principal	\$ 2,828,264	\$ 3,144,499	\$ 4,547,183	
Interest	2,632,535	2,864,604	3,891,685	
Total Expenditures	\$ 5,460,799	\$ 6,009,103	\$ 8,438,868	
RECEIPTS				
Utility Reimbursement	\$ 5,460,799	\$ 6,009,103	\$ 8,438,868	
Total Receipts	\$ 5,460,799	\$ 6,009,103	\$ 8,438,868	

+ 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

	2006 Actual		2007 Unaudited		2008 Budget
Ohio Water Development Authority Loans - Water Pollution Control					
EXPENDITURES:					
Principal	\$ 400,738	\$	416,373	\$	477,657
Interest	206,112		190,477		174,193
Total Expenditures	\$ 606,850	\$	606,850	\$	651,850
RECEIPTS					
Utility Reimbursement	\$ 606,850	\$	606,850	\$	651,850
Total Receipts	\$ 606,850	\$	606,850	\$	651,850

Public Power Improvement System - Revenue Bonds +

EXPENDITURES:					
Principal	\$ 11,025,000	\$	8,045,000	\$	8,335,000
Interest	8,144,119		9,368,159		9,336,212
Total Expenditures	\$ 19,169,119	\$	17,413,159	\$	17,671,212
RECEIPTS					
Utility Reimbursement	\$ 19,169,119	\$	17,413,159	\$	17,671,212
Total Receipts	\$ 19,169,119	\$	17,413,159	\$	17,671,212

Parking Facilities Revenue Refunding Bonds +

EXPENDITURES:					
Principal	\$ 2,445,000	\$	2,795,000	\$	2,945,000
Interest	2,418,598		3,350,972		3,145,150
Total Expenditures	\$ 4,863,598	\$	6,145,972	\$	6,090,150
RECEIPTS					
Enterprise Reimbursement	\$ 4,863,598	\$	6,145,972	\$	6,090,150
Total Receipts	\$ 4,863,598	\$	6,145,972	\$	6,090,150

+ 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	12/31/07 BALANCE	2008 PRINCIPAL	2008 INTEREST	TOTAL DUE
BRIDGES & ROADS	MAR/SEP	1993	2009	VAR	1,570,000	765,000	83,814	848,814
BRIDGES & ROADS	FEB./AUG.	1997	2014	VAR	4,660,000	645,000	266,338	911,338
BRIDGES & ROADS	APR/OCT	1998	2015	VAR	6,075,000	650,000	270,323	920,323
BRIDGES & ROADS	MAY/NOV.	1999	2010	VAR	2,730,000	865,000	135,590	1,000,590
BRIDGES & ROADS	JUNE/DEC.	2000	2012	VAR	2,365,000	550,000	118,020	668,020
BRIDGES & ROADS	JUNE/DEC.	2002	2014	VAR	8,230,000	1,260,000	357,650	1,617,650
BRIDGES & ROADS	FEB./AUG.	2003	2017	VAR	14,980,000	1,445,000	620,088	2,065,088
BRIDGES & ROADS	JUNE/DEC.	2004	2024	VAR	6,085,000	530,000	224,556	754,556
BRIDGES & ROADS	APR/OCT	2005A	2021	VAR	14,885,000	805,000	684,331	1,489,331
BRIDGES & ROADS	MAY/NOV.	2007A	2027	VAR	17,605,000	570,000	797,250	1,367,250
CEMETERY IMPROVEMENT	APR/OCT	1998	2018	VAR	1,225,000	90,000	55,196	145,196
CEMETERY IMPROVEMENT	MAY/NOV.	2007A	2027	VAR	505,000	15,000	22,888	37,888
DEMO/REVITALIZATION	MAY/NOV.	2007A	2032	VAR	6,020,000	135,000	269,819	404,819
FINAL JUDGMENT	JUNE/DEC.	2002	2027	VAR	500,000	100,000	17,800	117,800
FINAL JUDGMENT-SERIES E	MAY/NOV	2007B	2031	VAR	2,050,000	50,000	86,213	136,213
FIRE APPARATUS	MAY/NOV.	1999	2009	VAR	195,000	95,000	9,650	104,650
PARKS & RECREATION	MAR/SEP	1993	2012	VAR	1,390,000	250,000	74,525	324,525
PARKS & RECREATION	FEB./AUG.	1997	2005	VAR	1,260,000	145,000	72,088	217,088
PARKS & RECREATION	APR/OCT	1998	2018	VAR	2,345,000	170,000	105,664	275,664
PARKS & RECREATION	MAY/NOV.	1999	2010	VAR	470,000	150,000	23,345	173,345
PARKS & RECREATION	JUNE/DEC.	2000	2012	VAR	940,000	220,000	46,890	266,890
PARKS & RECREATION	JUNE/DEC.	2002	2013	VAR	2,935,000	450,000	144,825	594,825
PARKS & RECREATION	FEB./AUG.	2003	2017	VAR	4,110,000	395,000	170,188	565,188
PARKS & RECREATION	JUNE/DEC.	2004	2024	VAR	1,340,000	115,000	49,500	164,500
PARKS & RECREATION	APR/OCT	2005A	2021	VAR	5,620,000	305,000	258,338	563,338
PARKS & RECREATION	MAY/NOV	2007A	2026	VAR	2,720,000	95,000	122,713	217,713
PUBLIC FACILITIES	MAR/SEP	1993	2013	VAR	4,000,000	585,000	214,561	799,561
PUBLIC FACILITIES	FEB./AUG.	1997	2015	VAR	4,660,000	535,000	266,613	801,613
PUBLIC FACILITIES	APR/OCT	1998	2018	VAR	4,510,000	330,000	203,244	533,244
PUBLIC FACILITIES	MAY/NOV.	1999	2010	VAR	630,000	200,000	31,290	231,290
PUBLIC FACILITIES	JUNE/DEC.	2000	2012	VAR	1,675,000	390,000	83,585	473,585
PUBLIC FACILITIES	JUNE/DEC.	2002	2013	VAR	1,580,000	245,000	77,950	322,950
PUBLIC FACILITIES	FEB./AUG.	2003	2017	VAR	7,230,000	695,000	299,338	994,338
PUBLIC FACILITIES	APR/OCT	2005A	2023	VAR	6,745,000	300,000	304,775	604,775
PUBLIC FACILITIES	MAY/NOV	2007A	2024	VAR	16,050,000	660,000	717,200	1,377,200
RESIDENTIAL AREA IMPR.	FEB./AUG	1997	2015	VAR	425,000	50,000	24,313	74,313
RESIDENTIAL NEIGH. DEV.	APR/OCT	1998	2018	VAR	660,000	50,000	29,739	79,739
RESIDENTIAL NEIGH.	MAY/NOV.	1999	2010	VAR	300,000	95,000	14,900	109,900
RESIDENTIAL DEVELOP.	JUNE/DEC.	2000	2012	VAR	390,000	90,000	19,465	109,465
RESIDENTIAL NEIGH. DEV.	JUNE/DEC.	2002	2013	VAR	685,000	105,000	33,800	138,800
RESIDENTIAL NEIGH. DEV.	FEB./AUG.	2003	2017	VAR	2,875,000	275,000	119,075	394,075
NEIGHBORHOOD DEVELOP.	APR/OCT	2005A	2025	VAR	6,505,000	245,000	291,175	536,175
SERIES 1993 REFUNDING	MAR/SEP	1993	2011	VAR	25,130,000	10,270,000	1,343,035	11,613,035
SERIES 1997 REFUNDING	FEB./AUG.	1997	2018	VAR	26,785,000	5,420,000	1,526,588	6,946,588
SERIES 2005 REFUNDING	APR/OCT	2005	2023	VAR	84,395,000	1,805,000	4,462,988	6,267,988
SERIES 2007C REFUNDING	MAY/NOV	2007C	2027	VAR	28,080,000	115,000	1,374,150	1,489,150
URBAN RENEWAL	MAR/SEP	1993	2013	VAR	870,000	125,000	46,669	171,669
Total					336,990,000	33,450,000	16,572,048	50,022,048

DEBT SERVICE
SINKING FUND COMMISSION

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 125,477	\$ 135,674	\$ 136,824	\$ 136,823
LONGEVITY	700	1,000	1,000	1,100
BONUS INCENTIVE	1,000	-	-	-
TOTAL	\$ 127,177	\$ 136,674	\$ 137,824	\$ 137,923
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 6,537	\$ 7,215	\$ 8,185	\$ 8,518
DENTAL	430	444	452	452
VISION CARE	98	98	102	109
PERS	17,138	18,342	19,033	19,309
FICA-MEDICARE	583	657	663	676
WORKER'S COMPENSATION	207	228	2,981	3,175
LIFE INSURANCE	90	90	90	90
TOTAL	\$ 25,084	\$ 27,075	\$ 31,505	\$ 32,329
TRAINING & PROFESS DUES				
TRAVEL	\$ 746	\$ -	\$ 1,305	\$ 1,600
TUITION & REGISTRATION FEES	-	-	-	1,000
PROFESSIONAL DUES	2,693	1,350	1,500	1,500
TOTAL	\$ 3,439	\$ 1,350	\$ 2,805	\$ 4,100
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 128,975	\$ 136,794	\$ 95,744	\$ 100,000
COUNTY AUD & TREAS COLL FEE	367,404	364,324	370,298	390,000
TOTAL	\$ 496,379	\$ 501,118	\$ 466,043	\$ 490,000
MATERIAL & SUPPLIES				
OFFICE SUPPLIES	\$ 18	\$ -	\$ -	-
POSTAGE	869	505	744	700
COMPUTER HARDWARE	-	-	117	-
TOTAL	\$ 888	\$ 505	\$ 861	\$ 700
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM PRINTING	\$ -	\$ 83	\$ 23	\$ 100
TOTAL	\$ -	\$ 83	\$ 23	\$ 100
TOTAL DIVISION	\$ 652,967	\$ 666,804	\$ 639,060	\$ 665,152



**DEBT SERVICE
SINKING FUND COMMISSION**

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUES \$	33,875	\$ 25,420	\$ 18,731	\$ 28,000
MISCELLANEOUS REVENUES	-	25	-	-
TRANSFERS IN	436,097	421,653	540,000	481,883
EXPENDITURE RECOVERIES	187,940	159,895	81,464	150,000
TOTAL DIVISION	\$ 657,912	\$ 606,993	\$ 640,195	\$ 659,883

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		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
<u>2</u>	<u>2</u>	<u>2</u>			
<u>2</u>	<u>2</u>	<u>2</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Proprietary Fund Accounting	\$ 164	2	\$ 241	2	\$ 374	5		
General Accounting	184	3	157	3	245	4		
Cash Reconciliation	251	2	205	3	320	4		
Special Revenue	174	3	139	3	217	3		
Data Entry	193	3	179	4	279	3		
	\$ 966	13	\$ 921	15	\$ 1,435	19		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 966		\$ 921		\$ 1,435			
	\$ 966	13	\$ 921	15	\$ 1,435	19		

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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 826,304	\$ 692,518	\$ 621,818	\$ 1,026,615
LONGEVITY	5,950	6,050	5,525	5,800
SEPARATION PAYMENTS	2,080	5,795	9,154	-
BONUS INCENTIVE	8,000	-	-	-
OVERTIME	19,967	21,686	39,516	28,298
TOTAL	\$ 862,300	\$ 726,049	\$ 676,013	\$ 1,060,713
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 86,764	\$ 74,850	\$ 86,068	\$ 148,999
DENTAL	5,274	4,773	4,963	8,291
VISION CARE	865	808	732	1,044
PERS	116,455	98,166	92,224	148,500
FICA-MEDICARE	8,163	6,330	6,910	13,554
WORKERS COMPENSATION	1,557	1,766	23,984	15,446
LIFE INSURANCE	713	623	559	821
UNEMPLOYMENT COMPENSATION	-	9,975	-	-
TOTAL	\$ 219,789	\$ 197,290	\$ 215,441	\$ 336,655
TRAINING AND DUES				
TRAVEL	\$ -	\$ 1,324	\$ 670	\$ 1,800
TUITION & REGISTRATION FEES	1,230	1,340	250	3,000
MILEAGE (PRIV AUTO) TRNG PRPS	-	276	78	-
PROFESSIONAL DUES	1,491	3,352	1,729	1,700
TOTAL	\$ 2,721	\$ 6,292	\$ 2,727	\$ 6,500
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 429	\$ 750	\$ -	\$ -
ADVERTISING AND PUBLIC NOTICE	-	591	581	1,000
PARKING IN CITY FACILITIES	24	16	48	200
PHOTOCOPY MACHINE RENTAL	724	915	-	-
TOTAL	\$ 1,176	\$ 2,272	\$ 629	\$ 1,200
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 592	\$ 32	\$ -	\$ 1,000
COMPUTER SUPPLIES	914	736	-	-
COMPUTER HARDWARE	-	-	98	-
OFFICE FURNITURE & EQUIP	214	-	530	-
OTHER SUPPLIES	211	-	-	-
JUST IN TIME OFFICE SUPPLIES	2,879	1,737	3,009	5,000
TOTAL	\$ 4,810	\$ 2,504	\$ 3,637	\$ 6,000

FINANCIAL REPORTING AND CONTROL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ -	\$ -	500
MAINTENANCE MISC. EQUIP	-	-	60	-
TOTAL	\$ -	\$ -	\$ 60	\$ 500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 19,959	\$ 18,481	\$ 8,709	\$ 9,533
CHARGES FROM PRINTING	8,358	13,005	13,337	14,004
CHARGES FROM STOREROOM	92	41	19	50
TOTAL	\$ 28,408	\$ 31,527	\$ 22,065	\$ 23,587
TOTAL DIVISION	\$ 1,119,205	\$ 965,935	\$ 920,570	\$ 1,435,155

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
EXPENDITURE RECOVERIES	\$ -	\$ -	\$ 456	\$ -
TOTAL DIVISION	\$ -	\$ -	\$ 456	\$ -

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	City Comptroller	42,758	128,648
2	1	2	Assistant City Comptroller	41,312	106,049
0	1	0	Fiscal Manager	23,647	78,936
3	3	3			
PROFESSIONALS					
0	1	1	Asst Mgr/App Dev/Tech Supp	46,225	116,484
2	1	1	Accountant III	10.00 Hr.	22.48 Hr.
3	3	3	Accountant IV	20,800	55,449
1	1	1	Budget Analyst	20,800	49,469
1	0	1	Fiscal Grant Administrator	40,000	80,340
1	1	1	Private Secretary	10.00 Hr.	19.40 Hr.
0	0	1	Project Coordinator	22,333	84,261
4	2	4	Accountant Supervisor	23,647	67,692
12	9	13			
TECHNICIANS					
1	1	1	Senior Data Conversion Operator	10.80 Hr.	16.87 Hr.
1	1	1	Data Conversion Supervisor	11.92 Hr.	19.68 Hr.
1	1	1	Data Processing Supervisor	29,800	56,129
3	3	3			
18	15	19	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
PROGRAMS:								
Administration & Planning	\$ 1,019	7	\$ 1,173	7		\$ 1,581	8	
Application & Computer Network	1,045	15	1,203	16		1,617	21	
Technical Support Services	549	2	631	2		843	2	
Telecommunications Delivery Serv.	6,359	17	6,390	16		7,063	17	
	\$ 8,972	41	\$ 9,397	41		\$ 11,104	48	
FUNDING SOURCE:								
Tax Support	\$ 2,603		\$ 3,001			\$ 4,037		
Self Generated	10		6			4		
	\$ 2,613	24	\$ 3,007	25		\$ 4,041	31	
Internal Service User Charge								
Telecommunications*	\$ 6,359	17	\$ 6,390	16		\$ 7,063	17	
	\$ 8,972	41	\$ 9,397	41		\$ 11,104	48	

* 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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,408,973	\$ 1,439,336	\$ 1,503,847	\$ 1,649,459
PART-TIME PERMANENT	8,330	-	-	-
LONGEVITY	6,150	4,475	5,200	5,900
SEPARATION PAYMENTS	63,178	24,293	9,826	-
BONUS INCENTIVE	11,000	-	-	-
OVERTIME	113	200	222	-
TOTAL	\$ 1,497,742	\$ 1,468,304	\$ 1,519,095	\$ 1,655,359
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 168,140	\$ 195,580	\$ 210,984	\$ 247,145
DENTAL	11,855	12,841	12,321	13,724
VISION CARE	1,219	1,265	1,365	1,656
PERS	195,061	199,429	208,817	231,750
FICA-MEDICARE	17,938	19,704	20,048	22,602
WORKER'S COMPENSATION	34,315	52,490	72,792	86,226
LIFE INSURANCE	1,080	1,144	1,174	1,350
UNEMPLOYMENT COMPENSATION	(50)	7,814	-	-
TOTAL	\$ 429,558	\$ 490,267	\$ 527,500	\$ 604,453
TRAINING & PROFESS DUES				
TRAVEL	\$ -	\$ 1,469	\$ -	\$ 5,250
TUITION & REGISTRATION FEES	-	6,740	6,721	45,475
MILEAGE (PRIV AUTO) TRNG PRPS	-	278	-	-
PROFESSIONAL DUES	9,900	464	-	50
TOTAL	\$ 9,900	\$ 8,951	\$ 6,721	\$ 50,775
UTILITIES				
CELLULAR SERVICES	\$ 7,865	\$ -	\$ -	\$ -
ELECTRICITY - OTHER	-	-	391	800
TOTAL	\$ 7,865	\$ -	\$ 391	\$ 800
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 220,131	\$ 140,760	\$ 170,600	\$ 321,448
ADVERTISING AND PUBLIC NOTICE	2,102	-	-	-
PARKING IN CITY FACILITIES	9,307	9,721	9,437	5,040
PROPERTY RENTAL	840	-	-	-
PHOTOCOPY MACHINE RENTAL	4,268	441	-	-
OTHER CONTRACTUAL	250	-	-	-
TOTAL	\$ 236,898	\$ 150,922	\$ 180,037	\$ 326,488

INFORMATION TECHNOLOGY AND SERVICES

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL & SUPPLIES				
OFFICE SUPPLIES	\$ 23	\$ 1,140	\$ 947	\$ 2,500
POSTAGE	147	159	173	500
COMPUTER SUPPLIES	20,863	1,043	7,515	13,250
COMPUTER HARDWARE	4,161	1,971	5,015	-
COMPUTER SOFTWARE	16,532	37,532	33,079	325,426
CLOTHING	-	-	-	1,200
HARDWARE & SMALL TOOLS	-	-	195	-
OTHER SUPPLIES	995	-	-	-
JUST IN TIME OFFICE SUPPLIES	6,100	10,526	7,974	6,000
TOTAL	\$ 48,821	\$ 52,370	\$ 54,898	\$ 348,876
MAINTENANCE				
COMPUTER HARDWARE MAINT	\$ -	\$ 22,693	\$ 48,434	\$ 268,718
COMPUTER SOFTWARE MAINT	110,549	174,335	212,270	315,377
TOTAL	\$ 110,549	\$ 197,028	\$ 260,704	\$ 584,095
CLAIMS, REFUNDS, MISCELLANEOUS				
COURT COSTS	\$ -	\$ -	\$ 90	\$ -
TOTAL	\$ -	\$ -	\$ 90	\$ -
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE	\$ 73,489	\$ 223,519	\$ 426,162	\$ 446,240
CHARGES FROM WATER - GIS PROJ.	-	-	11,056	-
CHARGES FROM PRINTING	5,492	8,692	10,196	12,004
CHARGES FROM STOREROOM	75	94	21	63
CHARGES FROM MOTOR VEHICLE	10,650	13,127	10,432	12,186
TOTAL	\$ 89,707	\$ 245,432	\$ 457,867	\$ 470,493
TOTAL DIVISION	\$ 2,431,041	\$ 2,613,274	\$ 3,007,303	\$ 4,041,339

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 25	\$ -	\$ 125	\$ -
FINES & FORFEITURES	-	-	1,500	-
MISCELLANEOUS REVENUES	635	3,944	390	-
EXPENDITURE RECOVERIES	4,469	5,558	3,723	3,500
TOTAL DIVISION	\$ 5,129	\$ 9,503	\$ 5,738	\$ 3,500



INFORMATION TECHNOLOGY AND SERVICES

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	1	1	Administrative Officer	20,800	49,440
1	1	1	Application Delivery Services Manager	65,000	91,052
1	1	1	Commissioner of Information Technology & Services	52,735	136,764
1	1	1	Deputy Commissioner of Information Systems	30,215	93,215
2	1	2	IT Project Director	22,333	74,917
<u>7</u>	<u>5</u>	<u>6</u>			
PROFESSIONALS					
1	1	1	Assistant Manager Applications & Tech Support Serv.	46,225	116,484
0	1	1	Assistant Administrator	20,800	53,835
1	1	1	Budget Analyst	20,800	49,469
1	1	1	Database Coordinator	30,214	75,697
1	1	1	Fiscal Manager	21,851	75,234
1	0	0	Grant Administrator	22,333	70,152
1	0	1	IT Security Officer	30,215	75,402
1	1	1	IT Training Analyst	38,000	58,916
1	1	1	IT Training Coordinator	38,000	69,216
1	0	1	Information Tech ElecData Auditor	35,000	74,984
2	1	2	Network Analyst II	30,214	84,228
1	0	0	Network and Data Center Ops Manager	55,000	90,049
2	1	1	PC Technician	25,000	46,351
4	3	4	Senior Systems Analyst	20,800	76,220
1	1	1	Shift Supervisor Operations	20,800	56,129
1	1	1	Supervisor of Computer Operations	30,215	83,198
1	1	1	Supv. of Systems and Tech Support	55,000	80,340
3	3	3	Systems Analyst	20,800	57,680
1	1	1	Web Content Editor	20,800	56,638
1	1	1	Web Developer	30,215	78,042
0	0	1	Web Master	30,215	93,652
<u>26</u>	<u>20</u>	<u>25</u>			
<u>33</u>	<u>25</u>	<u>31</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS

EXPENDITURES

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 613,245	\$ 704,389	\$ 773,831	\$ 801,092
LONGEVITY	5,200	7,050	6,450	6,800
SEPARATION PAYMENTS	1,222	11,284	-	-
BONUS INCENTIVE	4,500	2,500	-	-
OVERTIME	2,478	750	1,439	1,100
TOTAL	\$ 626,645	\$ 725,973	\$ 781,719	\$ 808,992
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 79,860	\$ 99,356	\$ 134,034	\$ 162,364
DENTAL	5,350	6,205	7,735	9,000
VISION CARE	859	891	1,045	1,110
PERS	86,179	96,113	107,823	113,259
FICA-MEDICARE	5,229	5,880	6,516	6,918
WORKER'S COMPENSATION	1,177	1,297	15,064	18,038
LIFE INSURANCE	615	660	724	765
UNEMPLOYMENT COMPENSATION	-	1,877	-	-
CLOTHING ALLOWANCE	-	4,500	4,500	5,486
CLOTHING MAINTENANCE	7,125	2,625	2,625	3,308
TOTAL	\$ 186,395	\$ 219,405	\$ 280,065	\$ 320,248
TRAINING & PROFESS DUES				
TRAVEL	\$ -	\$ 1,375	\$ 892	\$ 6,100
TUITION & REGISTRATION FEES	-	6,440	4,237	14,485
MILEAGE (PRIV AUTO) TRNG PRPS	-	42	-	-
TOTAL	\$ -	\$ 7,857	\$ 5,129	\$ 20,585
UTILITIES				
CELLULAR SERVICES	\$ 276,153	\$ 569,143	\$ 575,175	\$ 575,000
TELEPHONE-OHIO BELL	3,744,078	4,076,952	3,628,583	3,879,200
TELEPHONE-LONG DISTANCE	108,057	21,285	74,891	49,440
TELEPHONE	166,994	222,090	535,531	683,285
SECURITY & MONITORING SYSTEM	-	-	26,566	26,500
CONTRACTUAL UTILITIES	-	-	879	-
TOTAL	\$ 4,295,281	\$ 4,889,470	\$ 4,841,625	\$ 5,213,425
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 8,800	\$ 110,400	\$ 109,600	\$ 178,697
CABLE PROFESSIONAL SERVICES	-	-	-	120
ADVERTISING AND PUBLIC NOTICE	-	-	-	6,000
PARKING IN CITY FACILITIES	10,080	10,080	10,095	11,760
PROPERTY RENTAL	420	-	-	-
PHOTOCOPY MACHINE RENTAL	45	-	-	-
PAGER RENTAL	170,172	87,523	16,556	15,000
TOTAL	\$ 189,516	\$ 208,003	\$ 136,251	\$ 211,577

**INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS**

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIALS & SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ 20	\$ -	\$ 1,500
POSTAGE	-	18	-	100
COMPUTER SUPPLIES	2,032	640	-	2,000
COMPUTER HARDWARE	1,575	-	178	5,000
SALT & DE-ICER	-	-	-	150
HARDWARE & SMALL TOOLS	132	3,213	-	4,750
OFFICE FURNITURE & EQUIPMENT	-	1,834	-	2,000
OTHER SUPPLIES	-	8,316	35,131	32,500
JUST IN TIME OFFICE SUPPLIES	1,839	1,609	21	3,000
TOTAL	\$ 5,577	\$ 15,650	\$ 35,330	\$ 51,000
MAINTENANCE				
MAINTENANCE CONTRACTS	\$ 85,899	\$ 72,118	\$ 83,325	\$ 162,000
COMPUTER SOFTWARE MAINT.	-	219,173	224,834	275,000
MAINTENANCE MACHINERY	25,409	-	-	-
TOTAL	\$ 111,308	\$ 291,290	\$ 308,159	\$ 437,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM PRINTING	\$ -	\$ 860	\$ 1,590	\$ -
TOTAL	\$ -	\$ 860	\$ 1,590	\$ -
INTERFUND SUBSIDIES				
TRANSFER TO OTHER SUBCLASSES	\$ 359,116	\$ -	\$ -	\$ -
TOTAL	\$ 359,116	\$ -	\$ -	\$ -
TOTAL DIVISION	\$ 5,773,839	\$ 6,358,508	\$ 6,389,868	\$ 7,062,827

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 183,938	\$ 111,429	\$ 80,257	\$ -
MISCELLANEOUS REVENUES	15,695	2,694	51,596	-
EXPENDITURE RECOVERIES	5,519,810	6,234,695	6,570,033	6,827,627
TOTAL DIVISION	\$ 5,719,444	\$ 6,348,819	\$ 6,701,886	\$ 6,827,627



INFORMATION TECHNOLOGY AND SERVICES
TELECOMMUNICATIONS
COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Chief Safety Signal	18.60 Hr.	34.34 Hr.
1	1	1	Assistant Commissioner	23,647	80,188
2	2	2			
OFFICE AND CLERICAL					
3	2	3	Billing Clerk	10.00 Hr.	15.52 Hr.
1	1	1	Junior Clerk	10.00 Hr.	12.94 Hr.
3	3	3	Telephone Operator	10.00 Hr.	15.53 Hr.
7	6	7			
PROFESSIONALS					
5	5	5	Telecommunications Tech I	19.54 Hr.	29.32 Hr.
1	1	1	IT Telecom Analyst I	30,214	67,130
3	2	2	IT Telecom Analyst II	30,214	83,198
9	8	8			
18	16	17	TOTAL TELECOMMUNICATIONS		

* Salary Schedule effective December 10, 2007

OFFICE OF INFORMATION TECHNOLOGY PLANNING

CHIEF TECHNOLOGY OFFICER - VACANT

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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
IT Strategic Planning & Program	\$ 132	2	\$ 114	2	\$ 181	3		
IT Policy & Program Management	53		46		74			
Digital Divide Community Partner	68		58		94			
	\$ 253	2	\$ 218	2	\$ 349	3		
FUNDING SOURCE:								
Tax Support	\$ 253		\$ 218		\$ 349			
	\$ 253	2	\$ 218	2	\$ 349	3		

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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 211,263	\$ 209,316	\$ 173,980	\$ 259,105
LONGEVITY	575	575	575	575
BONUS INCENTIVE	1,000	-	-	-
TOTAL	\$ 212,838	\$ 209,891	\$ 174,555	\$ 259,680
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 4,795	\$ 8,550	\$ 8,185	\$ 26,011
DENTAL	1,077	535	452	1,075
VISION CARE	119	119	102	163
PERS	27,297	29,914	25,745	36,355
FICA-MEDICARE	3,076	3,030	2,517	3,765
WORKER'S COMPENSATION	189	400	4,313	3,988
LIFE INSURANCE	71	109	101	135
TOTAL	\$ 36,624	\$ 42,658	\$ 41,414	\$ 71,492
TRAINING & PROFESS DUES				
TRAVEL	\$ 939	\$ -	\$ 654	\$ 2,000
TUITION & REGISTRATION FEES	1,822	-	195	3,600
MILEAGE (PRIV AUTO) TRNG PRPS	182	-	-	525
PROFESSIONAL DUES	-	-	-	400
TOTAL	\$ 2,944	\$ -	\$ 849	\$ 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	\$ 129	\$ 47	\$ 184	\$ 200
COMPUTER SOFTWARE	-	-	-	1,000
OTHER SUPPLIES	-	-	-	1,000
JUST IN TIME OFFICE SUPPLIES	-	-	-	1,000
TOTAL	\$ 129	\$ 47	\$ 184	\$ 3,200
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM PRINTING	\$ 50	\$ -	\$ 961	\$ -
TOTAL	\$ 50	\$ -	\$ 961	\$ -
TOTAL DIVISION	\$ 252,585	\$ 252,596	\$ 217,992	\$ 349,397



OFFICE OF INFORMATION TECHNOLOGY PLANNING

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ 75	\$ -	\$ -	-
EXPENDITURE RECOVERIES	-	176	24	25
TOTAL DIVISION	\$ 75	\$ 176	\$ 24	\$ 25

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	1	1	Administrative Manager	27,194	83,396
1	0	1	Chief Technology Officer	45,000	144,612
0	1	1	Project Manager II	22,333	74,526
<u>3</u>	<u>2</u>	<u>3</u>			
<u>3</u>	<u>2</u>	<u>3</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006 ACTUAL		2007 UNAUDITED			2008 BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
PROGRAMS:								
Operating Budget	\$ 248	4	\$ 464	6	\$ 495	5		
Capital Budget	88	1	83	1	83	1		
Financial Planning	94		-		-			
Grant Compliance	100	1	-		85	1		
Management Support	59	1	107	1	107	1		
	\$ 589	7	\$ 654	8	\$ 770	8		
FUNDING SOURCE:								
General Fund:								
Tax Support	\$ 589		\$ 647		\$ 770			
Self Generated	-		7		-			
	\$ 589	7	\$ 654	8	\$ 770	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 402,432	\$ 452,232	\$ 409,651	\$ 478,615
LONGEVITY	1,300	1,900	2,000	2,475
SEPARATION PAYMENTS	7,231	-	-	-
BONUS INCENTIVE	4,000	-	-	-
TOTAL	\$ 414,963	\$ 454,132	\$ 411,651	\$ 481,090
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 35,291	\$ 43,521	\$ 43,785	\$ 59,388
DENTAL	2,414	2,811	2,601	3,396
VISION CARE	375	385	352	434
PERS	55,544	61,732	57,861	67,353
FICA-MEDICARE	5,009	5,545	4,931	6,940
WORKERS COMPENSATION	3,139	3,634	15,332	9,117
LIFE INSURANCE	336	353	312	360
UNEMPLOYMENT COMPENSATION	4,715	-	-	-
TOTAL	\$ 106,823	\$ 117,981	\$ 125,172	\$ 146,988
TRAINING AND DUES				
TRAVEL	\$ 110	\$ 78	\$ 1,977	\$ 4,000
TUITION & REGISTRATION FEES	465	589	870	1,200
PROFESSIONAL DUES	630	630	630	650
TOTAL	\$ 1,205	\$ 1,297	\$ 3,477	\$ 5,850
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 8,978	\$ 100,000	\$ 120,000
ADVERTISING AND PUBLIC NOTICE	437	518	699	600
PHOTOCOPY MACHINE RENTAL	1,707	188	-	-
TOTAL	\$ 2,144	\$ 9,684	\$ 100,699	\$ 120,600
MATERIALS AND SUPPLIES				
POSTAGE	\$ 17	\$ 182	\$ 108	\$ 100
COMPUTER SUPPLIES	-	-	-	100
COMPUTER HARDWARE	352	-	39	-
OFFICE FURNITURE & EQUIP	-	-	482	-
OTHER SUPPLIES	1,676	1,267	511	1,800
JUST IN TIME OFFICE SUPPLIES	446	556	2,151	3,000
TOTAL	\$ 2,490	\$ 2,005	\$ 3,291	\$ 5,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM PRINTING	\$ 9,370	\$ 4,303	\$ 9,999	\$ 10,003
TOTAL	\$ 9,370	\$ 4,303	\$ 9,999	\$ 10,003
TOTAL DIVISION	\$ 536,995	\$ 589,402	\$ 654,290	\$ 769,531



OFFICE OF BUDGET AND MANAGEMENT

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ -	\$ 50	\$ -	-
EXPENDITURE RECOVERIES	-	-	6,675	-
TOTAL DIVISION	\$ -	\$ 50	\$ 6,675	-

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
PROFESSIONALS					
1	1	1	Budget Administrator	30,215	96,928
3	2	2	Budget Analyst	20,800	49,469
0	1	1	Budget & Management Analyst	20,800	52,060
4	4	4	Senior Budget & Management Analyst	26,274	73,035
8	8	8			
8	8	8	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)

	2006			2007			2008		
	COST	ACTUAL STAFF		COST	UNAUDITED STAFF		COST	BUDGET STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Civil	\$ 5,994	66		\$ 6,179	65		\$ 6,751	67	
Criminal	2,106	24		2,171	24		2,231	26	1
	\$ 8,100	90		\$ 8,350	89		\$ 8,982	93	1
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 7,939			\$ 8,144			\$ 8,826		
Self - Generated	17			20			10		
	\$ 7,956	87		\$ 8,164	86		\$ 8,836	90	
VAWA Grant	\$ 144	3		\$ 186	3		\$ 146	3	1
	\$ 8,100	90		\$ 8,350	89		\$ 8,982	93	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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
FUNDING SOURCE:									
General Fund	\$ 5,994	66		\$ 6,179	65		\$ 6,751	67	
	\$ 5,994	66		\$ 6,179	65		\$ 6,751	67	

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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
FUNDING SOURCE:									
General Fund	\$ 2,106	21		\$ 2,171	21		\$ 2,231	23	
VAWA Grant	144	3		186	3		146	3	1
	\$ 2,250	24		\$ 2,357	24		\$ 2,377	26	1



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)**

	2006		2007			2008		
	ACTUAL		UNAUDITED			BUDGET		
	COST	STAFF FT PT	COST	STAFF FT PT	COST	STAFF FT PT		
FUNDING SOURCE:								
Building & Housing *	\$ 285	5	\$ 285	5	\$ 285	5		
	<u>\$ 285</u>	<u>5</u>	<u>\$ 285</u>	<u>5</u>	<u>\$ 285</u>	<u>5</u>		

* Part of the Building & Housing budget, but is under the direction of the Law Director.

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

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
SALARIES AND WAGES							
FULL TIME WAGES	\$ 4,595,592	\$	4,599,391	\$	4,743,216	\$	4,912,448
PART TIME WAGES	48,253		41,099		7,065		8,450
LONGEVITY	16,425		18,400		18,550		22,450
SEPARATION PAYMENTS	107,091		28,893		10,343		-
BONUS INCENTIVE	42,500		-		-		-
TOTAL	\$ 4,809,860	\$	4,687,782	\$	4,779,174	\$	4,943,348
EMPLOYEE BENEFITS							
HOSPITALIZATION	\$ 483,002	\$	532,912	\$	619,856	\$	667,868
DENTAL	33,465		34,838		35,615		38,088
VISION	4,181		4,006		4,151		4,670
PERS	643,736		630,112		661,493		692,069
FICA-MEDICARE	57,528		58,015		58,955		62,853
WORKERS COMPENSATION	19,369		9,833		103,913		113,910
LIFE INSURANCE	3,833		3,660		3,743		3,870
UNEMPLOYMENT COMPENSATION	1,332		1,759		-		2,000
TOTAL	\$ 1,246,446	\$	1,275,135	\$	1,487,726	\$	1,585,328
TRAINING AND DUES							
TRAVEL	\$ 7,380	\$	3,341	\$	2,199	\$	4,000
TUITION & REGISTRATION FEES	26,440		1,813		27,880		2,000
PROFESSIONAL DUES	113,160		127,130		132,211		170,000
TOTAL	\$ 146,980	\$	132,283	\$	162,290	\$	176,000
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 957,725	\$	842,826	\$	1,114,831	\$	720,000
COURT REPORTER	108,883		68,580		87,111		85,000
MILEAGE (PRIVATE AUTO)	299		802		863		700
ADVERTISING AND PUBLIC NOTICE	403		248		253		600
PARKING IN CITY FACILITIES	4,648		4,347		4,390		4,000
INSURANCE AND OFFICIAL BONDS	20		200		100		-
PHOTOCOPY MACHINE RENTAL	5,361		644		-		-
OTHER CONTRACTUAL	36,108		8,882		64,225		2,000
LOCAL MATCH-GRANT PROGRAMS	48,146		48,146		48,634		48,660
TOTAL	\$ 1,161,592	\$	974,675	\$	1,320,407	\$	860,960



DEPARTMENT OF LAW

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 9,850	\$ 8,207	\$ 16,150	\$ 10,000
POSTAGE	4,322	3,616	2,066	4,000
PHOTOGRAPHIC SUPPLIES	11,306	5,742	5,985	6,000
JUST IN TIME OFFICE SUPPLIES	23,716	26,996	25,249	25,000
TOTAL	\$ 49,194	\$ 44,561	\$ 49,450	\$ 45,000
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 9,320	\$ 17,569	\$ 1,472	\$ 3,000
MAINTENANCE CONTRACTS	130	126	-	500
TOTAL	\$ 9,450	\$ 17,695	\$ 1,472	\$ 3,500
CLAIMS, REFUNDS AND MISC.				
COURT COSTS	\$ 10,450	\$ 14,720	\$ 21,324	\$ 17,000
JUDGMENTS, DAMAGES & CLAIMS	816,829	698,064	226,275	1,125,000
TOTAL	\$ 827,279	\$ 712,784	\$ 247,599	\$ 1,142,000
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 87,665	\$ 56,556	\$ 70,811	\$ 37,725
CHARGES FROM PRINTING	33,862	37,859	26,549	30,009
CHARGES FROM STOREROOM	7,608	8,307	7,096	7,720
CHARGES FROM MOTOR VEHICLES	4,083	4,760	2,917	4,302
CHARGES FROM WATER - GIS PROJ	-	3,888	8,532	-
TOTAL	\$ 133,218	\$ 111,370	\$ 115,905	\$ 79,756
TOTAL DIVISION	\$ 8,384,019	\$ 7,956,286	\$ 8,164,023	\$ 8,835,892

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ -	\$ (847)	\$ 25	\$ -
MISCELLANEOUS REVENUES	8,505	10,010	13,103	10,000
EXPENDITURE RECOVERIES	161,133	7,491	7,113	-
TOTAL DIVISION	\$ 169,638	\$ 16,654	\$ 20,241	\$ 10,000



DEPARTMENT OF LAW
COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
6	6	6	Chief Assistant Director of Law	31,500	117,832
1	1	1	Chief Assistant Prosecutor	36,750	129,709
1	1	1	Chief Corporate Counsel	36,750	129,709
1	1	1	Chief Counsel	36,750	129,709
1	1	1	Chief Trial Counsel	36,750	129,709
1	1	1	Director of Law	50,796	164,919
<u>11</u>	<u>11</u>	<u>11</u>			
OFFICE & CLERICAL					
1	1	1	Administrative Manager	27,194	83,396
2	3	3	Assistant Administrator	20,800	59,835
2	1	1	Chief Clerk	22,050	44,373
2	2	2	Deputy Project Director	20,093	58,637
2	3	3	Docket Clerk	20,800	33,898
6	7	6	Legal Secretary	20,800	42,848
4	3	4	Misdemeanor Investigator	20,800	44,360
1	1	1	Personnel Administrator	26,274	76,981
1	1	1	Personnel Assistant	20,800	44,269
1	1	1	Project Director	22,333	74,917
1	0	0	Public Information Officer	10.00 Hr.	21.33 Hr.
1	1	1	Receptionist	10.00 Hr.	14.28 Hr.
2	2	2	Senior Clerk	10.00 Hr.	15.17 Hr.
1	1	1	Supervisor of Hardware Evaluation	30,215	83,198
<u>27</u>	<u>27</u>	<u>27</u>			
PROFESSIONALS					
26	24	26	Assistant Director of Law I (s),	26,250	80,340
4	4	4	Assistant Director of Law I,	26,250	74,984
1	1	1	Assistant Director of Law II,	31,500	91,052
17	15	17	Assistant Prosecutor	23,100	91,052
1	1	1	First Assistant Prosecutor	31,500	117,832
<u>49</u>	<u>45</u>	<u>49</u>			
PARAPROFESSIONALS					
2	2	2	Chief - Civil Branch Legal Investigator	23,647	62,359
1	1	1	Claims Examiner	10.00 Hr.	21.00 Hr.
<u>3</u>	<u>3</u>	<u>3</u>			
90	86	90	TOTAL FULL TIME		
0	0	1	TOTAL PART TIME		
90	86	91	TOTAL GENERAL FUND		
3	3	3	TOTAL GRANT POSITIONS		
<u>93</u>	<u>89</u>	<u>94</u>	TOTAL DEPARTMENT		

* Salary Schedule effective December 10, 2007



**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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
General Administration	\$ 1,402	5		\$ 1,330	5		\$ 1,499	7	
Employee Health & Benefits	115	3		109	3		120	3	
Employee Safety & Rehabilitation	178	6		169	6		180	6	
Education & Research	82	2		78	2	1	80	3	1
Labor Relations & Affirm. Action	117	3		111	3		120	3	
	\$ 1,894	19		\$ 1,797	19	1	\$ 1,998	22	1
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,547			\$ 1,445			\$ 1,768		
Self Generated	347			352			230		
	\$ 1,894	19		\$ 1,797	19	1	\$ 1,998	22	1

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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 991,736	\$ 902,053	\$ 846,800	\$ 985,264
PART TIME PERMANENT	-	-	10,615	13,219
LONGEVITY	5,125	6,125	5,825	6,000
SEPARATION PAYMENTS	2,641	816	21,027	-
BONUS INCENTIVE	11,000	-	-	-
TOTAL	\$ 1,010,503	\$ 908,994	\$ 884,267	\$ 1,004,483
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 117,137	\$ 121,782	\$ 129,006	\$ 170,683
DENTAL	8,053	8,295	7,772	9,449
VISION CARE	972	882	813	1,057
PERS	135,873	120,976	120,194	140,628
FICA-MEDICARE	11,910	10,208	9,868	11,818
WORKERS COMPENSATION	1,881	2,187	55,497	55,580
LIFE INSURANCE	956	795	739	876
UNEMPLOYMENT COMPENSATION	-	-	5,798	-
TOTAL	\$ 276,782	\$ 265,125	\$ 329,686	\$ 390,091
TRAINING AND DUES				
TRAVEL	\$ (147)	\$ -	\$ -	\$ 1,345
TUITION & REGISTRATION FEES	330	193	-	1,925
OTHER TRAINING SUPPLIES	-	-	-	1,435
MILEAGE (PRIVATE AUTO)	22	-	-	-
PROFESSIONAL DUES	6,014	607	7,197	7,475
TOTAL	\$ 6,220	\$ 800	\$ 7,197	\$ 12,180
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 308,944	\$ 598,627	\$ 534,009	\$ 510,500
COBRA - MEDICAL COVERAGE	35,000	35,960	-	36,000
MILEAGE (PRIVATE AUTO)	-	-	-	1,500
ADVERTISING AND NOTICE	51	-	4,998	7,000
PARKING IN CITY FACILITIES	1,651	1,133	(36)	1,500
PHOTOCOPY MACHINE RENTAL	3,147	600	-	-
OTHER CONTRACTUAL	-	37,500	-	-
TOTAL	\$ 348,793	\$ 673,820	\$ 538,972	\$ 556,500



DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,228	\$ 1,197	\$ 458	\$ 2,000
COMPUTER SUPPLIES	560	-	-	-
SMALL EQUIPMENT	-	-	1,142	-
FOOD	-	-	592	1,000
OTHER SUPPLIES	250	155	109	-
JUST IN TIME OFFICE SUPPLIES	6,781	4,627	5,883	2,500
TOTAL	\$ 8,820	\$ 5,979	\$ 8,184	\$ 5,500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 20,769	\$ 18,247	\$ 8,549	\$ 8,968
CHARGES FROM PRINTING	17,442	18,273	18,256	18,005
CHARGES FROM STOREROOM	2,990	3,110	1,454	2,553
CHARGES FROM MOTOR VEHICLES	-	-	118	-
TOTAL	\$ 41,201	\$ 39,630	\$ 28,376	\$ 29,526
TOTAL DIVISION	\$ 1,692,318	\$ 1,894,348	\$ 1,796,681	\$ 1,998,280

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ -	\$ 347,474	\$ 347,666	\$ 229,909
EXENDITURE RECOVERIES	12	7	4,742	-
TOTAL DIVISION	\$ 12	\$ 347,481	\$ 352,407	\$ 229,909



DEPARTMENT OF PERSONNEL AND HUMAN RESOURCES
DIVISION OF PERSONNEL

COMPARISON OF STAFFING

Table with columns: Budget 2007, No. of Employees December 2007, Budget 2008, Position, Salary Schedule* Minimum, Salary Schedule* Maximum. Rows include ADMINISTRATORS & OFFICIALS, OFFICE & CLERICAL, and PROFESSIONALS.

* Salary Schedule effective December 10, 2007



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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF			STAFF			STAFF	
		FT	PT		FT	PT		FT	PT
PROGRAMS:									
Policy-Making	\$ 90	1	5	\$ 60	1	5	\$ 90	1	5
Testing	1,344	2		53	4		79	4	
Record Maintenance	179	2		553	2		825	2	
Residency Investigation	102	3		91	2		136	3	
	\$ 1,715	8	5	\$ 757	9	5	\$ 1,130	10	5
FUNDING SOURCE:									
General Fund:									
Tax Support	\$ 1,702			\$ 721			\$ 1,126		
Self Generated	13			36			4		
	\$ 1,715	8	5	\$ 757	9	5	\$ 1,130	10	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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 342,478	\$ 317,873	\$ 354,061	\$ 418,986
BOARD MEMBERS	39,349	39,653	39,675	39,675
PART TIME PERMANENT	56,479	38,783	-	-
LONGEVITY	2,575	2,275	2,450	2,875
SEPARATION PAYMENTS	741	2,655	-	-
BONUS INCENTIVE	4,500	-	-	-
OVERTIME	1,200	351	6,961	3,272
TOTAL	\$ 447,322	\$ 401,589	\$ 403,148	\$ 464,808
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 45,930	\$ 47,210	\$ 56,233	\$ 71,863
DENTAL	3,130	3,083	3,351	4,089
VISION CARE	430	373	403	529
PERS	60,559	53,936	54,427	65,073
FICA-MEDICARE	5,798	5,074	5,110	6,087
WORKERS COMPENSATION	5,821	2,996	8,252	9,970
LIFE INSURANCE	379	334	334	439
UNEMPLOYMENT COMPENSATION	(700)	(1,100)	(1,489)	-
TOTAL	\$ 121,346	\$ 111,907	\$ 126,621	\$ 158,050
TRAINING AND DUES				
PROFESSIONAL DUES	\$ -	\$ -	\$ -	\$ 100
TOTAL	\$ -	\$ -	\$ -	\$ 100
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 40,000	\$ 1,076,104	\$ 19,668	\$ 300,000
COURT REPORTER	1,505	512	6,007	15,000
REFEREE SERVICES	4,089	9,000	6,000	15,000
MILEAGE (PRIVATE AUTO)	123	23	-	100
MEDICAL SERVICES	-	1	-	150,000
PARKING IN CITY FACILITIES	262	557	784	1,000
PHOTOCOPY MACHINE RENTAL	1,579	204	-	-
OTHER CONTRACTUAL	81,335	83,176	166,493	-
TOTAL	\$ 128,894	\$ 1,169,576	\$ 198,953	\$ 481,100
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ -	\$ 47	\$ -	\$ -
PHOTOGRAPHIC SUPPLIES	-	-	-	500
OTHER SUPPLIES	40	80	91	-
JUST IN TIME OFFICE SUPPLIES	2,312	3,004	3,369	2,500
OFFICE FURNITURE & EQUIPMENT	114	-	1,949	-
TOTAL	\$ 2,465	\$ 3,131	\$ 5,408	\$ 3,000



CIVIL SERVICE COMMISSION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ -	\$ -	500
TOTAL	\$ -	\$ -	\$ -	500
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 12,362	\$ 14,869	\$ 1,513	1,587
CHARGES FROM PRINTING	1,292	6,039	9,540	8,503
CHARGES FROM STOREROOM	3,665	2,253	3,640	3,213
CHARGES FROM MOTOR VEHICLES	8,804	5,403	8,203	9,875
TOTAL	\$ 26,122	\$ 28,564	\$ 22,896	\$ 23,178
TOTAL DIVISION	\$ 726,149	\$ 1,714,768	\$ 757,025	\$ 1,130,736

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MISCELLANEOUS REVENUES	\$ 5,594	\$ 13,425	\$ 36,470	4,000
EXPENDITURE RECOVERIES	-	15	3	-
TOTAL DIVISION	\$ 5,594	\$ 13,440	\$ 36,473	4,000



CIVIL SERVICE COMMISSION

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Secretary of the Civil Service Commission	25,012	92,700
1	1	1			
OFFICE & CLERICAL					
1	1	1	Private Secretary	10.00 Hr.	19.40 Hr.
1	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
2	2	2			
PROFESSIONALS					
1	1	1	Chief Civil Service Examiner	26,274	66,075
1	1	1	Civil Service Examiner II	20,080	40,780
1	1	1	Civil Service Examiner III	20,080	46,810
1	0	1	Miscellaneous Investigator	20,800	35,443
1	1	1	Supervisor of Civil Service Records	20,800	56,129
1	1	1	Personnel Administrator	26,274	76,981
1	1	1	Deputy Project Director	20,800	58,637
7	6	7			
10	9	10	TOTAL FULL TIME		
1	0	0	Deputy Project Director	20,093	58,637
1	0	0	TOTAL PART TIME		
5	5	5	TOTAL BOARD MEMBERS		
16	14	15	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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 23 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)

	2006			2007			2008		
	ACTUAL			UNAUDITED			BUDGET		
	COST	STAFF		COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT	
DIVISIONS:									
Utilities Administration	\$ 2,058	22	1	\$ 2,819	22	1	\$ 2,475	25	1
Radio Communication	1,867	4		2,208	4		2,559	7	
Fiscal Control	2,806	49		2,981	44		3,777	52	1
Water	235,575	1,111	15	240,481	1,095	13	261,264	1,233	32
Water Pollution Control	22,669	150		24,316	146		24,712	167	3
Cleveland Public Power	146,006	326		152,457	326	1	166,292	376	2
	\$ 410,981	1,662	16	\$ 425,262	1,637	15	\$ 461,079	1,860	39
FUNDING SOURCE:									
Self Generated Revenue*	\$ 404,250	1,587	15	\$ 417,254	1,567	14	\$ 452,268	1,776	38
Expenditure Recovery*	6,731	75	1	8,008	70	1	8,811	84	1
	\$ 410,981	1,662	16	\$ 425,262	1,637	15	\$ 461,079	1,860	39

* 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)**

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Administration	\$ 1,239	12	1	\$ 1,272	9	1	\$ 1,275	12	1
Cable Television	819	10		1,547	13		1,200	13	
	\$ 2,058	22	1	\$ 2,819	22	1	\$ 2,475	25	1
FUNDING SOURCE:									
Sales & Charges for Services	\$ 8			\$ 21			\$ -		
Miscellaneous Revenue*	1,246			1,354			1,275		
Expenditure Recovery	804			1,444			1,200		
	\$ 2,058	22	1	\$ 2,819	22	1	\$ 2,475	25	1

* 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

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 933,755	\$ 1,229,734	\$ 1,228,768	\$ 1,369,009
SEASONAL	-	6,978	5,464	10,712
PART TIME PERMANENT	-	-	9,231	-
INJURY PAY	4,066	-	-	-
LONGEVITY	5,600	6,600	7,000	6,300
SEPARATION PAYMENTS	27,411	6,012	174,773	-
BONUS INCENTIVE	9,000	-	-	-
OVERTIME	23,784	31,386	37,491	25,000
TOTAL	\$ 1,003,615	\$ 1,280,710	\$ 1,462,726	\$ 1,411,021
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 112,001	\$ 140,465	\$ 172,600	\$ 215,976
DENTAL	7,823	9,044	9,849	11,356
VISION CARE	953	1,060	1,149	1,267
PERS	132,691	167,457	182,434	197,543
FICA-MEDICARE	10,088	13,173	14,008	20,006
WORKERS COMPENSATION	10,480	11,029	26,363	33,955
LIFE INSURANCE	814	926	1,001	1,050
UNEMPLOYMENT COMPENSATION	-	-	-	4,389
TOTAL	\$ 274,851	\$ 343,154	\$ 407,404	\$ 485,542
TRAINING AND DUES				
TRAVEL	\$ 9,079	\$ 14,343	\$ 12,379	\$ 10,000
TUITION & REGISTRATION FEES	3,994	7,540	5,648	6,000
MILEAGE (PRIV AUTO) TRNG PRPS	4	-	-	-
PROFESSIONAL DUES	100	1,973	9,644	6,000
TOTAL	\$ 13,177	\$ 23,857	\$ 27,671	\$ 22,000
UTILITIES				
TELEPHONE	\$ 90	\$ -	\$ -	\$ -
TOTAL	\$ 90	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 10,067	\$ 1,303	\$ 300	\$ 1,000
MILEAGE (PRIVATE AUTO)	-	-	104	-
ADVERTISING AND NOTICE	-	961	454	-
PROGRAM PROMOTION	27,247	16,000	6,136	50,000
PARKING IN CITY FACILITIES	16,882	19,706	24,248	17,500
INSURANCE AND OFFICIAL BONDS	100	-	-	-
PROPERTY RENTAL	80,028	80,028	118,728	120,028
PHOTOCOPY MACHINE RENTAL	3,604	878	-	-
OTHER CONTRACTUAL	58,572	66,526	77,173	75,000
TOTAL	\$ 196,501	\$ 185,402	\$ 227,142	\$ 263,528

DIVISION OF UTILITIES ADMINISTRATION

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 20,755	\$ 19,315	\$ 1,927	\$ 7,500
COMPUTER SUPPLIES	-	-	-	2,000
COMPUTER HARDWARE	12,210	6,274	3,436	7,000
COMPUTER SOFTWARE	-	-	-	3,000
OFFICE FURNITURE & EQUIPMENT	-	-	-	2,500
PHOTOGRAPHIC SUPPLIES	-	2,200	16,606	10,000
OTHER SUPPLIES	247	615	2,127	5,000
JUST IN TIME OFFICE SUPPLIES	6,247	6,550	10,522	9,000
TOTAL	\$ 39,459	\$ 34,954	\$ 34,618	\$ 46,000
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ -	\$ 450	\$ 2,000
MAINTENANCE CONTRACTS	-	-	1,830	1,500
MAINTENANCE UTILITY SYSTEMS	12,507	36,907	23,751	30,000
TOTAL	\$ 12,507	\$ 36,907	\$ 26,031	\$ 33,500
CLAIMS, REFUNDS AND MISC.				
INDIRECT COST	\$ 61,008	\$ 61,008	\$ 80,963	\$ 80,963
TOTAL	\$ 61,008	\$ 61,008	\$ 80,963	\$ 80,963
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 9,139	\$ 8,812	\$ 15,765	\$ 16,540
CHARGES FROM RADIO SYSTEM	233	220	138	-
CHARGES FROM PRINTING	5,280	16,444	13,051	13,504
CHARGES FROM STOREROOM	142	145	71	-
CHARGES FROM MOTOR VEHICLES	1,216	1,231	2,889	2,405
TOTAL	\$ 16,009.3	\$ 26,852	\$ 31,914	\$ 32,449
CAPITAL OUTLAY				
TELECOMMUNICATIONS EQUIP	\$ 61,592	\$ 65,339	\$ 520,132	\$ 100,000
TOTAL	\$ 61,592	\$ 65,339	\$ 520,132	\$ 100,000
TOTAL DIVISION	\$ 1,678,808	\$ 2,058,181	\$ 2,818,601	\$ 2,475,003

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 10,996	\$ 7,953	\$ 21,202	-
MISCELLANEOUS REVENUES	820,148	1,042,076	1,227,636	1,320,517
EXPENDITURE RECOVERIES	591,377	804,161	1,444,362	1,200,448
TOTAL DIVISION	\$ 1,422,521	\$ 1,854,191	\$ 2,693,200	\$ 2,520,965



DIVISION OF UTILITIES ADMINISTRATION

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Administrative Manager	27,194	83,396
1	2	1	Administrative Officer	20,800	49,440
2	4	4	Assistant Administrator	20,231	59,835
1	1	1	Director of Public Utilities	50,796	164,919
1	0	1	Secretary to the Director	36,590	132,829
6	8	8			
TECHNICIAN					
1	1	1	Chief Photographer	20,800	47,767
1	1	1	Photographer	10.00 Hr.	20.28 Hr.
2	2	2			
OFFICE & CLERICAL					
1	1	1	Chief Clerk	22,050	44,373
1	0	0	Junior Clerk	10.00 Hr.	12.94 Hr.
2	1	1			
PROFESSIONALS					
1	0	1	Assistant Contract Compliance Officer	20,093	53,048
0	1	1	Cable Production Manager	20,800	86,850
0	1	1	Cable Production Specialist	20,800	35,963
4	2	3	Deputy Project Director	20,093	58,637
2	1	1	General Manager of Administrative Services	26,274	83,396
1	0	1	Labor Relations Officer	27,326	72,324
1	1	1	Manager of Marketing	30,215	96,928
1	1	1	Manager of Telecommunications	30,215	96,928
0	1	1	Project Coordinator	27,326	84,261
2	1	1	Project Director	22,333	74,917
4	2	2	Telecommunications Specialist	30,215	61,917
16	11	14			
26	22	25	TOTAL FULL TIME		
0	1	1	SEASONAL		
26	23	26	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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)**

	2006		2007				2008	
	ACTUAL		UNAUDITED				BUDGET	
	COST	STAFF	COST	STAFF		COST	STAFF	
	FT	PT		FT	PT		FT	PT
PROGRAMS:								
Radio Communications	\$ 1,867	4	\$ 2,208	4		\$ 2,559	7	
	\$ 1,867	4	\$ 2,208	4		\$ 2,559	7	
FUNDING SOURCE:								
Expenditure Recovery*	\$ 1,867	4	\$ 2,208	4		\$ 2,559	7	
	\$ 1,867	4	\$ 2,208	4		\$ 2,559	7	

* 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: CAPITAL INFRASTRUCTURE**

OBJECTIVES: Make improvements to the infrastructure to ensure sufficient system capacity to meet the communication needs of City divisions.

ACTIVITIES: Obtain necessary system hardware and/or system software to continue to upgrade the system to keep it in an operable condition to serve the needs of its users.

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: PROVIDE SERVICES FOR THE 800 MHz RADIOS

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.

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.

OFFICE OF RADIO COMMUNICATIONS

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME WAGES	\$ 98,507	\$ 164,654	\$ 189,034	\$ 302,719
LONGEVITY	775	875	2,425	4,200
BONUS INCENTIVE	1,000	-	-	-
OVERTIME	2,675	4,412	3,885	7,078
TOTAL	\$ 102,957	\$ 169,941	\$ 195,343	\$ 313,997
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 17,612	\$ 32,235	\$ 44,306	\$ 77,438
DENTAL	1,204	2,031	2,500	4,151
VISION CARE	90	178	234	496
PERS	13,326	20,743	26,946	43,960
FICA-MEDICARE	1,484	1,859	2,122	3,708
WORKERS COMPENSATION	693	1,173	3,504	4,504
LIFE INSURANCE	90	146	180	300
CLOTHING ALLOWANCE	405	405	1,240	1,950
CLOTHING MAINTENANCE	180	180	540	1,560
TOTAL	\$ 35,084	\$ 58,951	\$ 81,572	\$ 138,067
TRAINING AND DUES				
TRAVEL	\$ -	\$ -	\$ 735	\$ 1,000
TUITION & REGISTRATION FEES	210	-	-	1,000
PROFESSIONAL DUES	-	1,258	638	-
TOTAL	\$ 210	\$ 1,258	\$ 1,373	\$ 2,000
UTILITIES				
GAS	\$ 1,327	\$ 340	\$ 343	\$ 1,371
ELECTRICITY - CPP	19,698	25,422	26,468	27,810
ELECTRICITY - OTHER	24,922	26,286	30,019	29,149
TOTAL	\$ 45,947	\$ 52,048	\$ 56,830	\$ 58,330
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 240	\$ 300	\$ 1,500	\$ 1,000
TRAVEL - NON - TRAINING	-	-	-	1,000
MILEAGE (PRIVATE AUTO)	-	183	148	1,000
PARKING IN CITY FACILITIES	1,320	1,320	1,210	1,320
TAXES	-	-	13,216	-
PROPERTY RENTAL	112,740	116,484	121,946	120,454
TOTAL	\$ 114,300	\$ 118,287	\$ 138,020	\$ 124,774
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,236	\$ 346	\$ 262	\$ 1,000
HARDWARE & SMALL TOOLS	3,249	2,177	2,616	5,000
SMALL EQUIPMENT	9,420	13,023	15,149	15,000
OFFICE FURNITURE & EQUIPMENT	-	-	7,696	10,000
OTHER SUPPLIES	18,156	76,906	126,243	100,000
TOTAL	\$ 32,061	\$ 92,451	\$ 151,965	\$ 131,000



OFFICE OF RADIO COMMUNICATIONS

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ -	\$ -	\$ 1,165	\$ 3,000
MAINTENANCE CONTRACTS	941,323	1,008,206	1,302,118	1,029,639
MAINTENANCE UTILITY SYSTEMS	35,357	24,500	25,301	450,000
TOTAL	\$ 976,680	\$ 1,032,706	\$ 1,328,584	\$ 1,482,639
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 9,281	\$ 6,452	\$ 13,872	\$ 14,553
CHARGES FROM LIGHT AND POWER	10,621	12,000	6,000	-
CHARGES FROM WATER	-	-	-	50,000
CHARGES FROM PRINTING	-	360	468	-
CHARGES FROM MOTOR VEHICLES	1,910	568	4,302	1,925
CHARGES FROM WATER - GIS PROJ	-	-	7,929	-
TOTAL	\$ 21,812	\$ 19,380	\$ 32,571	\$ 66,478
CAPITAL OUTLAY				
AUTOMOBILES	\$ -	\$ -	\$ 25,093	\$ -
OTHER EQUIPMENT	26,767	140,061	39,360	50,000
TRANSFER TO CAPITAL PROJECT	179,820	181,418	157,266	191,885
TOTAL	\$ 206,587	\$ 321,479	\$ 221,719	\$ 241,885
TOTAL DIVISION	\$ 1,535,638	\$ 1,866,501	\$ 2,207,979	\$ 2,559,170

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 179,489	\$ 190,182	\$ 203,586	\$ 212,610
MISCELLANEOUS REVENUE	23,288	41,161	45,708	31,442
EXPENDITURE RECOVERIES	1,528,369	1,424,572	1,645,602	2,181,232
TOTAL DIVISION	\$ 1,731,145	\$ 1,655,915	\$ 1,894,896	\$ 2,425,284

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative Manager	27,194	83,396
1	1	1	Supervisor of Radio Services	15.13 Hr.	23.30 Hr.
2	2	2			
			TECHNICIANS		
3	2	5	Radio Technician	16.38 Hr.	19.21 Hr.
3	2	5			
5	4	7	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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

To provide financial reporting and control, coordination, and supervision to the divisions of Water, Water Pollution Control, and Cleveland Public Power.

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Utilities Fiscal Control	\$ 2,806	49		\$ 2,981	44		\$ 3,777	52	1
	\$ 2,806	49		\$ 2,981	44		\$ 3,777	52	1
FUNDING SOURCE:									
Miscellaneous Revenue*	\$ 2,806	49		\$ 2,981	44		\$ 3,777	52	1
	\$ 2,806	49		\$ 2,981	44		\$ 3,777	52	1

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

PROGRAM NAME: UTILITIES FISCAL CONTROL

OBJECTIVES: To provide financial reporting services through the collection and reporting of cash receipts to the Department of Public Utilities, NEORSD and suburban agencies.

ACTIVITIES: Perform and coordinate all accounting functions of the Department of Public Utilities. Prepare and analyze financial statements. Monitor budgets. Assist the Public Utilities divisions with budget preparation, process cash receipts, reconcile customer's accounts receivable, process payroll, bill miscellaneous charges. Act as remittance agent for the various cities and communities that we perform assessment billings.

DIVISION OF FISCAL CONTROL

EXPENDITURES

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 1,786,191	\$ 1,888,502	\$ 1,911,291	\$ 2,262,778
SEASONAL	6,363	11,140	-	6,192
LONGEVITY	15,375	16,525	16,750	16,500
WAGE SETTLEMENTS	1,043	1,043	-	-
SEPARATION PAYMENTS	492	7,912	20,378	80,000
BONUS INCENTIVE	23,500	-	-	-
OVERTIME	92,436	129,699	189,213	120,167
TOTAL	\$ 1,925,400	\$ 2,054,822	\$ 2,137,633	\$ 2,485,637
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 239,826	\$ 240,630	\$ 290,926	\$ 340,411
DENTAL	16,721	15,376	17,038	19,879
VISION CARE	2,851	2,716	2,882	3,149
PERS	255,440	273,101	291,484	336,789
FICA-MEDICARE	17,117	18,579	20,401	32,900
WORKERS COMPENSATION	1,075	3,990	42,572	51,351
LIFE INSURANCE	1,991	1,916	2,036	2,100
UNEMPLOYMENT COMPENSATION	431	2,909	-	5,486
TOTAL	\$ 535,453	\$ 559,216	\$ 667,338	\$ 792,065
TRAINING AND DUES				
TRAVEL	\$ 1,495	\$ 1,234	\$ 2,033	\$ 33,200
TUITION & REGISTRATION FEES	1,338	875	2,069	36,500
MILEAGE (PRIV AUTO) TRNG PRPS	-	-	-	1,000
PROFESSIONAL DUES	1,549	1,150	2,153	2,500
TOTAL	\$ 4,382	\$ 3,258	\$ 6,255	\$ 73,200
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ -	\$ 1,420	\$ 6,500	\$ 2,000
PARKING IN CITY FACILITIES	1,320	557	830	1,000
PHOTOCOPY MACHINE RENTAL	4,594	-	-	-
SPECIAL ASSESSMENT	1,296	-	-	-
OTHER CONTRACTUAL	15,980	5,868	4,500	6,000
TOTAL	\$ 23,190	\$ 7,845	\$ 11,830	\$ 9,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 6,304	\$ 6,940	\$ 6,636	\$ 4,000
COMPUTER HARDWARE	2,836	-	2,396	4,000
COMPUTER SOFTWARE	-	-	-	3,000
OFFICE FURNITURE & EQUIPMENT	3,413	918	1,823	4,000
OTHER SUPPLIES	2,924	1,063	317	-
JUST IN TIME OFFICE SUPPLIES	9,181	14,415	11,542	12,000
TOTAL	\$ 24,658	\$ 23,336	\$ 22,714	\$ 27,000

DIVISION OF FISCAL CONTROL

EXPENDITURES - CONTINUED

	2005 Actual		2006 Actual		2007 Unaudited		2008 Budget
MAINTENANCE							
MAINTENANCE OFFICE EQUIP	\$ 513	\$	1,309	\$	718	\$	2,000
MAINTENANCE CONTRACTS	10,467		36,581		35,446		35,000
TOTAL	\$ 10,980	\$	37,890	\$	36,165	\$	37,000
CLAIMS, REFUNDS AND MISC.							
INDIRECT COST	\$ 54,967	\$	105,307	\$	87,331	\$	87,331
TOTAL	\$ 54,967	\$	105,307	\$	87,331	\$	87,331
INTER-DEPARTMENTAL CHARGES							
CHARGES FROM PRINTING	\$ 8,326	\$	13,880	\$	10,813	\$	11,003
TOTAL	\$ 8,326	\$	13,880	\$	10,813	\$	11,003
CAPITAL OUTLAY							
OFFICE EQUIPMENT	\$ -	\$	-	\$	945	\$	5,000
COMPUTER HARDWARE	-		-		-		25,000
COMPUTER SOFTWARE	-		-		-		225,000
TOTAL	\$ -	\$	-	\$	945	\$	255,000
TOTAL DIVISION	\$ 2,587,357	\$	2,805,555	\$	2,981,023	\$	3,777,236

REVENUE

	2005 Actual		2006 Actual		2007 Unaudited		2008 Budget
MISCELLANEOUS REVENUE	\$ 2,503,824	\$	3,022,862	\$	3,480,341	\$	3,942,085
EXPENDITURE RECOVERIES	-		-		18		-
TOTAL DIVISION	\$ 2,503,824	\$	3,022,862	\$	3,480,360	\$	3,942,085



DIVISION OF FISCAL CONTROL

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
3	2	3	Assistant Administrator	20,800	59,835
1	1	1	Commissioner of Utilities Fiscal Control	40,315	113,755
1	0	0	Deputy Commissioner of Utilities Fiscal Control	30,215	105,007
3	2	3	Utilities Comptroller	26,274	76,981
<hr/> 8	<hr/> 5	<hr/> 7			
OFFICE & CLERICAL					
1	1	1	Chief Clerk	22,050	44,373
1	1	1	General Manager of Administrative Services	26,274	83,396
0	1	1	Principal Cashier	10.00 Hr.	21.73 Hr.
1	2	2	Principal Clerk	11.93 Hr.	18.38 Hr.
6	4	5	Senior Cashier	10.00 Hr.	18.48 Hr.
6	5	7	Senior Clerk	10.29 Hr.	15.17 Hr.
0	1	1	Senior Personnel Assistant	20,800	46,810
<hr/> 15	<hr/> 15	<hr/> 18			
PROFESSIONALS					
4	4	4	Accountant I	10.00 Hr.	18.48 Hr.
2	1	2	Accountant II	10.00 Hr.	20.28 Hr.
2	2	2	Accountant III	10.00 Hr.	22.48 Hr.
2	2	3	Accountant IV	20,800	55,449
4	4	4	Accountant Supervisor	23,647	67,692
2	2	2	Auditor	20,093	54,906
1	1	1	Budget Analyst	20,800	49,469
0	1	1	Chief Auditor - Utilities	23,647	78,936
1	0	0	Fiscal Manager	23,647	78,936
1	0	0	Personnel Assistant	20,800	44,269
1	1	1	Project Director	22,333	74,917
2	1	2	Senior Internal Auditor	23,647	62,539
1	1	1	Unit Supervisor	13.29 Hr.	21.88 Hr.
<hr/> 23	<hr/> 20	<hr/> 23			
TECHNICIANS					
2	0	0	Data Conversion Operator	10.00 Hr.	14.08 Hr.
2	4	4	Senior Data Conversion Operator	10.80 Hr.	16.87 Hr.
<hr/> 4	<hr/> 4	<hr/> 4			
50	44	52	TOTAL FULL TIME		
1	0	1	SEASONAL		
<hr/> 51	<hr/> 44	<hr/> 53	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

DIVISION OF WATER

J. CHRISTOPHER NIELSON, COMMISSIONER

The Division of Water 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, Medina, Summit, Geauga and Portage counties. The present service area covers over 640 square miles and serves more than 1.5 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.

Basically 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 five (5) major pumping stations, four (4) treatment plants, eleven (11) secondary pumping stations, twenty-six (26) storage facilities, and over 5,000 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

To serve the water needs of the Greater Cleveland area by providing a reliable supply of high quality, safe drinking water and efficient and cost effective services consistent with sound, environmental and safety practices. This is achieved through the collaborative efforts of our diverse and skilled workforce that is committed to the necessary work ethic, planning and utilization of appropriate new technology in order to meet the present and future needs of our customers.



DIVISION OF WATER

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	FT		PT	STAFF		FT	PT
PROGRAMS:									
Water Operations	\$ 202,592	1,111	15	\$ 212,388	1,095	13	\$ 249,441	1,233	32
Capital	32,983			28,093			11,823		
	\$ 235,575	1,111	15	\$ 240,481	1,095	13	\$ 261,264	1,233	32
FUNDING SOURCE:									
Self Generated Revenue*	\$ 235,575	1,111	15	\$ 240,481	1,095	13	\$ 261,264	1,233	32
	\$ 235,575	1,111	15	\$ 240,481	1,095	13	\$ 261,264	1,233	32

* 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.



DIVISION OF WATER

EXPENDITURES

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 48,083,202	\$ 49,063,900	\$ 48,700,489	\$ 55,184,151
CRAFTS	150,663	-	548,897	-
SEASONAL	348,892	362,387	195,558	214,676
MILITARY LEAVE	862	952	2,964	-
PART TIME PERMANENT	94,840	81,353	96,580	193,856
INJURY PAY	80,877	53,443	29,514	-
STUDENT TRAINEES	-	-	17,690	93,936
LONGEVITY	523,350	532,300	533,050	552,625
WAGE SETTLEMENTS	50,113	11,308	1,038,122	-
SEPARATION PAYMENTS	370,247	344,331	339,497	350,000
BONUS INCENTIVE	541,000	55,500	(7,500)	-
OVERTIME	3,899,800	3,748,639	4,709,276	3,968,000
TOTAL	\$ 54,143,847	\$ 54,254,115	\$ 56,204,138	\$ 60,557,244
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 8,024,611	\$ 8,604,128	\$ 9,365,754	\$ 10,441,136
DENTAL	558,516	564,029	552,527	587,662
VISION CARE	71,886	69,233	68,538	74,397
PERS	7,257,305	7,338,299	7,581,739	8,429,014
FICA-MEDICARE	564,753	576,916	611,212	703,624
WORKERS COMPENSATION	2,771,622	2,592,203	2,119,870	2,631,066
LIFE INSURANCE	51,498	49,995	49,575	54,015
UNEMPLOYMENT COMPENSATION	25,512	58,093	77,718	75,000
CLOTHING ALLOWANCE	231,230	227,251	228,340	226,955
TOOL INSURANCE	10,840	10,320	10,580	10,320
CLOTHING MAINTENANCE	120,260	115,465	112,905	115,225
TOTAL	\$ 19,688,033	\$ 20,205,933	\$ 20,778,759	\$ 23,348,414
TRAINING AND DUES				
TRAVEL	\$ 57,308	\$ 66,254	\$ 75,462	\$ 193,615
TUITION & REGISTRATION FEES	43,520	79,565	73,604	203,100
OTHER TRAINING SUPPLIES	-	4,958	5,996	41,299
MILEAGE (PRIV AUTO) TRNG PRPS	-	76	2,833	-
PROFESSIONAL DUES	255,493	276,021	227,229	295,276
TOTAL	\$ 356,321	\$ 426,873	\$ 385,124	\$ 733,290
UTILITIES				
BROKERED GAS SUPPLY	\$ 710,482	\$ 1,336,146	\$ 604,775	\$ 1,050,000
SEWER - OTHER	1,120,045	1,162,598	1,429,632	1,512,500
TELEPHONE	254,219	329,010	906,826	1,258,120
GAS	1,311,491	1,377,612	1,070,954	1,490,000
ELECTRICITY - CPP	12,989,444	11,738,813	12,590,143	14,120,000
ELECTRICITY - OTHER	5,080,225	5,314,284	6,026,527	5,868,595
STEAM	34,505	44,586	36,642	45,320
CONTRACUAL UTILITIES	-	-	1,634	-
TOTAL	\$ 21,500,413	\$ 21,303,049	\$ 22,667,134	\$ 25,344,535



DIVISION OF WATER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 3,607,361	\$ 3,121,094	\$ 4,526,196	\$ 8,059,000
MILEAGE (PRIVATE AUTO)	656	133	268	58,630
ADVERTISING AND PUBLIC NOTICE	153,372	154,369	159,142	191,490
PARKING IN CITY FACILITIES	8,409	8,543	8,493	8,750
TAXES	199,273	212,619	203,019	230,000
PHOTOCOPY MACHINE RENTAL	24,664	3,792	-	-
EQUIPMENT RENTAL	35,987	12,345	22,450	50,000
OTHER CONTRACTUAL	1,632,142	1,089,117	3,087,134	2,474,740
COUNTY AUD & TREAS COLL FEE	6,533	8,363	6,940	5,000
STATE AUDITOR EXAMINATION	34,426	19,389	39,017	30,000
BANK SERVICE FEES	183,341	82,512	74,308	50,000
CREDIT CARD PROCESSING FEE	37,410	62,757	82,566	80,000
TOTAL	\$ 5,923,575	\$ 4,775,034	\$ 8,209,530	\$ 11,237,610
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 6,463	\$ 7,678	\$ 6,671	\$ 30,440
POSTAGE	1,176,223	1,321,866	1,428,096	1,400,000
COMPUTER SUPPLIES	14,326	19,506	26,873	22,850
COMPUTER HARDWARE	44,772	18,999	39,704	60,000
COMPUTER SOFTWARE	76,173	68,280	22,940	142,000
FUEL	-	1	105,351	154,085
CHEMICAL	4,576,484	4,479,247	4,834,420	4,942,750
SALT & DE-ICER	-	29,127	10,734	27,050
CLOTHING	9,831	6,771	6,600	48,433
HARDWARE & SMALL TOOLS	245,466	202,483	266,443	237,210
SMALL EQUIPMENT	134,459	77,285	81,101	115,524
OFFICE FURNITURE & EQUIPMENT	16,286	28,000	31,955	46,225
ELECTRICAL SUPPLIES	294,822	163,558	281,222	271,700
HYGIENE AND CLEANING SUPP	200,426	44,786	105,515	139,750
MOTORS AND PUMPS	35,802	35,804	19,319	60,535
LABORATORY SUPPLIES	190,621	250,227	200,288	248,550
PAPER AND OTHER SUPPLIES	147,000	102,244	82,645	100,000
OTHER SUPPLIES	87,129	70,648	64,899	81,720
SAFETY EQUIPMENT	49,804	289,481	255,078	400,000
JUST IN TIME OFFICE SUPPLIES	146,582	136,934	110,134	119,700
BUILDING MAINTENANCE SUPP	43,378	171,672	41,425	93,460
CEMENT, SAND & GRAVEL	2,265,624	1,462,001	1,551,191	1,875,000
MISC MAINTENANCE SUPPLIES	293,945	155,866	242,660	288,950
TOTAL	\$ 10,055,617	\$ 9,142,462	\$ 9,815,263	\$ 10,905,932



DIVISION OF WATER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 24,994	\$ 16,022	\$ 7,682	\$ 21,300
MAINTENANCE CONTRACTS	57,602	27,898	60,419	620,950
COMPUTER HARDWARE MAINT	208,510	229,410	1,091,385	1,719,820
COMPUTER SOFTWARE MAINT	726,766	585,375	2,229,768	1,371,400
MAINTENANCE MACHINERY	309,013	221,744	422,503	332,000
MAINTENANCE VEHICLES	-	12,850	16,500	34,500
MAINTENANCE UTILITY SYSTEMS	11,218,655	8,570,110	9,907,286	10,747,131
MAINTENANCE MISC EQUIPMENT	8,181	37,091	160,824	149,250
MAINTENANCE BUILDING	633,301	363,738	565,593	559,500
TOTAL	\$ 13,187,023	\$ 10,064,238	\$ 14,461,960	\$ 15,555,851
CLAIMS, REFUNDS AND MISC.				
COURT COSTS	\$ 1,359	\$ -	\$ 906	\$ -
JUDGMENTS, DAMAGES, & CLAIMS	311,383	200,599	183,170	200,000
OTHER REFUNDS & ADJUSTMENTS	-	-	237	5,000
INDIRECT COST	1,743,286	4,031,622	2,855,888	2,855,888
TOTAL	\$ 2,056,028	\$ 4,232,221	\$ 3,040,201	\$ 3,060,888
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 843,057	\$ 987,556	\$ 1,579,790	\$ 1,654,187
CHARGES FROM UTILITIES ADMIN	650,473	780,000	865,100	921,113
CHARGES FROM FISCAL CONTROL	2,058,000	2,200,000	2,419,053	2,713,959
CHARGES FROM RADIO SYSTEM	172,672	147,943	187,607	260,392
CHARGES FROM LIGHT AND POWER	6,167	68,052	-	-
CHARGES FROM WATER POLL	-	159,529	63,880	75,000
CHARGES FROM PRINTING	147,015	295,205	282,412	500,091
CHARGES FROM MOTOR VEHICLES	2,291,904	2,466,279	2,639,342	2,709,670
CHARGES FROM STREET MAINT	1,091,249	800,538	890,497	1,500,000
CHARGES FROM TRAFFIC ENG	-	13,750	4,050	-
CHARGES FROM WASTE	83,714	123,348	109,540	130,000
TOTAL	\$ 7,344,250	\$ 8,042,198	\$ 9,041,272	\$ 10,464,412
INTERFUND SUBSIDIES				
TRANSFER TO OTHER SUBCLASSES	\$ 10,550,000	\$ 12,417,350	\$ 12,965,950	\$ -
TOTAL	\$ 10,550,000	\$ 12,417,350	\$ 12,965,950	\$ -



DIVISION OF WATER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CAPITAL OUTLAY				
INFRASTRUCTURE	\$ -	\$ -	\$ -	5,600,000
PROFESSIONAL SERVICES	-	-	-	700,000
BUILDING BETTERMENTS	-	-	-	1,350,000
COMPUTER HARDWARE	195,749	-	-	1,250,000
COMPUTER SOFTWARE	-	11,960	-	1,185,500
AUTOMOBILES	-	-	-	162,000
TRUCKS	-	-	-	1,287,000
MACHINERY TOOLS INSTRUMENTS	30,001	-	-	230,800
OTHER EQUIPMENT	-	-	-	57,500
TRANSFER TO WATER CAP PROJECT	29,631,674	32,971,088	28,093,018	-
TOTAL	\$ 29,857,424	\$ 32,983,048	\$ 28,093,018	\$ 11,822,800
DEBT SERVICE				
TRANSFER TO OTHER SUBFUNDS	\$ -	\$ -	2,964,984	\$ -
ENTERPRISE DEBT SERVICE - PRIN	16,404,833	19,927,097	23,042,960	46,591,301
ENTERPRISE DEBT SERVICE - INT	33,798,908	37,235,035	28,140,064	41,141,431
PROFESSIONAL SERV - DEBT SERV	-	561,296	668,667	500,000
TOTAL	\$ 50,203,741	\$ 57,723,427	\$ 54,816,676	\$ 88,232,732
EXPENDITURE RECOVERY				
EXPENDITURE RECOVERY	\$ -	\$ 5,406	\$ 2,314	\$ -
TOTAL	\$ -	\$ 5,406	\$ 2,314	\$ -
TOTAL DIVISION	\$ 224,866,273	\$ 235,575,353	\$ 240,481,337	\$ 261,263,708

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
SALES & CHARGES FOR SERVICES	\$ 217,150,582	\$ 209,119,374	\$ 229,938,491	\$ 246,831,109
MISCELLANEOUS REVENUES	9,819,145	13,663,723	16,598,351	9,000,000
TRANSFERS IN	20,720	9,988	11,339,975	-
EXPENDITURE RECOVERIES	242,601	7,070	21,271	-
TOTAL DIVISION	\$ 227,233,047	\$ 222,800,155	\$ 257,898,087	\$ 255,831,109

DIVISION OF WATER
COMPARISON OF STAFFING

Budget 2006	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
11	12	12	Administrative Manager	27,194	83,396
16	18	17	Assistant Administrator	20,800	59,835
4	2	3	Assistant Chief of Water Distribution	23,647	80,877
6	7	7	Assistant Commissioner of Water	27,326	114,084
1	1	1	Commissioner of Water	45,201	160,680
1	0	2	Deputy Commissioner of Water	30,215	121,046
7	7	6	Superintendent of Distribution	20,800	69,628
46	47	48			
OFFICE & CLERICAL					
9	8	8	Chief Clerk	22,050	44,373
90	76	85	Customer Service Representative	10.03 Hr.	16.17 Hr.
2	2	2	Data Control Clerk	10.00 Hr.	15.54 Hr.
1	1	4	General Manager of Administrative Services	26,274	83,396
1	1	1	General Storekeeper	10.00 Hr.	22.83 Hr.
2	2	3	Head Storekeeper	10.00 Hr.	21.10 Hr.
1	0	0	Labor Relations Assistant	20,800	50,299
1	2	3	Office Manager	20,800	46,351
2	0	0	Personnel Analyst I	21,000	44,100
9	13	14	Personnel Assistant	20,800	44,269
26	25	23	Principal Clerk	11.93 Hr.	18.38 Hr.
4	4	4	Secretary	10.00 Hr.	16.18 Hr.
17	12	17	Senior Clerk	10.29 Hr.	15.17 Hr.
13	10	14	Storekeeper	10.00 Hr.	18.99 Hr.
2	2	2	Warehouse Inventory Manager	22,333	74,917
180	158	180			
PROFESSIONALS					
33	19	28	Administrative Officer	20,800	49,440
1	0	1	Assistant Chief of Purification	23,333	59,357
1	0	1	Assistant Contract Compliance Officer	20,093	53,048
3	4	4	Assistant Director of Law I (s)	26,250	80,340
8	5	6	Assistant Manager-App. Dev. & Tech. Support	46,225	116,484
3	3	3	Assistant Personnel Administrator	20,800	52,060
1	1	1	Assistant Superintendent of Distribution	14.77 Hr.	24.37 Hr.
8	7	8	Associate Engineer	17.83 Hr.	26.15 Hr.
1	1	1	Budget Analyst	20,800	49,469
1	1	1	Chief Legal Investigator-Civil	23,647	62,539
1	1	1	Chief of Laboratories	23,647	74,984
2	2	2	Chief of Purification	23,647	80,877
7	4	6	Chief Systems Analyst	27,326	91,283
0	0	1	Chief Training Officer	26,274	66,075
1	1	1	Claims Examiner	10.00 Hr.	21.33 Hr.
9	12	13	Consulting Engineer	36,000	88,643
3	2	3	Database Administrator	39,937	102,455
4	1	3	Database Coordinator	30,214	75,697
6	5	6	Deputy Project Director	20,093	58,637



DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
0	1	1	Desktop Publishing Specialist	20,231	54,232
4	1	1	Engineer	22.78 Hr.	31.83 Hr.
1	1	1	Engineer of Hydraulic Surveys	18.59 Hr.	27.10 Hr.
1	1	1	Environmental Programs Manager	45,000	81,411
0	0	1	Grant Administrator	22,333	70,152
1	2	1	Information Systems Coordinator	24,974	75,234
3	2	3	Manager of General Maintenance	23,647	72,862
0	0	1	Manager of Recruitment	27,326	84,261
2	1	1	Network Data Center Operations Manager	55,000	90,049
5	5	5	Project Coordinator	27,326	84,261
24	22	23	Project Director	22,333	74,917
1	1	1	Project Leader Applications	30,215	83,198
1	1	1	Regulatory Compliance Manager	50,000	91,283
1	0	1	Safety Programs Manager	45,000	81,411
3	2	3	Safety Programs Officer I	25,000	61,801
2	1	1	Senior Budget & Management Analyst	26,274	73,035
6	6	6	Senior Personnel Assistant	20,800	46,810
3	1	1	Senior Programmer Analyst	23,647	64,730
5	3	7	Senior Systems Analyst	20,800	76,220
0	1	1	Software Analyst	30,215	83,198
1	1	1	Supervisor Applications Development	39,937	81,174
0	0	1	Supervisor Hardware Evaluation	30,215	83,198
16	9	11	Systems Analyst	20,800	57,680
13	11	12	Unit Supervisor	13.29 Hr.	21.88 Hr.
1	1	1	Water Business Plan Assistant Manager	22,233	74,917
1	1	1	Water Business Plan Manager	27,326	84,261
5	5	5	Water Plant Manager	23,647	91,052
193	149	183			
			PROTECTIVE SERVICE		
6	5	6	Assistant Security Manager	20,800	59,357
1	0	6	Guard	10.00 Hr.	15.91 Hr.
2	2	2	Security Manager	23,647	84,625
52	46	45	Security Officer	10.80 Hr.	19.12 Hr.
61	53	59			

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		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	0	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	9	Cement Finisher	30.85 Hr.	38.56 Hr.
2	2	2	Cement Finisher Unit Leader	32.10 Hr.	39.31 Hr.
2	2	2	Chief Building Stationary Engineer	12.37 Hr.	19.81 Hr.
16	16	17	Const. Equip Operator Group A	27.42 Hr.	35.34 Hr.
17	16	17	Electrical Worker	37.25 Hr.	46.56 Hr.
1	1	1	Electrical Worker Foreman	38.50 Hr.	46.56 Hr.
2	2	2	Ironworker	35.17 Hr.	43.96 Hr.
8	8	8	Machinist Unit Leader	14.28 Hr.	23.33 Hr.
7	6	8	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	4	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.	30.28 Hr.
90	85	92			
SERVICE & MAINTENANCE					
18	15	17	Custodial Worker	10.00 Hr.	14.22 Hr.
3	3	3	Custodial Worker Supervisor	20,800	39,437
10	10	10	Labor Foreman	18.30 Hr.	20.30 Hr.
24	22	22	Machinist	15.83 Hr.	20.60 Hr.
18	15	15	Machinist Helper	13.72 Hr.	17.41 Hr.
1	0	1	Manager of Public Utilities-Building Maintenance	20,800	74,984
69	64	71	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
1	1	1	Small Equipment Repair Worker	12.26 Hr.	17.83 Hr.
29	28	28	Truck Driver	12.50 Hr.	18.11 Hr.
13	11	13	Water Hydraulic Repairman	14.99 Hr.	17.63 Hr.
1	1	1	Water Hydraulic Supervisor	15.96 Hr.	23.24 Hr.
6	5	6	Water Hydraulic Unit Leader	14.09 Hr.	20.62 Hr.
4	4	3	Water Meter Dept. Supervisor	15.96 Hr.	23.24 Hr.
13	12	15	Water Meter Dept. Unit Leader	14.09 Hr.	20.62 Hr.
57	50	56	Water Meter Repairman	14.99 Hr.	17.63 Hr.
13	11	14	Water Pipe Repair Supervisor	15.97 Hr.	23.60 Hr.
36	32	38	Water Pipe Repair Unit Leader	14.09 Hr.	20.98 Hr.
106	93	102	Water Pipe Repairman	13.58 Hr.	17.63 Hr.
19	18	19	Water System Construction Inspector	15.67 Hr.	22.03 Hr.
441	395	435			

DIVISION OF WATER

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			TECHNICIAN		
5	3	5	Accident & Safety Inspector	18.45 Hr.	20.45 Hr.
15	14	15	Assistant Water Plant Manager	10.00 Hr.	30.90 Hr.
3	3	3	Chemist	10.00 Hr.	24.57 Hr.
6	5	5	Chief Miscellaneous Investigator	10.00 Hr.	21.33 Hr.
1	0	4	Chief of Water Distribution	26,274	85,696
2	2	2	Chief Radio Dispatcher	39,788	44,689
1	1	1	Citizens Information Representative	10.00 Hr.	17.65 Hr.
3	3	3	Computer Operator	10.00 Hr.	21.33 Hr.
1	3	3	Data Processing Supervisor	20,800	56,129
3	3	3	Hazardous Materials Specialist	21.63 Hr.	29.87 Hr.
2	1	1	Help Desk Analyst	12.02 Hr.	23.18 Hr.
0	0	1	Instrumentation Technician I	16.87 Hr.	19.85 Hr.
4	3	3	Instrumentation Technician II	18.83 Hr.	21.87 Hr.
1	0	1	IT Security Officer	30,215	75,402
2	0	0	Junior Draftsman	10.00 Hr.	15.87 Hr.
3	3	3	Laboratory Assistant	10.00 Hr.	17.65 Hr.
50	37	51	Meter Reader	12.82 Hr.	17.63 Hr.
5	5	5	Meter Reader Supervisor	14.47 Hr.	21.16 Hr.
14	10	12	Miscellaneous Investigator	10.00 Hr.	17.04 Hr.
4	3	3	Network Analyst I	14.52 Hr.	32.27 Hr.
1	1	1	Network Analyst II	30,214	84,228
1	1	1	Program Manager	30,214	78,042
10	10	11	Radio Dispatcher	17.33 Hr.	19.21 Hr.
6	4	5	Senior Chemist	10.00 Hr.	21.33 Hr.
2	1	1	Senior Computer Operator	10.00 Hr.	25.06 Hr.
12	11	11	Senior Draftsman	10.00 Hr.	18.13 Hr.
1	1	1	Supervisor of Systems and Technical Support	55,000	80,340
2	2	2	Telecommunications Analyst I	30,214	67,130
0	1	1	Telecommunications Technician	44,803	68,848
45	40	40	Water Plant Operator I	15.70 Hr.	20.28 Hr.
34	36	37	Water Plant Operator II	17.73 Hr.	21.72 Hr.
1	1	1	Water System Construction Inspector Supervisor	20,800	58,379
1	0	0	Web Content Editor	10.00 Hr.	27.23 Hr.
<u>241</u>	<u>208</u>	<u>236</u>			
1,252	1,095	1,233	TOTAL FULL TIME		
4	4	4	TOTAL PART TIME		
8	4	9	TOTAL SEASONAL		
12	5	19	TOTAL STUDENT ASSISTANT		
<u>24</u>	<u>13</u>	<u>32</u>			
<u>1,276</u>	<u>1,108</u>	<u>1,265</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007

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)**

	2006			2007			2008		
	COST	ACTUAL STAFF FT PT		COST	UNAUDITED STAFF FT PT		COST	BUDGET STAFF FT PT	
PROGRAMS:									
Water Pollution Control Operations	\$ 17,308	150		\$ 17,914	146		\$ 18,742	167	3
Capital	5,361			6,402			5,970		
	\$ 22,669	150		\$ 24,316	146		\$ 24,712	167	3
FUNDING SOURCE:									
Self Generated Revenue*	\$ 22,669	150		\$ 24,316	146		\$ 24,712	167	3
	\$ 22,669	150		\$ 24,316	146		\$ 24,712	167	3

* 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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 5,685,991	\$ 6,087,653	\$ 6,101,023	\$ 7,228,160
CRAFTS	27,275	-	119,599	-
SEASONAL	-	3,820	5,542	32,960
INJURY PAY	80,919	39,817	11,306	-
LONGEVITY	51,125	56,750	58,300	59,850
WAGE SETTLEMENTS	4,086	300	143,140	-
SEPARATION PAYMENTS	10,280	5,234	9,444	86,021
BONUS INCENTIVE	75,048	1,000	-	-
OVERTIME	242,541	137,277	210,762	200,000
TOTAL	\$ 6,177,265	\$ 6,331,852	\$ 6,659,117	\$ 7,606,991
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 962,921	\$ 1,079,261	\$ 1,191,418	\$ 1,381,791
DENTAL	66,958	70,707	70,217	86,316
VISION CARE	9,311	9,529	9,373	11,124
PERS	822,173	863,580	892,193	1,052,936
FICA-MEDICARE	71,967	74,405	76,354	104,446
WORKERS COMPENSATION	465,339	630,436	457,360	578,616
LIFE INSURANCE	6,578	6,653	6,518	7,470
UNEMPLOYMENT COMPENSATION	12,810	12,220	10,752	10,972
CLOTHING ALLOWANCE	20,880	20,620	21,939	24,030
TOOL INSURANCE	2,100	1,580	2,100	2,100
CLOTHING MAINTENANCE	18,085	18,315	18,290	21,215
TOTAL	\$ 2,459,121	\$ 2,787,305	\$ 2,756,515	\$ 3,281,016
TRAINING AND DUES				
TRAVEL	\$ 9,970	\$ 9,658	\$ 10,332	\$ 12,000
TUITION & REGISTRATION FEES	6,271	5,785	8,067	12,000
OTHER TRAINING SUPPLIES	-	-	-	6,000
MILEAGE (PRIV AUTO) TRNG PRPS	-	106	-	1,500
PROFESSIONAL DUES	12,759	16,813	11,044	10,000
TOTAL	\$ 28,999	\$ 32,363	\$ 29,443	\$ 41,500
UTILITIES				
SEWER - OTHER	\$ 14,087	\$ 13,103	\$ 7,507	\$ 8,000
WATER	722	6,782	6,521	8,000
GAS	231,599	165,814	166,278	170,464
ELECTRICITY - CPP	207,936	200,652	213,151	222,583
ELECTRICITY - OTHER	72,634	67,854	81,994	83,945
TOTAL	\$ 526,979	\$ 454,205	\$ 475,451	\$ 492,992

DIVISION OF WATER POLLUTION CONTROL

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 290,704	\$ 526,859	\$ 416,743	\$ 275,000
COURT REPORTER	50	-	-	-
MILEAGE (PRIVATE AUTO)	-	-	-	500
ADVERTISING AND NOTICE	92,576	54,325	44,296	50,000
PROGRAM PROMOTION	-	-	16,588	30,000
PARKING IN CITY FACILITIES	1,932	1,875	1,808	2,000
PROPERTY RENTAL	5	15	5	500
PHOTOCOPY MACHINE RENTAL	3,449	1,260	-	-
EQUIPMENT RENTAL	3,500	2,985	1,950	10,000
OTHER CONTRACTUAL	12,279	50,437	51,964	60,000
STATE AUDITOR EXAMINATION	8,537	8,261	12,641	20,000
BANK SERVICE FEES	71,480	28,595	18,738	15,000
TOTAL	\$ 484,510	\$ 674,612	\$ 564,732	\$ 463,000
MATERIAL AND SUPPLIES				
OFFICE SUPPLIES	\$ 938	\$ 2,009	\$ 1,413	\$ 5,000
COMPUTER SUPPLIES	899	4,061	5,482	5,000
COMPUTER HARDWARE	4,430	2,169	7,990	5,000
COMPUTER SOFTWARE	-	3,052	700	5,000
SALT & DE-ICER	-	-	353	1,000
CLOTHING	29,460	16,661	24,614	30,000
HARDWARE AND SMALL TOOLS	28,876	13,583	6,087	20,000
SMALL EQUIPMENT	17,963	8,012	11,614	20,000
OFFICE AND FURNITURE EQUIP	6,760	7,023	5,937	12,000
HYGIENE AND CLEANING SUPP	20,486	8,822	11,125	12,000
MEDICAL SUPPLIES	2,056	1,969	-	2,500
OTHER SUPPLIES	28,339	23,765	24,457	25,000
SAFETY EQUIPMENT	36,974	72,052	51,909	40,000
JUST IN TIME OFFICE SUPPLIES	10,046	7,205	6,280	10,000
BUILDING MAINTENANCE SUPP	163,375	144,391	155,440	150,000
MISC MAINTENANCE SUPPLIES	158	-	-	5,000
TOTAL	\$ 350,758	\$ 314,772	\$ 313,400	\$ 347,500
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 8,104	\$ 11,612	\$ 15,562	\$ 15,000
MAINTENANCE MACHINERY	11,119	7,715	10,248	15,000
MAINTENANCE VEHICLES	210,178	317,170	429,240	350,000
CAR WASHES	-	-	500	-
MAINTENANCE UTILITY SYSTEMS	1,193,004	1,145,932	1,596,082	1,200,000
MAINTENANCE MISC EQUIP	4,000	4,000	2,000	5,000
TOTAL	\$ 1,426,405	\$ 1,486,430	\$ 2,053,632	\$ 1,585,000

DIVISION OF WATER POLLUTION CONTROL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES & CLAIMS	\$ 84,608	\$ 42,410	\$ 10,657	\$ 50,000
OTHER REFUNDS & ADJUSTMENTS	-	-	1,050	1,000
INDIRECT COST	302,182	601,164	457,928	457,928
TOTAL	\$ 386,790	\$ 643,574	\$ 469,635	\$ 508,928
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM TELEPHONE EXCH	\$ 45,504	\$ 39,405	\$ 61,101	\$ 63,283
CHARGES FROM UTILITIES ADMIN	9,553	70,076	117,730	131,587
CHARGES FROM FISCAL CONTROL	47,270	346,754	345,579	345,579
CHARGES FROM RADIO SYSTEM	35,769	30,264	33,913	54,479
CHARGES FROM WATER	2,570,743	2,698,229	2,552,597	2,500,000
CHARGES FROM PRINTING	25,289	21,954	24,845	24,007
CHARGES FROM MOTOR VEHICLES	391,207	457,346	480,485	488,450
CHARGES FROM STREET MAINT	208,875	222,643	178,412	150,000
CHARGES FROM TRAFFIC ENG	-	1,250	-	3,000
CHARGES FROM WASTE	2,601	2,486	3,275	3,000
CHARGES FROM WATER - GIS PROJ	-	85,474	187,542	-
TOTAL	\$ 3,336,812	\$ 3,975,881	\$ 3,985,479	\$ 3,763,385
CAPITAL OUTLAY				
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ 25,000
FURNITURE	-	-	-	50,000
MOTORIZED EQUIPMENT	-	-	-	310,000
MACHINERY TOOLS INSTRUMENTS	-	-	9,496	15,000
OTHER EQUIPMENT	-	-	-	20,000
TRANSFER TO WPC CAP PROJECTS	5,655,850	5,361,271	6,392,259	5,550,000
TOTAL	\$ 5,655,850	\$ 5,361,271	\$ 6,401,755	\$ 5,970,000
DEBT SERVICE				
ENTERPRISE DEBT SERVICE - PRIN	\$ 391,327	\$ 400,738	\$ 416,373	\$ 477,657
ENTERPRISE DEBT SERVICE - INT	221,123	206,112	190,477	174,193
TOTAL	\$ 612,451	\$ 606,850	\$ 606,850	\$ 651,850
TOTAL DIVISION	\$ 21,445,940	\$ 22,669,115	\$ 24,316,009	\$ 24,712,162

DIVISION OF WATER POLLUTION CONTROL

REVENUE

		2005		2006		2007		2008
	\$	Actual	\$	Actual	\$	Unaudited	\$	Budget
SALES & CHARGES FOR SERVICE	\$	19,883,790	\$	19,128,288	\$	21,136,790	\$	24,018,000
MISCELLANEOUS REVENUE		863,398		1,155,164		1,511,556		1,000,000
EXPENDITURE RECOVERIES		1,197		1,655		1,275		-
TOTAL DIVISION	\$	20,748,385	\$	20,285,108	\$	22,649,622	\$	25,018,000

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Administrator of Engineering & Planning	30,215	105,007
1	1	1	Assistant Administrator	20,800	59,835
1	0	2	Assistant Commissioner of Water Pollution Control	26,274	83,396
1	1	1	Commissioner of Water Pollution Control	40,315	123,236
2	2	2	Deputy Commissioner of Water Pollution Control	30,215	96,928
1	1	1	Superintendent of Sewer Maintenance	20,800	69,628
7	5	8			
OFFICE & CLERICAL					
1	1	1	Accountant Clerk II	10.00 Hr.	16.18 Hr.
1	1	1	Chief Clerk	22,050	44,373
4	4	4	Customer Service Representative	10.03 Hr.	16.17 Hr.
2	2	2	Data Control Clerk	10.00 Hr.	15.54 Hr.
1	1	1	Head Storekeeper	10.00 Hr.	21.10 Hr.
2	1	1	Senior Clerk	10.29 Hr.	15.17 Hr.
2	2	2	Stock Clerk	10.00 Hr.	16.68 Hr.
13	12	12			
PROFESSIONALS					
2	2	2	Administrative Manager	27,194	83,396
3	3	3	Administrative Officer	20,800	49,440
1	1	1	Assistant Director of Law I (s)	26,250	80,340
1	0	1	Assistant Manager Of Marketing	20,800	56,129
1	1	1	Assistant Personnel Administrator	20,800	52,060
2	1	2	Associate Engineer	17.83 Hr.	26.15 Hr.
0	0	1	Budget and Management Analyst	20,800	52,060
1	1	1	Building Manager	23,647	72,862
0	1	1	Chief Civil Engineer	23,647	78,936
1	0	0	Civil Engineer	10.00 Hr.	27.95 Hr.
3	3	3	Construction Technician	12.02 Hr.	21.33 Hr.
2	3	2	Consulting Engineer	36,000	88,643
0	1	1	Manager of Marketing	30,215	96,928
1	1	1	Network Analyst II	30,214	84,228
0	1	1	Personnel Administrator	26,274	76,981
2	1	1	Personnel Assistant	20,800	44,269

DIVISION OF WATER POLLUTION CONTROL

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	Budget December 2007	Budget 2008		Minimum	Maximum
1	0	0	Project Director	22,333	74,917
1	1	1	Safety Programs Manager	45,000	81,411
0	0	1	Safety Programs Officer I	25,000	61,801
0	1	0	Senior Budget and Management Analyst	26,274	73,035
1	1	1	Systems Analyst	20,800	57,680
1	1	1	Unit Supervisor	13.29 Hr.	21.88 Hr.
<u>24</u>	<u>24</u>	<u>26</u>			
			SKILLED CRAFT		
2	1	2	Bricklayer	30.62 Hr.	38.27 Hr.
2	1	2	Bricklayer Helper	22.60 Hr.	33.90 Hr.
4	3	4	Const. Equip Operator Group A	27.42 Hr.	35.34 Hr.
1	1	1	Electrical Worker	37.25 Hr.	46.56 Hr.
<u>9</u>	<u>6</u>	<u>9</u>			
			SERVICE & MAINTENANCE		
2	2	2	Custodial Worker	10.00 Hr.	14.22 Hr.
1	1	1	Custodial Worker Supervisor	20,800	39,437
1	1	1	Heavy Duty Mechanic	15.75 Hr.	23.22 Hr.
1	1	1	Heavy Duty Unit Leader	23.85 Hr.	28.78 Hr.
6	6	6	House Connection Inspector	12.70 Hr.	17.24 Hr.
3	2	3	Machinist	15.83 Hr.	20.60 Hr.
2	2	2	Machinist Helper	13.72 Hr.	17.41 Hr.
2	2	2	Machinist Unit Leader	14.28 Hr.	23.33 Hr.
4	3	3	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
4	4	5	Sewer Construction Unit Leader	15.67 Hr.	23.24 Hr.
15	13	14	Sewer Maintenance Unit Leader	14.09 Hr.	21.61 Hr.
16	11	14	Sewer Maintenance Unit Leader Operator	14.09 Hr.	20.62 Hr.
60	48	55	Sewer Service Man	14.99 Hr.	17.63 Hr.
<u>117</u>	<u>96</u>	<u>109</u>			
			TECHNICIAN		
3	3	3	Radio Dispatcher	17.33 Hr.	19.21 Hr.
<u>3</u>	<u>3</u>	<u>3</u>			
<u>173</u>	<u>146</u>	<u>167</u>	TOTAL FULL TIME		
3	0	3	SEASONAL		
<u>176</u>	<u>146</u>	<u>170</u>	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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 79,000 residential, commercial, industrial, and governmental customers. In addition, the Division provides service to over 46,000 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 West 41st Street Substation.

Mission Statement

To provide reliable and economical electric service to all electric customers in the City of Cleveland.

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

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF FT	PT		STAFF FT	PT		STAFF FT	PT
PROGRAMS:									
Light & Power Operations	\$ 134,767	326		\$ 139,510	326	1	\$ 151,577	376	2
Capital	11,239			12,947			14,715		
	\$ 146,006	326		\$ 152,457	326	1	\$ 166,292	376	2
FUNDING SOURCE:									
Self Generated Revenue*	\$ 146,006	326		\$ 152,457	326	1	\$ 166,292	376	2
	\$ 146,006	326		\$ 152,457	326	1	\$ 166,292	376	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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 16,674,688	\$ 16,662,516	\$ 17,083,237	\$ 18,902,218
CRAFTS	7,593	-	83,253	-
SEASONAL	12,734	16,461	9,960	42,848
INJURY PAY	1,705	75,559	50,193	-
STUDENT TRAINEES	-	-	3,545	-
LONGEVITY	156,650	158,400	152,975	160,000
WAGE SETTLEMENTS	-	76,040	169,508	-
SEPARATION PAYMENTS	138,297	237,065	187,304	200,000
BONUS INCENTIVE	87,000	78,500	-	-
OVERTIME	1,672,783	2,009,247	1,686,282	1,688,212
TOTAL	\$ 18,751,450	\$ 19,313,788	\$ 19,426,256	\$ 20,993,278
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 2,472,856	\$ 2,653,693	\$ 2,838,089	\$ 3,430,202
DENTAL	168,324	169,546	167,181	188,022
VISION CARE	18,901	18,399	18,565	21,272
PERS	2,520,354	2,601,011	2,606,967	2,911,059
FICA-MEDICARE	183,993	194,723	206,091	274,703
WORKERS COMPENSATION	654,594	889,413	976,011	1,146,498
LIFE INSURANCE	15,101	14,906	14,666	16,140
UNEMPLOYMENT COMPENSATION	2,788	14,318	15,971	21,944
CLOTHING ALLOWANCE	16,530	149,010	137,305	159,450
TOOL INSURANCE	3,200	3,200	3,200	3,200
CLOTHING MAINTENANCE	221,500	86,555	78,543	92,185
TOTAL	\$ 6,278,141	\$ 6,794,775	\$ 7,062,590	\$ 8,264,675
TRAINING AND DUES				
TRAVEL	\$ 7,582	\$ 8,572	\$ 19,982	\$ 50,000
TUITION & REGISTRATION FEES	4,269	10,920	28,954	100,000
MILEAGE (PRIV AUTO) TRNG PRPS	362	-	240	-
PROFESSIONAL DUES	67,005	87,011	75,932	100,000
CHARGES FOR PARKING CITATIONS	-	-	400	-
TOTAL	\$ 79,219	\$ 106,503	\$ 125,508	\$ 250,000
UTILITIES				
BROKERED GAS SUPPLY	\$ 454,251	\$ 536,278	\$ 249,404	\$ 347,110
SEWER - OTHER	22,556	31,685	38,643	15,000
TELEPHONE	-	-	66	-
WATER	10,009	19,196	18,123	10,000
GAS	280,015	205,479	188,175	240,000
ELECTRICITY - CPP	-	-	-	750,000
STEAM	37,176	32,079	47,158	51,500
TOTAL	\$ 804,007	\$ 824,716	\$ 541,570	\$ 1,413,610

DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

	2005		2006		2007		2008
	Actual		Actual		Unaudited		Budget
CONTRACTUAL SERVICES							
PROFESSIONAL SERVICES	\$ 2,092,174	\$	286,900	\$	966,047	\$	1,200,000
COURT REPORTER	-		-		429		-
MILEAGE (PRIVATE AUTO)	1,510		1,245		-		-
MEDICAL SERVICES	2,186		1,875		1,565		2,500
ADVERTISING AND PUBLIC NOTICE	120,876		146,815		94,608		76,750
PROGRAM PROMOTION	161,707		158,496		105,666		173,500
PARKING IN CITY FACILITIES	2,321		2,892		3,054		3,000
INSURANCE AND OFFICIAL BONDS	675,000		1,070,000		422,728		425,000
TAXES	-		656		757		-
PROPERTY RENTAL	273,412		295,585		295,793		350,000
PHOTOCOPY MACHINE RENTAL	3,134		606		-		-
EQUIPMENT RENTAL	8,751		3,750		1,800		10,000
OTHER CONTRACTUAL	1,101,165		1,096,703		879,930		900,000
STATE AUDITOR EXAMINATION	13,596		14,162		15,011		30,000
BANK SERVICE FEES	67,442		55,971		52,765		75,000
CREDIT CARD PROCESSING FEES	30,472		68,559		87,150		75,000
TOTAL	\$ 4,553,746	\$	3,204,216	\$	2,927,304	\$	3,320,750
MATERIAL AND SUPPLIES							
OFFICE SUPPLIES	\$ 9,169	\$	11,227	\$	22,884	\$	20,000
POSTAGE	438,374		474,910		475,996		460,000
COMPUTER HARDWARE	2,515		696		19,817		30,000
COMPUTER SOFTWARE	9,688		16,490		125,243		55,000
FUEL	105,001		100,001		45,001		120,000
PURCHASED POWER	76,693,304		71,300,546		74,545,256		73,512,000
POWER TRANSMISSION COSTS	13,347,736		10,779,329		8,794,169		14,474,451
CLOTHING	5,344		39,374		9,206		50,000
HARDWARE & SMALL TOOLS	68,796		126,343		150,624		150,000
MOWER AND TRACTOR PARTS	-		5,342		-		-
SMALL EQUIPMENT	18,864		47,079		106,725		120,000
OFFICE FURNITURE & EQUIPMENT	29,258		30,630		30,950		100,000
ELECTRICAL SUPPLIES	19,110		18,771		7,855		100,000
HYGIENE AND CLEANING SUPP	46,975		14,240		57,192		60,000
HEATING AND AIR FILTERS	-		13,354		-		-
MEDICAL SUPPLIES	10,151		4,000		7,000		10,000
PHOTOGRAPHIC SUPPLIES	3,023		5,087		1,936		3,000
OTHER SUPPLIES	141,336		123,423		301,379		300,000
SAFETY EQUIPMENT	63,214		96,616		120,626		125,000
MOTOR OIL & LUBRICANTS	10,873		-		-		-
CAPITAL IMPROVEMENT INVEN	1,777,846		2,336,301		4,540,162		3,750,000
JUST IN TIME OFFICE SUPPLIES	32,446		37,524		33,489		35,000
BUILDING MAINTENANCE SUPP	7,100		-		-		-
ASPHALT	-		8,000		-		-
CEMENT, SAND & GRAVEL	201,626		133,000		363,469		275,000
TOTAL	\$ 93,041,749	\$	85,722,281	\$	89,758,979	\$	93,749,451



DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 72,249	\$ 120,256	\$ 33,318	\$ 30,000
MAINTENANCE CONTRACTS	250,865	125,000	343,457	300,000
COMPUTER HARDWARE MAINT	-	10,000	10,000	25,000
MAINTENANCE MACHINERY	20,247	32,114	62,597	75,000
MAINTENANCE VEHICLES	580,001	666,452	398,202	600,000
MAINTENANCE UTILITY SYSTEMS	586,363	478,323	338,348	700,000
GLASS REPAIR	6,000	9,500	9,500	10,000
MAINTENANCE BUILDING	9,846	8,170	57,000	40,000
REPAIR OF OVERHEAD DOORS	-	-	20,000	20,000
TOTAL	\$ 1,525,571	\$ 1,449,815	\$ 1,272,422	\$ 1,800,000
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES & CLAIMS	\$ 51,570	\$ 437,737	\$ 68,404	\$ 100,000
INDIRECT COST	1,524,353	702,887	1,131,456	1,131,456
TOTAL	\$ 1,575,923	\$ 1,140,624	\$ 1,199,860	\$ 1,231,456
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM GENERAL FUND	\$ -	\$ 150	\$ 340	\$ -
CHARGES FROM TELEPHONE EXCH	485,626	596,016	576,890	598,545
CHARGES FROM UTILITIES ADMIN	160,000	192,000	244,600	263,175
CHARGES FROM FISCAL CONTROL	385,000	462,000	691,158	775,417
CHARGES FROM RADIO SYSTEM	66,388	52,931	53,703	70,985
CHARGES FROM WATER	386,877	420,760	411,576	450,000
CHARGES FROM WATER POLL	-	16,216	1,601	10,000
CHARGES FROM PRINTING	73,806	113,893	170,400	200,051
CHARGES FROM MOTOR VEHICLES	460,056	470,583	467,673	488,115
CHARGES FROM STREET MAINT	-	3,040	19,260	-
CHARGES FROM TRAFFIC ENG	-	7,125	9,320	-
CHARGES FROM WASTE	16,443	30,109	14,396	25,000
CHARGES FROM WATER - GIS PROJ	-	134,279	294,627	-
TOTAL	\$ 2,034,196	\$ 2,499,104	\$ 2,955,544	\$ 2,881,288
INTERFUND SUBSIDIES				
TRANSFER TO OTHER SUBCLASSES	\$ -	\$ 1,469,002	\$ 75,090	\$ -
TOTAL	\$ -	\$ 1,469,002	\$ 75,090	\$ -
CAPITAL OUTLAY				
TRANSFER TO LIGHT & POWER CAP	\$ 12,085,724	\$ 11,238,532	\$ 12,946,925	\$ 14,715,000
TOTAL	\$ 12,085,724	\$ 11,238,532	\$ 12,946,925	\$ 14,715,000



DIVISION OF CLEVELAND PUBLIC POWER

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
DEBT SERVICE				
ENTERPRISE DEBT SERVICE - PRINC	\$ 7,059,167	\$ 7,350,000	\$ 6,749,433	\$ 8,367,000
ENTERPRISE DEBT SERVICE - INT	7,898,643	4,892,870	7,415,680	9,305,194
TOTAL	\$ 14,957,810	\$ 12,242,870	\$ 14,165,114	\$ 17,672,194
TOTAL DIVISION	\$ 155,687,535	\$ 146,006,226	\$ 152,457,162	\$ 166,291,702

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUES	\$ -	\$ -	\$ -	3,100,000
SALES & CHARGES FOR SERVICES	139,898,836	147,736,521	152,081,671	160,993,000
MISCELLANEOUS REVENUES	1,874,176	2,399,966	3,026,986	2,000,000
REVENUE TRANSFERS	641	14,490	13,163	2,014,000
EXPENDITURE RECOVERIES	115,708	105,999	2,624,447	106,000
TOTAL DIVISION	\$ 141,889,361	\$ 150,256,975	\$ 157,746,268	\$ 168,213,000

DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING

No. of Employees			Position	Salary Schedule*	
Budget 2007	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
5	4	6	Assistant Administrator	20,800	59,835
4	4	5	Assistant Commissioner of Cleveland Public Power	27,326	114,084
1	1	1	Commissioner of Cleveland Public Power	45,201	160,680
1	3	2	Deputy Commissioner of Cleveland Public Power	46,225	121,046
11	12	14			
OFFICE & CLERICAL					
5	3	4	Chief Clerk	22,050	44,373
1	1	1	Junior Personnel Assistant	20,800	36,737
1	1	2	Personnel Assistant	20,800	44,269
4	4	4	Principal Clerk	11.93 Hr.	18.38 Hr.
6	6	7	Senior Clerk	10.29 Hr.	15.17 Hr.
17	15	18			
PROFESSIONALS					
1	0	0	Accountant III	10.00 Hr.	22.48 Hr.
0	1	1	Accountant IV	20,800	55,449
5	9	10	Administrative Manager	27,194	83,396
5	5	5	Administrative Officer	20,800	49,440
1	1	1	Assistant Director of Law I (s)	26,250	80,340
1	1	1	Associate Engineer	17.83 Hr.	26.15 Hr.
1	1	1	Chief Assistant Director of Law	31,500	117,832
10	9	10	Consulting Engineer	36,000	88,643
3	1	1	Deputy Project Director	20,093	58,637
0	1	1	Fiscal Manager	21,851	75,234
1	1	1	General Manager of Administrative Services	26,274	83,396
1	0	1	Legal Secretary	20,800	42,848
1	0	0	Manager of Electric System Operation	30,215	96,928
1	1	1	Manager of Marketing	30,215	96,928
1	1	1	Paralegal	20,800	40,780
1	1	1	Personnel Administrator	26,274	76,981
3	4	4	Project Coordinator	27,326	84,261
7	4	4	Project Director	22,333	74,917
0	1	1	Safety Programs Officer I	25,000	61,801
0	1	1	Safety Programs Manager	45,000	81,411
2	2	2	Senior Budget & Management Analyst	26,274	73,035
1	0	1	Supervisor of Computer Operations	30,215	83,198
2	2	2	Unit Supervisor	13.29 Hr.	21.88 Hr.
48	47	51			
PARA -PROFESSIONALS					
8	7	7	Chief Senior Elec. Switchboard Operator	22,333	61,435
27	26	27	Customer Service Representative	10.03 Hr.	16.17 Hr.
5	5	5	Dispatcher Electric System Operator	17.64 Hr.	26.50 Hr.
0	0	1	Junior Electric Switchboard Operator	14.86 Hr.	22.42 Hr.
40	38	40			

DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
SKILLED CRAFT					
12	10	19	Apprentice Lineman	14.89 Hr.	24.13 Hr.
8	7	7	Asst. Supt. Of Elec. Trans. & Distribution	26,274	68,388
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	91,052
2	2	2	Const. Equip Operator Group A	27.42 Hr.	35.34 Hr.
2	3	3	Electric Meter Industrial Installer	18.64 Hr.	28.00 Hr.
2	2	2	Elec. Mtr. Inst. Spec. & Gen. Tester	18.86 Hr.	28.31 Hr.
4	4	4	Electric Meter Service Installer I	17.38 Hr.	26.61 Hr.
12	11	12	Electric Meter Service Installer II	16.18 Hr.	24.37 Hr.
5	4	5	Electric Transmission & Dist. Inspector	18.72 Hr.	28.60 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	6	7	Heavy Duty Mechanic	15.75 Hr.	23.22 Hr.
1	1	1	Heavy Duty Unit Leader	23.85 Hr.	28.78 Hr.
9	9	9	Lineman Leader	20.06 Hr.	30.07 Hr.
0	0	6	Low Tension Trouble Lineman	18.30 Hr.	29.76 Hr.
2	0	2	Meter Industrial Leader	26.80 Hr.	29.35 Hr.
2	2	2	Painter	30.21 Hr.	37.76 Hr.
26	25	26	Senior Lineman	19.71 Hr.	29.57 Hr.
1	3	1	Superintendent of Elec. Trans. & Dist.	30,215	83,198
3	1	2	Superintendent of Electric Trouble Operations	27,326	72,324
1	0	1	Superintendent of Purchased Power	27,326	69,880
13	9	13	Trouble Line Worker	19.71 Hr.	29.57 Hr.
127	113	139			
SERVICE & MAINTENANCE					
0	0	1	Building Manager	23,647	72,862
1	1	1	Cable Foreman	20.92 Hr.	31.33 Hr.
6	5	6	Custodial Worker	10.00 Hr.	14.22 Hr.
2	2	2	Electric Meter Service Foreman	20.92 Hr.	31.33 Hr.
3	4	3	Electric Meterman Apprentice	14.55 Hr.	23.61 Hr.
2	2	2	Gas Turbine Mechanic	17.38 Hr.	26.61 Hr.
1	1	1	Gas Turbine Mechanic Apprentice	14.78 Hr.	23.95 Hr.
2	2	2	General Construction Foreman	28.83 Hr.	30.83 Hr.
4	5	5	Head Storekeeper	10.00 Hr.	21.10 Hr.
2	2	2	Line Clearance Man	14.62 Hr.	23.30 Hr.
7	6	7	Line Foreman	20.06 Hr.	30.07 Hr.
24	22	30	Line Helper Driver	12.44 Hr.	22.84 Hr.
3	3	3	Line Switchman	20.06 Hr.	30.07 Hr.
6	5	6	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
7	5	7	Storekeeper	10.00 Hr.	18.99 Hr.
1	1	1	Transformer Repairman Foreman	20.92 Hr.	31.33 Hr.
2	2	2	Underground Conduit Foreman	20.92 Hr.	31.33 Hr.
73	68	81			



DIVISION OF CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
			TECHNICIAN		
2	5	4	Apprentice Cable Splicer	14.78 Hr.	23.95 Hr.
18	13	11	Meter Reader	12.82 Hr.	17.63 Hr.
1	1	1	Meter Reader Supervisor	14.47 Hr.	21.16 Hr.
0	0	1	Network Analyst II	30,214	84,228
9	7	9	Senior Cable Splicer	19.71 Hr.	29.57 Hr.
2	2	2	Senior Computer Operator	10.00 Hr.	25.06 Hr.
2	2	2	Senior Draftsman	10.00 Hr.	18.13 Hr.
4	3	3	Senior Systems Analyst	20,800	76,220
<u>38</u>	<u>33</u>	<u>33</u>			
354	326	376	TOTAL FULL TIME		
0	1	2	SEASONAL		
<u>354</u>	<u>327</u>	<u>378</u>	TOTAL DIVISION		

* Salary Schedule effective as of December 10, 2007

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)

	2006			2007			2008		
	COST	ACTUAL		COST	UNAUDITED		COST	BUDGET	
		STAFF	PT		STAFF	PT		STAFF	PT
PROGRAMS:									
Director	\$ 74,849	6		\$ 72,332	6		\$ 79,350	10	
Administration	9,601	14		9,953	14		10,178	30	
Engineering	2,338	23		2,186	24		2,478	29	
Finance / Concessions	1,077	12		1,007	12		1,142	13	
Planning	4,425	8		4,137	8		4,691	10	
(Airfield) Operations	42,726	261	5	39,945	274	7	45,296	319	17
Burke Operations	1,524	17		1,425	17		1,615	17	
	\$ 136,541	341	5	\$ 130,985	355	7	\$ 144,752	428	17
FUNDING SOURCE:									
Self Generated Revenue:									
Airport Fees*	\$ 136,541	341	5	\$ 130,985	355	7	\$ 144,752	428	17
	\$ 136,541	341	5	\$ 130,985	355	7	\$ 144,752	428	17

* 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

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
SALARIES AND WAGES				
FULL TIME PERMANENT	\$ 14,984,450	\$ 14,969,612	\$ 15,225,775	\$ 18,845,080
SEASONAL	145,597	173,556	161,837	416,370
MILITARY LEAVE	462	-	1,048	-
PART TIME PERMANENT	750	14,265	79,853	168,714
INJURY PAY	9,217	16,740	1,618	-
LONGEVITY	123,500	131,125	128,475	132,075
WAGE SETTLEMENTS	68,488	622	61,736	-
SEPARATION PAYMENTS	106,049	169,184	155,978	549,739
BONUS INCENTIVE	135,500	40,000	-	-
OVERTIME	1,413,619	1,213,177	1,529,486	1,063,838
TOTAL	\$ 16,987,632	\$ 16,728,281	\$ 17,345,806	\$ 21,175,816
EMPLOYEE BENEFITS				
HOSPITALIZATION	\$ 2,485,284	\$ 2,639,665	\$ 2,868,919	\$ 3,879,829
DENTAL	169,547	170,973	168,674	219,008
VISION	19,718	19,430	19,345	25,176
PERS	2,262,431	2,281,501	2,318,751	2,877,594
POLICE & FIRE DISAB & PENSION	(2,345)	-	-	-
FICA-MEDICARE	194,699	196,496	207,889	306,008
WORKERS COMPENSATION	231,420	249,635	592,777	790,402
LIFE INSURANCE	15,791	15,529	15,232	19,113
UNEMPLOYMENT COMPENSATION	28,557	49,663	54,571	75,000
CLOTHING ALLOWANCE	20,730	22,070	22,207	26,050
TOOL INSURANCE	5,200	5,200	5,200	5,200
CLOTHING MAINTENANCE	43,625	47,050	45,913	52,600
TOTAL	\$ 5,474,657	\$ 5,697,212	\$ 6,319,478	\$ 8,275,980
TRAINING AND DUES				
TRAVEL	\$ 44,761	\$ 69,205	\$ 90,269	\$ 186,150
TUITION & REGISTRATION FEES	66,131	67,615	73,413	183,872
OTHER TRAINING SUPPLIES	-	1,522	2,000	149,700
NOACA	-	350	-	-
PROFESSIONAL DUES	94,381	103,110	168,474	182,350
TOTAL	\$ 205,273	\$ 241,802	\$ 334,156	\$ 702,072
UTILITIES				
BROKERED GAS SUPPLY	\$ 406,709	\$ 731,067	\$ 432,871	\$ 896,100
WATER	747,738	638,086	628,267	650,000
GAS	680,100	676,695	535,264	947,600
ELECTRICITY - CPP	280,774	270,157	290,887	319,300
ELECTRICITY - OTHER	4,451,264	4,425,424	5,037,515	4,764,000
SECURITY & MONITORING SYSTEM	500,000	673,001	885,000	770,000
TOTAL	\$ 7,066,585	\$ 7,414,430	\$ 7,809,804	\$ 8,347,000

DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 6,688,432	\$ 6,815,652	\$ 6,492,046	\$ 6,731,500
TRAVEL - NON-TRAINING	11,570	7,680	16,664	32,650
WASTE DISPOSAL	3,784,731	3,254,831	2,291,320	2,910,000
MEDICAL SERVICES	-	1	-	-
ADVERTISING AND PUBLIC NOTICE	5,756	25,708	26,915	52,500
PROGRAM PROMOTION	12,215	26,221	33,388	81,000
PARKING IN CITY FACILITIES	3,021	2,786	3,241	3,000
INSURANCE AND OFFICIAL BONDS	800,467	1,433,340	1,400,880	1,550,000
TAXES	6,729,017	6,007,359	6,776,255	6,200,000
PHOTOCOPY MACHINE RENTAL	8,116	2,262	-	-
EQUIPMENT RENTAL	458,314	231,001	263,193	269,000
OTHER CONTRACTUAL	474,941	645,750	323,372	5,041,799
STATE AUDITOR EXAMINATION	18,655	13,277	14,874	40,000
TRANSFER TO OTHER PORT FUND	15,760,750	16,206,250	4,250,000	4,400,000
REFUNDS & MISCELLANEOUS	-	216	-	-
BANK SERVICE FEES	11,709	12,606	15,046	-
CREDIT CARD PROCESSING FEES	3,673	7,374	12,295	10,000
TOTAL	\$ 34,771,367	\$ 34,692,316	\$ 21,919,489	\$ 27,321,449
MATERIALS AND SUPPLIES				
OFFICE SUPPLIES	\$ 1,407	\$ 3,648	\$ 6,452	\$ -
DISCOUNTS LOST	251	-	-	-
POSTAGE	15,747	17,469	23,376	24,600
COMPUTER SUPPLIES	780	-	-	1,500
COMPUTER HARDWARE	176,211	83,546	112,119	233,000
COMPUTER SOFTWARE	72,882	111,311	51,658	175,950
CHEMICAL	2,040,572	1,337,275	1,521,735	1,951,000
CLOTHING	173,035	184,534	147,095	182,400
HARDWARE & SMALL TOOLS	88,568	68,609	118,095	92,100
BOILERS & COOLING EQUIP	20,859	16,193	66,701	16,000
SEED, FERTILIZER & HERBICIDE	30,001	28,000	33,401	73,000
SMALL EQUIPMENT	59,196	55,146	50,563	120,000
OFFICE FURNITURE & EQUIPMENT	39,805	26,578	12,945	41,000
FENCE, POSTS & BARS	160,001	170,000	215,001	220,000
HYGIENE AND CLEANING SUPP	395,784	405,573	426,472	473,000
MEDICAL SUPPLIES	31,990	105,759	32,267	39,000
FOOD	20,690	12,322	17,875	32,960
PHOTOGRAPHIC SUPPLIES	2,682	-	-	2,950
OTHER SUPPLIES	766,116	909,712	1,135,476	1,196,950
SAFETY EQUIPMENT	30,402	43,707	36,843	50,000
SPECIAL EVENTS SUPPLIES	-	-	-	4,000
TIRES	-	-	10,000	-
JUST IN TIME OFFICE SUPPLIES	61,445	67,667	64,293	70,000
BUILDING MAINTENANCE SUPP	301,234	273,730	267,813	286,000
CEMENT, SAND & GRAVEL	195,501	277,501	240,002	262,500
MISC MAINTENANCE SUPPLIES	-	2,000	-	5,000
TOTAL	\$ 4,685,159	\$ 4,200,280	\$ 4,590,182	\$ 5,552,910

DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
MAINTENANCE				
MAINTENANCE OFFICE EQUIP	\$ 24,078	\$ 3,495	\$ 3,000	\$ 36,000
MAINTENANCE CONTRACTS	-	-	-	300,000
COMPUTER HARDWARE MAINT	27,215	-	66,793	99,500
COMPUTER SOFTWARE MAINT	38,724	-	34,911	136,000
MAINTENANCE MACHINERY	1,290,466	1,390,578	1,493,104	1,532,500
MAINTENANCE FIRE APPARATUS	64,875	54,332	51,477	39,500
MAINTENANCE VEHICLES	1,014,159	780,933	924,771	812,000
MAINTENANCE MISC EQUIP	1,964,278	2,396,656	2,876,322	2,802,900
AUTO & LIGHT TRUCK REPAIRS	-	10,000	-	-
CHARGES FROM MAINT	91,098	71,550	92,180	85,000
TOTAL	\$ 4,514,893	\$ 4,707,544	\$ 5,542,558	\$ 5,843,400
CLAIMS, REFUNDS AND MISC.				
JUDGMENTS, DAMAGES, & CLAIMS	\$ 18,188	\$ 62,500	\$ 222,656	\$ -
OTHER REFUNDS & ADJUSTMENTS	51,398	54,128	53,442	-
INDIRECT COST	598,412	1,656,222	1,127,317	1,127,317
TOTAL	\$ 667,998	\$ 1,772,850	\$ 1,403,415	\$ 1,127,317
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM GENERAL FUND	\$ 4,891,661	\$ 4,927,926	\$ 5,859,342	\$ 321,000
CHARGES FROM TELEPHONE EXCH	378,743	404,163	360,891	397,619
CHARGES FROM UTILITIES ADMIN	84,357	84,372	84,575	84,381
CHARGES FROM RADIO SYSTEM	63,302	52,103	63,177	90,182
CHARGES FROM WATER POLL	-	-	-	10,000
CHARGES FROM PRINTING	58,248	74,280	83,448	90,027
CHARGES FROM STOREROOM	-	1	-	-
CHARGES FROM MOTOR VEHICLES	457,996	420,278	507,354	458,078
CHARGES FROM TRAFFIC ENG	-	300	-	-
CHARGES FROM WASTE	85,748	45,541	85,211	95,000
TOTAL	\$ 6,020,055	\$ 6,008,965	\$ 7,043,998	\$ 1,546,287
INTERFUND SUBSIDIES				
TRANSFER TO OTHER SUBCLASSES	\$ -	\$ 1,980,263	\$ 672,741	\$ -
TOTAL	\$ -	\$ 1,980,263	\$ 672,741	\$ -



DEPARTMENT OF PORT CONTROL

EXPENDITURES - CONTINUED

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CAPITAL OUTLAY				
CONTRACTUAL SERVICES	\$ -	\$ -	100,000	\$ -
MOTORIZED EQUIPMENT	4,650	-	-	-
TRANSFER TO AIRPORT CAPITAL	2,136,298	2,295,472	2,296,475	2,437,213
TOTAL	\$ 2,140,948	\$ 2,295,472	\$ 2,396,475	\$ 2,437,213
DEBT SERVICE				
TRANSFER TO OTHER SUBFUNDS	\$ 269,373	\$ -	\$ -	-
ENTERPRISE DEBT SERVICE - PRIN	10,895,249	17,775,000	19,835,000	16,410,000
ENTERPRISE DEBT SERVICE - INT	43,665,878	33,027,021	35,771,757	46,012,884
TOTAL	\$ 54,830,500	\$ 50,802,021	\$ 55,606,757	\$ 62,422,884
TOTAL DIVISION	\$ 137,365,067	\$ 136,541,437	\$ 130,984,859	\$ 144,752,328

REVENUE

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERGOVERNMENTAL REVENUE	\$ 13,121,008	\$ 11,271,408	\$ 12,436,561	\$ 15,615,475
SALES & CHARGES FOR SERVICES	106,394,159	112,955,918	101,177,848	109,433,750
MISCELLANEOUS REVENUES	22,263,648	20,669,889	21,073,995	4,482,000
TRANSFERS IN	2,130,990	2,923,805	3,684,884	-
EXPENDITURE RECOVERIES	2,822	10,793	23,633	15,221,103
TOTAL DIVISION	\$ 143,912,627	\$ 147,831,813	\$ 138,396,921	\$ 144,752,328



DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
2	0	0	Administrative Assistant	21,851	71,329
0	1	1	Administrator of Engineering and Planning	30,215	105,007
3	3	4	Administrative Bureau Manager	27,193	83,396
2	0	6	Administrative Manager	27,193	83,396
0	0	1	Air Trade Development Manager	30,215	96,928
0	0	1	Chief Training Officer	23,333	53,356
1	1	1	Labor Relations Manager	30,215	105,007
5	4	7	Administrative Officer	20,800	49,440
3	2	2	Airport Project Director	60,000	128,544
4	5	6	Assistant Administrator	20,800	59,835
1	1	1	Commissioner of Burke Airport	40,315	113,755
1	1	1	Commissioner of Cleve. Hopkins Int. Airport	42,758	137,794
2	2	2	Deputy Comm. of Cleve. Hopkins Int. Airport	30,215	96,928
1	1	1	Director of Port Control	100,000	214,240
3	2	3	Fiscal Manager	23,647	78,936
1	1	1	Secretary to Directors of Departments	36,590	132,829
1	0	0	Security Manager	23,647	84,625
<u>30</u>	<u>24</u>	<u>38</u>			
OFFICE & CLERICAL					
4	2	3	Junior Clerk	10.00 Hr.	13.00 Hr.
3	2	2	Senior Clerk	10.29 Hr.	15.00 Hr.
3	2	3	Chief Clerk	22,050	44,373
3	2	2	Personnel Assistant, Junior	20,800	36,737
1	3	7	Principal Clerk	11.93 Hr.	18.38 Hr.
2	2	3	Secretary, Private	10.00 Hr.	19.00 Hr.
3	3	3	Head Storekeeper	10.00 Hr.	11.00 Hr.
1	1	1	Storekeeper	10.00 Hr.	19.00 Hr.
<u>20</u>	<u>17</u>	<u>24</u>			



DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
PROFESSIONALS					
1	1	1	Accountant I	10.00 Hr.	18.48 Hr.
1	1	1	Accountant III	10.00 Hr.	22.00 Hr.
4	4	4	Accountant IV	20,800	55,449
1	0	1	Airport Chief Engineer	30,215	105,007
5	3	4	Airport Maintenance Manager	26,274	83,396
2	1	2	Airport Maintenance Superintendent	20,093	58,916
5	0	6	Airport Maintenance Supervisor	21,020	56,774
1	1	1	Airport Operations Manager	26,274	83,396
1	1	1	Comptroller - Airports	30,215	105,007
1	1	1	Civil Engineer, Chief	23,647	78,936
1	1	1	Chief Mechanical Engineer	23,647	78,936
4	5	5	Consulting Engineer	36,000	88,643
4	2	3	Deputy Project Director	20,093	58,637
0	0	1	HR Special Projects Coordinator	10.21 Hr.	23.76 Hr.
0	1	1	Labor Relations Officer	27,326	72,324
1	0	0	Associate Engineer	18.00 Hr.	26.00 Hr.
1	1	1	Personnel Administrator	26,274	76,981
2	1	2	Personnel Administrator, Asst.	20,800	52,060
1	0	0	Personnel Assistant	20,800	44,269
10	18	21	Project Coordinator	27,326	84,261
10	3	3	Project Director	22,333	74,917
1	0	1	Safety Programs Manager	45,000	81,411
0	0	0	Senior Personnel Assistant	20,800	46,810
0	0	1	Warehouse Inventory Manager	22,333	74,917
1	1	1	Contract Compliance Officer	26,274	66,075
1	1	1	Contract Compliance Officer, Asst.	20,093	53,048
2	1	1	Assistant Director of Law	26,250	74,984
61	48	65			
SKILLED CRAFT					
3	3	3	Carpenter	31.00 Hr.	38.00 Hr.
10	8	10	Electrical Worker	37.00 Hr.	47.00 Hr.
2	2	2	Foreman, Electrical Worker	39.00 Hr.	47.00 Hr.
1	1	1	Foreman, Painter	31.00 Hr.	39.00 Hr.
2	2	2	Heavy Duty Unit Leader	24.00 Hr.	39.00 Hr.
11	11	11	Heavy Duty Mechanic	16.00 Hr.	23.00 Hr.
1	0	1	Horticulturist Unit Leader	26.00 Hr.	28.00 Hr.
4	3	4	Painter	30.00 Hr.	38.00 Hr.
1	1	2	Plumber	37.00 Hr.	46.00 Hr.
35	31	36			

DEPARTMENT OF PORT CONTROL

COMPARISON OF STAFFING - CONTINUED

Budget 2007	No. of Employees		Position	Salary Schedule*	
	December 2007	Budget 2008		Minimum	Maximum
SERVICE & MAINTENANCE					
13	13	13	Airport Field Foreman	18.30 Hr.	20.30 Hr.
57	55	67	Airport Maintenance Man	11.97 Hr.	17.29 Hr.
62	60	62	Custodial Worker	10.00 Hr.	13.95 Hr.
0	0	1	Custodial Superintendent	23,607	53,400
1	1	1	Municipal Service Laborer	14.42 Hr.	16.42 Hr.
11	11	11	Supervisor, Custodial Worker	20,800	39,437
1	1	1	Supt Vehide Admin Services	20,093	66,075
1	1	1	Supt of Motorized Equipment	26,274	66,075
6	6	6	Window Washer	13.00 Hr.	19.00 Hr.
152	148	163			
TECHNICIAN					
7	7	7	Airport Information Representative	10.00 Hr.	16.00 Hr.
8	8	8	Airport Operations Agent I	14.00 Hr.	19.00 Hr.
8	8	8	Airport Operations Agent II	18.00 Hr.	23.00 Hr.
3	3	3	Airport Operations Agent III	20,800	52,060
4	4	4	Airport Operations Superintendent	23,333	61,435
1	0	1	Airport Planning Envir. Officer	30,215	83,198
1	0	1	Airport Safety Manager	26,274	83,396
0	0	1	Airport Safety Chief Training Officer, Asst	23,333	53,357
3	3	3	Airport Safety Shift Commander	20,800	56,129
43	38	43	Airport Safety Man	14.00 Hr.	20.00 Hr.
9	8	12	Airport Safety Supervisor	20,800	56,129
2	1	2	Airport Security Coordinator	23,333	59,357
1	1	1	Network Analyst II	65,000	91,052
1	1	2	System Analyst	30,214	84,228
5	4	5	Engineering & Construction Inspector	17.00 Hr.	19.00 Hr.
1	1	1	Engineering & Construction Inspector, Chief	23.00 Hr.	25.00 Hr.
3	0	1	Environmental Assistant	20,800	47,767
100	87	103			
398	355	429	TOTAL FULL TIME		
10	7	17	Part Time		
16	12	28	Seasonal		
26	19	45	TOTAL PART TIME		
424	374	474	TOTAL DIVISION		

* Salary Schedule effective December 10, 2007



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.

	2005 ACTUAL	2006 ACTUAL	2007 UNAUDITED	2008 BUDGET
RECEIPTS	\$ 33,177	\$ 34,418	\$ 35,544	\$ 36,156
EXPENDITURES				
CAPITAL PROJECTS				
PUBLIC BUILDINGS	\$ 2,300	\$ 1,600	\$ 2,595	\$ 2,800
VEHICLES	5,382	5,699	4,759	1,447
MAJOR NON-VEHICULAR EQUIPMENT	5,932	2,550	4,735	4,455
TRANSPORTATION NETWORK	450	350	450	450
LEASE PAYMENT 2003	1,094	1,038	1,038	1,038
LEASE PAYMENT 2004	1,112	1,112	1,015	1,112
LEASE PAYMENT 2005	102	1,405	1,405	1,405
TOTAL CAPITAL PROJECTS	\$ 16,372	\$ 13,754	\$ 15,997	\$ 12,707
PAST DEFICITS & LIABILITIES				
DEBT SERVICE	\$ 16,000	\$ 21,350	\$ 19,500	\$ 24,013
TOTAL PAST DEFICITS & LIABILITIES	\$ 16,000	\$ 21,350	\$ 19,500	\$ 24,013
TOTAL EXPENDITURES	\$ 32,372	\$ 35,104	\$ 35,497	\$ 36,720



NOTES



NON DEPARTMENTAL

EXPENDITURES

COUNTY AUDITOR DEDUCTIONS

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
CONTRACTUAL SERVICES				
NON PRODUCTIVE LAND SALES	\$ 25,577	\$ 24,147	\$ 60,029	\$ 60,000
SPECIAL ASSESSMENT	7,364	-	-	-
BOARD OF ELECTION EXPENSE	8,234	383,041	-	600,000
COUNTY AUD & TREAS COLL FEE	722,102	736,383	760,817	800,000
ADVERTISING DEL LAND SALES	1,494	19,119	22,047	25,000
BOARD OF TAX APPEALS	594	657	852	1,000
TOTAL	\$ 765,365	\$ 1,163,348	\$ 843,746	\$ 1,486,000
TOTAL DIVISION	\$ 765,365	\$ 1,163,348	\$ 843,746	\$ 1,486,000

EXPENDITURES

SUBSIDIES TO OTHER FUNDS

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
INTERFUND SUBSIDIES				
TRANSFER TO RAINY DAY FUND	\$ 1,250,000	\$ 3,600,000	\$ 1,000,000	\$ 1,000,000
TRANSFER TO OTHER SUBCLASSES	50,000	16,082	255,000	-
TRANSFER TO DEBT SERVICE FUND	5,418,284	4,953,938	5,489,036	6,047,654
TRANSFER TO STADIUM FUND	2,833,129	5,655,595	8,332,769	8,066,769
SUBSIDY TO STREET CONST	5,650,000	5,040,000	8,250,000	6,279,048
TRANSFER TO SCHOOL REC FUND	2,000,000	2,000,000	2,000,000	2,000,000
SUBSIDY TO IX CENTER	1,630,841	-	-	-
SUBSIDY TO SINKING FUND	375,000	415,000	540,000	481,883
SUBSIDY TO CEMETERIES	375,000	390,000	290,000	215,110
TOTAL	\$ 19,582,254	\$ 22,070,615	\$ 26,156,805	\$ 24,090,464
TOTAL DIVISION	\$ 19,582,254	\$ 22,070,615	\$ 26,156,805	\$ 24,090,464

REVENUE

SUBSIDIES TO OTHER FUNDS

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
TRANSFERS IN	\$ 359,116	\$ -	\$ -	\$ -
TOTAL DIVISION	\$ 359,116	\$ -	\$ -	\$ -



NON DEPARTMENTAL

EXPENDITURES
OTHER ADMINISTRATIVE

	2005	2006	2007	2008
	Actual	Actual	Unaudited	Budget
TRAINING AND DUES				
PROFESSIONAL DUES	\$ 5,200	\$ 4,795	\$ 3,164	\$ 20,000
OHIO MUNICIPAL LEAGUE	23,352	23,352	23,652	23,652
NOACA	53,886	56,715	59,693	62,678
MAYORS & MGRS ASSOC	15,000	15,000	15,000	15,000
U.S. CONFERENCE OF MAYORS	16,025	16,506	17,001	17,001
NATIONAL LEAGUE OF CITIES	19,403	20,179	20,986	22,035
GREATER CLEVE PARTNERSHIP	40,000	40,000	40,000	40,000
DOWNTOWN DEVELOPMENT CORP	22,000	22,000	-	-
INTERNATIONAL TRADE ALLIANCE	50,000	-	35,000	35,000
TOTAL	\$ 244,866	\$ 198,547	\$ 214,496	\$ 235,366
UTILITIES				
ELECTRICITY - CPP	\$ 8,489,123	\$ 9,077,898	\$ 8,677,623	\$ 10,977,570
ELECTRICITY - OTHER	3,003,653	2,775,734	2,778,663	1,006,984
TOTAL	\$ 11,492,776	\$ 11,853,631	\$ 11,456,286	\$ 11,984,554
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$ 123,466	\$ 100,651	\$ 180,000	\$ 320,000
INSURANCE AND OFFICIAL BONDS	9,295	-	9,286	9,500
OTHER CONTRACTUAL	285,465	160,538	422,192	325,000
JUSTICE CENTER - TOWER MAINT	3,767,334	3,381,645	3,484,832	3,558,294
BANK SERVICE FEES	299,705	271,480	186,796	300,000
CREDIT CARD PROCESSING FEES	-	-	6	-
TOTAL	\$ 4,485,265	\$ 3,914,315	\$ 4,283,112	\$ 4,512,794
INTER-DEPARTMENTAL CHARGES				
CHARGES FROM RADIO SYSTEM	\$ 731	\$ 1,220	\$ 795	\$ 1,233
TOTAL	\$ 731	\$ 1,220	\$ 795	\$ 1,233
DEBT SERVICE				
PRINCIPAL	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
TOTAL	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
TOTAL DIVISION	\$ 16,473,639	\$ 16,217,713	\$ 16,204,689	\$ 16,983,947



NON DEPARTMENTAL

**REVENUE
OTHER ADMINISTRATIVE**

	2005 Actual	2006 Actual	2007 Unaudited	2008 Budget
LOCAL TAXES	\$ 306,336,541	\$ 316,529,476	\$ 328,514,866	\$ 337,080,640
INTERGOVERNMENTAL REVENUE	71,479,435	68,683,653	70,125,164	61,190,843
SALES & CHARGES FOR SERVICES	2,379,614	1,891,423	1,482,792	1,430,000
MISCELLANEOUS REVENUES	1,832,722	2,201,808	133,351	100,000
TRANSFERS IN	6,218,394	-	6,607,939	2,150,000
EXPENDITURE RECOVERIES	6,206,073	10,113,844	8,911,702	8,098,823
TOTAL DIVISION	\$ 394,452,779	\$ 399,420,204	\$ 415,775,814	\$ 410,050,306



NOTES



APPROPRIATION FOR THE YEAR 2008

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, 2008, the following sums be and they are hereby appropriated viz:

The sum of Five Hundred Thirty One Million, Six Hundred Thirteen Thousand Five Hundred Seven Dollars (\$531,613,507) from the General Fund;

The sum of Sixty Six Million Five Hundred Fifty Seven Thousand Two Hundred Five Dollars (\$66,557,205) from the Special Revenue Funds;

The sum of Twenty Nine Million Eight Hundred Sixty Thousand Eight Hundred Seventy One Dollars (\$29,860,871) from the Internal Service Funds;

The sum of Six Hundred Forty Nine Million Five Hundred Ninety One Thousand Nine Hundred Seventy Four Dollars (\$649,591,974) from the Enterprise Funds;

The sum of Ten Million Six Hundred Seventy Seven Thousand Six Hundred Seventy Six Dollars (\$10,677,676) from the Trust and Agency Funds;

The sum of Sixty Two Million Five Hundred Thirty Five Thousand Nine Dollars (\$62,535,009) from the Debt Service Fund;

All set forth in the Mayor's Estimate on file with Council and identified as File No. 160-08 in the aggregate amount for each department as follows:

GENERAL FUND		
Legislative Branch	\$	6,607,861
Judicial Branch		41,246,826
Executive Branch		
Office of the Mayor		2,537,463
Department of Public Safety		306,526,365
Community Relations Board		1,274,238
Department of Consumer Affairs		431,489
Department of Public Service		38,870,218
Department of Parks, Recreation & Properties		40,589,862
Boxing and Wrestling Commission		7,724
Urban Planning & Development		18,280,059
Department of Public Health		5,856,974
Department of Aging		764,486
Support Functions		44,529,478
Transfers to Other Funds		24,090,464
Total Executive Branch		483,758,820
TOTAL GENERAL FUND		531,613,507
Special Revenue Funds		66,557,205
Internal Service Funds		29,860,871
Enterprise Funds		649,591,974
Trust and Agency Funds		10,677,676
Debt Service Funds		62,535,009
TOTAL APPROPRIATIONS FOR 2008	\$	1,350,836,242



APPROPRIATION FOR THE YEAR 2008

GENERAL FUND

LEGISLATIVE BRANCH

Council and Clerk of Council		\$	6,607,861
I Personnel and Related Expenses	\$	4,811,628	
II Other Expenses		1,796,233	
 TOTAL LEGISLATIVE BRANCH		<u>\$</u>	<u>6,607,861</u>

JUDICIAL BRANCH

Municipal Court - Judicial Division		\$	23,134,378
I Personnel and Related Expenses	\$	20,644,692	
II Other Expenses		2,489,686	
 Municipal Court - Housing Division		\$	3,286,811
I Personnel and Related Expenses	\$	3,097,077	
II Other Expenses		189,734	
 Municipal Court - Clerk's Division		\$	14,825,637
I Personnel and Related Expenses	\$	9,441,157	
II Other Expenses		5,384,480	
 TOTAL JUDICIAL BRANCH		<u>\$</u>	<u>41,246,826</u>

EXECUTIVE BRANCH

Office of the Mayor		\$	2,537,463
I Personnel and Related Expenses	\$	2,382,420	
II Other Expenses		155,043	
 TOTAL EXECUTIVE BRANCH		<u>\$</u>	<u>2,537,463</u>



APPROPRIATION FOR THE YEAR 2008

DEPARTMENT OF PUBLIC SAFETY

Public Safety Administration		\$	3,971,900
I Personnel and Related Expenses	\$	2,621,968	
II Other Expenses		1,349,932	
Division of Police		\$	174,142,502
I Personnel and Related Expenses	\$	163,190,018	
II Other Expenses		10,952,484	
Division of Fire		\$	90,210,125
I Personnel and Related Expenses	\$	86,837,635	
II Other Expenses		3,372,490	
Division of Emergency Medical Services		\$	23,458,159
I Personnel and Related Expenses	\$	21,282,516	
II Other Expenses		2,175,643	
Division of Dog Pound		\$	1,110,357
I Personnel and Related Expenses	\$	832,584	
II Other Expenses		277,773	
Division of Correction		\$	13,633,322
I Personnel and Related Expenses	\$	11,050,810	
II Other Expenses		2,582,512	
TOTAL DEPARTMENT OF PUBLIC SAFETY		\$	306,526,365

COMMUNITY RELATIONS BOARD

Community Relations Board		\$	1,274,238
I Personnel and Related Expenses	\$	1,175,469	
II Other Expenses		98,769	
TOTAL COMMUNITY RELATIONS BOARD		\$	1,274,238



APPROPRIATION FOR THE YEAR 2008

DEPARTMENT OF CONSUMER AFFAIRS

Consumer Affairs		\$	431,489
I Personnel and Related Expenses	\$	385,659	
II Other Expenses		45,830	
 TOTAL DEPARTMENT OF CONSUMER AFFAIRS		<u>\$</u>	<u>431,489</u>

DEPARTMENT OF PUBLIC SERVICE

Public Service Administration		\$	515,091
I Personnel and Related Expenses	\$	482,489	
II Other Expenses		32,602	
 Division of Architecture		\$	699,106
I Personnel and Related Expenses	\$	663,689	
II Other Expenses		35,417	
 Division of Waste Collection and Disposal		\$	27,975,460
I Personnel and Related Expenses	\$	14,123,747	
II Other Expenses		13,851,713	
 Division of Engineering and Construction		\$	5,124,555
I Personnel and Related Expenses	\$	4,707,251	
II Other Expenses		417,304	
 Division of Traffic Engineering		\$	4,556,006
I Personnel and Related Expenses	\$	3,293,552	
II Other Expenses		1,262,454	
 TOTAL DEPARTMENT OF PUBLIC SERVICE		<u>\$</u>	<u>38,870,218</u>

APPROPRIATION FOR THE YEAR 2008

DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES

Parks, Recreation, and Properties Administration	\$	738,842
I Personnel and Related Expenses	\$ 583,611	
II Other Expenses	155,231	
Division of Research, Planning, and Development	\$	750,846
I Personnel and Related Expenses	\$ 671,074	
II Other Expenses	79,772	
Division of Recreation	\$	14,919,209
I Personnel and Related Expenses	\$ 10,442,350	
II Other Expenses	4,476,859	
Division of Parking Facilities-On Street	\$	1,269,849
I Personnel and Related Expenses	\$ 1,194,359	
II Other Expenses	75,490	
Division of Property Management	\$	8,863,184
I Personnel and Related Expenses	\$ 6,122,536	
II Other Expenses	2,740,648	
Division of Park Maintenance and Properties	\$	14,047,932
I Personnel and Related Expenses	\$ 8,913,005	
II Other Expenses	5,134,927	
TOTAL PARKS, RECREATION, AND PROPERTIES	\$	40,589,862

BOXING AND WRESTLING COMMISSION

Boxing and Wrestling Commission	\$	7,724
I Personnel and Related Expenses	\$ 7,724	
II Other Expenses	-	
TOTAL BOXING AND WRESTLING COMM	\$	7,724



APPROPRIATION FOR THE YEAR 2008

URBAN PLANNING AND DEVELOPMENT
DEPARTMENT OF COMMUNITY DEVELOPMENT

Division of Administrative Services		\$	823,272
I Personnel and Related Expenses	\$	692,971	
II Other Expenses		130,301	
Director's Office		\$	413,545
I Personnel and Related Expenses	\$	413,545	
Division of Neighborhood Development		\$	483,841
I Personnel and Related Expenses	\$	263,841	
II Other Expenses		220,000	
Division of Neighborhood Services		\$	552,145
I Personnel and Related Expenses	\$	552,145	
TOTAL COMMUNITY DEVELOPMENT		\$	2,272,803

DEPARTMENT OF BUILDING AND HOUSING

Building and Housing Dir Office		\$	2,418,190
I Personnel and Related Expenses	\$	2,005,691	
II Other Expenses		412,499	
Division of Code Enforcement		\$	6,913,041
I Personnel and Related Expenses	\$	6,729,414	
II Other Expenses		183,627	
Division of Construction Permit		\$	1,595,315
I Personnel and Related Expenses	\$	1,572,315	
II Other Expenses		23,000	
TOTAL BUILDING AND HOUSING		\$	10,926,546



APPROPRIATION FOR THE YEAR 2008

REGULATORY BOARDS AND COMMISSIONS

Landmarks Commission		\$	177,486
I Personnel and Related Expenses	\$	170,932	
II Other Expenses		6,554	
Board of Building Standards and Appeals		\$	100,292
I Personnel and Related Expenses	\$	92,093	
II Other Expenses		8,199	
Board of Zoning Appeals		\$	225,835
I Personnel and Related Expenses	\$	211,663	
II Other Expenses		14,172	
TOTAL REGULATORY BOARDS		\$	503,613

DEPARTMENT OF ECONOMIC DEVELOPMENT

Economic Development		\$	1,786,516
I Personnel and Related Expenses	\$	1,702,968	
II Other Expenses		83,548	
TOTAL DEPARTMENT OF ECONOMIC DEVELOPMENT		\$	1,786,516
Office of Equal Opportunity		\$	767,953
I Personnel and Related Expenses	\$	696,439	
II Other Expenses		71,514	
City Planning Commission		\$	1,657,703
I Personnel and Related Expenses	\$	1,552,263	
II Other Expenses		105,440	
Division of Harbors		\$	364,925
I Personnel and Related Expenses	\$	166,609	
II Other Expenses		198,316	
TOTAL URBAN PLANNING AND DEVELOPMENT		\$	18,280,059



APPROPRIATION FOR THE YEAR 2008

DEPARTMENT OF PUBLIC HEALTH

Public Health Administration		\$	759,178
I Personnel and Related Expenses	\$	660,389	
II Other Expenses		98,789	
Division of Health		\$	3,399,074
I Personnel and Related Expenses	\$	2,213,316	
II Other Expenses		1,185,758	
Division of Environment		\$	1,251,665
I Personnel and Related Expenses	\$	1,002,237	
II Other Expenses		249,428	
Division of Air Quality		\$	447,057
I Personnel and Related Expenses	\$	160,957	
II Other Expenses		286,100	
 TOTAL DEPARTMENT OF PUBLIC HEALTH		<u>\$</u>	<u>5,856,974</u>

DEPARTMENT OF AGING

Department of Aging		\$	764,486
I Personnel and Related Expenses	\$	622,796	
II Other Expenses		141,690	
 TOTAL DEPARTMENT OF AGING		<u>\$</u>	<u>764,486</u>

APPROPRIATION FOR THE YEAR 2008

SUPPORT FUNCTIONS

FINANCIAL AND LEGAL ADMINISTRATION

DEPARTMENT OF FINANCE

Finance Administration		\$	945,614
I Personnel and Related Expenses	\$	867,944	
II Other Expenses		77,670	
Division of Accounts		\$	1,903,566
I Personnel and Related Expenses	\$	1,273,193	
II Other Expenses		630,373	
Division of Assessments and Licenses		\$	2,658,503
I Personnel and Related Expenses	\$	2,024,915	
II Other Expenses		633,588	
Division of Treasury		\$	596,164
I Personnel and Related Expenses	\$	519,688	
II Other Expenses		76,476	
Division of Purchases and Supplies		\$	613,407
I Personnel and Related Expenses	\$	565,043	
II Other Expenses		48,364	
Bureau of Internal Audit		\$	781,947
I Personnel and Related Expenses	\$	444,213	
II Other Expenses		337,734	
Division of Financial Reporting and Control		\$	1,435,155
I Personnel and Related Expenses	\$	1,397,368	
II Other Expenses		37,787	
Information Systems Services		\$	4,041,339
I Personnel and Related Expenses	\$	2,259,812	
II Other Expenses		1,781,527	
Information Tech & Planning		\$	349,397
I Personnel and Related Expenses	\$	331,172	
II Other Expenses		18,225	
TOTAL DEPARTMENT OF FINANCE		\$	13,325,092



APPROPRIATION FOR THE YEAR 2008

Office of Budget & Management-Budget Admin.		\$	769,531
I Personnel and Related Expenses	\$	628,078	
II Other Expenses		141,453	
Department Law		\$	8,835,892
I Personnel and Related Expenses	\$	6,528,676	
II Other Expenses		2,307,216	
TOTAL FINANCE AND LEGAL ADMINISTRATION		<u>\$</u>	<u>22,930,515</u>
PERSONNEL ADMINISTRATION			
Office of Personnel		\$	1,998,280
I Personnel and Related Expenses	\$	1,394,574	
II Other Expenses		603,706	
Civil Service Commission		\$	1,130,736
I Personnel and Related Expenses	\$	622,858	
II Other Expenses		507,878	
TOTAL PERSONNEL ADMINISTRATION		<u>\$</u>	<u>3,129,016</u>
NONDEPARTMENTAL			
County Auditor Deductions		\$	1,486,000
II Other Expenses	\$	1,486,000	
Other Administrative		\$	16,983,947
II Other Expenses	\$	16,983,947	
TOTAL NONDEPARTMENTAL		<u>\$</u>	<u>18,469,947</u>
TOTAL SUPPORT FUNCTIONS		<u>\$</u>	<u>44,529,478</u>
TRANSFERS TO OTHER FUNDS		\$	24,090,464
II Other Expenses	\$	24,090,464	
TOTAL EXECUTIVE BRANCH		<u>\$</u>	<u>483,758,820</u>
TOTAL GENERAL FUND		<u>\$</u>	<u>531,613,507</u>



APPROPRIATION FOR THE YEAR 2008

SPECIAL REVENUE FUND

Restricted Income Tax Fund		\$	36,720,051
I Capital	\$ 12,707,551		
II Debt Service	24,012,500		
 Street Construction, Maintenance & Repair Fund		 \$	 27,837,154
I Personnel and Related Expenses	\$ 15,712,902		
II Other Expenses	12,124,252		
 Schools Recreation & Cultural Activities Fund		 \$	 2,000,000
II Other Expenses	\$ 2,000,000		
 TOTAL SPECIAL REVENUE FUNDS		 <u>\$</u>	 <u>66,557,205</u>

INTERNAL SERVICE FUND

Information Systems Services-Telephone Exchange		\$	7,062,827
I Personnel and Related Expenses	\$ 1,129,240		
II Other Expenses	5,933,587		
 Division of Motor Vehicle Maintenance		 \$	 18,795,937
I Personnel and Related Expenses	\$ 6,676,162		
II Other Expenses	12,119,775		
 Division of Printing and Reproduction		 \$	 3,011,897
I Personnel and Related Expenses	\$ 946,236		
II Other Expenses	2,065,661		
 City Storeroom and Central Warehouse		 \$	 990,210
I Personnel and Related Expenses	\$ 83,190		
II Other Expenses	907,020		
 TOTAL INTERNAL SERVICE FUNDS		 <u>\$</u>	 <u>29,860,871</u>



APPROPRIATION FOR THE YEAR 2008

ENTERPRISE FUNDS

DEPARTMENT OF PUBLIC UTILITIES

Utilities Administration		\$	2,475,003
I Personnel and Related Expenses	\$	1,896,563	
II Other Expenses		578,440	
Radio		\$	2,559,170
I Personnel and Related Expenses	\$	452,064	
II Other Expenses		2,107,106	
Division of Fiscal Control		\$	3,777,236
I Personnel and Related Expenses	\$	3,277,702	
II Other Expenses		499,534	
Division of Water		\$	261,263,708
I Personnel and Related Expenses	\$	83,905,658	
II Other Expenses		177,358,050	
Division of Water Pollution Control		\$	24,712,162
I Personnel and Related Expenses	\$	10,888,007	
II Other Expenses		13,824,155	
Division of Cleveland Public Power		\$	166,291,702
I Personnel and Related Expenses	\$	29,257,953	
II Other Expenses		137,033,749	
TOTAL DEPARTMENT OF PUBLIC UTILITIES		\$	461,078,981

DEPARTMENT OF PORT CONTROL

Divisions of Cleveland Hopkins & Burke Lakefront Airports - Operations		\$	144,752,328
I Personnel and Related Expenses	\$	29,451,796	
II Other Expenses		115,300,532	
TOTAL DEPARTMENT OF PORT CONTROL		\$	144,752,328



APPROPRIATION FOR THE YEAR 2008

DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES

Division of Cemeteries		\$	2,110,595
I Personnel and Related Expenses	\$	1,542,492	
II Other Expenses		568,103	
Golf Course Fund		\$	2,015,974
I Personnel and Related Expenses	\$	1,057,715	
II Other Expenses		958,259	
Division of Parking Facilities-Off Street Parking		\$	10,791,321
I Personnel and Related Expenses	\$	1,250,417	
II Other Expenses		9,540,904	
Division of Convention Center		\$	6,698,276
I Personnel and Related Expenses	\$	3,259,200	
II Other Expenses		3,439,076	
Division of Convention Center & Stadium-West Side Market		\$	1,148,774
I Personnel and Related Expenses	\$	517,703	
II Other Expenses		631,071	
Division of Convention Center & Stadium-Stadium		\$	20,953,389
II Other Expenses	\$	20,953,389	
Division of Property Management - East Side Market		\$	42,336
I Personnel and Related Expenses	\$	-	
II Other Expenses		42,336	
TOTAL PARKS, RECREATION, & PROPERTIES		\$	43,760,665
TOTAL ENTERPRISE FUNDS		\$	649,591,974



APPROPRIATION FOR THE YEAR 2008

AGENCY FUND

Central Collection Agency		\$	10,677,676
I Personnel and Related Expenses	\$	6,649,801	
II Other Expenses		4,027,875	
TOTAL AGENCY FUND		\$	<u><u>10,677,676</u></u>

DEBT SERVICE FUND

Sinking Fund Commission		\$	62,535,009
I Personnel and Related Expenses	\$	170,252	
II Other Expenses		494,900	
III Debt Service		61,869,857	
TOTAL DEBT SERVICE FUNDS		\$	<u><u>62,535,009</u></u>

Section 2. That the appropriations herein made are based upon the detail of expenditures set forth in the Mayor's Estimate File No. 160-08, 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 2007 is hereby appropriated to such fund for the payment of unpaid obligations lawfully incurred in 2008 or prior years. The Mayor's Estimate File No. 160-08, 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 2008 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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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.