CITY OF CLEVELAND
2011 BUDGET BOOK

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This document is designed to assist the reader in understanding the City's budgetary processes and resultant budgets. It is organized as follows:

Mayor Transmittal Letter: The Transmittal Letter submitted by The Mayor to the City Council to summarize the budget recommendations, compiled from detailed information obtained from the various departments and prepared by the Director of Finance, for conducting the affairs of the City for the following year.

The Introductory Section: A summary of the overall document structure, contents and purpose, the City's profile, background and demographics, and City Government structure.

Budget Policies: This section includes a summary of the provisions regulating the City's budget, tax levies, budget preparation processes, and appropriations as set forth in the Ohio Revised Code and the City Charter.

City Fund Structure: The City's budget is organized by fund. Each fund consists of major categories. The major funds are: The General Fund, Special Revenue Funds, Enterprise Funds, and the Agency Fund. Funds from Federal and State grants are not included in the City's Budget as they have their own funds and operate on a fiscal year determined by the grantor rather than the City's fiscal year. This section also contains historical summaries of all City annually appropriated revenue sources, historical expenditures by Department, and historical summaries and projected balances for all City funds.

Department Detail: Included for each Department and Division within the City are narratives defining each section. Also included for each Department / Division are detailed, 3 year historical budgetary line item expenses and revenue, as well as detailed staffing levels.

Glossary: Included in the document is a Glossary provided to aid with terminology that may be unique to the City.

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FEBRUARY 1, 2011

To the Cleveland City Council and Citizens of Cleveland:

Since 2006, the City of Cleveland has successfully faced financial challenges. By focusing on streamlining operations, reducing costs, increasing revenue and refinancing debt, we have managed to close potential budget gaps and balance the budget with minimal layoffs and service reductions.

These efforts became increasingly important as the recession that began in 2008, continued throughout 2009. The recession had a significant impact on the City's income tax collections, with a loss of $26 million in income tax in 2009 and therefore presented the potential for a deficit in 2010. In order to help balance the 2010 budget and avoid layoffs, most City employees agreed to a one-year wage and longevity concession arrangement.

The City of Cleveland's 2011 budget also faces challenges. We are projecting general fund revenue to be $505,974,141 with expenses of $512,302,264. The continued loss of income tax revenue is reflected in these figures. And while we have reduced our operating costs in many areas, the cost of providing health care for our employees has continued to rise. The impact of the global financial crisis, which began in the financial markets around the world, is now being felt at the state government level. This year, the State of Ohio is facing a budget deficit of $8 billion or more. Balancing the state budget will require budget cuts and state revenue the City has historically received, namely the local government fund and the estate tax, may be at risk.

This 2011 Mayor's Estimate addresses these challenges and a potential $28 million deficit, while maintaining the same level of service we provided in 2010. First, it includes the restoration, as we are obligated to, of the 2010 wage and longevity concessions in the amount of $19 million citywide. In addition, it includes the health care benefits at 2010 levels for the first quarter. But this level of expense is unsustainable for the entire year. After the first quarter, we must reduce our operating costs in order to balance the budget.

Therefore, the budget contains the following measures:

- Increased employee contributions to health care premiums effective April 1;
- No cost of living increase for 2011;
- A $3.6 million reduction of local government fund (LGF) revenue to help mitigate the impact of a potential 20% annual cut to LGF;
- The elimination of most vacant positions;
- The continuation of the hiring freeze that has been in effect since 2006, except for critical positions;
- One-time revenue in the amount of $12 million from the sale of the convention center for the Medical Mart project; and
- $3.7 million bed tax that will come to the city on an annual basis as a result of the Medical Mart agreement.

To date, we have successfully negotiated with the FOP and the CPPA on wages and health care benefits. This, in addition with the administrative decision to enact these measures for non-union personnel, provides a pattern for the negotiations with the City's remaining collective bargaining units. If we fail to reach agreements based on this pattern, the City will be required to find ways to further reduce operating costs.

Over the past five years, we have been proactive in reducing our costs. At the same time, we continue to work to bring private investment to the city, even in these hard economic times. Within the last month we have closed upon three major development projects that will further my goal of making downtown Cleveland a thriving 24-hour city: a $465 million Medical Mart and Convention Center, a $272 million Flats East Bank project, and a $33 million Greater Cleveland Aquarium project. These will create thousands of short-term construction jobs and long-term jobs in the hospitality, health care, retail and service industries, providing a welcome infusion of tax revenue for the city.

But this will not be enough to sustain our economy in the long-term. Therefore, we are continuing efforts to create sustainable economic growth and stability through the 10-year Sustainable Cleveland 2019 initiative.

All of what I have shared with you has an impact on the City's finances. The greatest challenges to our finances this year are the uncertainty created by the potential state deficit and the slow global economic recovery. However, with this estimate, I am presenting a solid plan for balancing our budget despite the uncertainties.

Therefore, as required by Section 38 of the Charter of the City of Cleveland, I transmit the estimate of receipts and expenditures for all City departments and divisions for the year 2011, representing a general fund operating budget of $512,302,264 and a total citywide budget of $1,289,296,972.

Sincerely,

Frank G. Jackson, Mayor
City of Cleveland

The City of Cleveland's budget is one of the most important documents that the City prepares as it identifies the services to be provided and how they will be financed. The City's Budget document, therefore, is intended to serve as the following:

The Budget as a Policy Guide

The Mission of the City of Cleveland is "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." As a policy guide, the Budget serves to inform the citizens of Cleveland on policies, goals, and objectives in place during the coming year for the satisfaction of its mission statement as well as major programs to be financed.

Prudent fiscal management requires the use of budgets to efficiently allocate resources and manage ongoing operations. The written budget document itself outlines the financial needs of the City and itemizes the amount of money to be used for various projects in order to make better choices and decisions concerning policies and activities that can or can not be implemented. This also helps to establish accountability for the effective operation of programs and activities to be delivered.

The Budget as a Financial Plan

The City's financial forecasts use internal historical data, National and State economic indicators, and expense and revenue projections to estimate the future financial state of the City including decisions for controlling expenses and increasing revenue.

The following data sources are used by the Office of Budget and Management for the generation of the monthly Financial Outlook Reports in support of required internal decision making processes:

- Workforce Trends – Includes comparisons of National, State, and local unemployment rates and trends
- WARN Notifications - Required layoff announcements for the Cleveland area resulting from the Worker Adjustment & Retraining Notification Act (WARN) which is a federal law that requires employers with 100 or more full-time workers to provide advanced notification to workers when faced with a plant closing or mass layoff.
- Housing Data – This section provides average listing price for homes for sale in Cleveland, foreclosure filings, and the status of building permits in the area.
- CPI – 12 month Consumer Price Index trends for the area.

Fiscal Policies for the City of Cleveland, dictated by state law, City ordinances, and administrative policies, provide administrative guidelines for planning and directing the City's day-to-day financial affairs. A summary of the specific policies upon which the budget was developed are as follows:

- Balanced Budget as required by law.
- Modified Accrual Accounting Methodology which records revenues when available and expenditures when services are received and treats encumbrances as expenditures at the time the funds are encumbered.
- Internal Accounting Controls which assure the safeguarding of assets against loss from unauthorized use.
- Yearly Audits of all financial records and actions of the City, its officials and employees in compliance with local, State, and Federal law.
- Aggressive Cash Management and Investment policies and programs to help achieve the maximum financial return of invested funds.

The Budget as an Operations Guide

As an operations guide, the Budget indicates how departments and funds are organized and informs the reader of all the activities, services and functions carried out by each department. Each Department Summary section lists its mission statement, a brief department description along with objectives and performance measures. Also included are detailed 3 year expense and revenue budgets as well as staffing levels.

The Budget as a Communication Device

As a communication device, the yearly budget provides summary information to aid constituents in interpreting the document. Our goal is to make it an effective communication tool that clearly explains significant budgetary issues, priorities, goals and objectives, and financial strategies of the City. The yearly budget plan allows the Senior Administrative Team to establish a baseline of accountability.

To satisfy our goal, this budget document includes a Mayor's Transmittal Letter which summarizes all of the fiscal plans of the City for the upcoming fiscal year.

Updated Charts and graphs have been added to help consolidate, summarize, and better explain the information as much as possible. There is also a detailed table of contents and a glossary of common terms to make it easy to locate and understand its contents.

Our structured monthly reports to senior management provides a roadmap that helps by communicating the City's current position on issues and resources, highlighting deadlines for content delivery, and understanding the next steps for goal achievement.

The City of Cleveland has annual operating budgets and multi-year budgets. 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
- Street Construction & Maintenance
- Utilities
- Airports
- Convention Center
- West Side Market
- Stadium Fund
- East Side Market
- Parking Facilities
- Cemeteries
- Golf Courses
- Motor Vehicle Maintenance
- Information Systems Services
- Telephone Exchange
- Printing & Reproduction
- Storeroom
- Central Collection Agency
- Sinking Fund

The multi-year budgets that span several years primarily consists of 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 and final resultant budget book, focuses only on the annual operating budget for each division.

*City of Cleveland Profile**

The City of Cleveland is the county seat of Cuyahoga County, the most populous county in the state. Cleveland has grown from an average of approximately 17,000 people in 1850 to an estimated 398,000 in 2010. According to the Community Survey estimates for 2010, the racial composition of Cleveland is 51% African American, 40% Other American, and 9% Hispanic and Latino Americans. Cleveland is currently estimated to have 213,000 households with a median family income of $35,000.

According to the United States Census Bureau, the city has a total area of 82.4 square miles consisting 77.6 square miles of land and 4.8 square miles of water. The shore of Lake Erie is 569 feet above sea level; however, the city lies on a series of irregular bluffs cut principally by the Cuyahoga River, Big Creek, and Euclid Creek. Public Square, less than a mile inland, sits at an elevation of 650 feet, and Hopkins Airport, only 5 miles inland from the lake, is at an elevation of 791 feet.

The municipality is located in northeastern Ohio on the southern shore of Lake Erie, approximately 60 miles west of the Pennsylvania border. It was founded in 1796 near the mouth of the Cuyahoga River, and became a manufacturing center owing to its location at the head of numerous canals and railroad lines. Cleveland's location on the Cuyahoga River and Lake Erie has been key to its growth. The Ohio and Erie Canal coupled with rail links helped establish the city as a major American manufacturing center. Steel and many other manufactured goods emerged as its industries.

With the decline of heavy manufacturing, Cleveland's businesses have diversified into the service economy, including the financial services, insurance, legal, and healthcare sectors. As a result, Cleveland is the corporate headquarters of many large companies such as Forest City Enterprises, Sherwin-Williams Company, KeyCorp and the Cleveland Clinic, as its largest employer, ranks among America's best hospitals. NASA maintains the Glenn Research Center and Cleveland is home to the Rock and Roll Hall of Fame.

As with most large cities, financial difficulties brought on by suburbanization and other factors changed and challenged the city in the late 1960s and 1970s. Since then the city has worked to improve its infrastructure, diversify its economy, and invest in the arts. As a result, Cleveland is now considered an exemplar for public-private partnerships, downtown revitalization, and urban renaissance.

City Government*

The Charter of the City of Cleveland was first adopted by the electors at a special election on July 1, 1913, certified to the Secretary of State on July 4, 1913, and took effect on January 1, 1914, a little more than a year after Ohio Constitution Article XVIII, the "Home Rule Amendment," was adopted.

The Legislative authority of the City is currently vested in a 19-member Council. Each Council member is elected from a separate ward and serves a four-year term. The Council fixes compensation of City officials and employees, enacts ordinances and resolutions relating to City services, levies taxes, appropriates and borrows money, licenses and regulates businesses, and other municipal functions. The presiding President of Council, Martin J. Sweeney, was initially elected by the Council members and re-elected as President of Council in November 2009. The Clerk of Council is appointed by Council.

The executive and administrative powers of the City are vested in the Mayor, Directors of Departments and other Administrative Offices provided for in the Charter. Mayor Frank G. Jackson, the Chief Executive Officer of the City, was elected the 56th Mayor of Cleveland for a term of four years and was reelected in November, 2009. Prior to becoming the Chief Executive Officer, the Mayor served as President of Cleveland City Council from 2002 through 2005. In January, 2006, Mayor Jackson began his tenure focusing on ensuring that every child in the city has access to high quality educational opportunities, improving public safety, promoting the region's economy, and revitalizing the city's neighborhoods. Mayor Jackson's expanded focus now includes managing the local impact of the national recession, strategically deploying a citywide municipal wireless broadband network initiative and leading the development of a green sustainable local economy through the efforts of Sustainable Cleveland 2019.

FIVE YEAR FINANCIAL PLAN — May

- OBM planning tool to project needs for the future

TAX BUDGET — June

- Tax Budgets submitted to the County to assure the municipality that the appropriate property tax levy is established and that the apportionment of local government funds is distributed.

BUDGET PREPARATION — August - September

- Budget training sessions are conducted and budget factors are distributed to ensure appropriate input from all Departments
- Budget hearings with Departments conducted.

TRANSFER ORDINANCE — October - November

- To make funds available to Departments / Divisions exceeding their original budget due to programmatic or priority changes during the year. Funds are shifted from Divisions which will not expend their original budget to Divisions requiring additional, approved, programmatic expenditures.

SUPPLEMENTAL APPROPRIATION ORDINANCE — October - November

- To make additional appropriations for approved expenditures, mainly to Non GF Departments, based on additional generation of revenue identified in the Amended Certificate of Resources.

TEMPORARY APPROPRIATION ORDINANCE — October - November

- Per State Law, provides Department / Divisions with sufficient level of appropriation to continue services through the first quarter of the calendar year until the final budget is passed by City Council by April 1.

CERTIFICATE / AMENDED CERTIFICATE OF RESOURCES — As Required

- County approves level of appropriation permitting municipality to provide services during the fiscal year.
- City notifies County of additional revenue sources and County permits City to increase appropriations to the level of additional revenue. The County issues a new certificate.

ANNUAL APPROPRIATE ORDINANCE — January 31

- To make appropriations for anticipated expenditures in Department/Divisions necessary to continue services during the calendar year in conjunction with the Mayor's Estimate review, amendment and adoption by City Council.

MAYOR'S ESTIMATE — February 1

- 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.

COUNCIL BUDGET HEARINGS — February - March

CITY BUDGET APPROVED — April 1.

GFOA SUBMISSION — 90 Days after Budget Approved

Detailed provisions regulating the City's budget, tax levies, and appropriations are set forth in the Ohio Revised Code and the City Charter.

Mayor's Estimate

City Ordinance states that the fiscal year of the City shall begin on the first day of January. On or before the fifteenth day of November in each year the Mayor shall prepare an estimate of the expense of conducting the affairs of the City for the following year and shall submit such estimate to Council no later than February 1 of said following year.

The Mayor's Estimate, prepared by the Finance Department with detailed data from the various Departments, contains:

- An itemized estimate of the expense of conducting each department.
- Comparisons of such estimates with the corresponding items of expenditure for the last two complete fiscal years and with the expenditures of the current fiscal year plus an estimate of expenditures necessary to complete the current fiscal year.
- Reasons for proposed increases or decreases in such items of expenditure compared with the current fiscal year.
- A statement from the Director of Finance of the total probable income of the City from taxes for the period covered by the Mayor's estimate.
- An itemization of all anticipated revenue from sources other than the tax levy.
- The amounts required for interest on the City's debt, for sinking funds and for maturing serial bonds and the total amount of outstanding City debt with a schedule of maturities of bond issues.

Upon receipt of the Mayor's estimate Council prepares a Temporary appropriation ordinance for the current expenses of the City, chargeable to the appropriations of the year when passed, sufficient to cover the necessary expenses of the various departments, divisions and offices until the annual appropriation ordinance is in force April 1st.

Transfer of Appropriations

At the end of each Budget Year, a Transfer Ordinance is prepared by the Finance Department and recommended by the Mayor to Council for the transfer of unencumbered balances of an appropriation made for the use of one department, division or purpose to any other department, division or purpose. The annual appropriation ordinance, passed by City Council, establishes the legal spending limits of each division in the two categories of, "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 the form of Transfer Ordinances, in order to move budget authority from "personnel" to "other" or vice versa, or between divisions.

City Council must adopt a permanent appropriation measure for the fiscal year by April 1 and, the Cuyahoga County Auditor must certify that the City's appropriation measure does not exceed the amounts set forth in the County Budget Commission's Certificate of Estimated Resources. The City is required by State Law to adopt annual budgets for the General Fund, certain Debt Service and Special Revenue funds, Restricted Income Tax Fund, Rainy Day Reserve Fund, Reserve Fund, and the Schools Recreation and Cultural Activities Fund.

Basis of Budgeting

The City maintains budgetary control on a non-GAAP basis within each division. This means that expenditures can not exceed appropriations for personnel costs (including benefits), and "other costs" within a division without the approval of City Council. Revenues are recorded when received in cash (Budget), as opposed to when susceptible to accrual (GAAP). Expenditures are recorded when paid in cash or encumbered (Budget), as opposed to when goods or services are received (GAAP), and encumbrances are recorded as expenditures (Budget) as opposed to reservation of fund balance (GAAP). Budgetary data are not presented for Proprietary Funds, nor does the City's budgetary process include annual budgeting for grant funds and capital project funds, which are appropriated on a project basis. Appropriations in these funds remain open and carry over to succeeding years (i.e., multi-year) until the related expenditures are made or until they are modified or canceled.

The annual cycle begins in January with the passage of the current year budget. On a monthly basis, the Office of Budget and Management prepares, and reviews with management, year end expenditure and revenue projections. The purpose of this scrutiny is to identify any deviations, either in revenues or expenditures, from the original estimates used in the preparation of the budget. These variances are continually analyzed to understand the causes and prepare a year end transfer ordinance or a supplemental ordinance as required during the last quarter of the year.

Estimated expenditures are pre-encumbered and subsequently encumbered prior to release of purchase orders to vendors. Any Pre-encumbrances or encumbrances that exceed appropriations are not approved until the Council authorizes additional appropriations or transfer of funds. Any unencumbered appropriations lapse at the end of each calendar year. City Charter requires that all contracts in excess of $50,000 shall first be authorized and directed by ordinance of City Council.

County Tax Budget Preparation

During the June timeframe, preliminary financial analyses are performed in preparation for the next year's budget. Inflation factors are established and projections are developed to generate The City's Tax Budget, an estimate of revenues and expenditures for the next calendar year. By Ohio State Law, this document must be approved by the City Council and submitted to the County Budget Commission by July 20 of each year. From this Tax Budget, the County establishes tax levy amounts for the coming year.

In the preparation of the Tax Budget, various factors having an impact upon future revenue and expenditure levels, such as contracts, legal requirements, inflation and economic fluctuations, are studied and quantified. Required inflation factors are developed and used in the development of a Five Year Plan. The Tax Budget is also very useful to the City as it identifies problem areas and provides a preliminary glimpse of expenditures required to fund current service levels in the coming year, along with an estimate of required revenues. Based upon target funding levels established from the Tax Budget, OBM elicits departmental input into the Annually Appropriated budget process via a automated, web-based, budgeting tool called "Performance Budgeting" . This new budget module provides Budget stage / phase management capabilities for budget formulation, forecasted salary and benefit projections, and workflow functionality in the budget request process. Each Budget Personnel in the City has access to this module for preparation and submission of budgets.

Budgeting Methodologies

At the City of Cleveland, cost accounting (in general) is the approach for determining and evaluating required costs associated with running the City and projecting variances for different funds. Forecasting for both Expenses and Revenues is accomplished via the use of Regression and Trend analysis, and some Simulation. In the past, the basic Budgeting process / methodology used for Annually Appropriated (year over year) Budgets was Zero Based Budgeting. This means that each Department basically starts from scratch each year and must justify their Budget requests on a year-over-year basis.

Since the implementation of the Performance Budget Module the City now incorporates some Activity Based Budgeting processes in the Divisions of Water, Cleveland Public Power, and Internal Service Funds. This process allows Departments to actually budget at a "lower level" that then rolls up to the Department level (ie each Water Plant inside of the Department of Water could have their own budget.

The City of Cleveland developed the following budget Initiatives to help sustain its economic growth and stability. These initiatives are designed to influence investment in Arts and Culture programs, leverage transportation resources, protect City assets, support youth development and continue to promote the City of Cleveland as a desirable and viable location for growth opportunities:

Sustainable Cleveland 2019

Cleveland will become a model of sustainability and will become a leader in the emerging green economy over the next nine years through the efforts of Sustainable Cleveland 2019.The work began in earnest in August 2009 when nearly 700 people from across greater Cleveland and across the nation gathered at Public Auditorium for a three-day summit focused on Building an Economic Engine to Empower a Green City on a Blue Lake. This effort is focused on supporting business growth, protecting the environment and creating opportunities for individuals to prosper.

Art in Everything! a Cleveland Initiative

Art in Everything! Is a Cleveland initiative that invites everyone to take a closer look at the richness of artistic and cultural diversity in Cleveland. The mission of this initiative is to promote the unique character of the City of Cleveland by providing opportunities to experience the artistic and cultural diversity that represents our city.

Five Year Capital Improvement Plan

The Five-year capital improvement plan was developed "to ensure that each City Department knows what other departments are doing: now and for the next five years" and to insure sustainable design and building practices on all projects. In developing the Five Year Capital Improvement Program, the City obligated to clearly explain the City's funding limitations. Our challenge in the future years will be to find new funding sources, whether state, federal or private, to make up the difference between our identified needs and our annual general obligation bond resources.

Operations Efficiency Task Force (OETF)

To ensure a better future, Cleveland is in the process of reshaping itself which means a change in the way we think and do business today. Economic conditions have made it impossible to operate under the existing model of government and maintain the current level of service to the City of Cleveland. In order to restore financial stability and increase the level of services provided to our citizens, businesses, and visitors, we have taken on the task of learning to do more with less by changing the way we do business. The purpose of the OETF, therefore, is to

- achieve and maintain financial stability;
- improve the efficiency and effectiveness of City services; and
- create a work environment focused on providing excellent customer service.

The Future of Public Safety

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. The department meets its objectives by providing efficient and effective service, establishing public trust through the development of strong partnerships within the community, and by focusing on public safety and improving the quality of life in Cleveland neighborhoods.

Mayor Frank G. Jackson Scholarship Program

Mayor Frank G. Jackson established the Student Scholarship Program to support the City of Cleveland employees and Cleveland Metropolitan School District students who are interested in pursuing a college education.

Clean Cleveland

Clean Cleveland initiative is a systematic delivery system designed to deliver service more efficiently and improve quality of service to Cleveland neighborhoods, without spending more money. Departments and divisions coordinate across boundaries to provide services, including, but not limited to:

- health inspections
- vacant lot grass cutting
- vacant structure clean-up
- chuckhole patching
- street sweeping
- park service visits
- roadside debris pick-up
- utility cuts
- bulk item and litter pick-up
- abandoned structure board up or demolition
- catch basin cleaning
- waste collection
- street light and traffic signal repair
- graffiti removal
- hydrant painting

Citywide Municipal Wireless Broadband Network Initiative

The City is deploying a citywide municipal WiFi network to solve immediate, specific, operational needs in a more cost-efficient way. A wireless network will help the City deliver better services by providing a safety environment for our citizens by monitoring high crime areas; arming our social service professionals with information in the field; issuing permits and violations in real-time, and offering other City services to support mobile workers with immediate information to make quicker decisions.

Making Cleveland a City of Choice: Strategy for Development and Revitalization

Making Cleveland and its neighborhoods "communities of choice" is a principal goal of the administration of Mayor Frank Jackson. A community of choice is a place that residents and businesses and visitors choose because of the exceptional quality of life and amenities that it offers. The departments of Economic Development and Community Development are taking the lead role in implementing the recommendations for development and revitalization.

Connecting Cleveland 2020 Citywide Plan

The Connecting Cleveland 2020 Citywide Plan is the comprehensive plan for the future of Cleveland and its neighborhoods. It seeks to create great neighborhoods by creating "connections" between people and places and opportunities. Creating connections means more than developing buildings. It means developing people and developing communities as well. It means linking the "physical" and the "social" in order to create a community that is truly viable and sustainable. The Connecting Cleveland 2020 Citywide Plan proposes not only to build houses but to build safe, vibrant neighborhoods. It is a plan that proposes not only to create shopping centers but to create mixed-use "town centers" that can become the focus of community life. And it is a plan that proposes not only to create jobs but to make job opportunities available to all Clevelanders.

Connecting Cleveland: The Waterfront District Plan

On December 17, 2004, the Cleveland City Planning Commission unanimously adopted a comprehensive Waterfront District Plan for Cleveland's shoreline. That Plan created an overall vision to shape the lakefront as the most vital element in the transformation of Cleveland as a place to live, work, and play and aims at enhancing Northeast Ohio's overall regional competitiveness in the 21st century.

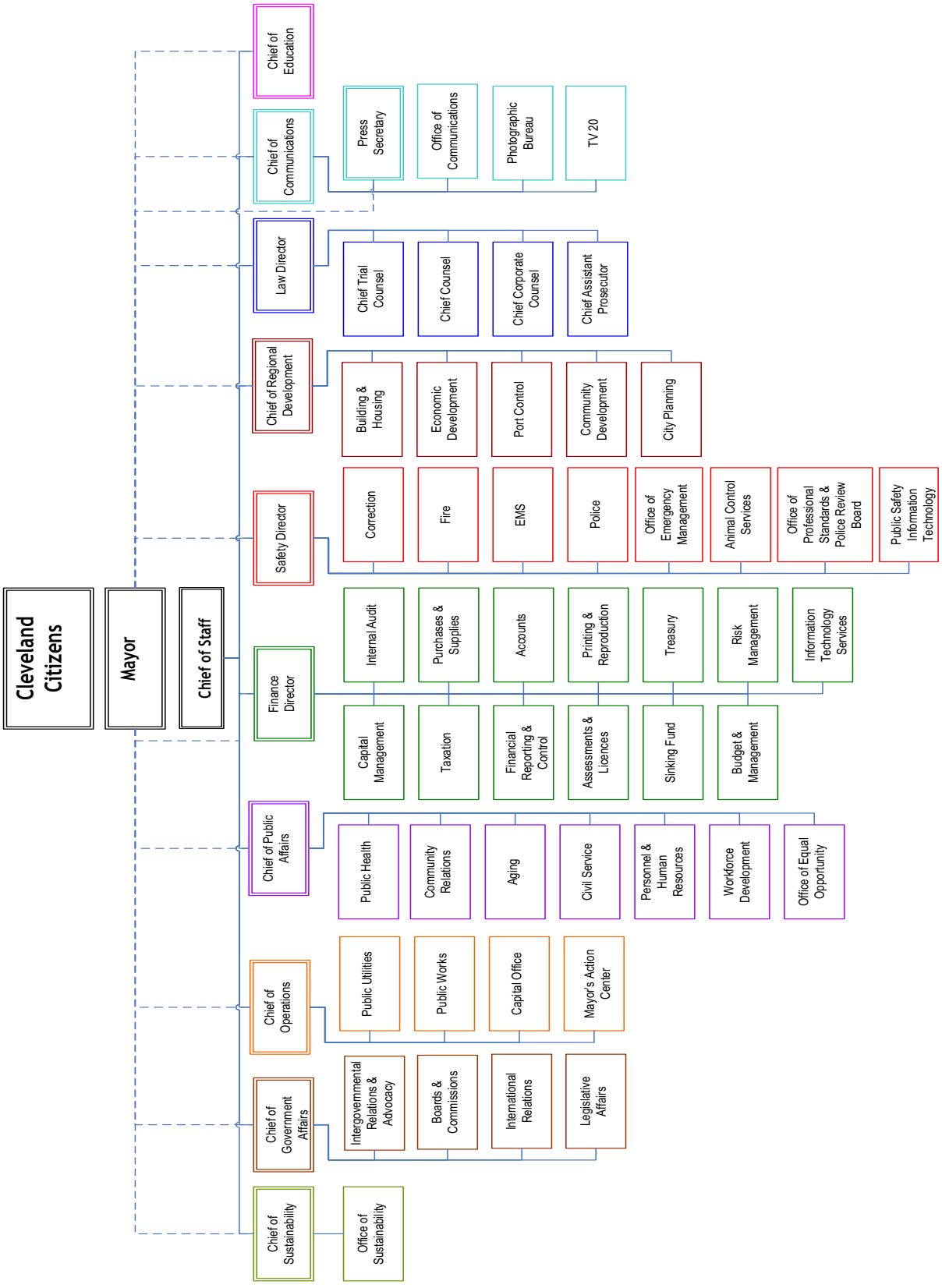
While the Plan embodies a 50 year vision that consists of projects both large and small, numerous projects are underway or have already been completed, including the following:

- North Coast Harbor Pedestrian Bridge secured by Federal funding to develop an iconic pedestrian bridge linking the finger pier from Dock 32 and the southwest corner of Voinovich Park fully connecting the existing waterside promenade around North Coast Harbor.
- Dike 14 is an 88-acre parcel of "made land" that protrudes into Lake Erie approximately four miles east of downtown Cleveland, off Gordon Lakefront State Park. It is a Confined Disposal Facility (CDF) created through the placement of materials dredged from the bottom of the Cuyahoga River.

Automated Waste Collection Program

The new Automated Waste Collection and Curbside Recycling Pilot Program began in the City of Cleveland late 2009. The division of Waste Collection is testing the use of vehicles that pick up trash automatically by mechanical arms and semi-automatically by vehicles that will include a tipper on the back to lift and tip the containers into the truck. The City provides each resident participating in the Pilot Program with a 96 gallon cart for garbage and a 64 gallon cart for recyclable items. For the City, this translates to reduced costs, reduced employee injuries, increased productivity, cleaner curbs, and increased recycling participation.

Organizational 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 90.78% current & delinquent collection of current levy for previous tax year

Fund	Unencumbered Balance, Jan. 1, 2011	General Property Tax	Local Government	Other Sources	Total
General Fund	$ 6,363,176.25	$ 38,099,462.00	$ 39,979,531.00	$ 424,938,451.40	$ 509,380,620.65
Fireman's Pension Fund	-	1,474,817.80	-	-	1,474,817.80
Police Pension Fund	-	1,474,817.80	-	-	1,474,817.80
General Fund Sum.	6,363,176.25	41,049,097.60	39,979,531.00	424,945,512.40	512,330,256.25
Restricted Tax	253,298.06	-	-	33,263,643.00	33,516,941.06
Schools Rec & Cult Act	-	-	-	1,000,000.00	1,000,000.00
Rainy Day Fund	8,532,468.95	-	-	-	8,532,468.95
Street Construction, Mtc & Rep	993.53	-	-	25,485,019.00	25,486,012.53
Debt Service Fund	9,442,174	21,384,858.53	-	40,723,094.00	71,550,126.53
Utilities Admin	442,544.05	-	-	2,632,167.00	3,074,711.05
Utilities Radio Comm	158,875.31	-	-	1,890,316.00	2,049,191.31
Utilities Fiscal Control	352,896.27	-	-	2,999,988.00	3,352,884.27
Water	102,556,355.54	-	-	243,810,000.00	346,366,355.54
Water Pollution	5,180,143.52	-	-	21,227,000.00	26,407,143.52
Cleve Public Power	16,596,540.17	-	-	163,294,000.00	179,890,540.17
Airport Operations	51,885,131.26	-	-	139,427,697.00	191,312,828.26
Cemetery	13,424.59	-	-	1,752,113.00	1,765,537,.59
Golf	23,218.60	-	-	1,102,797.00	1,126,015.60
Parking Facilities	1,601,528.38	-	-	9,836,999.00	11,438,527.38
Convention Center	719,730.27	-	-	1,738,004.00	2,457,734.27
West Side Market	530,910.12	-	-	1,231,943.00	1,762,853.12
Stadium	0.47	-	-	14,500,000.00	14,500,000.47
East Side Market	116,615.94	-	-	-	116,615.94
Telephone	154,935.14	-	-	6,117,601.00	6,272,536.14
Motor Vehicle Maint.	281,138.01	-	-	19,170,897.00	19,452,035.01
Printing	91,629.24	-	-	2,239,257.00	2,330,886.24
Storeroom	86,780.09	-	-	803,476.00	890,256.09
Central Collection Agcy.	665,353.32	-	-	9,648,160.00	10,313,513.32
Total	$ 206,049,861.08	$ 62,433,956.13	$ 39,979,531.00	$ 1,168,832,622.40	$ 1,477,295,970.61

Transfers	**Amount:**
General Fund To:	
Stadium Fund	$ 1,350,000.00
Debt Service	8,314,398.00
IX Center Fund	225,000.00
Cemetery Fund	363,432.00
Schools	1,000,000.00
Streets	6,506,825.00
Sinking Fund	928,232.00
Golf	273,822.00
Convention Center	511,671.00
	$ 19,473,380.00

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

	Revenue	Expenditures	Excess/ (Deficiency) of Revenue Over Expenditures	Balance Beginning	Balance Ending
CITY OF CLEVELAND FUND STRUCTURE					
GENERAL FUND					
General Fund	$ 505,967,080	$ 512,302,264	$ (6,335,184)	$ 6,363,176	$ 27,992
SPECIAL REVENUE FUNDS					
Street Maint & Construction *	25,485,019	25,486,012	(993)	994	1
ENTERPRISES					
MAJOR					
Water	243,810,000	243,810,000	—	102,556,356	102,556,356
Water Pollution Control	21,227,000	21,227,000	—	5,180,144	5,180,144
Cleveland Public Power	163,294,000	163,294,000	—	16,596,540	16,596,540
Airport-General Operations	139,427,697	139,070,442	357,255	51,885,131	52,242,386
	567,758,697	567,401,442	357,255	176,218,170	176,575,425
SMALL					
Cemeteries*	1,752,113	1,765,537	(13,424)	13,425	1
Golf*	1,102,797	1,126,015	(23,218)	23,219	1
Parking Facilities	9,836,999	9,861,074	(24,075)	1,601,528	1,577,453
Convention Center	1,738,004	2,457,734	(719,730)	719,730	—
West Side Market	1,231,943	1,081,481	150,462	530,910	681,372
East Side Market	—	40,000	(40,000)	116,616	76,616
	15,661,856	16,331,841	(669,985)	3,005,428	2,335,443
AGENCY FUND					
Central Collection Agency	9,648,160	9,637,619	10,541	655,353	665,894
Less: Interfund Subsidies from GF	7,655,750	7,655,750	—	—	—
NET CITY OF CLEVELAND OPERATING BUDGET FOR 2011	$ 1,132,176,562	$ 1,138,814,928	$ (6,638,366)	$ 186,243,121	$ 179,604,755

* Includes General Fund Subsidy

Office of Capital Projects

This newly formed group consists of the Divisions of Engineering and Construction, Architecture, Research, Planning & Development, and Real Estate and is responsible for the planning, engineering and inspection of capital projects and investments. All Capital Improvement Projects (CIP) in the City now fall under this office. Benefits from these centralizing efforts are:

- Eliminates duplication of capital management services
- Utilize concepts of portfolio management (investments made from clear principles)
- Stronger project management through focused use of staff resulting in faster project delivery; saving money and time

The adopted Vision of the Office is "To be best in class in municipal capital project delivery and right of way management."

The mission of the Office of Capital Projects is to provide for the planning, designing, construction and preservation of the City of Cleveland's facilities and infrastructure through:

- Collaborative comprehensive planning
- Leadership in management
- Excellence in sustainable design and technical expertise
- Quality construction based on fair administration, integrity and professionalism.

Overview

The construction and maintenance of public infrastructure is one of the primary responsibilities of the City of Cleveland. Capital planning that builds and preserves sound transportation, neighborhood infrastructure, and technology systems along with citywide facilities and major equipment serves as the physical foundation for public services, as well as a key component of potential future community growth and economic development.

A comprehensive Five Year Capital Improvement Plan (CIP) was developed by the City in 2007 as a foundation from which to build and invest in the highest priority capital needs of the City. This plan is integrated with long-range planning through the Connecting Cleveland 2020 Citywide Plan described in another section.

Sources of Capital Funding

Cleveland's capital program is funded by a variety of local, state, federal, and other sources dependent on a range of factors. The two primary methods of local funding are General Obligation (GO) bonds and the City's Restricted Income Tax (RIT). The RIT was established in 1981 and receives one-ninth of the City's income tax collections, which are dedicated exclusively to capital improvements, debt service, Subordinated Income Tax, and TIFS.

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.

Uses of Capital Funding

Capital expenditures are those which cost more than $5,000 or have a useful life of at least five (5) years. The capital projects delivered through the City's CIP typically fall into the following categories.

- Transportation
- Infrastructure Rehabilitation

Upgrades to City facilities are typically paid through local funding sources and federal transportation aid. Development activities are commonly funded by

Community Development Block Grants (CDBG) through the U.S. Department of Housing and Urban Development. Finally, the City's enterprise funds have significant infrastructure needs that are financed through charges for services (i.e. Water, Electric, Airport, Water Pollution Control).

Capital projects are selected through a prioritization process that ranks projects based on the following criteria:

- Preservation and revitalization of Cleveland's neighborhoods, particularly new housing development
- Cost effective provision of basic services
- Economic development and job creation
- Upgrade of existing facilities

Capital Project Cost Estimate Totals By Funding Source

Funding Source	2011	2012	2013	2014	2015
Cuyahoga County Funds	$8,709,000				
Enterprise Funds	$212,376,667	$113,336,667	$144,976,000	$63,700,000	$37,850,000
General Fund-TIF	$880,000	$880,000	$880,000	$880,000	$880,000
Ohio State Capital Funds	$20,000,000				
Potential General Obligation Bonds or Comparable Local Funding Sources	$31,231,000	$68,479,753	$76,280,893	$82,815,180	$34,750,800
Potential Restricted Income Tax	$4,364,584	$12,364,000	$15,794,000	$14,699,000	$14,109,000
Total	$277,561,251	$196,060,420	$237,930,893	$162,094,180	$87,589,800

The last five years have presented challenges in managing the City's budget. Challenges to a balanced 2010 budget were remedied as result of the following concessions:

- 3.85% Pay reduction for Non Union Employees *(unpaid furlough days)*
- Pay reduction and / or other concessions accepted by 23 out of 34 bargaining units averting 246 layoffs.
- One tme elimination of longevity

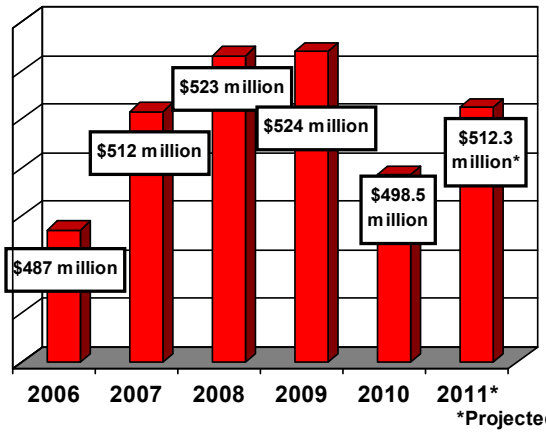
The City of Cleveland continues to be impacted by the local, national and global recession / depression.

- Economic recovery not predicted until late 2012
- High unemployment resulting in no growth in income tax.
- Potential $8 billion State budget deficit which is expected to drastically impact and reduce the Local government fund received from the State.
- Lower than anticipated revenues from Property Tax, Grants, Waste Collection.

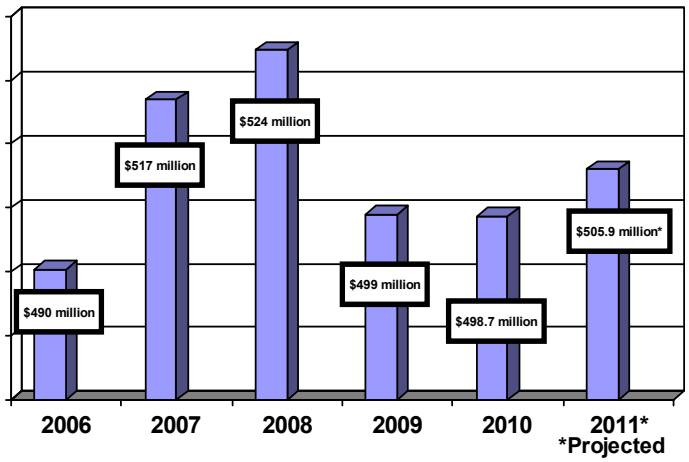
At the time of this analysis, an economic recovery was not predicted until 2012. Revenues (income tax, property tax) are expected to remain flat. We, therefore, continued to monitor and reduce expenditures through out the 2010 budget year in order to ensure a balanced budget for fiscal 2011.

The charts below provide an historical overview of this situation and the impact to the year over year carry over amounts.

Expenditures - General Fund



Revenue - General Fund



Revenue	$505.9
Carryover Balance	$ 6.4
Total Available Revenue	$512.3
Expenditures	$512.3

Carry over Balance

The difference between revenue and expenditures is being filled by a carry over balance of $6.4 million.

Although the 2011 Temporary Budget submitted to Council restored the concessions used to help balance the 2010 Budget, that budget is not sustainable for the remainder of 2011. The current 2011 plan relies on the following initiatives to help close the budget gap:

- One-time revenues from the sale of property
- Cost savings due to the restructuring of Operations Clusters which merges the Departments of Public Service and Parks, Recreation and Properties
- Savings due to attrition resulting from layoffs and other unfilled positions
- Continue energy use reduction due to operation efficiency efforts
- 10% reduction in "below the line" expenses
- Continue efforts to increase revenue, including results of a new fee stud

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.

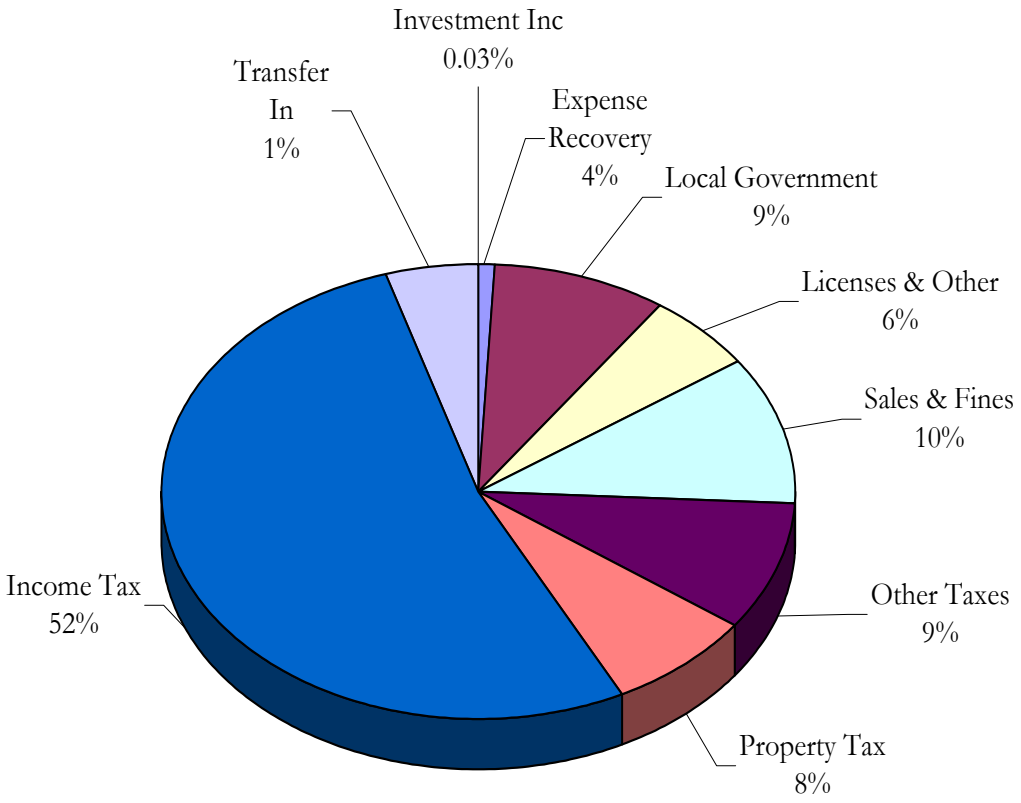
FUND	PURPOSE	REVENUE
General	Provides for general operating expenses of the city.	State and local taxes, service charges, licenses and permits, and fines.
Special Revenue Restricted Income Tax	Capital improvements and debt service payments.	One-ninth of city income tax collections.
Streets	Street maintenance 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 inGeneral 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, Information Systems Services, 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.

REVENUE

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 2011 General Fund budget is comprised of $512.3 million in expenditures. The 2011 proposed revenues are estimated at $506.0 million.

General Fund Revenue Distribution



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 Local Government Fund and Local Government Revenue Assistance Fund sources 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).

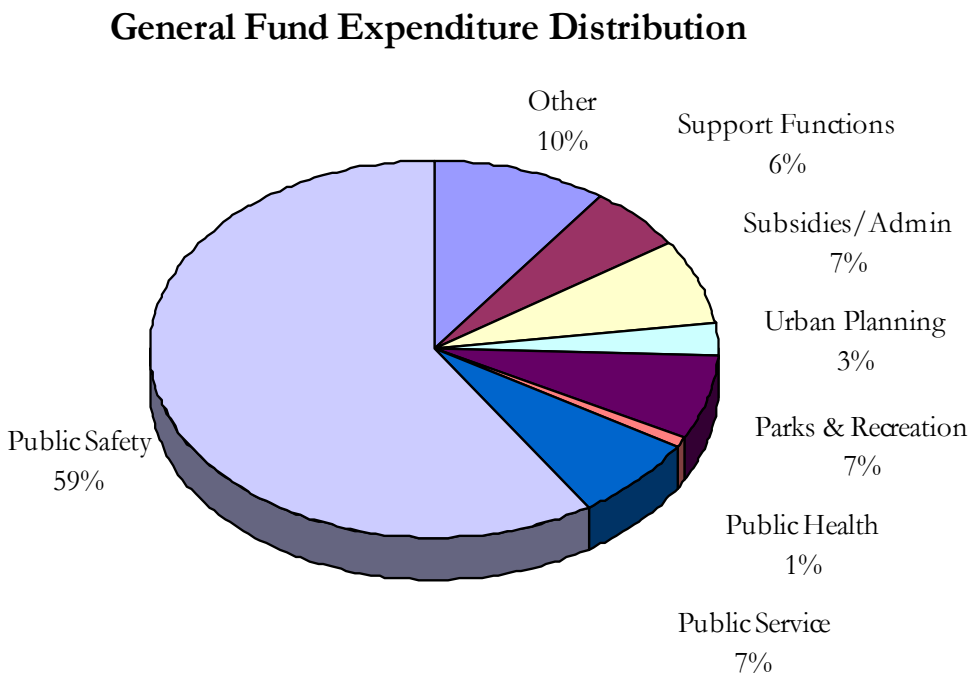
Revenues from fines and forfeitures include collections from parking violations and court levied civil and criminal fines. This revenue is directly related to the number of parking and moving violations issued by the City and court fines and costs.

The Other Tax Category now includes 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.

The Licenses and Permits Category includes 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, and various miscellaneous sources, central service costs and expenditure recoveries are part of this category.

EXPENDITURES

The City delivers tax-supported services to its residents in several basic program areas including Safety, Service, Parks and Recreation, Health, and Urban Planning and Development. The following chart shows that well over half of the General Fund budget (59%) is devoted to Public Safety, with 7% of all funds going to Public Service (including Waste Collection and the General Fund Operating Transfer to Streets) and 7% to Parks and Recreation. Only 6% is devoted to support functions such as financial, legal and personnel administration.



NOTES:

- Other Includes:
- Aging
- City Council
- Community Relations
- Mayor's Office
- Municipal Courts
- Support Functions include Non-Departmental expenses, legal, financial, and personnel costs.
- Public Service and Parks & Recreation include a General Fund operating transfer.
- 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 2010, the actual number of employees on the payroll at year-end and actual expenditures are presented. 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.

General Fund

Receipts

Charges for services: Medical transport billing, waste collection fees, ; other recoverable fees.

Fines & Forfeitures: Receipt of criminal fines and court costs from convictions of misdemeanor, felony offenses, camera enforcement program, parking, and non waiverable traffic violations.

Grant Revenue: Reimbursement from grants that provide funding for program support.

Licenses & Permits

Miscellaneous: Reimbursement from Port Control for Cleveland Police detail at airport. Charge backs by Parks Maintenance for maintenance services performed at various vacant lots located throughout the city, i.e. rubbish removal, grass cutting, tree trimming, snow removal, cleaning and washing equipment, and other services as needed. Interest income, Refunds, inspection fees, charges for return of NSF checks. Also included are Expenditure Recoveries, Cost Allocation Plan recovery, and Grant Indirect Costs.

Other Shared Revenue

Commercial Activity Tax (CAT): This is a State assessed tax enacted when Tangible Property Tax was repealed. Businesses with receipts of $150,000 - $1 million will pay a minimum tax of $150. Businesses with receipts of less than $150,000 are not subject to the CAT.

Property Tax Subsidy: This is a replacement for the Homestead Rollback, 10% Real Property and 2.5% owner occupied Real Property.

Admission Tax: Admission tax is an 8% tax on ticket receipts for entertainment events held within the city.

Motor Vehicle Lessor Tax: Tax on Rental Cars

Parking Tax: 8% Commercial parking tax assessment

Cigarette & Liquor Tax:

- The Cigarette tax is a County tax administered by the State, and distributed back to the Counties, then to the City based on the volume of cigarette licenses sold to dealers and tax stamps purchased to be affixed to individual packages. The state excise tax on cigarettes is now $1.25 per pack.
- Liquor tax is a County occupational license tax imposed on the privilege of engaging in the alcohol beverage business in Ohio. Businesses such as convenience stores, taverns, etc must obtain a license from the state to, dispense alcoholic beverages. These license fees are then remitted back to the City from the state.

Estate Tax: Inheritance Tax is a State tax through Cuyahoga County to the City. The taxable estate equals the value of the gross estate less allowable deductions. 64% of the revenue received is distributed back to the municipal corporation of origin. Sponge tax was eliminated beginning Fiscal 2006. State Credit reduced

Electric Excise Tax: Excise Tax is revenue derived from a fee paid to a municipality from a franchisee for "rental" or "toll" for the use of city streets and rights-of-way. In consideration of the cost incurred to construct, install, operate, or provide services using facilities in the public rights-of-way

Other: Miscellaneous category including Special projects, Economic Development shared projects, Grant paybacks, other reimbursements for provided services.

Property Taxes

Property is assessed at 35% of its appraised value. Receipts are classified into four categories; General Fund, Bond Retirement, Police Pension and Fire Pension monies. All monies are deposited into the General Fund except Bond Retirement monies, which belong to Debt Service. Distribution is as follows:

- Residential: Schools 48.9917%, Cleveland 19.7152%, County 22.6785%,
- Library: 8.6146%.
- Commercial/ Industrial: Schools 58.0303%, Cleveland 15.1130%, County 19.1030%, Library 7.7537% -

Sale of City Assets

Receipts from the sale of scrap items no longer needed by the city, including sale of scrap metal, scrap vehicles, and disposal of scrap computer paper.

State and Local Government Fund

Local Government fund is a state of Ohio revenue sharing program established in 1934 in which cities share in the collection of the state income, sales, public utility excise tax, and corporate franchise taxes. The distribution basis is basically a function of population and property tax values.

Transfer In

Income from land sales at Chagrin Highlands 1.2M + 937K, ED 150K

Income Tax

The city income tax rate is 2% of all wages and business profits.

Investment Income

Receipts from Interest earned on Investments of comingled funds, including Treasury Notes, Treasury Bills, certificates of Deposit, and Repurchase Agreements.

Other Revenue Terms

Certificate of Estimated Resources: An original Certificate of Estimated Resources, received from the County Auditor, is based on an estimate of the year-end unencumbered balances and the estimated revenues for the upcoming calendar year as reflected on the tax budget. An amended certificate of estimated resources is received, by the City, after the tax rate resolution is certified to the County and after the unencumbered balances/revised revenue estimates are certified to the County.

Mills: Local Property tax rates are always computed in mills. One mill costs the property owner $1.00 for every $1,000 of assessed valuation each year. In our example, the $100,000 will produce $35 in tax revenue for each mill.

In Ohio, millage is referred to as "inside" millage and "outside" millage. Inside millage is the millage provided by the Constitution of the State of Ohio and is levied without the vote of the people as established very early in the State's history. The inside millage rate is limited to ten mills in each political subdivision. Public schools, cities, counties and other local governments are allocated a portion of the ten inside mills.

(000's Omitted)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
RECEIPTS				
CHARGES FOR SERVICES	$ 20,712	$ 18,091	$ 26,274	$ 29,314
FINES & FORFEITURES	26,842	27,831	23,982	24,209
GRANT REVENUE	1,174	2,122	2,563	3,963
LICENSES & PERMITS	11,718	11,565	10,670	11,104
MISCELLANEOUS	22,619	23,418	21,931	17,838
OTHER SHARED REVENUE				
CAT Tax	3,897	5,493	5,662	5,662
Property Tax-State Subsidy	4,393	4,417	4,003	3,950
Admission Tax	13,161	11,787	11,953	10,450
Motor Vehicle License Tax	2,786	2,256	2,368	2,100
Parking Tax	10,673	10,182	10,386	9,925
Cigarette & Liquor Tax	754	803	820	795
Estate Tax	6,151	5,808	3,351	3,000
Electric Excise Tax	3,365	5,952	6,174	6,000
Other	70	69	125	132
	45,251	46,766	44,842	42,013
PROPERTY TAX	42,907	41,918	38,567	38,069
SALE OF CITY ASSETS	364	277	70	14,041
STATE AND LOCAL GOVERNMENT FUND	53,226	46,558	47,268	44,403
TRANSFERS IN	6,674	3,872	18,887	11,654
HOTEL TAX	—	—	—	3,400
INCOME TAX	290,968	268,157	263,356	265,789
INVESTMENT INCOME	2,220	1,274	326	170
TOTAL RECEIPTS	524,676	491,848	498,738	505,967
EXPENDITURES	523,046	520,036	498,504	512,302
NET	1,630	(28,187)	233	(6,335)
DECERTIFICATIONS	1,599	2,732	2,161	—
CHANGE IN RECEIVABLES	67	(21)	—	—
BEGINNING BALANCE	26,149	29,445	3,968	6,363
ENDING BALANCE	$ 29,445	$ 3,968	$ 6,363	$ 28

Expenditure by Program

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
LEGISLATIVE BRANCH								
COUNCIL	6,494	63	6,428	65	6,033	61	6,651	61
JUDICIAL BRANCH								
Municipal Court	22,994	314	23,068	310	22,017	294	22,606	306
Clerk of Courts	14,536	168	14,782	166	14,233	159	14,380	163
Housing Court	3,123	40	3,210	42	3,115	40	3,457	45
TOTAL JUDICIAL BRANCH	40,653	522	41,060	518	39,365	493	40,443	514
EXECUTIVE BRANCH								
GENERAL GOVERNMENT								
Office of the Mayor	2,249	27	2,250	26	2,139	25	2,322	27
Landmarks Commission	175	2	179	2	174	2	180	2
Building Standards and Appeals	101	1	113	1	114	1	120	1
Zoning Appeals	194	2	197	2	185	2	202	2
Civil Service Commission	1,051	8	885	8	1,336	8	1,187	8
Community Relations Board	1,208	16	1,111	16	1,134	16	1,185	16
City Planning Commission	1,586	20	1,494	19	1,453	19	1,599	19
Boxing & Wrestling Commission	5		5		5		8	
Office of Equal Opportunity	691	11	596	10	536	10	584	10
Office of Budget & Management	642	7	522	5	721	7	777	8
TOTAL GENERAL GOVERNMENT	7,902	94	7,352	89	7,797	90	8,164	93
DEPARTMENT OF AGING	746	9	786	9	757	10	893	11
DEPARTMENT OF PERSONNEL	1,866	16	1,730	14	1,463	15	1,845	15
DEPT OF CONSUMER AFFAIRS	328	6	307	5	157	2	228	4
DEPARTMENT OF LAW	9,121	85	9,068	86	8,545	85	8,256	85
DEPARTMENT OF FINANCE								
Director's Office	734	8	696	7	686	8	831	9
Accounts	1,878	20	1,905	19	1,881	19	1,905	19
Assessments & Licenses	2,198	32	3,200	33	2,586	32	3,650	39
Treasury	441	5	404	5	435	6	537	6
Purchases & Supplies	592	9	551	9	509	8	578	9
Bureau of Internal Audit	604	6	651	6	689	7	964	7
Financial Reporting & Control	1,323	16	1,345	16	1,228	14	1,319	15
Information Technology Services	3,127	25	3,334	27	3,216	25	3,830	26
Information Technology & Planning	177	2	161	2	158	2	165	2
TOTAL FINANCE	11,074	123	12,247	124	11,388	121	13,779	132
DEPARTMENT OF PORT CONTROL								
HARBORS	259	1	236	1	234	1	280	1

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
DEPARTMENT OF PUBLIC SERVICE								
Public Service Administration	459	5	428	4	383	4	396	4
Architecture	616	7	545	6	448	6	459	6
Waste Collection & Disposal	26,669	219	27,054	216	25,332	215	26,421	245
Engineering & Construction	4,927	60	4,843	60	4,678	59	4,686	59
Traffic Engineering	4,384	40	4,088	37	3,775	36	3,817	38
TOTAL PUBLIC SERVICE	37,055	331	36,958	323	34,616	320	35,779	352
DEPARTMENT OF PUBLIC HEALTH								
Director's Office	676	7	841	7	807	7	894	7
Health	3,224	34	3,339	33	3,080	29	3,074	31
Environment	1,273	16	1,200	16	1,038	13	1,072	14
Air Quality	410	1	433	1	403		402	1
TOTAL PUBLIC HEALTH	5,583	58	5,813	57	5,328	49	5,442	53
DEPARTMENT OF PUBLIC SAFETY								
Director's Office	3,107	29	3,147	29	3,281	28	3,408	29
Police-Uniform	176,124	1,656	177,992	1,633	173,102	1,568	171,140	1,570
Civilian	—	248	—	243		228	—	237
Fire-Uniform	89,716	877	91,387	884	89,508	859	90,220	862
Civilian	—	10	—	10		10	—	10
Emergency Medical Service	23,666	256	22,920	236	20,651	215	21,713	243
Animal Control Services	985	14	1,073	14	1,010	14	1,214	14
Correction	14,962	179	14,241	187	14,615	168	14,730	180
TOTAL PUBLIC SAFETY	308,560	3,269	310,760	3,236	302,167	3,090	302,425	3,145
PARKS, RECREATION & PROPERTIES								
Director's Office	728	7	713	7	674	6	702	7
Research, Planning & Development	780	9	778	8	601	6	633	8
Recreation	14,139	160	13,673	148	12,534	139	13,048	150
Parking Facilities	1,185	22	1,280	24	1,149	22	1,289	23
Property Management	8,170	88	8,290	84	7,931	80	8,584	81
Parks, Maintenance & Properties	13,812	128	13,254	117	12,086	119	12,604	119
TOTAL PARKS, REC, & PROP	38,814	414	37,988	388	34,975	372	36,860	388
DEPARTMENT OF COMMUNITY DEVELOPMENT								
Director's Office	407	16	391		—		—	
Administrative Services	807	29	734		—		—	
Neighborhood Services	514	22	475		—		—	
Real Estate (Neigh Dlvpt)	479	9	372		—		—	
TOTAL COMM DEVELOPMENT	2,207	76	1,972		—		—	

Expenditure by Program

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
DEPARTMENT OF BUILDING & HOUSING								
Director's Office	2,299	27	1,405	23	1,708	22	1,763	21
Code Enforcement	6,455	96	6,322	91	5,394	85	5,911	88
Construction Permit	1,624	23	1,594	22	1,476	21	1,492	20
TOTAL BUILDING & HOUSING	10,378	146	9,321	136	8,578	128	9,166	129
ECONOMIC DEVELOPMENT	1,582	13	1,333	14	1,207	14	1,504	18
NON-DEPARTMENTAL								
County Auditor Deductions	2,109		1,292		3,109		3,096	
Other Administrative	16,393		17,106		16,242		17,953	
Subsidies to Other Funds	21,922		18,278		16,483		19,473	
TOTAL NON-DEPARTMENTAL	40,424		36,676		35,834		40,522	
TOTAL EXECUTIVE BRANCH	42,256	239	472,547	4,482	453,046	4,300	465,208	4,557
TOTAL GENERAL FUND	523,046	5,226	520,035	5,065	498,444	4,851	512,302	5,001

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
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.								
RECEIPTS	36,794		33,672		32,959		33,264	
EXPENDITURES								
Capital	12,708		9,150		8,143		7,961	
Debt Service	24,013		25,198		24,611		25,556	
TOTAL EXPENDITURES	36,720		34,348		32,754		33,517	
Net	74		(676)		206		(253)	
Decertifications	26		16		43		—	
Beginning Balance	564		664		4		253	
Ending Balance	664		4		253		—	
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.								
RECEIPTS								
TAXES-STATE:								
Gasoline Excise Tax	9,948		9,531		9,456		9,172	
Motor Vehicle License Tax	4,480		4,080		4,100		3,977	
Total Taxes-State	14,428		13,611		13,555		13,149	
LOCAL:								
General Fund Operating Transfer	8,179		4,799		3,902		6,507	
Charges For Services	23		46		24		30	
Licenses & Permits	1,996		1,873		1,408		1,398	
Miscellaneous	3,570		5,597		1,308		4,401	
Interest Earnings	2		2		—		1	
TOTAL RECEIPTS	28,197		25,928		20,197		25,485	
EXPENDITURES	28,337	173	26,080	162	20,209	146	25,486	139
Net	(139)		(152)		(12)		(1)	
Decertifications & Receivables	137		154		—		—	
Beginning Balance	12		10		12		1	
Ending Balance	10		12		1		—	

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
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.								
RECEIPTS	1,219		125		25		—	
EXPENDITURES	—		—		—		7,500	
EXPENDITURES Net	1,219		125		25		(7,500)	
Beginning Balance	7,164		8,383		8,508		8,532	
Ending Balance	8,383		8,508		8,532		1,032	
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.								
RECEIPTS	$ 153,224		$ 64,788		$ 60,839		$ 62,108	
EXPENDITURES	153,027	2	63,469	2	61,588		63,653	
Net	197		1,319		(749)		(1,545)	
Decertifications	—		47		—		—	
Decertifications Beginning Balance	8,628		8,825		10,191		9,442	
Ending Balance	$ 8,825		$ 10,191		$ 9,442		$ 7,897	
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.								
RECEIPTS	1,996		2,000		1,000		1,000	
EXPENDITURES	2,000		2,000		1,000		1,000	
Net	(4)		—		—		—	
Beginning Balance	4		—		—		—	
Ending Balance	—		—		—		—	
Ending Balance								

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)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
UTILITIES ADMINISTRATION								
FISCAL CONTROL & RADIO								
RECEIPTS	8,383		7,276		6,451		7,522	
EXPENDITURES	7,355	75	7,821	75	7,151	74	7,984	76
Net	1,028		(545)		(700)		(462)	
Decertifications	64		48		22		—	
Beginning Balance	1,037		2,129		1,633		954	
Ending Balance	2,129		1,633		954		492	
WATER								
RECEIPTS	244,632		223,760		229,280		243,810	
EXPENDITURES	248,851	1,099	254,883	1,070	236,091	1,052	243,810	1,083
Net	(4,219)		(31,123)		(6,811)			
Receivables & Adjustments	(2,460)		(1,961)		—			
Decertifications	5,889		10,968		13,554			
Beginning Balance	118,720		117,930		95,814		102,556	
Ending Balance	117,930		95,814		102,556		102,556	

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
WATER POLLUTION CONTROL								
RECEIPTS	24,355		23,866		21,371		21,227	
EXPENDITURES	22,426	146	24,199	150	21,928	149	21,227	154
Net	1,930		(333)		(557)		—	
Decertifications	543		1,183		956		—	
Beginning Balance	1,459		3,931		4,781		5,180	
Ending Balance	3,931		4,781		5,180		5,180	

Major Enterprise

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
CLEVELAND PUBLIC POWER								
RECEIPTS	164,862		154,561		163,042		163,294	
EXPENDITURES	160,135	324	162,599	321	165,824	318	163,294	338
Net	4,728		(8,037)		(2,782)		—	
Receivables & Adjustments	(4,552)		(22)		—		—	
Decertifications	1,368		1,876		788		—	
Beginning Balance	23,229		24,773		18,590		16,597	
Ending Balance	24,773		18,590		16,597		16,597	
PORT CONTROL								
RECEIPTS	$ 136,528		$ 170,998		$ 138,048		$ 139,428	
EXPENDITURES	134,451	367	149,527	377	132,946	399	139,436	448
Net	2,077		21,470		5,102		(8)	
Receivables & Adjustments	(7,090)		(23,577)		(3,446)		—	
Decertifications	91		2,259		—		—	
Beginning Balance	54,998		50,077		50,229		51,885	
Ending Balance	$ 50,077		$ 50,229		$ 51,885		$ 51,877	

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
CEMETERIES								
RECEIPTS	$ 2,033		$ 2,055		$ 1,646		$ 1,753	
EXPENDITURES	2,044	24	2,022	21	1,681	20	1,766	20
Net	(10)		34		(35)		(13)	
Decertifications	9		6		7		—	
Beginning Balance	4		2		41		13	
Ending Balance	$ 2		$ 41		$ 13		$ —	
GOLF COURSES								
RECEIPTS	$ 1,748		$ 1,587		$ 1,590		$ 1,103	
EXPENDITURES	1,971	13	1,963	12	1,707	12	1,126	7
Net	(223)		(377)		(117)		(23)	
Decertifications	68		8		7		—	
Beginning Balance	657		501		133		23	
Ending Balance	$ 501		$ 133		$ 23		$ —	
MUNICIPAL PARKING FACILITIES								
RECEIPTS	$ 11,480		$ 11,101		$ 9,966		$ 9,837	
EXPENDITURES	10,507	17	9,429	15	9,806	17	9,861	17
Net	973		1,672		103		(24)	
Receivables & Adjustments	(1,230)		(1,166)		—		—	
Decertifications	36		5		—	(183)	—	
Beginning Balance	1,392		1,171		1,682		1,602	
Ending Balance	$ 1,171		$ 1,682		$ 1,602		$ 1,578	
EAST SIDE MARKET								
RECEIPTS	$ 6		$ 3		$ —		$ —	
EXPENDITURES	15		30		40		40	
Net	(9)		(27)		(40)		(40)	
Beginning Balance	192		183		156		116	
Ending Balance	$ 183		$ 156		$ 116		$ 76	

Small Enterprise

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
CONVENTION CENTER								
RECEIPTS								
Charges For Services	$ 1,322		$ 1,407		$ 1,458		$ 917	
Grant Revenue	1		7		7		—	
Miscellaneous	470		825		—		—	
Transfers In	—		191		—		1,215	
Transfers In								
Hotel Tax	4,184		3,705		3,809		308	
Interest Earnings	31		3		—		1	
TOTAL RECEIPTS	6,008		6,138		5,274		2,441	
EXPENDITURES	6,529	26	6,817	26	4,564	10	2,484	10
Net	(521)		(679)		710		(43)	
Decertifications	47		12		5		—	
Beginning Balance	1,148		673		5		719	
Ending Balance	$ 673		$ 5		$ 720		$ 676	
WEST SIDE MARKET								
RECEIPTS								
Charges For Services	$ 1,126		$ 1,254		$ 1,294		$ 1,217	
Miscellaneous	9		34		3		15	
Interest Earnings	5		4		2		—	
TOTAL RECEIPTS	1,140		1,291		1,299		1,232	
EXPENDITURES	1,143	8	1,152	5	980	6	1,081	6
Net	(3)		139		319		151	
Decertifications	1		7		2		—	
Beginning Balance	68		65		210		531	
Ending Balance	$ 65		$ 210		$ 531		$ 682	

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
This fund group provides services to other City Divisions. Their operations are supported by charges to user Divisions.								
TELEPHONE EXCHANGE								
RECEIPTS	$ 6,167		$ 6,288		$ 5,176		$ 6,118	
EXPENDITURES	6,400	14	6,291	17	5,499	17	6,273	17
Net	(232)		(3)		(323)		(155)	
Decertifications	195		142		51		—	
Beginning Balance	326		289		427		155	
Ending Balance	$ 289		$ 427		$ 155		$ —	
MOTOR VEHICLE MAINTENANCE								
RECEIPTS	21,388		17,824		14,936		19,171	
EXPENDITURES	21,319	84	16,420	84	17,208	79	19,452	79
Net	70		1,404		(2,271)		(281)	
Decertifications	66		662		148		—	
Beginning Balance	202		338		2,405		281	
Ending Balance	338		2,405		281		—	
PRINTING & REPRODUCTION								
RECEIPTS	$ 2,663		$ 2,383		$ 1,837		$ 2,239	
EXPENDITURES	2,928	12	2,431	14	2,075	14	2,331	14
Net	(266)		(47)		(238)		(92)	
Decertifications	39		252		36		—	
Beginning Balance	315		88		293		92	
Ending Balance	$ 88		$ 293		$ 92		$ —	
STOREROOM								
RECEIPTS	$ 880		$ 852		$ 802		$ 803	
EXPENDITURES	840	1	823	1	933	1	890	2
Net	39		29		(131)		(87)	
Decertifications	—		—		16		—	
Decertifications Beginning Balance	135		174		202		87	
Ending Balance	$ 174		$ 202		$ 87		$ —	

Agency Fund

(000's Omitted)

	2008 Actual	Staff	2009 Actual	Staff	2010 Unaudited	Staff	2011 Budget	Staff
CENTRAL COLLECTION AGENCY								
RECEIPTS	$ 6,817		$ 7,609		$ 7,966		$ 9,648	
EXPENDITURES	9,002	91	8,245	79	7,628	74	9,638	92
Net	(2,185)		(635)		338		10	
Decertifications	6		194		29		—	
Beginning Balance	2,908		729		288		655	
Ending Balance	$ 729		$ 288		$ 655		$ 665	

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 as well as holding public hearings on particular issues.

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 learning and understanding the problems and solutions of other major cities.

Public Communications information component which functions, 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 financial status of various fund income accounts, division expenses and the overall fiscal condition of the City. Various fiscal analyses and studies are prepared both for budget preparation, control, and financial oversight.

Municipal archives involves the collection and maintenance of historical and current data of various kinds which affects the City, as well as responding to local, out-of-town, and foreign information requests.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,929,175	$ 1,943,775	$ 1,849,682	$ 1,897,504
Seasonal	—	4,080	6,385	—
Elected Officials	1,561,413	1,558,452	1,397,497	1,416,722
Part-Time Permanent	41,386	55,377	105,888	111,428
Longevity	9,400	9,800	—	11,125
Separation Payments	9,753	9,880	35,031	60,000
	$ 3,551,127	**$ 3,581,364**	**$ 3,394,483**	**$ 3,496,779**
Benefits				
Hospitalization	$ 504,281	$ 470,544	$ 424,297	$ 396,383
Prescription	—	71,713	105,091	104,997
Dental	29,907	31,517	31,410	31,351
Vision Care	3,241	3,577	3,198	2,932
Public Employees Retire System	504,203	537,093	518,772	481,149
Fica-Medicare	43,697	43,627	41,838	42,907
Workers' Compensation	91,113	45,709	40,171	62,341
Life Insurance	2,843	2,865	2,719	2,010
Unemployment Compensation	3,393	6,251	35,498	32,000
	$ 1,182,679	**$ 1,212,896**	**$ 1,202,993**	**$ 1,156,070**
Other Training & Professional Dues				
Travel	$ 38,812	$ 37,921	$ 23,341	$ 42,260
Tuition & Registration Fees	25,676	26,150	16,843	22,260
Mileage (Priv Auto) Trng Prps	147	—	—	—
Professional Dues & Subscript	3,818	2,183	4,733	5,289
	$ 68,453	**$ 66,253**	**$ 44,917**	**$ 69,809**
Contractual Services				
Professional Services	$ 781,116	$ 692,032	$ 650,491	$ 655,250
Medical Services	1,325	—	—	—
Expense Account Reimbursement	154,542	233,886	193,616	273,600
Advertising And Public Notice	402,616	226,651	184,563	575,475
Parking In City Facilities	37,815	39,357	30,702	32,500
Insurance And Official Bonds	100	100	100	100
Taxes	368	73	61	500
	$ 1,377,882	**$ 1,192,098**	**$ 1,059,533**	**$ 1,537,425**
Materials & Supplies				
Office Supplies	$ 12,687	$ 2,152	$ 13,023	$ 20,400
Postage	125,158	187,859	156,396	173,124
Food	20,923	13,073	13,957	15,000
Other Supplies	—	92	—	—
Just In Time Office Supplies	12,108	10,626	10,989	8,000
	$ 170,876	**$ 213,802**	**$ 194,365**	**$ 216,524**
Maintenance				
Maintenance Office Equipment	$ —	$ —	$ 2,094	$ 6,781
Vehicle Maintenance By Contrct	—	25	—	—
	$ —	**$ 25**	**$ 2,094**	**$ 6,781**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 94,910	$ 83,183	$ 57,572	$ 83,535
Charges From Print & Repro	21,800	31,264	34,153	35,811
Charges From Central Storeroom	26,574	46,826	43,186	48,000
	$ 143,284	**$ 161,273**	**$ 134,911**	**$ 167,346**
	$ 6,494,301	**$ 6,427,711**	**$ 6,033,297**	**$ 6,650,734**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ —	$ 1,891	$ 1,000
Miscellaneous	5,939	1,195	976	5,300
	$ 5,939	**$ 1,195**	**$ 2,867**	**$ 6,300**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Clerk of Council	42,865.60	103,752.48
1	1	1	Council President	84,038.16	84,038.16
18	18	18	Councilman	74,038.08	74,038.08
20	20	20			
			OFFICE & CLERICAL		
1	1	1	Executive Assistant Council President	24,975.00	75,234.00
18	18	18	Executive Assistant Council (Wards 1-17 & 19)	20,800.00	35,360.00
1	1	1	Council Receptionist	20,800.00	45,140.16
20	20	20			
			PROFESSIONALS		
1	1	1	Administrative Assistant	21,851.06	71,329.44
1	1	1	Administrative Secretary	20,800.00	71,329.44
1	1	1	Chief Archivist	21,851.06	75,233.60
1	1	1	Deputy Chief Archivist	20,800.00	71,329.44
1	1	1	Chief Legislative Secretary	21,851.06	75,233.60
1	1	1	Personnel Administrator-Council	21,851.06	75,233.60
1	1	1	Deputy Clerk	20,800.00	90,714.03
1	1	1	Executive Assistant-Clerk of Council	24,974.46	75,233.60
1	1	1	Executive Assistant	24,974.46	75,233.60
1	1	1	First Assistant Clerk	24,975.91	75,233.60
1	1	1	Information & Technology Administrator	21,851.00	71,329.00
3	3	3	Legislative Assistant	20,800.00	60,186.88
2	2	2	Legislative Committee Clerk	20,800.00	60,186.88
1	1	1	Public Relations Manager	21,851.06	75,233.60
1	1	1	Policy Research Analyst	21,851.06	71,329.44
1	1	1	Planning and Development Advisor	55,000.00	74,984.00
1	1	1	Financial Officer	20,800.00	71,329.44
1	1	1	Director of Policy Research	24,974.46	75,233.60
21	21	21			
61	61	61	TOTAL FULL TIME		
2	2	2	TOTAL PART TIME		
0	2	2	TOTAL SEASONAL		
63	65	65	TOTAL DIVISION		

FRANK G. JACKSON, MAYOR

The Mayor serves as 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 Mayor's staff informs the Mayor on the operational status of various service programs and provides feedback on inquires of members of Council and other government agencies, citizens, and the business community on programs that directly affect them.

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: OFFICE OF COMMUNICATIONS

OBJECTIVES: To inform the citizens, employees, the business community and all constituents of the Mayor's policies, issues confronting the executive branch of City government and the availability of city services. To coordinate ceremonial functions and special events and to promote the Mayor's initiatives.

ACTIVITIES: Communicate with local, regional and national media; coordinate mayoral communications to the general public and employees via electronic communication; manage the City's cable access television station and photographic bureau; research issues and create special documents, publications and speeches as needed; manage event requests for mayoral scheduling and create Mayoral ceremonial and presentation documents as needed.

PROGRAM NAME: GOVERNMENT AND INTERNATIONAL AFFAIRS

OBJECTIVES: To promote, develop and maintain working partnerships with all international, federal, state, county, local government, and other external agencies and organizations on behalf of the city and oversee interaction and coordinate with Cleveland City Council.

ACTIVITIES: Primary activities include establishing, maintaining and coordinating activities with international dignitaries, delegations or visitors; state legislators and legislative activity; county and local government relations, legislation and interaction and elected officials.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,466,290	$ 1,496,262	$ 1,368,157	$ 1,506,012
Elected Officials	134,039	132,775	132,775	132,778
Part-Time Permanent	21,741	14,474	13,469	22,000
Longevity	2,600	1,800	—	3,950
Separation Payments	6,760	—	2,401	—
	$ 1,631,430	**$ 1,645,311**	**$ 1,516,802**	**$ 1,664,740**
Benefits				
Hospitalization	$ 173,542	$ 173,439	$ 175,816	$ 190,464
Prescription	—	25,257	38,849	41,424
Dental	10,172	10,999	11,883	13,800
Vision Care	1,306	1,478	1,293	1,320
Public Employees Retire System	243,221	247,344	236,774	232,524
Fica-Medicare	23,194	23,685	21,803	20,431
Workers' Compensation	44,445	19,753	18,401	27,404
Life Insurance	1,129	1,189	1,129	1,224
	$ 497,008	**$ 503,144**	**$ 505,947**	**$ 528,591**
Other Training & Professional Dues				
Travel	$ 17,159	$ 9,683	$ 6,419	$ 15,000
Tuition & Registration Fees	1,978	1,500	4,445	4,500
Professional Dues & Subscript	8,102	3,423	2,460	5,000
	$ 27,239	**$ 14,606**	**$ 13,324**	**$ 24,500**
Contractual Services				
Professional Services	$ 550	$ 415	$ 640	$ 500
Cable Professional Services	—	2,750	—	—
Security Services	334	352	93	600
Expense Account Reimbursement	516	194	147	500
Insurance And Official Bonds	100	100	100	200
	$ 1,501	**$ 3,811**	**$ 981**	**$ 1,800**
Materials & Supplies				
Office Supplies	$ 744	$ 903	$ —	$ —
Computer Supplies	1,068	89	—	—
Food	923	1,201	650	1,500
Other Supplies	140	—	—	—
Special Events Supplies	2,319	2,250	3,395	3,000
Just In Time Office Supplies	4,984	5,191	5,503	8,000
	$ 10,177	**$ 9,634**	**$ 9,548**	**$ 12,500**
Interdepart Service Charges				
Charges From Telephone Exch	$ 36,564	$ 31,476	$ 35,009	$ 34,215
Charges From Print & Repro	16,516	21,508	19,338	24,197
Charges From Central Storeroom	4,852	7,806	6,973	6,675
Charges From M.V.M.	23,315	12,311	31,070	24,729
	$ 81,246	**$ 73,100**	**$ 92,391**	**$ 89,816**
	$ 2,248,602	**$ 2,249,607**	**$ 2,138,993**	**$ 2,321,947**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ (708)	$ —	$ —	$ —
Miscellaneous	12,808	311	380	—
	$ 12,100	**$ 311**	**$ 380**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
5	5	5	Executive Assistant to the Mayor	50,795.78	171,581.77
1	1	1	Mayor	132,775.20	
1	1	1	Secretary to the Mayor	50,796.00	178,000.00
20	18	20	Special Assistant to the Mayor	20,800.00	96,444.42
27	25	27	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
28	26	28	TOTAL DIVISION		

ROBERT KEISER, SECRETARY

Mission Statement

The Landmarks Commission is charged with the preservation of Cleveland's heritage of historic buildings, sites, and districts. The Commission identifies architecturally and historically significant buildings, sites, and districts as local landmarks, and it ensures that appropriate changes occur to those properties, according to the Secretary of the Interior's Standards for Rehabilitation.

The Landmarks Commission is a seven-member board appointed by the Mayor and City Council President with the charge to safeguard the City's heritage through the preservation of historic buildings and districts. The Commission is administered by two staff members. The Commission recommends buildings, sites or historic districts that are eligible for local designation as landmarks. It follows established criteria listed in the Landmarks Ordinance, Chapter 161 of the Codified Ordinances. Exterior changes to individual Landmarks or properties within historic districts are reviewed by the Landmarks Commission as part of the building permit process. Neighborhood based design review committees act as advisory committees to the Landmarks Commission. The Commission staff conducts a continuing historic building and site survey of Landmark and National Register designation. The Cleveland Landmarks Commission acts as a Certified Local Government Grant in coordination with the State Historic Preservation Office and the National Pak Service in National Register designation and cases involving 106 Environmental Reviews.

PROGRAM NAME: PERMITS AND CASES

OBJECTIVE: The Landmarks Commission staff provides support to the Landmarks Commission for changes to historic property. The Landmarks staff reviews and approves many smaller cases on administrative basis. It prepares the larger cases for hearings before the Landmarks Commission, making recommendations on action that is to be taken.

ACTIVITY: The Landmarks staff prepares agendas, minutes, and evidence for Commission meetings. The staff meets with applicants about proposed changes to buildings that have been locally designated. The Commission makes decisions regarding the granting of Certificates of Appropriateness for the issuance of building permits. Staff maintains records of Commission decisions.

PROGRAM NAME: SURVEY

OBJECTIVE: The Landmarks Commission staff identifies buildings, sites, and historic districts for the purpose of Cleveland Landmark and National Register designation. Historic designation recognizes the importance of the property to the City, and may make historic federal and state tax credits.

ACTIVITY: The Landmarks Commission conducts architectural surveys to assess the significance of historic buildings, sites, and districts and promote historical significance of Cleveland neighborhoods, on a continuing basis.

PROGRAM NAME: DESIGN REVIEW

OBJECTIVE: When large historic districts are created the Landmarks Commission creates local design review committees. The Design Review Committee makes recommendations to the Commission regarding design issues.

ACTIVITY: The Landmarks Commission staff attends the local design review committees. It prepares staff reviews. Prepare staff reviews of designs submitted to Design Review Committees. The Commission staff is also involved in the training and staff support to Design Review Committees.

Landmarks Commission

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 95,118	$ 94,364	$ 90,729	$ 94,364
Board Members	46,074	46,074	46,887	46,078
Longevity	1,175	1,375	—	1,375
	$ 142,367	**$ 141,814**	**$ 137,616**	**$ 141,817**
Benefits				
Hospitalization	$ 9,040	$ 8,139	$ 7,597	$ 7,288
Prescription	—	1,423	2,135	2,136
Dental	452	480	493	504
Vision Care	103	112	103	96
Public Employees Retire System	14,971	21,351	21,268	19,854
Fica-Medicare	1,246	1,243	1,224	1,254
Workers' Compensation	3,749	1,648	790	2,486
Life Insurance	90	90	90	96
	$ 29,653	**$ 34,486**	**$ 33,700**	**$ 33,714**
Other Training & Professional Dues				
Professional Dues & Subscript	$ 115	$ 115	$ —	$ 150
	$ 115	**$ 115**	**$ —**	**$ 150**
Contractual Services				
Professional Services	$ —	$ 308	$ 853	$ 1,080
Advertising And Public Notice	357	200	394	400
Parking In City Facilities	667	548	386	650
	$ 1,024	**$ 1,055**	**$ 1,634**	**$ 2,130**
Materials & Supplies				
Office Supplies	$ 127	$ —	$ —	$ —
Just In Time Office Supplies	96	324	447	900
	$ 224	**$ 324**	**$ 447**	**$ 900**
Interdepart Service Charges				
Charges From Telephone Exch	$ 30	$ 38	$ —	$ 247
Charges From Print & Repro	892	856	862	730
Charges From Central Storeroom	384	122	158	425
	$ 1,306	**$ 1,015**	**$ 1,020**	**$ 1,402**
	$ 174,688	**$ 178,809**	**$ 174,418**	**$ 180,113**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Licenses & Permits	$ 10,400	$ 2,860	$ —	$ 500
Miscellaneous	126	410	223	—
	$ 10,526	**$ 3,270**	**$ 223**	**$ 500**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	City Planner	30,000.00	58,939.58
1	1	1	City Planner, Chief	30,000.00	80,369.98
2	2	2	TOTAL FULL TIME		
1	1	1	Chairman, Landmarks Commission	7,074.96	
6	6	6	Board Members	6,500.00	
7	7	7	TOTAL BOARD MEMBERS		
9	9	9	TOTAL DIVISION		

ANTOINETTE COBB, EXECUTIVE SECRETARY

Mission Statement

To maintain and ensure high quality and safe standards in building construction by enforcing the Ohio Building code, the Cleveland Building Code, and the Cleveland Rehabilitation Code.

PROGRAM NAME: PERMITS AND CASES

OBJECTIVES: To fairly and objectively hear and decide any cases involving the issuance of violation notices, condemnation orders, adjudication orders, notices of non-conformance and similar administrative actions issued against City code.

ACTIVITIES: To conduct bi-weekly meetings, hear testimony by applicants, city officials, and members of the public regarding appeals from administrative action; and to interpret the relevant codes, and adjudicate each case before the Board.

PROGRAM NAME: OHIO BUILDING CODE REVIEW

OBJECTIVES: To hear and decide cases involving the Ohio Building Code fairly and objectively.

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 fairly hear and decide cases objectively, involving the Ohio Building Code.

ACTIVITIES: To conduct bi-weekly inter-department staff 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 proceeds of the Board of Building Standards and Building Appeals as required by Charter and laws of the State of Ohio.

ACTIVITIES: To maintain minutes, case files, and records for all appeals, and to commence conversion of records to digital format.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 44,609	$ 44,262	$ 42,559	$ 44,260
Board Members	33,410	33,965	35,935	39,130
Longevity	700	700	—	700
	$ 78,719	**$ 78,927**	**$ 78,494**	**$ 84,090**
Benefits				
Hospitalization	$ —	$ 8,331	$ 8,505	$ 8,154
Prescription	—	1,638	2,457	2,460
Dental	—	608	679	684
Vision Care	—	52	52	48
Public Employees Retire System	11,330	12,677	12,096	11,773
Fica-Medicare	1,142	1,136	1,130	1,210
Workers' Compensation	2,080	911	885	1,418
Life Insurance	45	45	45	48
	$ 14,597	**$ 25,399**	**$ 25,848**	**$ 25,795**
Other Training & Professional Dues				
Professional Dues & Subscript	$ 149	$ 12	$ 12	$ 100
	$ 149	**$ 12**	**$ 12**	**$ 100**
Contractual Services				
Court Reporter	$ 2,931	$ 3,091	$ 4,338	$ 5,000
Parking In City Facilities	652	673	536	720
	$ 3,583	**$ 3,764**	**$ 4,874**	**$ 5,720**
Materials & Supplies				
Office Supplies	$ 68	$ 116	$ 240	$ 250
Just In Time Office Supplies	206	199	—	180
	$ 274	**$ 315**	**$ 240**	**$ 430**
Interdepart Service Charges				
Charges From Telephone Exch	$ 473	$ 372	$ 361	$ 490
Charges From Print & Repro	2,548	2,553	1,979	2,420
Charges From Central Storeroom	1,048	1,359	1,703	1,082
	$ 4,069	**$ 4,284**	**$ 4,042**	**$ 3,992**
	$ 101,390	**$ 112,702**	**$ 113,510**	**$ 120,127**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 15,359	$ 27,270	$ 29,245	$ 20,000
	$ 15,359	**$ 27,270**	**$ 29,245**	**$ 20,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	Secretary, Board of Building Standards & Appeals	23,647.11	80,369.98
1	1	1	TOTAL FULL TIME		
1	1	1	Board Chairman	4,140.00	
4	5	5	Board Members	7,300.00	7,592.00
5	6	6	TOTAL BOARD MEMBERS		
6	7	7	TOTAL DIVISION		

JAN HUBER, ACTING SECRETARY

Mission Statement

To interpret the City's Zoning Code and hear appeals from administrative actions and orders.

PROGRAM NAME: PERMITS AND ACTIONS

OBJECTIVES: To fairly and objectively hear and decide on actions involving the interpretation of the City's Zoning Code and any appeal within the authority of the Board from an administrative action or order that may be brought before it.

ACTIVITIES: To schedule public hearings for testimony by applicants, City Officials and relevant parties to the appeals regarding the Zoning Code interpretation 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 City Charter and Laws of the State of Ohio.

ACTIVITIES: To conduct weekly inter-departmental staff review of all Code related cases, including, when appropriate, a meeting with applicants and affected City Officials for an informed recommendation to the Board.

Board of Zoning Appeals

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 99,940	$ 101,812	$ 99,530	$ 105,714
Board Members	39,675	39,675	31,855	39,686
Longevity	1,150	1,150	—	1,275
	$ 140,765	**$ 142,637**	**$ 131,384**	**$ 146,675**
Benefits				
Hospitalization	$ 15,340	$ 15,950	$ 16,118	$ 15,340
Prescription	—	712	1,067	1,068
Dental	849	900	925	936
Vision Care	133	144	133	132
Public Employees Retire System	18,096	21,425	20,624	20,535
Fica-Medicare	2,018	2,040	1,873	2,126
Workers' Compensation	3,618	1,630	1,599	2,373
Life Insurance	90	90	90	96
	$ 40,144	**$ 42,890**	**$ 42,428**	**$ 42,606**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 255	$ 340	$ —	$ 300
	$ 255	**$ 340**	**$ —**	**$ 300**
Contractual Services				
Court Reporter	$ 6,795	$ 6,386	$ 6,513	$ 6,700
Parking In City Facilities	2,208	1,649	981	2,065
	$ 9,003	**$ 8,035**	**$ 7,494**	**$ 8,765**
Materials & Supplies				
Office Supplies	$ 117	$ 188	$ 100	$ 150
Just In Time Office Supplies	255	180	40	250
	$ 372	**$ 368**	**$ 140**	**$ 400**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 6	$ —	$ —	$ 20
	$ 6	**$ —**	**$ —**	**$ 20**
Interdepart Service Charges				
Charges From Telephone Exch	$ 33	$ 41	$ —	$ 40
Charges From Print & Repro	1,232	1,058	2,008	1,460
Charges From Central Storeroom	2,029	2,173	1,996	1,745
	$ 3,294	**$ 3,272**	**$ 4,004**	**$ 3,245**
	$ 193,839	**$ 197,542**	**$ 185,451**	**$ 202,011**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 20,708	$ 19,122	$ 20,005	$ 18,000
Miscellaneous	128	—	—	—
	$ 20,836	**$ 19,122**	**$ 20,005**	**$ 18,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			OFFICE & CLERICAL		
1	1	1	Principal Clerk	11.93	19.51
1	1	1			
			PROFESSIONALS		
1	1	1	Project Coordinator	27,325.56	87,664.94
1	1	1			
2	2	2	TOTAL FULL TIME		
1	1	1	Board Chairman	8,395.00	
4	4	4	Board Members	7,819.92	
5	5	5	TOTAL BOARD MEMBERS		
7	7	7	TOTAL DIVISION		

LUCILLE AMBROZ, SECRETARY

Mission Statement

To create and implement policies and procedures to acquire and promote qualified candidates for employment with the City of Cleveland.

PROGRAM NAME: POLICY-MAKING

OBJECTIVES: To promulgate and maintain Civil Service rules and policies, 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 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 examinations 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 service 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 purpose.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 380,144	$ 356,991	$ 351,871	$ 375,606
Board Members	38,697	37,720	39,646	39,104
Longevity	2,875	3,050	—	2,825
Separation Payments	569	12,294	—	—
Overtime	7,686	2,120	7,552	—
	$ 429,972	**$ 412,175**	**$ 399,069**	**$ 417,535**
Benefits				
Hospitalization	$ 61,021	$ 55,398	$ 53,707	$ 49,732
Prescription	—	8,056	12,426	11,976
Dental	3,471	3,757	3,652	3,744
Vision Care	431	435	414	384
Public Employees Retire System	58,082	60,302	62,796	58,454
Fica-Medicare	5,467	5,205	5,089	5,380
Workers' Compensation	11,210	4,978	4,620	4,790
Life Insurance	368	341	360	384
Unemployment Compensation	—	1,408	—	—
	$ 140,050	**$ 139,881**	**$ 143,063**	**$ 134,844**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 150	$ —	$ —	$ 180
	$ 150	**$ —**	**$ —**	**$ 180**
Contractual Services				
Professional Services	$ 260,941	$ 212,490	$ 751,940	$ 550,000
Court Reporter	11,786	6,945	8,942	14,000
Referee Services	12,000	8,000	10,402	14,000
Medical Services	145,000	50,000	—	35,000
Participation Fee	—	55	—	—
Parking In City Facilities	1,395	589	665	900
Other Contractual	23,162	21,500	—	—
	$ 454,284	**$ 299,579**	**$ 771,949**	**$ 613,900**
Materials & Supplies				
Postage	$ —	$ —	$ 18	$ —
Purchase Of Tests	—	1,328	—	—
Photographic Supplies	—	250	—	250
Printed Materials	23	—	—	—
Other Supplies	127	104	41	—
Just In Time Office Supplies	1,790	1,951	2,406	1,580
	$ 1,940	**$ 3,633**	**$ 2,465**	**$ 1,830**
Interdepart Service Charges				
Charges From Telephone Exch	$ 2,480	$ 2,714	$ 3,218	$ 2,994
Charges From Print & Repro	7,024	8,640	12,651	11,614
Charges From Central Storeroom	5,091	7,273	3,616	3,405
Charges From M.V.M.	10,256	10,947	430	396
	$ 24,852	**$ 29,574**	**$ 19,915**	**$ 18,409**
	$ 1,051,248	**$ 884,842**	**$ 1,336,462**	**$ 1,186,698**

Civil Service Commission

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ 750	$ 700	$ —
Fines, Forfeitures & Settlements	—	—	56,600	—
Miscellaneous	17,148	56,571	54,938	25,000
	$ 17,148	**$ 57,321**	**$ 112,238**	**$ 25,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Secretary of the Civil Service Commission	25,011.85	96,445.08
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Private Secretary	10.00	20.59
1	1	1	Senior Clerk	10.29	16.10
2	2	2			
			PROFESSIONALS		
1	1	1	Chief Civil Service Examiner	26,273.96	68,744.81
1	1	1	Civil Service Examiner III	20,800.00	42,428.01
1	1	1	Supervisor of Civil Service Records	20,800.00	58,396.41
1	1	1	Personnel Administrator	26,273.96	80,090.83
1	1	1	Deputy Project Director	20,092.80	61,006.23
5	5	5			
8	8	8	TOTAL FULL TIME		
5	5	5	TOTAL BOARD MEMBERS	7,819.92	
13	13	13	TOTAL DIVISION		

BLAINE GRIFFIN, DIRECTOR

Mission Statement

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

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 proactive activities that promotes diversity and unity. The board responds to resident complaints, investigates sources of community conflict and provides planning assistance and alternative dispute resolution techniques 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, youth and young adult intervention, culturally and socially segregated housing patterns and relationships involving our schools, youth and neighborhood residents. Primary functions are coordinating police-citizen committees; mediation, conciliation and alternative dispute resolution services; helping to develop 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 multicultural arts and educational events; monitoring police professional standards and practices policy; planning and facilitating human relations training for police, city employees and community groups; coordinating multi-cultural dialogue groups; provide crisis response and violence interruption; referring youth to healthy alternatives.

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 building 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 the city neighborhoods, especially when an individual or group is violated because of their protected class (race, ethnicity, religion, sexual orientation, gender identity, 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 CIVIL RIGHTS TRAINING AND COMMUNITY EDUCATION

OBJECTIVES: To support and direct 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 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.

PROGRAM NAME: POLICE/COMMUNITY COOPERATION AND SPECIAL EVENTS

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

ACTIVITIES: The CRB administers police district citizen committees and zone meetings; Monitors the investigative standards and complaint practices of police; Coordinates Crime Prevention Fairs for the Division of Police; Provides human relations in-service training for police; Conducts community workshops, raining and conferences on safety and law enforcement; Coordinates the annual Cleveland Night Out Against Crime and district police/community awards ceremonies; Coordinates citywide court watch program to work with citizens to follow high profile case or cases of particular citizens interests; Develop and establish a Special Events section as a one-stop promoter's service for municipal service coordination.

PROGRAM NAME: YOUTH COMMUNITY DIVERSION/CRISIS & COMMUNITY INTERVENTION (OPERATION FOCUS)

OBJECTIVES: This program is a joint effort between the Cleveland Division of Police and the Cuyahoga County Juvenile Court System. The program's purpose is to develop and administer accountability-based sanctions for first-time juvenile offenders of misdemeanor and status offenses. We believe that early intervention in the lives of first-time offenders will prevent some juveniles from committing future violations. The CRB has also initiated "Operation Focus." This intervention strategy is modeled after an evidence-based strategy utilized in other cities and recognized by the U.S. Dept of Justice best practice.

ACTIVITIES: Caseworkers administer accountability-based sanctions for first-time juvenile offenders of misdemeanors and status offenses. This program offers early intervention for youth to prevent future violations. Caseworkers also assess the needs of each individual child and family. They refer youth and their families to appropriate community resources and services. They give families options to deal with the difficulties their children are facing. Street outreach workers (Peacemaker Alliance) serve as violence interrupters by responding to hot spot areas to mediate between feuding groups and prevent youth violence. The Community Relations Board also conducts community interventions (Call Ins) to send a clear message to Group Member Individuals. The message is clear, "gun violence and open air drug markets will stop or their will be group-based accountability and sanctions.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 730,716	$ 686,709	$ 695,502	$ 723,298
Board Members	90,202	75,963	76,525	87,518
Part-Time Permanent	13,140	15,522	14,629	10,286
Longevity	4,375	4,200	—	5,824
Separation Payments	7,852	967	—	—
Overtime	—	35	—	—
	$ 846,285	**$ 783,396**	**$ 786,656**	**$ 826,926**
Benefits				
Hospitalization	$ 135,057	$ 107,735	$ 114,080	$ 111,192
Prescription	—	15,940	26,987	27,480
Dental	7,462	6,828	7,876	8,100
Vision Care	902	930	922	900
Public Employees Retire System	109,919	118,004	122,842	115,770
Police & Firemens Disab & Pens	—	—	—	2,288
Fica-Medicare	10,065	9,180	9,319	9,872
Workers' Compensation	29,776	9,026	8,781	14,212
Life Insurance	713	683	713	768
Unemployment Compensation	366	(20)	666	—
	$ 294,259	**$ 268,306**	**$ 292,184**	**$ 290,582**
Other Training & Professional Dues				
Travel	$ 500	$ 78	$ —	$ 700
Tuition & Registration Fees	—	150	210	600
Professional Dues & Subscript	—	—	—	130
	$ 500	**$ 228**	**$ 210**	**$ 1,430**
Contractual Services				
Professional Services	$ —	$ —	$ 1,662	$ 2,307
Mileage (Private Auto)	7,179	4,203	3,416	4,600
Advertising And Public Notice	315	—	700	700
Program Promotion	828	1,437	208	1,000
Parking In City Facilities	5,225	2,948	2,300	4,500
Other Contractual	34	—	—	—
Local Match-Grant Programs	—	7,284	8,829	7,881
	$ 13,580	**$ 15,872**	**$ 17,115**	**$ 20,988**
Materials & Supplies				
Office Supplies	$ —	$ —	$ —	$ 200
Food	954	1,298	621	2,300
Other Supplies	250	233	—	250
Special Events Supplies	2,193	2,046	2,178	4,099
Just In Time Office Supplies	1,796	2,627	2,612	2,500
	$ 5,193	**$ 6,204**	**$ 5,410**	**$ 9,349**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Car Washes	$ 300	$ —	$ —	$ —
	$ 300	**$ —**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 27,239	$ 10,499	$ 10,803	$ 11,364
Charges From Print & Repro	11,772	12,285	14,349	14,518
Charges From Central Storeroom	4,481	4,861	4,173	4,130
Charges From M.V.M.	4,528	9,564	2,714	5,959
	$ 48,021	**$ 37,209**	**$ 32,040**	**$ 35,971**
	$ 1,208,138	**$ 1,111,214**	**$ 1,133,615**	**$ 1,185,246**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ 850	$ —	$ —
Miscellaneous	1,474	967	846	—
	$ 1,474	**$ 1,817**	**$ 846**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Exec. Director Community Relations Board	50,796.00	178,000.00
1	1	1			
			PROFESSIONALS		
2	2	2	Community Relations Rep. I	10.00	18.73
1	1	1	Community Relations Rep. II	10.00	22.64
1	1	1	Community Relations Rep. III	10.00	28.02
4	4	4	Project Coordinator	27,325.56	87,664.94
4	4	4	Project Director	22,333.40	77,944.11
2	2	2	Administrative Assistant	21,851.06	71,329.44
1	1	1	Case Worker II	10.00	19.61
15	15	15			
16	16	16	TOTAL FULL TIME		
1	1	1	Administrative Officer	20,800.00	51,436.88
1	1	1	TOTAL PART TIME		
14	13	14	Community Relations Board Members	4,500.00	
5	5	5	Fair Housing Board Members	4,500.00	
19	18	19	TOTAL BOARD MEMBERS		
36	35	36	TOTAL DIVISION		

ROBERT BROWN, DIRECTOR

Mission Statement

The mission of the City Planning Commission is to ensure beneficial physical and social 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.

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 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.

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 mapping and secretarial services; maintenance of the City's street line and lot line base map series, and preparation of GIS computerized mapping products.

PROGRAM NAME: PLANNING ADMINISTRATION

OBJECTIVES: To ensure effective and expeditious action on all mandatory legislative referrals and design reviews within applications subject to City Planning approval.

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.

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.

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 urban design plans for districts and large-scale projects; preparation of design guidelines; evaluation of design elements of development projects; provision of design assistance to City departments, City Council, neighborhood organizations, developers and citizens.

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 and updating and implementation of a comprehensive Citywide Plan; coordination of planning for the lakefront, riverfront, Euclid Corridor, Inner belt and other large-scale planning districts; coordination of streetscape improvements; capital improvement planning; and analysis and dissemination of statistical information, including ensuring a complete count in the decennial U.S. Census.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,080,902	$ 1,025,111	$ 971,514	$ 1,052,118
Board Members	41,280	41,280	41,280	41,298
Part-Time Permanent	52,656	55,682	56,278	60,000
Longevity	9,650	8,950	—	10,275
Separation Payments	5,936	—	—	—
	$ 1,190,423	**$ 1,131,023**	**$ 1,069,072**	**$ 1,163,691**
Benefits				
Hospitalization	$ 111,371	$ 110,428	$ 112,816	$ 107,730
Prescription	—	11,451	18,045	18,060
Dental	7,106	7,367	7,858	7,992
Vision Care	1,124	1,089	990	936
Public Employees Retire System	160,096	170,339	168,042	162,917
Fica-Medicare	11,167	10,779	10,124	11,083
Workers' Compensation	28,729	14,091	12,677	19,315
Life Insurance	915	855	855	912
	$ 320,507	**$ 326,399**	**$ 331,407**	**$ 328,945**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 120	$ —	$ —	$ 600
	$ 120	**$ —**	**$ —**	**$ 600**
Contractual Services				
Advertising And Public Notice	$ 254	$ —	$ —	$ 300
Parking In City Facilities	4,824	3,590	3,404	4,500
Other Contractual	35,000	600	12,097	55,000
Local Match-Grant Programs	7,619	—	—	—
	$ 47,698	**$ 4,190**	**$ 15,501**	**$ 59,800**
Materials & Supplies				
Office Supplies	$ 1,627	$ 200	$ 2,370	$ 1,500
Computer Hardware	—	2,066	—	1,500
Just In Time Office Supplies	4,335	3,927	6,243	6,000
	$ 5,961	**$ 6,193**	**$ 8,613**	**$ 9,000**
Interdepart Service Charges				
Charges From Telephone Exch	$ 4,518	$ 4,408	$ 4,460	$ 5,605
Charges From Print & Repro	11,460	15,120	19,801	24,197
Charges From Central Storeroom	2,015	1,196	1,276	2,510
Charges From M.V.M.	3,413	5,331	3,083	4,261
	$ 21,406	**$ 26,055**	**$ 28,620**	**$ 36,573**
	$ 1,586,115	**$ 1,493,861**	**$ 1,453,212**	**$ 1,598,609**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,250	$ —	$ —	$ —
Licenses & Permits	38,555	—	—	—
Miscellaneous	14,436	—	1	—
	$ 54,242	**$ —**	**$ 1**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Planning	50,795.81	171,581.77
1	1	1	Secretary to the Director	36,590.39	138,195.09
1	1	1	Administrator, Assistant	20,800.00	62,252.71
3	3	3			
			OFFICE & CLERICAL		
1	1	1	Secretary	10.00	17.17
1	1	1			
			PROFESSIONALS		
1	1	1	City Planner, Senior Assistant	10.00	23.87
6	6	6	City Planner	30,000.00	58,939.58
6	6	6	City Planner, Chief	30,000.00	80,369.98
1	1	1	Administrator of Engineering & Planning	30,214.95	109,248.99
1	1	1	Project Director	22,333.40	77,944.11
15	15	15			
19	19	19	TOTAL FULL TIME		
1	1	1	Administrative Officer	20,800.00	51,436.88
1	1	1	City Planner, Chief	30,000.00	80,369.98
2	2	2	TOTAL PART TIME		
6	6	6	Member - City Planning Commission	6,799.92	
6	6	6	TOTAL BOARD MEMBERS		
27	27	27	TOTAL DIVISION		

ABDUL A. MUHAYMIN, CHAIRMAN

The Commission approves and supervises all amateur boxing contests and professional wrestling exhibitions. Other commission duties include training and furnishing officials for all bouts, as well as overseeing tickets, receipts and fund disbursements.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Board Members	$ 2,400	$ 2,400	$ 2,400	$ 2,400
Part-Time Permanent	2,100	2,100	2,100	4,200
	$ 4,500	**$ 4,500**	**$ 4,500**	**$ 6,600**
Benefits				
Public Employees Retire System	$ 617	$ 682	$ 682	$ 924
Fica-Medicare	65	65	65	96
Workers' Compensation	98	52	50	81
	$ 781	**$ 799**	**$ 798**	**$ 1,101**
	$ 5,281	**$ 5,299**	**$ 5,298**	**$ 7,701**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Chairman Boxing & Wrestling Commission	2,400.00	
1	1	2	Commission Member	2,100.00	
2	2	3	TOTAL BOARD MEMBERS		
2	2	3	TOTAL DIVISION		

NATOYA J. WALKER MINOR, CHIEF OF PUBLIC AFFAIRS

Mission Statement

To advance equal economic benefit for all Clevelanders by ensuring compliance with contractor goals and requirements, by providing development and support activity for target groups, and by overall advocacy, with a commitment to excellent public service.

The Office is responsible for the administration, monitoring and enforcement of the City of Cleveland Area Small Business Code, and the Fannie M. Lewis Cleveland Resident Employment Law programs, Chapters 187 and 188 of the Codified Ordinances of the City, respectively. Goals are to increase participation for target local businesses and residents in City contracts and to evaluate the workforce of all contractors to determine compliance with affirmative action goals. The OEO supports business development for certified businesses by providing support and technical assistance.

PROGRAM NAME: CLEVELAND AREA BUSINESS CODE

OBJECTIVES: To maximize target businesses in participation on city contracts.

ACTIVITIES: Certify CSB/MBE/FBE, evaluate bids and monitor their participation on city contracts. Monitor Affirmative Action Compliance in companies doing business with the city.

PROGRAM NAME: OUTREACH

OBJECTIVES: To support and provide development opportunities for businesses certified with the office.

ACTIVITIES: Purchasing advertising as appropriate in periodicals as well as supporting local business partners. Provide and support seminars and workshops such as "How to do Business with the City" and the certification process including the advantages of MBE/FBE certification and sponsor the James H. Walker Construction Management Course.

PROGRAM NAME: FANNIE M. LEWIS CLEVELAND RESIDENT EMPLOYMENT LAW

OBJECTIVES: Enforce compliance and increase participation of Cleveland residents working on construction projects awarded in excess of $100,000.

ACTIVITES: 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 513,489	$ 433,910	$ 389,863	$ 424,092
Longevity	1,000	1,000	—	1,275
Separation Payments	—	2,968	—	—
	$ 514,489	**$ 437,877**	**$ 389,863**	**$ 425,367**
Benefits				
Hospitalization	$ 54,202	$ 40,736	$ 39,247	$ 51,861
Prescription	—	6,619	10,045	12,396
Dental	3,040	2,552	2,637	3,816
Vision Care	601	522	465	516
Public Employees Retire System	72,250	67,064	65,681	59,358
Fica-Medicare	6,715	5,617	4,955	5,503
Workers' Compensation	14,646	6,256	2,203	5,088
Life Insurance	510	435	405	480
Unemployment Compensation	—	6,947	5,172	—
	$ 151,965	**$ 136,748**	**$ 130,810**	**$ 139,018**
Contractual Services				
Mileage (Private Auto)	$ 144	$ —	$ —	$ 180
Program Promotion	—	—	—	1,350
Parking In City Facilities	2,157	2,155	1,232	2,000
Other Contractual	—	42	—	—
	$ 2,301	**$ 2,197**	**$ 1,232**	**$ 3,530**
Materials & Supplies				
Other Supplies	$ 23	$ —	$ —	$ —
Just In Time Office Supplies	2,902	2,944	2,544	3,000
	$ 2,925	**$ 2,944**	**$ 2,544**	**$ 3,000**
Interdepart Service Charges				
Charges From Telephone Exch	$ 4,649	$ 4,033	$ 2,922	$ 4,699
Charges From Print & Repro	8,600	6,953	5,827	5,807
Charges From Central Storeroom	2,945	2,142	2,110	2,281
Charges From M.V.M.	2,871	3,390	595	535
	$ 19,065	**$ 16,518**	**$ 11,455**	**$ 13,322**
	$ 690,745	**$ 596,283**	**$ 535,903**	**$ 584,237**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 12,764	$ 12,528	$ 17,049	$ 12,000
	$ 12,764	**$ 12,528**	**$ 17,049**	**$ 12,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Gen Mgr. of Admin Services	26,273.96	86,764.70
1	1	1			
			OFFICE & CLERICAL		
0	1	1	Assistant Administrator	20,800.00	62,252.71
1	0	0	Student	10.00	10.72
1	1	1	Private Secretary to the Director	20,800.00	46,165.29
2	2	2			
			PROFESSIONALS		
1	1	1	Minority Business Development Administrator	27,325.56	75,245.55
5	5	5	Assistant Contract Compliance Officer	20,092.80	55,191.48
1	1	1	Contract Compliance Officer	26,273.96	68,744.81
7	7	7			
10	10	10	TOTAL DIVISION		

RONALD B. ADRINE, ADMINISTRATIVE AND PRESIDING JUDGE

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.

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.

SELECTIVE INTERVENTION PROGRAM (SIP)

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

GET ON TRACK

The Cleveland Municipal Court, now in conjunction with Cuyahoga Community College, Employment Connection, Project LEARN, Seeds of Literacy, Ameri-I-Can and the Parma and Lakewood City School Districts launched *Get on Track in 2006*. 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 250 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 $216,000.00 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 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 sixth 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, currently under the direction of Judge Anita Laster Mays.

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 900 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.

Because of the success with Drug Court, the Cuyahoga County Common Pleas Court has adopted the program, which is currently under the direction of the Honorable David T. Matia.

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 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.

MOCK TRIAL

The annual Mock Trial Competition, sponsored by the Cleveland Municipal Court, the Cleveland Metropolitan School District and the Cleveland Bar Association, will be going into its 15th 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.

TRUANCY ENFORCEMENT

In an effort to keep children focused on their education, The Court began a relationship with the Cleveland Metropolitan 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.

PROJECT HOPE

Project HOPE (Holistic Opportunities and Preventitive Education) is the Cleveland Municipal Court's Solicitation/ Prostitution Offender Intervention Program. Under the direction of Judge Angela R. Stokes, 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.

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.

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.

COMMUNITY ORIENTATION PROGRAM (COP)

The Cleveland Municipal Court has partnered with the Community Relations Board and Attorney William Dawson to create the Community Orientation Program (COP), designed to help offenders explore the causes and effects of their actions, which often lead to negative interaction with the legal system. The program's purpose is to educate individuals of their rights and responsibilities when interacting with the police and to also encourage positive behavior. Knowing their rights and responsibilities will create better understanding and improved relationships between the offender and the police.

Particpants are referred three ways; by the Cleveland Municipal Court Probation Department as a condition of probation, participation in the Selective Intervention Program or direct placement by the sentencing judge. The two hour sessions are conducted the first Wednesday on alternating months. Since December 2008, 123 offenders have completed COP.

CLEVELAND JUSTICE

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

VETERANS COURT

The Cleveland Municipal Court has just assembled a team of people including court employees, a prosecuting attorney, defense attorney and evaluator, charged with designing and implementing a specialized court for veterans, which would be overseen by Judge Lynn McLaughlin-Murray. The Court is currently working on a request to the Ohio State Bar Foundation to hir a consultant who would research the scope of the problem and discuss ways to best serve the veterans in the court system.

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 case flow and programs, including legal research, maintaining the court's record, scheduling of cases and jury services, human resources, financial, operational support, and maintenance of a computerized case management system.

PROGRAM NAME: BAILIFF SERVICES

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

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

PROGRAM NAME: PROBATION SERVICES AND PSYCHIATRIC CLINIC

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

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

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 14,099,349	$ 14,102,788	$ 13,351,824	$ 13,917,716
Seasonal	—	600	—	—
Elected Officials	445,500	437,370	445,500	445,520
Part-Time Permanent	242,924	166,552	211,117	191,644
Student Trainees	94,885	83,130	13,882	16,000
Longevity	103,325	107,600	—	118,859
Separation Payments	89,643	74,725	91,799	85,000
Overtime	2,617	2,293	2,262	—
	$ 15,078,243	**$ 14,975,057**	**$ 14,116,384**	**$ 14,774,739**
Benefits				
Hospitalization	$ 2,548,670	$ 2,306,230	$ 2,131,150	$ 2,098,979
Prescription	—	322,096	465,493	481,692
Dental	147,725	150,046	148,540	156,420
Vision Care	15,934	16,831	14,990	14,448
Public Employees Retire System	2,089,226	2,231,296	2,188,602	2,050,457
Fica-Medicare	182,829	185,393	176,199	182,537
Workers' Compensation	402,710	190,876	233,484	266,495
Life Insurance	14,175	13,954	13,492	14,016
Unemployment Compensation	(183)	9,177	23,866	22,984
	$ 5,401,085	**$ 5,425,898**	**$ 5,395,815**	**$ 5,288,028**
Other Training & Professional Dues				
Travel	$ 15,325	$ 19,936	$ —	$ —
Tuition & Registration Fees	17,006	18,235	—	—
Professional Dues & Subscript	10,015	5,150	—	—
	$ 42,346	**$ 43,321**	**$ —**	**$ —**
Contractual Services				
Professional Services	$ 1,980,591	$ 2,207,977	$ 2,219,088	$ 2,236,256
Court Reporter	3,131	112	272	2,000
Referee Services	—	175	—	—
Mileage (Private Auto)	1,542	2,291	119	500
Jury And Witness Fees	119,722	50,649	41,830	45,500
Parking In City Facilities	4,931	4,929	4,230	2,880
Insurance And Official Bonds	—	2,048	2,200	2,100
	$ 2,109,916	**$ 2,268,181**	**$ 2,267,738**	**$ 2,289,236**
Materials & Supplies				
Office Supplies	$ 29,879	$ 16,813	$ 12,412	$ 8,000
Computer Supplies	—	716	—	—
Clothing	43,060	25,225	—	—
Office Furniture & Equipment	155	—	—	—
Ammunition	3,362	—	—	—
Photographic Supplies	—	100	—	—
Just In Time Office Supplies	31,602	41,585	27,191	30,000
	$ 108,057	**$ 84,438**	**$ 39,603**	**$ 38,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ —	$ 65	$ —	$ —
Maintenance Contracts	9,780	9,960	—	—
Maintenance Vehicles	25	—	—	—
	$ 9,805	**$ 10,025**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 59,989	$ 116,384	$ 69,607	$ 81,192
Charges From Radio Comm System	19,763	15,262	9,269	15,227
Charges From Water	—	—	332	—
Charges From Print & Repro	72,051	66,698	65,975	72,591
Charges From Central Storeroom	58,585	61,539	52,309	47,113
Charges From M.V.M.	33,674	1,078	—	—
	$ 244,062	**$ 260,962**	**$ 197,493**	**$ 216,123**
	$ 22,993,515	**$ 23,067,882**	**$ 22,017,033**	**$ 22,606,126**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 7,350	$ 1,525	$ —	$ —
Fines, Forfeitures & Settlements	10,139,777	11,831,664	8,701,153	8,954,341
Miscellaneous	295,065	1,068,815	632,718	484,343
Interest Earnings/Investment Income	133,887	8,362	—	—
	$ 10,576,079	**$ 12,910,366**	**$ 9,333,870**	**$ 9,438,684**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative & Presiding Judge	37,950.00	
11	11	11	Associate Judge	37,050.00	
1	1	1	Bailiff	27,491.00	52,266.00
1	1	1	Chief Deputy Bailiff	42,000.00	92,400.00
2	2	2	Deputy Chief Probation Officer	58,333.00	84,000.00
1	1	1	Chief Probation Officer	34,035.00	60,176.00
2	3	3	Deputy Bailiff Administrative Assistant III	48,750.00	70,200.00
2	2	2	Deputy Bailiff Administrative Assistant II	39,167.00	56,400.00
3	3	3	Deputy Bailiff Administrative Assistant I	34,167.00	49,200.00
1	1	1	Deputy Bailiff Central Scheduling Director	52,500.00	75,600.00
1	1	2	Deputy Bailiff Court Administrator	79,167.00	114,000.00
2	1	1	Deputy Bailiff Deputy Court Administrator	79,167.00	114,000.00
1	1	1	Deputy Bailiff Jury Commissioner	48,750.00	70,200.00
1	1	1	Deputy Bailiff Deputy Central Scheduling	27,492.00	52,266.00
1	1	1	Deputy Bailiff Finance Officer	52,500.00	75,600.00
8	8	8	Probation Officer Supervisor		
39	39	40			
			OFFICE & CLERICAL		
89	86	88	Deputy Bailiff	27,491.00	52,266.00
11	11	12	Personal Bailiff	63,969.00	76,763.00
6	4	6	Deputy Bailiff Supervisor	44,167.00	63,000.00
1	1	1	Deputy Bailiff Chief of Security	48,750.00	70,200.00
1	1	1	Deputy Bailiff Chief of Enforcement	50,213.00	60,255.00
5	4	5	Deputy Bailiff Warrant Officer	27,492.00	56,400.00
1	1	1	Deputy Bailiff HR / Personnel Director	58,300.00	84,000.00
12	12	12	Deputy Bailiff Scheduler I	27,492.00	52,266.00
1	1	1	Deputy Bailiff Public Information Officer	48,750.00	70,200.00
1	1	1	Deputy Bailiff Court Interp I	48,750.00	70,200.00
1	1	1	Deputy Bailiff Court Interp II	48,750.00	70,200.00
2	2	2	Deputy Bailiff Clerk Typist Supervisor	39,167.00	56,400.00
1	1	1	Deputy Bailiff Court Interpreter Coordinator	52,500.00	75,600.00
1	1	1	Deputy Bailiff Accounts Coordinator	45,493.00	54,590.00
1	1	1	Deputy Bailiff Jury Coordinator	48,750.00	70,200.00
1	1	1	Deputy Bailiff Personnel Specialist	50,213.00	60,255.00
1	1	1	Deputy Bailiff Procurement	45,493.00	54,590.00
26	24	25	Deputy Bailiff Clerk Typists	24,525.00	49,362.00
162	154	161			

Cleveland Municipal Court - Judicial Division

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	Deputy Bailiff Chief Court Reporter	52,500.00	75,600.00
1	1	1	Deputy Bailiff Deputy Chief Court Reporter	48,750.00	70,200.00
7	7	7	Deputy Bailiff Court Reporter	36,509.00	60,154.00
1	1	1	Deputy Bailiff Caseflow Coordinator	52,500.00	75,600.00
2	2	2	Deputy Bailiff Senior Magistrate	58,533.00	84,000.00
1	1	1	Chief Magistrate	71,667.00	103,200.00
1	1	1	Deputy Chief Magistrate	64,167.00	92,400.00
1	0	1	Deputy Bailiff Mediation Coordinator	29,585.00	57,069.00
1	1	1	Alcohol & Drug Treatment Case Manager	48,750.00	70,200.00
52	51	52	Probation Officer	34,035.00	60,176.00
1	1	0	Psychiatric Social Worker	12.48	21.46
1	1	1	Chief Social Worker	48,750.00	75,600.00
1	0	1	Psychologist	10.74	28.55
1	1	1	Deputy Bailiff Drug Court Coordinator	52,500.00	75,600.00
13	12	13	Magistrate	58,333.00	84,000.00
1	1	1	Small Claims Magistrate	58,333.00	84,000.00
1	0	1	Deputy Bailiff Computer Specialists I	44,167.00	70,200.00
1	1	1	Intake Supervisor	34,167.00	49,200.00
1	1	1	Deputy Bailiff Computer Specialists II	44,167.00	70,200.00
2	1	1	Deputy Bailiff System Analyst II	52,500.00	75,600.00
1	1	1	Deputy Bailiff Project Manager II	64,167.00	92,400.00
2	2	2	Deputy Bailiff Program Analyst II	52,500.00	75,600.00
1	1	1	Deputy Bailiff Program Analyst I	39,167.00	56,400.00
2	2	2	Deputy Bailiff Network Engineer II	44,167.00	63,000.00
1	1	1	Deputy Bailiff Network Engineer I	39,167.00	56,400.00
1	1	1	Deputy Bailiff Database Administrator II	52,500.00	75,600.00
1	1	1	Deputy Bailiff Technical Support Specialist II	39,167.00	56,400.00
2	2	2	Deputy Bailiff Technical Support Specialist I	27,083.00	39,000.00
1	1	1	Deputy Bailiff Probation Systems Admin/Trainer	48,750.00	70,200.00
1	1	1	Deputy Probation Training Coordinator	44,167.00	63,000.00
1	1	1	Deputy Bailiff Employment Specialist	52,500.00	70,200.00
1	1	1	Deputy Bailiff Education & Training Specialist	50,213.00	60,255.00
1	1	1	Deputy Bailiff Docket Coordinator	40,343.00	48,410.00
107	101	105			
308	294	306	TOTAL FULL TIME		

Cleveland Municipal Court - Judicial Division

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
0	1	1	Magistrate	58,333.00	84,000.00
0	2	2	Court Reporter	36,509.00	60,154.00
5	1	3	Judge	37,050.00	
0	3	7	Law Clerk	10.00	13.37
0	1	0	Psychologist I,II,III	12.88	33.65
0	0	1	Psychiatric Social Worker	12.48	21.46
0	1	1	Systems Analyst II	52,500.00	75,600.00
0	1	5	Student Aide	10.00	10.72
5	10	20	TOTAL PART TIME		
313	304	326	TOTAL DIVISION		

EARLE B. TURNER, CLERK OF MUNICIPAL COURT

Mission Statement

To record and process all matters decided in the Cleveland 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 office 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 violations, making parking violations a civil offense, collectible by civil procedure of garnishment. The Clerk's duties involve the collection of issued parking violations and photo safety violations, keeping records of each violation, mailing notices, and collecting past due violations.

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.

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 Violations 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 the established policies and procedures. Support Civil, Criminal and Parking Violations Bureau Division's accountability, internal controls and adherence to the ordinances, statues and judge'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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 5,882,604	$ 6,069,665	$ 5,729,239	$ 5,899,497
Seasonal	5,821	—	5,328	—
Elected Officials	58,191	58,191	57,519	58,191
Part-Time Permanent	153,474	145,099	142,959	152,934
Student Trainees	54,108	31,118	34,128	60,032
Longevity	58,375	61,100	—	58,725
Separation Payments	16,011	19,024	123,484	78,000
Overtime	31,401	24,946	20,618	18,630
	$ 6,259,984	**$ 6,409,142**	**$ 6,113,275**	**$ 6,326,009**
Benefits				
Hospitalization	$ 1,397,909	$ 1,340,946	$ 1,256,888	$ 1,273,566
Prescription	—	166,338	243,348	248,016
Dental	79,161	84,384	84,305	90,900
Vision Care	8,607	9,478	8,424	8,064
Public Employees Retire System	874,004	957,741	934,500	885,931
Fica-Medicare	74,827	78,086	76,978	91,757
Workers' Compensation	181,685	115,957	84,248	115,667
Life Insurance	7,339	7,354	7,085	7,824
Unemployment Compensation	5,157	16,675	11,155	5,642
	$ 2,628,687	**$ 2,776,958**	**$ 2,706,933**	**$ 2,727,367**
Other Training & Professional Dues				
Professional Dues & Subscript	$ —	$ —	$ 107	$ 800
	$ —	**$ —**	**$ 107**	**$ 800**
Contractual Services				
Professional Services	$ 4,744,018	$ 4,668,868	$ 4,607,734	$ 4,500,000
Advertising And Public Notice	26,102	24,674	23,810	22,000
Parking In City Facilities	1,155	1,602	990	1,000
Insurance And Official Bonds	1,750	1,750	1,750	1,750
Property Rental	70,000	70,353	50,000	70,000
Equipment Rental	—	1,094	—	980
Other Contractual	79,911	119,738	73,622	90,000
	$ 4,922,935	**$ 4,888,078**	**$ 4,757,905**	**$ 4,685,730**
Materials & Supplies				
Office Supplies	$ 14,709	$ 5,843	$ 2,101	$ 5,000
Postage	46,682	47,222	31,175	29,000
Computer Hardware	50	79	—	—
Small Equipment	2,978	5,813	—	2,000
Office Furniture & Equipment	11,093	—	397	—
Other Supplies	52,982	53,702	32,729	23,000
Just In Time Office Supplies	16,508	14,402	7,386	12,000
	$ 145,002	**$ 127,061**	**$ 73,788**	**$ 71,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ 10,071	$ 8,424	$ 6,123	$ 8,000
Maintenance Contracts	575	497	1,498	900
Car Washes	250	175	—	—
	$ 10,896	**$ 9,096**	**$ 7,621**	**$ 8,900**
Interdepart Service Charges				
Charges From Telephone Exch	$ 49,309	$ 163,171	$ 124,076	$ 127,104
Charges From Radio Comm System	7,332	7,201	6,019	8,909
Charges From Print & Repro	154,120	86,213	84,418	82,269
Charges From Central Storeroom	353,743	311,477	356,342	338,138
Charges From M.V.M.	4,314	3,827	2,163	3,596
	$ 568,818	**$ 571,889**	**$ 573,018**	**$ 560,016**
	$ 14,536,323	**$ 14,782,224**	**$ 14,232,647**	**$ 14,379,822**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 404,070	$ 390,410	$ 389,595	$ 387,632
Fines, Forfeitures & Settlements	16,130,449	15,412,595	14,058,890	14,086,942
Miscellaneous	880	757	20,212	253
	$ 16,535,399	**$ 15,803,763**	**$ 14,468,697**	**$ 14,474,827**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
160	157	161	Chief Deputy Clerk	20,800.00	90,714.03
1	1	1	Clerk of Courts	57,423.00	
161	158	162			
			OFFICE & CLERICAL		
1	1	1	Deputy Clerk	21,851.06	71,329.44
1	1	1			
162	159	163	TOTAL FULL TIME		
10	10	11	Chief Deputy Clerk	20,800.00	90,714.03
17	2	17	Student Assistant	10.00	10.72
27	12	28	TOTAL PART TIME		
189	171	191	TOTAL DIVISION		

RAYMOND L. PIANKA, JUDGE

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.

PROGRAM NAME: SELECTIVE INTERVENTION PROGRAM ("SIP")

OBJECTIVE: 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.

ACTIVITY: 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.

PROGRAM NAME: WARRANT/CAPIAS PROGRAM

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

ACTIVITY: 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"

OBJECTIVE: 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.

ACTIVITY: 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

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

ACTIVITY: 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.

PROGRAM NAME: HOME COURT VIDEO SERIES

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

ACTIVITY: 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

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

ACTIVITY: 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

OBJECTIVE: 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.

ACTIVITY: 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 2,076,732	$ 2,093,117	$ 2,031,766	$ 2,320,906
Elected Officials	37,050	37,050	37,050	37,052
Part-Time Permanent	25,393	35,838	43,067	32,764
Student Trainees	3,405	—	—	—
Longevity	13,950	13,500	—	14,850
Separation Payments	24,841	2,052	23,017	15,000
Bonus Incentive	2,500	3,350	1,750	2,500
Overtime	—	363	397	1,080
	$ 2,183,871	**$ 2,185,269**	**$ 2,137,047**	**$ 2,424,152**
Benefits				
Hospitalization	$ 317,491	$ 303,163	$ 304,367	$ 337,836
Prescription	—	45,200	67,925	79,872
Dental	19,985	21,551	22,347	25,944
Vision Care	2,290	2,541	2,253	2,484
Public Employees Retire System	303,649	327,126	329,890	334,655
Fica-Medicare	29,421	29,427	28,809	32,704
Workers' Compensation	67,650	47,791	80,266	58,619
Life Insurance	1,845	1,845	1,823	2,052
Unemployment Compensation	8,043	32,666	11,337	11,284
Clothing Allowance	3,500	2,700	3,000	3,000
	$ 753,872	**$ 814,010**	**$ 852,017**	**$ 888,450**
Other Training & Professional Dues				
Travel	$ 1,861	$ 3,455	$ 686	$ 2,000
Tuition & Registration Fees	7,786	10,476	980	4,000
Mileage (Priv Auto) Trng Prps	81	—	—	—
Professional Dues & Subscript	12,537	8,217	15,022	8,000
	$ 22,265	**$ 22,148**	**$ 16,688**	**$ 14,000**
Contractual Services				
Professional Services	$ 54,123	$ 91,545	$ 16,485	$ 20,000
Court Reporter	2,114	950	1,509	2,500
Mileage (Private Auto)	1,578	1,735	1,176	1,500
Jury And Witness Fees	—	—	—	100
Advertising And Public Notice	—	978	—	600
Parking In City Facilities	9,506	9,060	9,213	8,100
Insurance And Official Bonds	120	107	231	900
Other Contractual	4,235	—	—	3,000
	$ 71,676	**$ 104,375**	**$ 28,614**	**$ 36,700**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 1,497	$ 913	$ 352	$ 1,000
Postage	10,277	228	12	—
Clothing	2,158	4,450	—	3,500
Hardware & Small Tools	—	88	—	—
Office Furniture & Equipment	7,733	6,151	5,201	4,000
Other Supplies	1,541	4,102	1,472	2,000
Just In Time Office Supplies	8,409	12,544	6,778	7,500
	$ 31,615	**$ 28,475**	**$ 13,816**	**$ 18,000**
Maintenance				
Maintenance Office Equipment	$ 30	$ —	$ 466	$ 500
Car Washes	215	72	264	500
	$ 244	**$ 72**	**$ 730**	**$ 1,000**
Interdepart Service Charges				
Charges From Telephone Exch	$ 12,701	$ 14,562	$ 26,116	$ 27,568
Charges From Radio Comm System	2,298	2,994	2,482	2,886
Charges From Print & Repro	17,028	13,666	21,688	20,325
Charges From M.V.M.	27,700	24,035	16,121	23,855
	$ 59,726	**$ 55,258**	**$ 66,407**	**$ 74,634**
	$ 3,123,270	**$ 3,209,606**	**$ 3,115,319**	**$ 3,456,936**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 725	$ —	$ 630	$ —
Fines, Forfeitures & Settlements	498,590	558,987	1,116,794	1,154,359
Miscellaneous	347	149	768	—
	$ 499,662	**$ 559,136**	**$ 1,118,192**	**$ 1,154,359**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Judge	37,050.00	
1	1	1	Deputy Bailiff Court Administrator	79,167.00	114,000.00
1	1	1	Deputy Bailiff Finance Officer	52,500.00	75,600.00
1	1	1	Personal Bailiff	63,969.00	76,763.00
4	4	4			
			OFFICE & CLERICAL		
1	1	1	Housing Court Administrative Assistant	23,063.94	49,616.32
1	1	1	Housing Court Receptionist	23,064.00	34,062.08
1	1	1	Housing Court Secretary	20,815.92	35,066.72
1	1	1	Housing Court Scheduler	23,063.94	49,616.32
4	4	4			
			PROFESSIONALS		
2	2	2	Deputy Bailiff Supervisor	44,167.00	63,000.00
10	8	11	Deputy Bailiff Housing Court	22,173.84	52,784.16
1	0	1	Deputy Bailiff Chief Housing Court Specialist	52,158.83	83,722.08
1	1	1	Deputy Bailiff Court Coordinator	23,064.00	50,891.36
1	1	1	Deputy Bailiff Court Reporter	36,509.00	60,154.00
10	10	10	Deputy Bailiff Housing Court Specialist	29,585.48	56,904.64
3	2	2	Deputy Bailiff Law Clerk	20,000.00	24,000.00
1	0	1	Housing Court ADR Specialist Magistrates Dept.	42,178.00	81,565.12
1	1	1	Housing Court Chief Bailiff	38,884.00	82,719.52
1	1	1	Housing Court Chief Magistrate	71,667.00	103,200.00
5	5	5	Housing Court Magistrate	42,178.32	81,565.12
1	1	1	Project Coordinator	27,325.56	87,664.94
37	32	37			
45	40	45	TOTAL FULL TIME		
0	1	3	Student Aide	10.00	10.72
0	1	3	TOTAL PART TIME		
45	41	48	TOTAL DIVISION		

LEE CARPENTER, BUDGET ADMINISTRATOR

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 Clevelanders.

The Office of Budget and Management was established in 1965 to provide budget analysis of financial and performance information, and management consulting services to all City Departments.

PROGRAM NAME: OPERATIONS

OBJECTIVES: To develop the budget document as an operations guide which outlines for constituents how departments and funds are organized and informs the reader of all funded activities, services and programs to be carried out by each department within the city's available resources.

PROGRAM NAME: CAPITAL

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.

PROGRAM NAME: FINANCIAL PLANNING

OBJECTIVES: To produce detailed, monthly expenditure and revenue forecasts to help estimate the future financial state of the City including decisions for controlling expenses and increasing revenue.

PROGRAM NAME: MANAGEMENT SUPPORT

OBJECTIVES: To provide ongoing Performance Budget and Financial Advantage training to Division End Users. To perform ongoing Management Studies resulting in the identification of additional revenue opportunities and city wide cost saving measures. To assist and advise the Mayor's Office and the various divisions in the efficient application of the resources available to them.

PROGRAM NAME: AUDIT COMPLIANCE

OBJECTIVES: To establish and maintain effective, pro-active procedures resulting in zero (0) material State Audit findings.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 475,516	$ 364,871	$ 406,794	$ 504,088
Part-Time Permanent	—	13,079	5,478	30,711
Longevity	1,875	2,175	—	2,350
Separation Payments	—	2,556	—	25,000
Overtime	—	64	14,690	11,000
	$ 477,391	**$ 382,745**	**$ 426,962**	**$ 573,149**
Benefits				
Hospitalization	$ 59,057	$ 48,692	$ 49,041	$ 71,178
Prescription	—	5,804	9,951	16,281
Dental	3,287	3,053	3,277	5,121
Vision Care	397	319	321	519
Public Employees Retire System	66,373	57,595	66,242	76,746
Fica-Medicare	5,818	4,473	4,924	7,950
Workers' Compensation	10,629	5,528	4,290	7,714
Life Insurance	345	255	285	420
Unemployment Compensation	—	—	(1,764)	—
	$ 145,906	**$ 125,718**	**$ 136,567**	**$ 185,929**
Other Training & Professional Dues				
Travel	$ 2,710	$ —	$ 923	$ 3,000
Tuition & Registration Fees	1,305	—	1,100	1,350
Professional Dues & Subscript	—	1,350	261	650
	$ 4,015	**$ 1,350**	**$ 2,284**	**$ 5,000**
Contractual Services				
Professional Services	$ —	$ —	$ 150,000	$ —
Advertising And Public Notice	356	988	1,106	1,000
	$ 356	**$ 988**	**$ 151,106**	**$ 1,000**
Materials & Supplies				
Postage	$ 86	$ 35	$ —	$ 100
Just In Time Office Supplies	677	—	695	2,500
	$ 764	**$ 35**	**$ 695**	**$ 2,600**
Interdepart Service Charges				
Charges From Print & Repro	$ 13,678	$ 10,798	$ 3,702	$ 10,000
	$ 13,678	**$ 10,798**	**$ 3,702**	**$ 10,000**
	$ 642,109	**$ 521,634**	**$ 721,316**	**$ 777,678**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	Accountant II	10.00	21.52
1	1	1	Budget Administrator	30,214.95	100,843.89
1	1	1	Budget Analyst	20,800.00	51,467.17
0	0	1	Deputy Budget Administrator	26,273.96	80,090.83
4	4	4	Senior Budget & Management Analyst	26,273.96	75,985.65
7	7	8	TOTAL FULL TIME		
1	0	1	Budget Analyst	20,800.00	51,467.17
1	0	1	TOTAL PART TIME		
8	7	9	TOTAL DIVISION		

Department of Aging

Department of Aging

JANE FUMICH, DIRECTOR

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 delivery of needed services.

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 PROGRAM

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, leaf raking and snow removal.

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.

PROGRAM NAME: HOMELESS PREVENTION SERVICES FOR SENIORS

OBJECTIVES: To identify and assist Cleveland seniors and disabled adults (50-59) at risk of homelessness.

ACTIVITIES: Provide case management and linkage to social services to assist clients in danger of losing their current housing.

PROGRAM NAME: ACCESS YOUR BENEFITS

OBJECTIVES: To assist Cleveland seniors by screening them for eligibility for public benefits programs and by helping them to enroll in the programs for which they are eligible.

ACTIVITIES: Screening seniors for their eligibility for public benefits using the automated Benefits CheckUp system and assisting them in completing the applications and submitting the applications either through the mail or online using Benefits Bank.

PROGRAM NAME: ECONOMIC SECURITY PROJECT (PILOT PROGRAM)

OBJECTIVES: To assist economically vulnerable Cleveland seniors get the assistance they need to improve their economic security.

ACTIVITIES: Provide a comprehensive assessment of the senior's financial situation, developing a holistic economic security plan that draws upon a wide range of potential benefits and solutions, and assistance to ensure they receive the recommended services and programs.

PROGRAM NAME: AGING AND DISABILITY RESOURCE CENTER FUNCTIONS

OBJECTIVES: To implement new services as part of the Aging and Disability Resource Network of the Western Reserve to establish the Cleveland Department of Aging as an operational Aging and Disability Resource Center.

ACTIVITIES: To provide comprehensive information, assistance referral and follow-up services for Cleveland seniors and adults with disabilities, including long term support options counseling to help consumers, family members and/or significant others in their deliberations to determine appropriate long term care choices.

PROGRAM NAME: CLEVELAND CARE CALLS

OBJECTIVES: To ensure the safety of home bound seniors by providing a daily telephone reassurance call to check on their well being.

ACTIVITIES: Automated calls are sent to participating seniors on a daily basis to check on their well being. The calls are monitored to be sure the senior responds.

PROGRAM NAME: SPECIAL EVENTS

OBJECTIVES: To provide helpful service information to Cleveland seniors.

ACTIVITIES: Senior Day – a citywide celebration and recognition of the contributions our Cleveland seniors have made to their community.

Cleveland Senior Walk - to promote exercise, good nutrition and healthy life- styles for Cleveland seniors.

Senior Power – is a collaborative program with the Division of Police, Emergency Medical Services, the Division of Fire and the Departments of Aging and Consumer Affairs designed to increase knowledge and awareness among older persons in the areas of crime prevention, fire hazards, emergency services, scams, fall prevention and other programs for the elderly.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 404,845	$ 465,410	$ 471,033	$ 550,208
Part-Time Permanent	47,033	33,562	25,058	25,324
Student Trainees	14,421	13,499	11,175	11,936
Longevity	2,425	2,725	—	2,540
Separation Payments	1,538	—	2,190	—
	$ 470,263	**$ 515,196**	**$ 509,456**	**$ 590,008**
Benefits				
Hospitalization	$ 47,559	$ 54,955	$ 39,487	$ 56,610
Prescription	—	6,194	6,727	12,720
Dental	2,710	3,261	3,103	4,680
Vision Care	454	550	470	624
Public Employees Retire System	64,299	77,104	70,578	78,894
Fica-Medicare	6,280	6,698	6,868	8,228
Workers' Compensation	12,388	5,288	9,968	13,220
Life Insurance	346	407	424	576
Unemployment Compensation	(40)	(149)	(117)	—
Clothing Allowance	—	—	—	1,080
Clothing Maintenance	—	—	—	480
	$ 133,995	**$ 154,307**	**$ 137,507**	**$ 177,112**
Other Training & Professional Dues				
Travel	$ 1,048	$ —	$ —	$ 150
Tuition & Registration Fees	450	210	40	175
Professional Dues & Subscript	—	—	—	158
	$ 1,498	**$ 210**	**$ 40**	**$ 483**
Contractual Services				
Professional Services	$ 1,106	$ 3,155	$ 1,913	$ 2,365
Travel- Non-Training	1,826	1,784	352	990
Mileage (Private Auto)	386	664	461	540
Medical Services	53	53	—	—
Program Promotion	90	90	—	—
Parking In City Facilities	5,838	3,197	2,312	3,960
Equipment Rental	520	—	50	225
Other Contractual	35,000	35,000	35,000	35,000
	$ 44,819	**$ 43,943**	**$ 40,089**	**$ 43,080**
Materials & Supplies				
Computer Supplies	$ 5,244	$ 1,446	$ 2,440	$ 3,600
Clothing	902	763	1,559	1,485
Small Equipment	1,786	440	1,471	—
Office Furniture & Equipment	—	—	—	2,500
Food	3,075	3,028	3,412	3,520
Printed Materials	—	45	100	150
Other Supplies	400	(1,999)	647	400
Special Events Supplies	1,719	1,935	904	1,300
Just In Time Office Supplies	2,862	1,631	2,532	3,000
	$ 15,988	**$ 7,289**	**$ 13,063**	**$ 15,955**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Computer Software Maintenance	$ —	$ —	$ —	$ 360
Car Washes	263	—	36	113
Maintenance Misc. Equipment	211	—	—	360
	$ 474	**$ —**	**$ 36**	**$ 833**
Interdepart Service Charges				
Charges From Telephone Exch	$ 25,875	$ 10,287	$ 9,525	$ 13,564
Charges From Print & Repro	15,901	18,339	21,262	19,357
Charges From Central Storeroom	7,810	9,022	7,962	6,556
Charges From M.V.M.	28,988	27,691	18,160	26,430
	$ 78,574	**$ 65,339**	**$ 56,909**	**$ 65,907**
	$ 745,610	**$ 786,284**	**$ 757,100**	**$ 893,378**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 900	$ 700	$ 6,807	$ —
Miscellaneous	642	820	738	400
	$ 1,542	**$ 1,520**	**$ 7,546**	**$ 400**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Aging	50,795.81	171,581.77
1	1	1			
			PROFESSIONALS		
0	1	1	Project Director	22,333.40	77,944.11
0	1	1	Supervisor Admin Services-Data	20,092.80	55,191.48
2	1	1	Administrative Manager	27,193.55	86,764.70
2	2	2	Project Coordinator	27,325.56	87,664.94
1	1	1	Grants Administrator	22,333.40	72,986.30
1	1	1	Assistant Administrator	20,800.00	62,252.71
6	7	7			
			PARAPROFESSIONALS		
3	2	3	Geriatric Outreach Worker	10.00	21.52
3	2	3			
10	10	11	TOTAL FULL TIME		
3	2	2	TOTAL PART TIME		
13	12	13	TOTAL DIVISION		

Department of Personnel and Human Resources

DEBORAH SOUTHERINGTON, DIRECTOR

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.

PROGRAM NAME: GENERAL ADMINISTRATION

OBJECTIVES: To assist departments with policies governing hiring practices and processes. 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, implement and administer work policies and procedures applicable to City of Cleveland employees. Implement affirmative action and equal employment policies and procedures throughout the City of Cleveland. Insure that the hiring process is in compliance with union regulations and civil service rules. Serve 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. Assist departments in filling vacancies by providing qualified candidates in a means consistent with Equal Employment Opportunity principles (EEO). Establish recruitment and outreach programs to identify candidates for professional, summer, and seasonal positions as well as other programs. Maintain and support the integrated Human Resource Management System.

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. Coordinate, promote, and provide services that encourage healthy minds and bodies.

ACTIVITIES: Administer the City's medical, dental, vision and life insurance programs for all eligible employees. Seek, develop and/or negotiate cost-effective health care plans. 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. Coordinate free wellness classes and conduct special events such as fairs, health screenings, and health awareness.

PROGRAM NAME: EDUCATION AND RESEARCH SERVICES

OBJECTIVES: To increase the knowledge and skills of City of Cleveland employees through education, training, research and development. Develop programs that develop soft skills, interpersonal skills, communication, customer service, and that enhance productivity, quality of work, promote building employee loyalty, increase individual and organization performance, and growth potential through developing their skills and knowledge.

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.

PROGRAM NAME: WORKERS COMPENSATION/RISK MANAGEMENT

OBJECTIVE: To provide a cost effective program to promote employee safety while reducing injuries and accidents. Provide a mechanism whereby injured employees may voluntarily participate in rehabilitation programs for a timely return to work.

ACTIVITIES: Review all workers' compensation claims to determine compensability. Develop and monitor comprehensive safety programs within departments and monitor accountability within the parameter of these programs. Coordinates services between Ohio Bureau of Workers' Compensation (BWC), Managed Care Organization, Vocational Rehabilitation Provider, Third Party Administrator, and outside legal counsel. Educate all City departments in regard to internal workers' compensation policies as well as Bureau of Worker's Compensation rules, guidelines and laws. Participate with the City's Accommodation Review Committee to ensure compliance with the American's with Disabilities Act (ADA). Chairperson of the Employee Safety Accident Panel (ESAP) Board and participate with Traffic Safety Accident Panel (ESAP) (police), reviewing all motor vehicle accidents to determine whether accidents were preventable. Develop personnel policies in regard to management of workplace injuries, (i.e. Injury Pay and Transitional Work Programs). Reduce reporting lag time for reporting injuries and duration of time away from work due to injury. Oversee all workers' compensation litigation in conjunction with the City's Law Department, including authorization of settlement.

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 Employment Opportunity.

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 and provide contract management. 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. Investigate complaints of discrimination and harassment to expedite a resolution. Prepare various compliance reports for governmental agencies. Act as an American with Disabilities liaison for all City Departments.

PROGRAM NAME: EMPLOYEE RECORDS

OBJECTIVE: To maintain personnel files for every city employee.

ACTIVITIES: Manage internal and external inquiries regarding city employees such as subpoenas and public records requests. Manage and process employment verification for current and former employees.

PROGRAM NAME: PERFORMANCE MANAGEMENT - NEW SERVICE AREA*

OBJECTIVES: Provide a comprehensive performance management program that involves key elements of planning, monitoring, developing, rating, and rewarding.

ACTIVITIES: Manage and coordinate employee performance evaluations. Establish/provide city-wide traing programs.

PROGRAM NAME: HRIS

OBJECTIVE: To manage and support the information systems for all service areas of the department.

ACTIVITIES: Develop, implement and modifies system requirements. Maintain internal database files and tables for all city employees. Develop customized reports for city departments/divisions. Conduct on-going needs assessment and provide training to meet those needs.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 871,052	$ 777,006	$ 597,297	$ 733,430
Part-Time Permanent	23,335	22,137	17,060	15,168
Longevity	5,525	4,950	—	2,750
Separation Payments	11,306	22,233	58,435	—
	$ 911,218	**$ 826,326**	**$ 672,793**	**$ 751,348**
Benefits				
Hospitalization	$ 154,374	$ 123,907	$ 108,381	$ 119,643
Prescription	—	15,843	22,012	29,196
Dental	8,481	7,616	6,891	8,712
Vision Care	836	815	655	780
Public Employees Retire System	125,769	122,747	100,838	104,794
Fica-Medicare	10,129	8,766	8,370	10,220
Workers' Compensation	47,339	31,181	19,252	12,925
Life Insurance	746	653	596	672
Unemployment Compensation	(96)	18,027	13,744	—
	$ 347,579	**$ 329,554**	**$ 280,738**	**$ 286,942**
Other Training & Professional Dues				
Travel	$ 1,978	$ —	$ —	$ —
Tuition & Registration Fees	1,345	200	—	7,500
Mileage (Priv Auto) Trng Prps	960	—	135	—
Professional Dues & Subscript	5,950	5,258	13,498	5,000
	$ 10,232	**$ 5,458**	**$ 13,633**	**$ 12,500**
Contractual Services				
Professional Services	$ 560,202	$ 491,000	$ 475,446	$ 510,500
COBRA-Medical Coverage	—	36,000	—	36,000
Medical Services	—	—	—	215,000
Expense Account Reimbursement	358	357	528	—
Advertising And Public Notice	—	9,996	—	6,000
Parking In City Facilities	1,188	621	408	500
	$ 561,748	**$ 537,973**	**$ 476,382**	**$ 768,000**
Materials & Supplies				
Office Supplies	$ 384	$ 646	$ 1,313	$ 1,000
Postage	—	205	—	—
Small Equipment	—	173	—	300
Office Furniture & Equipment	195	—	—	—
Medical Supplies	75	—	—	100
Food	212	146	—	1,000
Other Supplies	—	—	244	—
Just In Time Office Supplies	3,623	1,906	1,716	1,500
	$ 4,489	**$ 3,075**	**$ 3,273**	**$ 3,900**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 3,456	$ 3,280	$ 3,053	$ 5,441
Charges From Print & Repro	21,787	18,261	12,160	14,518
Charges From Central Storeroom	5,663	5,955	974	2,653
Charges From M.V.M.	—	504	—	—
	$ 30,906	**$ 27,999**	**$ 16,187**	**$ 22,612**
	$ 1,866,172	**$ 1,730,386**	**$ 1,463,006**	**$ 1,845,302**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 550	$ —	$ —	$ —
Miscellaneous	300,064	415,151	386,326	200,000
	$ 300,614	**$ 415,151**	**$ 386,326**	**$ 200,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Personnel and Human Resources	50,795.81	171,581.77
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Secretary to Director	10.00	17.17
1	0	0	Senior Clerk	10.29	16.10
2	1	1			
			PROFESSIONALS		
2	2	1	Assistant Personnel Administrator	20,800.00	54,163.56
0	0	2	Personnel Administrator	26,273.96	80,090.83
1	1	1	Administrative Manager	27,193.55	86,764.70
1	0	0	Personnel Assistant	20,800.00	46,057.09
3	2	2	Junior Personnel Assistant	20,800.00	38,221.13
2	1	1	Labor Relations Officer	27,325.56	75,245.55
0	1	1	Administration Bureau Mgr	40,314.82	128,214.57
0	1	1	Labor Relations Manager	30,214.95	109,248.99
1	1	1	Manager of Employee Relations	27,325.56	87,664.94
1	1	1	Manager of Equal Employment Opportunity	27,325.56	87,664.94
1	1	0	Deputy Project Director	20,092.80	61,006.23
0	1	1	Labor Relations Assistant	20,800.00	52,330.62
1	1	1	Senior Systems Analyst	20,800.00	79,298.79
13	13	13			
16	15	15	TOTAL FULL TIME		
1	1	1	Junior Personnel Assistant	20,800.00	38,221.13
1	0	0	Manager of Education & Research	27,325.56	87,664.94
2	1	1	TOTAL PART TIME		
18	16	16	TOTAL DIVISION		

Department of Consumer Affairs

JOHN MAHONEY, DIRECTOR

Mission Statement

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

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.

Department of Consumer Affairs

Department of Consumer Affairs

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 227,600	$ 210,799	$ 87,497	$ 147,766
Longevity	—	300	—	—
Separation Payments	—	—	1,228	—
	$ 227,600	**$ 211,099**	**$ 88,726**	**$ 147,766**
Benefits				
Hospitalization	$ 21,074	$ 18,865	$ 8,528	$ 25,555
Prescription	—	3,560	2,544	7,056
Dental	1,792	1,905	622	1,872
Vision Care	285	292	151	300
Public Employees Retire System	31,114	31,468	15,478	20,688
Fica-Medicare	3,241	2,958	1,266	2,140
Workers' Compensation	5,422	2,844	2,366	1,603
Life Insurance	184	184	101	192
Unemployment Compensation	—	—	8,525	—
	$ 63,111	**$ 62,074**	**$ 39,581**	**$ 59,406**
Other Training & Professional Dues				
Travel	$ —	$ —	$ —	$ 500
Tuition & Registration Fees	715	—	2,900	—
Mileage (Priv Auto) Trng Prps	555	—	—	900
	$ 1,270	**$ —**	**$ 2,900**	**$ 1,400**
Contractual Services				
Professional Services	$ 40	$ 150	$ 2,346	$ —
Mileage (Private Auto)	243	869	16	900
Medical Services	—	53	—	—
Advertising And Public Notice	4,777	3,736	—	5,000
Parking In City Facilities	44	106	—	100
Property Rental	15,462	15,462	15,462	—
	$ 20,566	**$ 20,376**	**$ 17,824**	**$ 6,000**
Materials & Supplies				
Office Supplies	$ —	$ 639	$ —	$ —
Just In Time Office Supplies	794	—	377	1,800
	$ 794	**$ 639**	**$ 377**	**$ 1,800**
Interdepart Service Charges				
Charges From Telephone Exch	$ 6,175	$ 6,092	$ 6,195	$ 6,131
Charges From Print & Repro	8,473	6,293	1,258	4,839
Charges From Central Storeroom	222	298	132	241
Charges From M.V.M.	133	—	—	—
	$ 15,003	**$ 12,683**	**$ 7,585**	**$ 11,211**
	$ 328,344	**$ 306,872**	**$ 156,993**	**$ 227,583**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Consumer Affairs	50,795.81	171,581.77
1	1	1			
			PROFESSIONALS		
1	0	0	Attorney	26,250.00	78,013.35
2	1	2	Consumer Protection Specialist	10.00	17.89
2	0	1	Project Coordinator	27,325.56	87,664.94
5	1	3			
6	2	4	TOTAL DIVISION		

Department of Law

ROBERT TRIOZZI, DIRECTOR

Mission Statement

To promote the interests of the City of Cleveland and its residents by providing sound legal advice to the City, its agencies, 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.

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: Represents the City in court actions involving claims filed on behalf of and against the City, including the abatement of nuisances, environmental cleanup, defense of the City's laws, suits for the collection of taxes, claims by the City against persons who have damaged City property, and defense of various legal claims. Process personal injury and property damage claims for and against the City.

PROGRAM NAME: CRIMINAL INVESTIGATIONS, MEDIATION AND PROSECUTIONS

OBJECTIVES: To represent the City of Cleveland in misdemeanor criminal proceedings before the Cleveland Municipal Court, process felony charges on behalf of the State of Ohio, and operate an effective and appropriate neighborhood alternative dispute resolution program.

ACTIVITIES: Prosecute criminal actions before the Cleveland Municipal Court and process felony charges on behalf of the State of Ohio. Conduct citizen complaint intake interviews annually and mediation hearings through the Community Prosecution and Mediation Program.

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.

PROGRAM NAME: LEGAL ADVISOR TO CITY AGENCIES, OFFICIALS AND EMPLOYEES

OBJECTIVES: To serve as daily legal advisor to all City agencies, 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 to conduct criminal investigations and prosecute offenders of domestic violence and stalking crimes in the City's neighborhoods.

ACTIVITIES: An established specialized domestic violence protection unit that develops evidence and prosecutes 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 4,883,472	$ 5,020,022	$ 4,775,961	$ 4,892,248
Part-Time Permanent	4,500	6,550	—	—
Longevity	23,025	24,950	—	30,150
Separation Payments	3,605	31,915	30,334	—
	$ 4,914,602	**$ 5,083,437**	**$ 4,806,295**	**$ 4,922,398**
Benefits				
Hospitalization	$ 646,691	$ 614,288	$ 586,462	$ 527,686
Prescription	—	91,673	139,806	133,644
Dental	35,682	38,409	39,403	38,731
Vision Care	4,185	4,629	4,288	3,844
Public Employees Retire System	686,757	759,774	757,743	689,136
Fica-Medicare	60,651	61,842	60,744	71,375
Workers' Compensation	131,040	64,687	69,268	38,740
Life Insurance	3,791	3,863	3,904	4,032
	$ 1,568,798	**$ 1,639,164**	**$ 1,661,620**	**$ 1,507,188**
Other Training & Professional Dues				
Travel	$ 1,495	$ 471	$ 1,913	$ 1,500
Tuition & Registration Fees	1,697	25,880	1,437	25,880
Professional Dues & Subscript	129,560	125,235	129,264	135,000
	$ 132,752	**$ 151,586**	**$ 132,614**	**$ 162,380**
Contractual Services				
Professional Services	$ 945,590	$ 895,802	$ 716,753	$ 700,000
Court Reporter	100,020	110,495	74,682	75,000
Cable Professional Services	45	—	—	—
Travel- Non-Training	730	—	—	—
Mileage (Private Auto)	1,322	796	479	630
Jury And Witness Fees	20	—	—	—
Parking In City Facilities	2,197	1,544	1,162	1,500
Insurance And Official Bonds	100	100	—	—
Other Contractual	21,419	1,000	13,020	15,500
Local Match-Grant Programs	39,750	38,667	—	45,340
	$ 1,111,193	**$ 1,048,403**	**$ 806,097**	**$ 837,970**
Materials & Supplies				
Office Supplies	$ 10,617	$ 11,063	$ 6,987	$ 8,500
Postage	3,119	1,261	602	1,000
Computer Supplies	—	670	—	—
Computer Hardware	119	—	—	—
Photographic Supplies	303	—	1,350	1,000
Printed Materials	4,320	—	—	—
Just In Time Office Supplies	13,381	6,925	7,157	13,000
	$ 31,858	**$ 19,919**	**$ 16,095**	**$ 23,500**
Maintenance				
Maintenance Office Equipment	$ 6,000	$ —	$ 1,843	$ 2,500
	$ 6,000	**$ —**	**$ 1,843**	**$ 2,500**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Claims, Refunds, Maintenance				
Court Costs	$ 16,204	$ 11,612	$ 16,630	$ 14,000
Judgements, Damages, & Claims	1,275,848	1,045,157	1,038,787	716,781
	$ 1,292,052	**$ 1,056,768**	**$ 1,055,417**	**$ 730,781**
Interdepart Service Charges				
Charges From Telephone Exch	$ 16,382	$ 20,318	$ 14,896	$ 19,962
Charges From Print & Repro	33,747	35,005	41,712	38,715
Charges From Central Storeroom	11,426	10,296	7,686	8,028
Charges From M.V.M.	2,038	3,039	1,207	2,221
	$ 63,592	**$ 68,658**	**$ 65,501**	**$ 68,926**
	$ 9,120,846	**$ 9,067,935**	**$ 8,545,481**	**$ 8,255,643**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ (25)	$ (4)	$ —
Fines, Forfeitures & Settlements	771	18,267	6,155	—
Licenses & Permits	—	—	1	—
Miscellaneous	99,911	4,135	4,360	10,000
	$ 100,682	**$ 22,377**	**$ 10,513**	**$ 10,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
6	5	6	Chief Assistant Director of Law	31,500.00	122,592.41
1	1	1	Chief Assistant Prosecutor	36,750.00	134,949.04
1	1	1	Chief Corporate Counsel	36,750.00	134,949.04
1	1	1	Chief Counsel	36,750.00	134,949.04
1	1	1	Chief Trial Counsel	36,750.00	134,949.04
1	1	1	Director of Law	50,795.81	171,581.77
11	10	11			
			OFFICE & CLERICAL		
1	1	1	Administrative Manager	27,193.55	86,764.70
3	3	3	Assistant Administrator	20,800.00	62,252.71
1	1	1	Chief Clerk	22,050.00	46,165.29
2	2	2	Deputy Project Director	20,092.80	61,006.23
3	3	3	Docket Clerk	20,800.00	35,267.23
6	5	5	Legal Secretary	20,800.00	44,579.06
3	3	3	Misdemeanor Investigator	20,800.00	46,152.31
1	1	1	Personnel Administrator	26,273.96	80,090.83
1	0	0	Personnel Assistant	20,800.00	46,057.09
1	1	1	Project Director	22,333.40	77,944.11
1	1	1	Receptionist	10.00	15.16
2	2	2	Senior Clerk	10.29	16.10
1	1	1	Supervisor of Hardware Evaluation	30,214.95	86,559.12
26	24	24			
			PROFESSIONALS		
26	25	25	Assistant Director of Law I (s),	26,250.00	83,585.74
4	4	3	Assistant Director of Law I,	26,250.00	78,013.35
1	1	1	Assistant Director of Law II,	31,500.00	105,446.78
17	17	17	Assistant Prosecutor	23,100.00	94,730.50
1	1	1	First Assistant Prosecutor	31,500.00	122,592.41
49	48	47			
			PARAPROFESSIONALS		
1	2	2	Chief - Civil Branch Legal Investigator	23,647.11	65,065.95
1	1	1	Claims Examiner	10.00	22.64
2	3	3			
88	85	85	TOTAL FULL TIME		

Department of Finance

Finance Administration

SHARON DUMAS, DIRECTOR

Mission Statement

To provide professional financial management services and protect the fiscal integrity of the City by maximizing the collection of revenue, monitoring the efficient allocation and expending of funds necessary to support municipal operations and judiciously investing public monies. To adhere to the practice of generally accepted accounting principles in a manner consistent with the guidelines required by the Ohio Revised Code (ORC), Codified Ordinances of the City of Cleveland and the Auditor of State.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES : To supervise the twelve fiscal divisions in the Department of Finance in order to manage citywide financial controls and compliance. To ensure prudent financial management.

ACTIVITIES: Provide timely, accurate, auditable reporting of all financial transactions. Deliver cost-effective Information Technology (IT) services to support citywide operations.

PROGRAM NAME: RISK MANAGEMENT

OBJECTIVES: To manage work related injury claims filed against the City. Purchase adequate property and casualty insurance to protect identified City assets.

ACTIVITIES: Maintain adequate claims history to support the necessary financial reserves available to injured employees through worker's compensation insurance. Provide guidance regarding specific insurance related questions.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 525,471	$ 529,665	$ 508,472	$ 590,272
Seasonal	6,397	2,313	9,048	—
Military Leave	26,211	581	—	—
Part-Time Permanent	—	—	—	18,000
Longevity	1,375	1,075	—	1,725
Overtime	69	40	—	—
	$ 559,522	**$ 533,675**	**$ 517,520**	**$ 609,997**
Benefits				
Hospitalization	$ 41,554	$ 35,626	$ 37,965	$ 60,482
Prescription	—	6,255	10,456	16,572
Dental	2,258	2,263	2,638	4,428
Vision Care	418	405	366	540
Public Employees Retire System	75,638	81,108	84,952	85,156
Fica-Medicare	8,017	7,632	7,411	8,845
Workers' Compensation	14,772	6,478	5,982	9,350
Life Insurance	319	281	304	432
	$ 142,976	**$ 140,049**	**$ 150,074**	**$ 185,805**
Other Training & Professional Dues				
Travel	$ 646	$ 184	$ (798)	$ 1,400
Tuition & Registration Fees	385	355	1,073	2,500
Mileage (Priv Auto) Trng Prps	541	141	—	—
Professional Dues & Subscript	2,918	3,705	2,212	2,500
	$ 4,490	**$ 4,385**	**$ 2,487**	**$ 6,400**
Contractual Services				
Professional Services	$ —	$ —	$ —	$ 6,000
Freight Expense	500	—	—	—
Parking In City Facilities	403	330	681	1,000
Insurance And Official Bonds	—	—	—	400
Credit Card Processing Fees	—	—	—	700
	$ 903	**$ 330**	**$ 681**	**$ 8,100**
Materials & Supplies				
Postage	$ —	$ 65	$ 545	$ 600
Other Supplies	450	130	78	5,000
Batteries	—	12	—	—
Just In Time Office Supplies	(1,381)	1,465	2,775	2,000
	$ (931)	**$ 1,672**	**$ 3,399**	**$ 7,600**
Interdepart Service Charges				
Charges From Telephone Exch	$ 24,632	$ 8,914	$ 8,021	$ 10,886
Charges From Print & Repro	1,827	3,605	2,373	1,936
Charges From Central Storeroom	209	3,125	1,052	433
	$ 26,668	**$ 15,643**	**$ 11,446**	**$ 13,255**
	$ 733,628	**$ 695,754**	**$ 685,606**	**$ 831,157**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	1,230	567	749	—
	$ 1,230	**$ 567**	**$ 749**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Finance	50,795.81	171,581.77
1	1	1	Secretary to Director of Finance	36,590.39	138,195.09
1	1	1	Assistant Administrator	20,800.00	62,252.71
3	3	3			
			PROFESSIONALS		
0	0	1	Jr Personnel Assistant	20,800.00	38,221.13
0	0	1	Deputy Project Director	20,092.80	61,006.23
1	0	0	Administrative Manager	27,193.55	86,764.70
1	1	1	Risk Manager	27,325.56	94,970.71
1	2	1	Project Coordinator	27,325.56	87,664.94
2	1	1	Safety Program Officer	25,000.00	64,297.72
5	4	5			
			OFFICE & CLERICAL		
1	1	1	Private Secretary to Director	20,800.00	46,165.29
1	1	1			
9	8	9	TOTAL FULL TIME		
1	0	3	Student Aide	10.00	10.72
1	0	3	TOTAL PART TIME		
10	8	12	TOTAL DIVISION		

RICHARD SENSENBRENNER, COMMISSIONER

Mission Statement

To accurately record financial transactions and to provide centralized accounting services to the City Departments.

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, processes encumbrances, and maintains the City's document storage.

PROGRAM NAME: GENERAL ACCOUNTING

OBJECTIVES: To maintain the City's records utilizing the Advantage 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: RECORD 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.

Department of Finance

Division of Accounts

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 931,682	$ 928,482	$ 879,844	$ 933,657
Longevity	5,075	5,550	—	7,475
Separation Payments	—	—	36,899	—
Overtime	563	808	5,714	5,000
	$ 937,320	**$ 934,840**	**$ 922,457**	**$ 946,132**
Benefits				
Hospitalization	$ 157,941	$ 145,730	$ 134,752	$ 125,393
Prescription	—	20,916	30,511	29,616
Dental	9,131	9,560	9,429	9,108
Vision Care	1,291	1,380	1,246	1,236
Public Employees Retire System	130,735	140,288	138,213	130,687
Fica-Medicare	11,320	11,296	11,063	12,307
Workers' Compensation	23,843	10,853	10,678	16,666
Life Insurance	889	881	855	912
	$ 335,150	**$ 340,904**	**$ 336,748**	**$ 325,925**
Other Training & Professional Dues				
Travel	$ 20	$ 1,062	$ 417	$ 500
Tuition & Registration Fees	379	1,820	1,372	1,500
Mileage (Priv Auto) Trng Prps	143	—	—	—
Professional Dues & Subscript	850	895	843	900
	$ 1,392	**$ 3,777**	**$ 2,632**	**$ 2,900**
Contractual Services				
Professional Services	$ 390,000	$ 275,800	$ 278,750	$ 275,800
Parking In City Facilities	132	156	121	—
Insurance And Official Bonds	175	175	175	250
Other Contractual	180,000	312,500	310,000	319,000
	$ 570,307	**$ 588,631**	**$ 589,046**	**$ 595,050**
Materials & Supplies				
Office Supplies	$ 965	$ 1,274	$ 978	$ 1,000
Postage	805	565	493	620
Just In Time Office Supplies	5,582	8,801	2,292	5,500
	$ 7,352	**$ 10,640**	**$ 3,763**	**$ 7,120**
Maintenance				
Maintenance Office Equipment	$ —	$ 70	$ —	$ 1,000
Maintenance Misc. Equipment	80	105	—	—
	$ 80	**$ 175**	**$ —**	**$ 1,000**
Interdepart Service Charges				
Charges From Telephone Exch	$ 8,936	$ 9,058	$ 8,521	$ 9,323
Charges From Print & Repro	10,276	12,064	9,966	9,679
Charges From Central Storeroom	7,542	5,176	7,865	7,515
Charges From M.V.M.	132	—	—	40
	$ 26,886	**$ 26,297**	**$ 26,351**	**$ 26,557**
	$ 1,878,487	**$ 1,905,265**	**$ 1,880,999**	**$ 1,904,684**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 107	$ 472	$ 400	$ —
	$ 107	**$ 472**	**$ 400**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Accounts	40,314.82	128,214.57
1	1	1	Deputy Commissioner of Accounts	26,273.96	85,814.69
2	2	2			
			OFFICE & CLERICAL		
1	1	1	Chief Clerk	22,050.00	46,165.29
7	7	7	Principal Clerk	11.93	19.51
1	1	1	Receptionist	10.00	15.16
9	9	9			
			PROFESSIONALS		
1	1	1	Auditor	20,092.80	57,123.96
1	1	1	Accountant II	10.00	21.52
0	1	1	Accountant IV	20,800.00	57,688.76
1	1	1	Administrative Officer	20,800.00	51,436.88
1	0	0	Assistant Administrator	21,851.06	71,329.44
1	1	1	Budget & Management Analyst	20,800.00	54,163.56
1	1	1	Central Payroll Supervisor	20,800.00	83,585.74
0	1	1	Senior Personnel Assistant	20,800.00	48,701.54
1	0	0	Personnel Assistant	20,800.00	46,057.09
7	7	7			
			TECHNICIANS		
1	1	1	Senior System Analyst	20,800.00	79,298.79
1	1	1			
19	19	19	TOTAL DIVISION		

Department of Finance

Division of Assessments and Licenses

DEDRICK C. STEPHENS, COMMISSIONER

Mission Statement

To promote and support the health and safety of the citizens of Cleveland through the collection of business taxes to fund City services. Issuance and enforcement of licensing and permitting laws to protect the public. Billing and collection of monies expended on various services. Inspection of weighing and measuring devices to ensure the accuracy and integrity to protect consumers and businesses. Preparation of assessments to recoup funds expended on public improvements and contribute to economic development through special improvement districts.

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 shared services of accounting, billing, accounts receivable management, and processing services for other City Departments.

The Division administers the following business taxes: admissions, transient occupancy (hotel/motel), motor vehicle lessor, parking, and coin operated amusement device. The Division works with other City Divisions and Departments to ensure that the Codified Ordinances of the City are met for the issuance of licenses and permits to protect the public.

The Division manages billing and collection activities for various services provided by the following City divisions - Emergency Medical Service, Streets, Waste Collection, Building & Housing, Health, Police, Fire and Parks, Recreation and Properties. EMS and Health invoices are submitted to medical insurance carriers throughout the country including Federal and State agencies. Once the receivable is established, payments are recorded and delinquent accounts are pursued for collection.

As part of its compliance functions, the Division's Bureau of Weights and Measures protect consumers by inspecting supermarket scales, gasoline pumps and other commercial measuring, weighing and timing devices to ensure the devices are uniformly accurate. The Bureau cooperatively works with similar city, couty and state organizations on special investigations to ensure that the Consumer Protection Code is uniformly administered.

PROGRAM NAME: ADMINISTRATION STRATEGIC BUSINESS UNIT

OBJECTIVES: To provide division-wide acministration through efficient, accurate, and timely processing of internal data items and requests; to effectively provide information and processing services to the citizens and several departments of the City; and to accurately account for all monies and receipts processed by the Division.

ACTIVITIES: Plan, organize, budget and allocate resources to efficiently provide administrative support for Divisional activities. Monitor performance, reporting, records retention, etc.

PROGRAM NAME: ADMINISTRATION - ASSESSMENTS

OBJECTIVES: Allocate cost connected to a public improvement to benefitting parties pursuant to State and local laws. Timely and accurately certify all assessments to the County. Prepare, support and administer special assessments and business improvement districts (BIDs) including the Downtown Cleveland Alliance and Gordon Square Arts Improvement District.

ACTIVITIES: Assist in the establishment of BIDs that contribute to economic development activities. Prepare, invoice and account for payments of various assessments - BIDs, sidewalks, vaults, trees, etc. Appropriation of property, vacate streets, serve legal notices, billing for tax incremental financing project, etc.

PROGRAM NAME: ADMINISTRATION - PROCESSING

OBJECTIVES: Provide value-added centralized share services of accounting, receipting, processing and licensing services for City divisions that reduce cost, strengthen internal controls and improve efficiencies.

ACTIVITIES: Issue over 140 different types of licenses and permits (approximately 25,000 per year). Collect, deposit and accurately account for licenses, permits, invoices, tax returns, registrations, and fees.

PROGRAM NAME: BILLING STRATEGIC BUSINESS UNIT

OBJECTIVES: Ensure the collection of monies due the City for services provided to citizens and businesses by providing accurate and timely billing services for several City departments to achieve optimal cost recovery. Provide responsive and courteous service to end users of City services; and to foster seamless communication and interfaces between all constituent partnerships.

ACTIVITIES: Emergency Medical Service Billing and Collections - Pre-bill research and organization; medical coding; generate and distribute invoices; bill appropriate medical insurance carriers for the Emergency Medical Services; electronic claims submission and remittance; manage accounts receivable; collect delinquent accounts; comply with various federal and state statutes including the Health Insurance Portability and Accountability Act; manage collection agency relationship; maintain management information system of billing and collection activities. 55,000 invoices billed annually.

ACTIVITIES: City Service Billing - Prepare invoices for city-wide services provided by Waste Collection; Building and Housing; Parks, Recreation and Properties; Streets; Police and Fire. Activities performed by this centralized billing service include pre-billing verification; data entry of all billing source documents; generating and distributing invoices; managing accounts receivables and annual certification to County Auditor; and collection of delinquent accounts.

PROGRAM NAME: COMPLIANCE STRATEGIC BUSINESS UNIT

OBJECTIVES: To promote the health and safety of the citizens of Cleveland by enforcement (criminal and civil) of the City's ordinances and license requirements; to ensure all business taxes are collected to support services provided by the City; and to educate those conducting business within the City of compliance responsibilities through effective communication and informational products.

PROGRAM NAME: COMPLIANCE - LICENSES

OBJECTIVES: Assist, educate, and protect the public through the implementation and enforcement of City laws mandating regulation and licensing of businesses, occupations and other specific activities.

ACTIVITIES: Enforce Divisional licensing requirements fairly and consistently in order to promote compliance with the laws and maintain confidence in the integrity of the City's business regulatory environment. Research and/or canvass City to ensure businesses are properly licensed and observe statutes stipulated in the Ordinance.

PROGRAM NAME: COMPLIANCE TAX - ADMINISTRATION

OBJECTIVES: Fully collect business tax revenues required to be paid by law and necessary to fund operation of the City, through the uniform and fair administration of admissions, parking, hotel and motor vehicle lessor tax laws in a manner that merits the highest degree of public confidence in our integrity, efficiency, and fairness.

ACTIVITIES: Interpret the laws and educate taxpayers of their obligations and rights. Respond to taxpayer questions. Investigate and audit to identify and resolve discrepancies and discourage tax evasion. Enforce the tax laws through criminal or civil prosecution for those that do not comply voluntarily.

PROGRAM NAME: COMPLIANCE - 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. These devices include commercial scales, scanners, timing devices and gasoline pumps in the City. Investigate complaints concerning the accuracy of weighing devices. Issue violations, condemn instruments, and ensure that all violations are corrected.

Department of Finance

Division of Assessments and Licenses

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,207,164	$ 1,409,734	$ 1,379,683	$ 1,695,337
Student Trainees	—	(1,486)	—	—
Longevity	10,300	10,900	—	9,775
Separation Payments	—	6,180	20,576	—
Overtime	42,520	29,993	15,549	31,000
	$ 1,259,983	**$ 1,455,322**	**$ 1,415,808**	**$ 1,736,112**
Benefits				
Hospitalization	$ 221,420	$ 234,779	$ 233,243	$ 286,477
Prescription	—	32,299	49,993	66,936
Dental	12,498	15,010	15,709	20,628
Vision Care	2,040	2,545	2,281	2,772
Public Employees Retire System	174,881	216,070	215,382	237,329
Fica-Medicare	15,468	18,220	18,145	24,724
Workers' Compensation	30,389	14,810	16,329	25,989
Life Insurance	1,268	1,444	1,440	1,776
Unemployment Compensation	—	—	3,533	—
Clothing Maintenance	697	522	—	1,920
	$ 458,660	**$ 535,698**	**$ 556,055**	**$ 668,551**
Other Training & Professional Dues				
Travel	$ 4,884	$ 6,577	$ 1,268	$ 5,200
Tuition & Registration Fees	3,773	3,184	2,835	4,550
Mileage (Priv Auto) Trng Prps	97	477	—	—
Professional Dues & Subscript	2,370	1,423	1,731	2,100
	$ 11,124	**$ 11,661**	**$ 5,834**	**$ 11,850**
Contractual Services				
Professional Services	$ 254,738	$ 937,996	$ 324,728	$ 923,360
Court Reporter	—	2,013	—	8,640
Mileage (Private Auto)	18	72	759	1,250
Security Services	—	1,685	—	—
Advertising And Public Notice	6,238	11,740	24,802	26,990
Parking In City Facilities	480	181	126	420
Insurance And Official Bonds	—	100	100	100
Special Assessment	—	—	—	3,000
Other Contractual	2,360	2,000	—	—
Credit Card Processing Fees	4,015	41,628	76,747	72,000
	$ 267,849	**$ 997,413**	**$ 427,262**	**$ 1,035,760**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 675	$ 2,586	$ —	$ —
Computer Supplies	285	—	—	—
Computer Hardware	—	—	438	—
Computer Software	—	2,565	10,480	9,600
Chemical	429	—	—	—
Clothing	—	—	3,330	3,100
Hardware & Small Tools	4,767	375	—	—
Small Equipment	—	874	639	2,715
Office Furniture & Equipment	333	1,817	—	—
Other Supplies	13,238	6,157	9,187	12,300
Just In Time Office Supplies	8,756	5,325	14,504	14,000
	$ 28,483	**$ 19,698**	**$ 38,579**	**$ 41,715**
Maintenance				
Maintenance Contracts	$ 2,334	$ 1,785	$ —	$ 3,300
	$ 2,334	**$ 1,785**	**$ —**	**$ 3,300**
Claims, Refunds, Maintenance				
Court Costs	$ —	$ —	$ 64	$ 1,250
	$ —	**$ —**	**$ 64**	**$ 1,250**
Interdepart Service Charges				
Charges From Telephone Exch	$ 6,360	$ 8,056	$ 9,897	$ 9,740
Charges From Print & Repro	68,574	70,754	58,854	62,912
Charges From Central Storeroom	76,213	73,347	58,589	57,932
Charges From M.V.M.	18,355	25,871	15,502	21,447
	$ 169,503	**$ 178,028**	**$ 142,842**	**$ 152,031**
	$ 2,197,937	**$ 3,199,607**	**$ 2,586,444**	**$ 3,650,569**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 146,089	$ 168,022	$ 108,957	$ 175,000
Fines, Forfeitures & Settlements	4,525	4,575	29,635	13,500
Licenses & Permits	325,128	398,973	376,061	311,930
Miscellaneous	25,663	24,642	156,002	—
Other Shared Revenue	26,658,579	24,264,082	24,732,082	22,515,000
Hotel Tas	0	0	0	3,400,000
	$ 27,159,985	**$ 24,860,294**	**$ 25,402,738**	**$ 26,415,430**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Assessments and Licenses	40,314.82	118,350.91
1	1	1	Assistant Commissioner of Assessments and Licenses	23,647.11	82,125.01
2	2	2			
			OFFICE & CLERICAL		
1	1	1	Accountant Clerk II	10.00	17.17
4	2	2	Principal Cashier	10.00	23.05
2	2	2	Senior Cashier	10.00	19.61
1	1	1	Data Control Clerk	10.00	16.49
1	1	2	Legal Secretary	20,800.00	44,579.06
9	7	8			
			PROFESSIONALS		
2	2	3	Auditor	20,092.80	57,123.96
1	1	0	Accountant IV	20,800.00	57,688.76
1	1	0	Administrative Officer	20,800.00	51,436.88
0	0	2	Assessments Analyst	20,800.00	49,800.00
2	1	2	Assistant Administrator	20,800.00	62,252.71
1	1	1	Assistant Director of Law	26,250.00	78,013.35
2	1	2	Chief Auditor	23,647.11	82,125.01
3	4	3	Project Coordinator	27,325.56	87,664.94
12	11	13			
			TECHNICIAN		
3	3	3	Inspector of Weights & Measures	10.00	17.38
2	0	2	Bill Collector	10.02	16.48
2	1	3	Miscellaneous Investigator	10.00	18.08
1	1	0	Misdemeanor Investigator	20,800.00	46,152.31
6	6	7	Senior Data Conversion Operator	10.80	17.90
1	1	1	Supervisor of Weights & Measures	20,800.00	61,780.95
15	12	16			
38	32	39	TOTAL DIVISION		

JAMES HARTLEY, ACTING TREASURER

Mission Statement

To collect, protect and invest public monies in a professional manner that is consistent with the guidelines established by the codified ordinances of the City of Cleveland.

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 and manages employee direct deposit.

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

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 citywide 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; and coordinate the distribution of approved payroll inserts.

Department of Finance

Division of Treasury

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 284,092	$ 271,574	$ 269,841	$ 334,002
Longevity	2,100	1,300	—	2,350
Separation Payments	16,505	—	—	—
	$ 302,697	**$ 272,874**	**$ 269,841**	**$ 336,352**
Benefits				
Hospitalization	$ 36,385	$ 31,232	$ 28,680	$ 39,858
Prescription	—	5,411	7,475	10,584
Dental	2,028	2,039	1,984	2,808
Vision Care	292	312	270	360
Public Employees Retire System	39,785	41,190	42,190	47,089
Fica-Medicare	3,750	3,888	3,835	4,888
Workers' Compensation	8,648	3,444	7,693	9,157
Life Insurance	233	225	210	288
	$ 91,120	**$ 87,741**	**$ 92,338**	**$ 115,032**
Other Training & Professional Dues				
Travel	$ —	$ —	$ —	$ 400
Tuition & Registration Fees	399	300	300	1,000
Mileage (Priv Auto) Trng Prps	75	160	268	400
Professional Dues & Subscript	149	308	139	750
	$ 623	**$ 768**	**$ 707**	**$ 2,550**
Contractual Services				
Professional Services	$ —	$ 42	$ —	$ 35,000
Parking In City Facilities	158	116	117	200
Insurance And Official Bonds	1,131	3,029	3,029	5,500
Other Contractual	—	—	33,595	—
Bank Service Fees	—	(29)	—	—
	$ 1,289	**$ 3,158**	**$ 36,741**	**$ 40,700**
Materials & Supplies				
Office Supplies	$ 55	$ 1,148	$ —	$ 1,000
Postage	458	226	343	225
Office Furniture & Equipment	—	—	—	500
Other Supplies	3,652	2,000	2,150	2,700
Just In Time Office Supplies	439	557	513	1,300
	$ 4,604	**$ 3,931**	**$ 3,006**	**$ 5,725**
Maintenance				
Maintenance Office Equipment	$ 3,914	$ 2,695	$ 3,619	$ 3,000
Maintenance Contracts	705	391	—	1,250
	$ 4,619	**$ 3,086**	**$ 3,619**	**$ 4,250**
Interdepart Service Charges				
Charges From Telephone Exch	$ 3,352	$ 2,963	$ 3,192	$ 4,135
Charges From Print & Repro	6,137	4,227	3,370	4,839
Charges From Central Storeroom	26,661	24,917	22,563	23,140
	$ 36,150	**$ 32,107**	**$ 29,125**	**$ 32,114**
	$ 441,103	**$ 403,665**	**$ 435,377**	**$ 536,723**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 119	$ 3,890	$ 610	$ —
Interest Earnings/Investment Income	2,085,531	1,265,186	326,131	170,000
	$ 2,085,650	**$ 1,269,076**	**$ 326,741**	**$ 170,000**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	0	City Treasurer	42,758.15	123,548.92
1	0	0			
			OFFICE & CLERICAL		
2	1	1	Principal Cashier	10.00	23.05
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
3	2	2			
			PROFESSIONALS		
3	3	3	Fiscal Manager	23,647.11	82,125.01
1	1	1	Investment Manager	23,647.11	82,125.01
4	4	4			
8	6	6	TOTAL DIVISION		

Department of Finance

Division of Purchases and Supplies

JAMES E. HARDY, C.P.M., COMMISSIONER

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.

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.

PROGRAM NAME: PURCHASES AND 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 CSB/RSB/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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 357,589	$ 367,355	$ 347,619	$ 390,634
Seasonal	720	—	—	—
Part-Time Permanent	1,200	—	—	—
Longevity	2,525	2,400	—	3,175
Separation Payments	—	2,047	—	—
Overtime	35,451	1,170	—	1,000
	$ 397,485	**$ 372,971**	**$ 347,619**	**$ 394,809**
Benefits				
Hospitalization	$ 61,169	$ 58,844	$ 51,366	$ 57,566
Prescription	—	9,781	14,453	16,572
Dental	3,499	3,905	3,783	4,428
Vision Care	510	585	529	576
Public Employees Retire System	55,146	56,188	54,586	55,269
Fica-Medicare	5,189	4,806	4,490	5,244
Workers' Compensation	16,005	8,081	5,048	9,348
Life Insurance	368	371	375	432
	$ 141,887	**$ 142,561**	**$ 134,630**	**$ 149,435**
Other Training & Professional Dues				
Travel	$ —	$ 70	$ —	$ —
Tuition & Registration Fees	—	—	—	300
Mileage (Priv Auto) Trng Prps	17	—	—	—
Professional Dues & Subscript	1,130	1,130	1,130	1,160
	$ 1,147	**$ 1,200**	**$ 1,130**	**$ 1,460**
Contractual Services				
Referee Services	$ 24	$ —	$ —	$ —
Mileage (Private Auto)	—	—	—	50
Medical Services	—	53	—	—
Parking In City Facilities	8	—	—	—
Other Contractual	10,203	165	—	—
	$ 10,235	**$ 218**	**$ —**	**$ 50**
Materials & Supplies				
Office Supplies	$ 1,595	$ —	$ —	$ 1,250
Just In Time Office Supplies	2,145	3,162	3,861	1,250
	$ 3,740	**$ 3,162**	**$ 3,861**	**$ 2,500**
Maintenance				
Maintenance Office Equipment	$ —	$ —	$ —	$ 200
Maintenance Contracts	—	—	—	200
	$ —	**$ —**	**$ —**	**$ 400**
Interdepart Service Charges				
Charges From Telephone Exch	$ 2,897	$ 2,692	$ 2,879	$ 2,810
Charges From Print & Repro	19,962	16,696	12,097	14,518
Charges From Central Storeroom	15,018	11,779	6,669	11,934
	$ 37,877	**$ 31,167**	**$ 21,644**	**$ 29,262**
	$ 592,371	**$ 551,279**	**$ 508,884**	**$ 577,916**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ (511)	$ 61,736	$ —
Fines, Forfeitures & Settlements	—	—	3,425	—
Miscellaneous	31,486	21,759	19,700	25,000
	$ 31,486	**$ 21,248**	**$ 84,861**	**$ 25,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Purchases & Supplies	42,758.15	123,548.92
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Senior Clerk	10.29	16.10
1	1	1	Principal Clerk	11.93	19.51
1	1	1	Typist	10.00	14.94
3	3	3			
			PROFESSIONALS		
4	3	4	Buyer	20,800.00	47,054.71
1	1	1	Contract Administrator / Purchasing Supervisor	20,800.00	58,396.41
5	4	5			
9	8	9	TOTAL DIVISION		

MICHAEL HEWETT, COMMISSIONER

Mission Statement

To provide timely and inexpensive mail service for all the various divisions of City Government.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 48,110	$ 38,270	$ 41,539	$ 66,362
Longevity	—	—	—	300
Separation Payments	—	—	768	—
Overtime	4,572	5,147	—	250
	$ 52,683	**$ 43,417**	**$ 42,307**	**$ 66,912**
Benefits				
Hospitalization	$ 10,087	$ 3,573	$ 3,570	$ 12,538
Prescription	—	712	1,156	3,528
Dental	589	240	267	936
Vision Care	128	88	88	168
Public Employees Retire System	7,402	6,678	6,655	9,286
Fica-Medicare	746	616	599	966
Workers' Compensation	1,713	610	1,198	18,906
Life Insurance	71	45	49	96
	$ 20,737	**$ 12,560**	**$ 13,581**	**$ 46,424**
Contractual Services				
Equipment Rental	$ 14,220	$ 14,220	$ 14,220	$ 14,220
Computer Software Rental	1,130	—	—	—
Other Contractual	—	—	—	10,000
	$ 15,350	**$ 14,220**	**$ 14,220**	**$ 24,220**
Materials & Supplies				
Office Supplies	$ —	$ —	$ —	$ 200
Postage	750,000	743,563	862,700	750,000
Computer Supplies	1,073	9,051	—	2,500
	$ 751,073	**$ 752,614**	**$ 862,700**	**$ 752,700**
Maintenance				
Maintenance Office Equipment	$ 520	$ —	$ —	$ —
	$ 520	**$ —**	**$ —**	**$ —**
	$ 840,363	**$ 822,811**	**$ 932,809**	**$ 890,256**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 875,233	$ 849,128	$ 802,146	$ 803,476
Interest Earnings/Investment Income	4,312	2,473	188	—
	$ 879,545	**$ 851,601**	**$ 802,334**	**$ 803,476**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			OFFICE & CLERICAL		
1	0	1	Messenger	10.00	14.80
1	1	1	Storekeeper	10.00	20.16
2	1	2	TOTAL DIVISION		

FRANK BADALAMENTI, MANAGER OF INTERNAL AUDIT

Mission Statement

To assist departments and divisions in the achievement of financial and operational goals by planning and conducting financial and administrative audits.

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.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 316,473	$ 336,679	$ 338,737	$ 382,648
Military Leave	1,375	640	240	—
Longevity	1,200	900	—	475
Separation Payments	2,113	—	1,633	—
	$ 321,160	**$ 338,219**	**$ 340,609**	**$ 383,123**
Benefits				
Hospitalization	$ 37,262	$ 42,906	$ 47,418	$ 53,729
Prescription	—	6,337	11,820	14,436
Dental	2,485	3,120	3,424	3,924
Vision Care	289	336	336	372
Public Employees Retire System	44,250	50,630	51,599	53,637
Fica-Medicare	4,531	4,737	4,812	5,587
Workers' Compensation	7,068	3,719	3,791	8,806
Life Insurance	240	270	274	336
Unemployment Compensation	311	—	—	—
	$ 96,435	**$ 112,055**	**$ 123,474**	**$ 140,827**
Other Training & Professional Dues				
Travel	$ 2,683	$ 683	$ 940	$ —
Tuition & Registration Fees	4,534	531	1,373	5,400
Mileage (Priv Auto) Trng Prps	—	141	429	900
Professional Dues & Subscript	609	1,360	1,634	1,710
	$ 7,826	**$ 2,716**	**$ 4,375**	**$ 8,010**
Contractual Services				
Professional Services	$ 9,975	$ —	$ —	$ —
Mileage (Private Auto)	1,190	1,855	—	—
State Auditor Examination	158,953	187,139	213,275	420,000
	$ 170,118	**$ 188,993**	**$ 213,275**	**$ 420,000**
Materials & Supplies				
Office Supplies	$ —	$ 714	$ —	$ 800
Computer Hardware	1,786	31	—	—
Computer Software	1,557	3,270	2,529	1,620
Paper And Other Printing Suppl	—	—	—	1,620
Printed Materials	—	—	—	1,620
Just In Time Office Supplies	1,010	1,166	778	2,000
	$ 4,353	**$ 5,181**	**$ 3,307**	**$ 7,660**
Interdepart Service Charges				
Charges From Telephone Exch	$ 1,525	$ 1,551	$ 1,557	$ 1,432
Charges From Print & Repro	2,291	2,067	2,068	2,420
Charges From Central Storeroom	129	448	117	97
Charges From M.V.M.	137	—	—	41
	$ 4,081	**$ 4,066**	**$ 3,743**	**$ 3,990**
	$ 603,973	**$ 651,229**	**$ 688,784**	**$ 963,610**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ —	$ 466	$ 435	$ —
	$ —	**$ 466**	**$ 435**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	In-Charge Senior Internal Auditor	49,500.00	81,912.94
1	1	1	Manager Internal Audit	40,314.82	118,350.91
2	2	2	Senior Internal Auditor	23,647.00	65,066.00
2	2	2	Accountant II	10.00	21.52
2	1	1	Auditor	20,092.80	57,123.96
8	7	7	TOTAL DIVISION		

NASSIM M. LYNCH, ADMINISTRATOR

Mission Statement

To provide an efficient, centralized collection structure for collection of income tax for Cleveland and other member communities.

The Division of Taxation was established by Ordinance 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 many other municipalities that wish to join the tax agency for purposes of administering their municipal 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 include the enforcement of the ordinance, making and enforcing regulation, determining tax due and investigating persons or corporations who the Administrator has reason to believe owes taxes.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 3,591,729	$ 3,345,279	$ 3,097,333	$ 3,807,750
Seasonal	39,357	32,773	13,749	—
Part-Time Permanent	151,830	135,099	196,107	310,506
Injury Pay	—	—	1,351	—
Longevity	40,175	38,125	—	35,875
Separation Payments	22,810	42,302	10,335	—
Overtime	155,143	171,769	230,245	180,000
	$ 4,001,044	**$ 3,765,347**	**$ 3,549,119**	**$ 4,334,131**
Benefits				
Hospitalization	$ 629,266	$ 558,830	$ 515,850	$ 659,821
Prescription	—	64,809	93,155	141,192
Dental	37,333	36,288	35,369	49,128
Vision Care	5,800	5,763	5,020	6,372
Public Employees Retire System	558,560	563,762	571,060	606,778
Fica-Medicare	46,387	45,735	43,280	54,892
Workers' Compensation	123,723	59,693	66,833	105,339
Life Insurance	3,878	3,619	3,495	4,356
Unemployment Compensation	—	—	4,597	—
	$ 1,404,945	**$ 1,338,498**	**$ 1,338,659**	**$ 1,627,878**
Other Training & Professional Dues				
Travel	$ 3,231	$ 2,529	$ 2,416	$ 3,000
Tuition & Registration Fees	1,700	440	225	500
Mileage (Priv Auto) Trng Prps	—	134	—	—
Professional Dues & Subscript	11,058	12,762	13,426	12,000
	$ 15,989	**$ 15,865**	**$ 16,067**	**$ 15,500**
Utilities				
Electricity - Cpp	$ 22,150	$ 22,512	$ 23,966	$ 23,007
Electricity - Other	—	—	—	86
	$ 22,150	**$ 22,512**	**$ 23,966**	**$ 23,093**
Contractual Services				
Professional Services	$ 1,398,487	$ 1,113,669	$ 963,190	$ 1,217,000
Mileage (Private Auto)	6,891	7,294	6,571	6,500
Advertising And Public Notice	2,073	—	428	1,000
Parking In City Facilities	2,712	2,677	1,998	2,000
Insurance And Official Bonds	—	—	574	600
Equipment Rental	465	440	—	—
Other Contractual	7,320	10,100	9,755	11,800
State Auditor Examination	43,591	45,127	44,034	50,000
Bank Service Fees	175,662	129,664	107,202	200,000
Credit Card Processing Fees	81,817	67,594	78,218	80,000
	$ 1,719,018	**$ 1,376,566**	**$ 1,211,970**	**$ 1,568,900**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 76,231	$ 9,589	$ 17,866	$ 30,000
Postage	250,377	296,323	247,521	450,000
Computer Supplies	—	—	11,702	2,000
Computer Hardware	12,150	1,686	10,344	100,000
Computer Software	24,682	16,522	13,535	20,000
Office Furniture & Equipment	26,508	18,756	1,035	5,000
Hygiene And Cleaning Supplies	758	—	—	500
Medical Supplies	—	—	—	500
Paper And Other Printing Suppl	—	—	—	500
Other Supplies	1,010	450	530	1,000
Batteries	—	500	—	500
Just In Time Office Supplies	119,050	32,217	54,902	40,000
	$ 510,767	**$ 376,043**	**$ 357,435**	**$ 650,000**
Maintenance				
Maintenance Office Equipment	$ 9,110	$ 12,783	$ 8,520	$ 10,000
Maintenance Contracts	971	971	150	1,500
Computer Hardware Maintenance	32,655	12,221	22,538	25,000
Computer Software Maintenance	25,290	30,786	47,266	40,000
Car Washes	51	681	—	200
	$ 68,076	**$ 57,443**	**$ 78,474**	**$ 76,700**
Claims, Refunds, Maintenance				
Court Costs	$ 9,596	$ 14,454	$ 9,165	$ 14,000
Indirect Cost	482,388	452,118	425,484	401,050
	$ 491,984	**$ 466,572**	**$ 434,649**	**$ 415,050**
Interdepart Service Charges				
Charges From General Fund	$ 373,948	$ 373,948	$ —	$ 450,000
Charges From Telephone Exch	44,301	49,950	6,065	43,641
Charges From Print & Repro	332,850	368,819	230,997	411,347
Charges From M.V.M.	13,240	13,092	6,304	11,379
Charges From Division Of Maint	—	—	373,948	—
	$ 764,338	**$ 805,810**	**$ 617,314**	**$ 916,367**
Capital Outlay				
Office Equipment	$ 3,705	$ —	$ —	$ 10,000
Trucks	—	19,994	—	—
	$ 3,705	**$ 19,994**	**$ —**	**$ 10,000**
	$ 9,002,016	**$ 8,244,649**	**$ 7,627,653**	**$ 9,637,619**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 1,902,197	$ 2,266,522	$ 2,386,098	$ 3,375,000
Due To Member Municipalities	9,261	1,796	1,669	—
Income Tax	4,410,000	5,285,000	5,565,000	6,273,160
Interest Earnings/Investment Income	495,644	55,917	13,351	—
	$ 6,817,102	**$ 7,609,235**	**$ 7,966,117**	**$ 9,648,160**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	3	Asst. Income Tax Administrator	26,273.96	86,764.70
1	1	1	Income Tax Administrator	42,758.15	133,845.38
4	3	6	Administrative Manager	27,193.55	86,764.70
2	2	0	Administrative Officer	20,800.00	51,436.88
1	1	1	Fiscal Manager	23,647.11	82,125.01
1	1	1	Chief Bureau of Accounts and Collections	22,333.40	61,754.98
0	1	1	Chief of Auditing Bureau	22,333.40	63,916.85
10	10	13			
			OFFICE & CLERICAL		
3	3	2	Junior Cashier	10.00	16.48
1	1	1	Principal Cashier	10.00	23.05
7	4	5	Accountant Clerk II	10.00	17.17
1	1	1	Principal Clerk	11.93	19.51
1	1	1	Messenger	10.00	14.80
2	1	2	Receptionist	10.00	15.16
20	15	17	Income Tax Tracer	10.04	17.34
35	26	29			
			PROFESSIONALS		
13	10	13	Auditor	20,092.80	57,123.96
2	2	3	Assistant Director of Law	26,250.00	78,013.35
14	11	14	Tax Auditor I	10.60	18.20
8	5	8	Tax Auditor II	12.41	20.13
1	0	0	Miscellaneous Investigator	10.00	18.08
1	1	1	Project Leader / Application	30,214.95	86,559.12
2	2	2	Supervising Tax Auditor	20,800.00	58,396.41
1	1	1	Supervisor of Income Tax Files	20,800.00	38,623.65
8	4	6	Income Tax Supervisor	20,092.80	55,191.48
50	36	48			
			PARAPROFESSIONALS		
2	2	2	Paralegal	20,800.00	42,428.01
2	2	2			
97	74	92	TOTAL FULL TIME		
3	2	3	Income Tax Tracer	10.04	17.34
0	3	3	Assistant Administrator	20,800.00	62,252.71
2	2	2	Student Assistant	10.00	10.72
17	12	18	Student Aide	10.00	10.72
22	19	26	TOTAL PART TIME		
119	93	118	TOTAL DIVISION		

MICHAEL HEWETT, COMMISSIONER

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 and Reproduction is dedicated to achieving those 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.

The duties of the Commissioner of Printing and Reproduction are as follows: to administer and control the affairs of the division; to supervise the design, 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 additional duties which may arise by codified ordinance or by the Director of Finance.

The Division of Printing and Reproduction is responsible for producing all forms, stationery, manuals, directories, reports, brochures, newsletters, posters, and other literature used by City departments, divisions, boards, bureaus, council, and Cleveland Municipal Court.

The Division of Printing and Reproduction operates a production facility at 1735 Lakeside Avenue. The division also maintains a full-service copy center.

PROGRAM NAME: PRINTING SERVICES

OBJECTIVES: Provide comprehensive reprographic services to the City of Cleveland.

ACTIVITIES: Print materials requested by City Divisions. Administer the City's photocopier and paper contracts.

PROGRAM NAME: COPY CENTER

OBJECTIVES: Provide a variety of fast turnaround photocopying services.

ACTIVITIES: Process assignments as requested. Offer technical assistance to customers.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 546,789	$ 575,853	$ 541,050	$ 581,990
Part-Time Permanent	2,290	291	—	2,506
Longevity	4,825	4,075	—	4,240
Separation Payments	6,088	—	9,160	—
Overtime	45,094	865	1,332	10,000
	$ 605,086	**$ 581,084**	**$ 551,542**	**$ 598,736**
Benefits				
Hospitalization	$ 93,005	$ 93,063	$ 95,729	$ 93,962
Prescription	—	8,294	13,990	15,180
Dental	5,570	5,565	5,653	6,300
Vision Care	772	894	885	912
Public Employees Retire System	83,293	87,643	85,871	83,889
Fica-Medicare	7,347	7,348	7,608	8,518
Workers' Compensation	46,536	29,172	42,441	22,674
Life Insurance	566	589	604	624
Unemployment Compensation	—	—	9,375	—
Clothing Allowance	—	—	—	1,620
Clothing Maintenance	1,828	—	1,477	720
	$ 238,917	**$ 232,569**	**$ 263,632**	**$ 234,399**
Other Training & Professional Dues				
Travel	$ —	$ —	$ 897	$ 250
Tuition & Registration Fees	—	—	—	1,000
Other Training Supplies	—	—	—	500
Professional Dues & Subscript	2,031	2,211	2,094	2,000
	$ 2,031	**$ 2,211**	**$ 2,991**	**$ 3,750**
Utilities				
Gas	$ 8,696	$ 9,067	$ 4,624	$ 4,300
Electricity - Cpp	37,444	34,056	36,992	35,882
Security & Monitoring System	277	828	—	1,500
	$ 46,417	**$ 43,952**	**$ 41,615**	**$ 41,682**
Contractual Services				
Professional Services	$ 500	$ —	$ 2,447	$ 3,000
Waste Disposal	—	—	—	500
Parking In City Facilities	51	14	14	100
Insurance And Official Bonds	5	—	—	—
Photocopy Machine Rental	829,939	695,359	581,437	675,000
Other Contractual	30,200	1,375	310	1,000
	$ 860,694	**$ 696,748**	**$ 584,207**	**$ 679,600**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 1,792	$ —	$ 1,080	$ 1,000
Computer Hardware	5,874	—	5,048	10,000
Computer Software	635	797	—	500
Clothing	—	2,697	—	—
Small Equipment	6,365	5,587	3,600	5,000
Electrical Supplies	1,100	11,400	—	5,000
Hygiene And Cleaning Supplies	941	1,187	976	1,000
Paper And Other Printing Suppl	742,074	714,025	556,064	625,000
Other Supplies	2,130	3,099	993	1,000
Safety Equipment	(330)	—	—	—
Just In Time Office Supplies	6,399	7,449	6,482	5,000
	$ 766,979	**$ 746,241**	**$ 574,243**	**$ 653,500**
Maintenance				
Maintenance Office Equipment	$ 2,570	$ —	$ —	$ —
Maintenance Contracts	78,138	99,135	40,420	90,000
Computer Hardware Maintenance	—	—	—	750
Computer Software Maintenance	—	3,065	2,690	1,500
Maintenance Machinery & Tools	6,000	1,043	1,551	4,000
Maintenance Vehicles	—	1,388	—	—
Car Washes	350	—	—	500
Repair Of Overhead Doors	—	—	—	500
	$ 87,058	**$ 104,630**	**$ 44,661**	**$ 97,250**
Interdepart Service Charges				
Charges From Telephone Exch	$ 16,297	$ 17,231	$ 7,260	$ 15,948
Charges From M.V.M.	4,686	2,346	1,801	3,021
Charges From Division Of Maint	6,682	3,642	2,579	3,000
	$ 27,666	**$ 23,218**	**$ 11,640**	**$ 21,969**
Capital Outlay				
Other Equipment	$ 293,586	$ —	$ —	$ —
	$ 293,586	**$ —**	**$ —**	**$ —**
	$ 2,928,434	**$ 2,430,654**	**$ 2,074,532**	**$ 2,330,886**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ —	$ 4,039	$ —
Miscellaneous	2,643,529	2,383,470	1,831,887	2,239,257
Interest Earnings/Investment Income	19,210	—	1,388	—
	$ 2,662,739	**$ 2,383,470**	**$ 1,837,314**	**$ 2,239,257**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Printing and Reproduction	40,314.82	128,214.57
1	0	0	Asst. Commissioner, Division of Printing and Repro.	23,647.11	82,125.01
2	1	1			
			OFFICE & CLERICAL		
3	3	3	Copy Center Operator, Offset Duplicating Machine	10.00	18.19
1	1	1	Senior Clerk	10.29	16.10
0	1	1	Project Coordinator	27,325.56	87,664.94
1	1	1	Principal Clerk	11.93	19.51
5	6	6			
			PARAPROFESSIONALS		
2	2	2	Print Shop Helper	10.61	14.52
2	2	2			
			PROFESSIONAL		
1	1	1	Desktop Publishing Specialist	20,231.40	56,422.81
1	1	1			
			SKILLED CRAFT		
1	1	1	First Press Operator	12.00	21.60
1	1	1	Second Press Operator	10.00	19.32
1	1	1	Printing Foreman	28,404.92	50,577.76
3	3	3			
			TECHNICIANS		
1	1	1	PC Technician	25,000.00	48,223.28
1	1	1			
14	14	14	TOTAL FULL TIME		
1	0	1	First Press Operator	12.00	21.60
1	0	1	TOTAL PART TIME		
15	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 bonds, special revenue bonds, non-tax revenue bonds and tax increment financing debt.

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 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 s well as all federal regulations governing the issuance of debt.

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.

Department of Finance

Sinking Fund General Operations

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 143,492	$ 143,692	$ 139,206	$ 144,780
Longevity	1,100	1,100	—	1,275
Overtime	—	—	257	—
	$ 144,592	**$ 144,792**	**$ 139,463**	**$ 146,055**
Benefits				
Hospitalization	$ 8,564	$ 7,642	$ 7,095	$ 6,810
Prescription	—	1,423	2,135	2,136
Dental	452	452	453	504
Vision Care	103	112	103	96
Public Employees Retire System	20,197	21,715	21,744	20,470
Fica-Medicare	695	709	696	745
Workers' Compensation	3,671	1,674	1,638	2,520
Life Insurance	90	90	90	96
	$ 33,774	**$ 33,819**	**$ 33,954**	**$ 33,377**
Other Training & Professional Dues				
Travel	$ —	$ —	$ —	$ 500
Professional Dues & Subscript	—	—	261	350
	$ —	**$ —**	**$ 261**	**$ 850**
Contractual Services				
Professional Services	$ 34,817	$ 43,903	$ 40,324	$ 67,500
County Aud & Treas Coll Fee	369,373	340,199	768,798	800,000
	$ 404,190	**$ 384,101**	**$ 809,122**	**$ 867,500**
Materials & Supplies				
Postage	$ 515	$ 300	$ 405	$ 400
Just In Time Office Supplies	294	24	—	—
	$ 809	**$ 324**	**$ 405**	**$ 400**
Interdepart Service Charges				
Charges From Print & Repro	$ —	$ —	$ —	$ 50
	$ —	**$ —**	**$ —**	**$ 50**
	$ 583,365	**$ 563,036**	**$ 983,206**	**$ 1,048,232**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 173,782	$ 210,000	$ 151,995	$ 100,000
Other Shared Revenue	20,118	19,334	17,652	20,000
Transfers In	386,194	286,024	812,534	928,232
	$ 580,094	**$ 515,358**	**$ 982,181**	**$ 1,048,232**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Asst. Secretary - Sinking Fund Commission	27,325.56	94,970.71
1	1	1	Budget Analyst	20,800.00	51,467.17
2	2	2	TOTAL DIVISION		

2010 ACTIVITY

On February 1, 2010, the City entered into a $6,690,000 vehicle lease agreement with Fifth Third Bank. The funds will be used to purchase a variety of vehicles including police cars, EMS ambulances, a fire truck and street sweepers. Lease payments will be made from the Restricted Income Tax for a period of seven years.

Effective April 22, 2010, the City issued $63,225,000 Refunding Certificates of Participation, Series 2010A, and $69,900,000 Refunding Certificates of Participation, Series 2010B, for the Cleveland Stadium Project. Proceeds of these Certificates were used to refund all of the $108,390,000 outstanding Series 2007 Refunding Certificates of Participation (COPs), to fund a debt service reserve fund, and to make a termination payment on an existing hedge agreement. The 2010A COPs were issued as fixed rate obligations while the 2010B COPs were purchased by Wells Fargo Bank as floating rate obligations. As a result of this refunding, the City achieved net present value debt service savings of 3.19%.

The City issued $27,380,000 Subordinate Lien Income Tax Bonds, Series 2010, effective June 23, 2010. The bonds were issued to pay costs of various public improvements including roads and bridges, public facilities and parks and recreation facilities. The City took advantage of several new financing programs created by the American Recovery and Reinvestment Act and issued most of these bonds as either Taxable Build America Bonds or Taxable Recovery Zone Bonds. As a result, the City will receive federal cash subsidies in amounts equal to a portion of the interest owed on the bonds.

On August 19, 2010, the City issued $50,000,000 Subordinate Lien Water System Revenue Notes. These notes will provide a portion of the funds needed for a new Automated Meter Reading program for the Division of Water.

Effective September 8, 2010, $23,915,000 of Public Power System Revenue Refunding Bonds, Series 2010, were issued. Proceeds of the bonds were used to refund the outstanding $26,425,000 Public Power System Bonds, Series 1998. As a result of this refunding, Cleveland Public Power achieved net present value debt service savings of $3,054,564 or 11.56%.

On December 21, 2010, the City issued $11,000,000 City Annual Appropriation Bonds through the Cleveland-Cuyahoga County Port Authority. Proceeds of the bonds are being used to provide funds for land purchase and public improvements in the area of the Flats East Development Project.

Effective December 30, 2010, the City issued $54,935,000 Water Revenue Bonds, Series U, and $26,495,000 Water Revenue Bonds, Series V. Proceeds of these bonds were used to refund the outstanding Water Revenue Bonds, Series R, 2009 and Water Revenue Bonds, Series S, 2009 in order to eliminate high letter of credit fees or high interest rates caused by the downgrade of the letter of credit bank. The City negotiated a direct purchase of the Series U Bonds by US Bank and a purchase of the Series V Bonds by PNC Bank. Both series of bonds are variable rate obligations. The interest rate swaps associated with the Series R and S Bonds were transferred to the new Series U and Series V Bonds.

2011 ACTIVITY

In 2011, the City is planning or reviewing the feasibility of the following financings:

General Obligation bonds to fund various public Improvements which may include roads and bridges, recreation facilities and other public facilities;

Water Revenue notes to refund the notes issued in 2010 for the Automated Meter Reading project;

A vehicle lease to fund the requisition of various vehicles including police cars and EMS ambulances;

Airport sytem refunding bonds to achieve debt service savings and/or replace expiring letters of credit;

Refunding or other financial alternatives which meet the City's financial and operational goals and/or which respond to the current market turmoil.

BOND RATINGS

As of December 31, 2010 the City's Bond Ratings for general obligation bonds, revenue bonds, and certificates of participation were as follows:

	Moody's Investors Service	Standard & Poor's	Fitch Ratings
General Obligation Bonds	A1*	AA	AA-***
Subordinate Lien Income Tax Bonds	A2*	AA	N/A
Core City Bonds	A2*	A	N/A
Waterworks Revenue Bonds	Aa1*	AA	N/A
Cleveland Public Power Revenue Bonds	A2	A-	N/A
Airport Revenue Bonds	Baa1**	A-	A
Stadium Certificates of Participation Series	A2*	A	N/A
Parking Revenue Bonds+	Aa3	AA+	N/A

\+ Insured ratings based on the rating of Financial Security Assurance, Inc. (Now known as Assured Guaranty Municipal Corp.)

* Rating upgraded in April 2010 as part of Moody's recalibration of municipal ratings to its global scale.

** On November 18, 2010, Moody's lowered its rating on the Airport System Revenue Bonds from A3 to Baa1

*** In May 2010, Fitch Ratings upgraded the rating on the City GO Bonds as part of its recalibration of municipal bond 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 $592,228,390 and unvoted debt limit (5.5%) is $310,214,871. At January 1, 2011, the City had capacity under the indirect debt limitation calculation per the Ohio Revised Code, to issue approximately $32 million of additional unvoted debt. These debt limitations are not expected to effect the financing of any currently planned facilities or services.

Sinking Fund Commission

Sinking Fund General Operations

	2009 Actual	2010 Unaudited	2011 Budget
Water Revenue Bonds+			
EXPENDITURES:			
Principal	$ 27,285,000	$ 31,945,000	$ 37,515,000
Interest	39,855,634	36,624,265	35,352,032
Total Expenditures	$ 67,140,634	$ 68,569,265	$ 72,867,032
RECEIPTS			
Utility Reimbursement	$ 67,140,634	$ 68,569,265	$ 72,867,032
Total Receipts	$ 67,140,634	$ 68,569,265	$ 72,867,032
Airport System Revenue Bonds +			
EXPENDITURES:			
Principal	$ 16,830,000	$ 52,480,000	$ 14,705,000
Interest	36,213,382	36,471,491	39,095,156
Total Expenditures	$ 53,043,382	$ 88,951,491	$ 53,800,156
RECEIPTS			
Enterprise Reimbursement	$ 53,043,382	$ 88,951,491	$ 53,800,156
Total Receipts	$ 53,043,382*	$ 88,951,491**	$ 53,800,156
Ohio Water Development Authority Loans - Water +			
EXPENDITURES:			
Principal	$ 4,808,746	$ 4,095,815	$ 6,086,954
Interest	3,824,272	3,849,860	3,943,289
Total Expenditures	$ 8,633,018	$ 7,945,675	$ 10,030,243
RECEIPTS			
Utility Reimbursement	$ 8,633,018	$ 7,945,675	$ 10,030,243
Total Receipts	$ 8,633,018	$ 7,945,675	$ 10,030,243

* Includes $2,123,246 of capitalized interest from the remarketing of the 2000C Bonds.

** Includes payment of $30,030,000 on the Series 2000B Bonds which the Airport elected to retire using funds on hand.

+ Amounts shown above are actual amounts paid to bondholders or swap counterparties 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.

Sinking Fund General Operations

	2009 Actual	2010 Unaudited	2011 Budget
Ohio Water Development Authority Loans - Water Pollution Control +			
EXPENDITURES:			
Principal	$ 655,992	$ 467,281	$ 485,676
Interest	243,491	139,570	121,173
Total Expenditures	$ 899,483	$ 606,851	$ 606,849
RECEIPTS			
Utility Reimbursement	$ 899,483	$ 606,851	$ 606,849
Total Receipts	$ 899,483	$ 606,851	$ 606,849
Public Power System - Revenue Bonds +			
EXPENDITURES:			
Principal	$ 8,530,000	$ 8,045,000	$ 10,495,000
Interest	11,094,829	10,456,030	10,572,519
Total Expenditures	$ 19,624,829	$ 18,501,030	$ 21,067,519
RECEIPTS			
Utility Reimbursement	$ 19,624,829*	$ 18,501,030**	$ 21,067,519**
Total Receipts	$ 19,624,829	$ 18,501,030	$ 21,067,519
Parking Facilities Revenue Refunding Bonds +			
EXPENDITURES:			
Principal	$ 3,120,000	$ 3,300,000	$ 3,425,000
Interest	2,972,350	2,836,180	2,657,250
Total Expenditures	$ 6,092,350	$ 6,136,180	$ 6,082,250
RECEIPTS			
Enterprise Reimbursement	$ 6,092,350	$ 6,136,180	$ 6,082,250
Total Receipts	$ 6,092,350	$ 6,136,180	$ 6,082,250

* Includes $2,085,019 of capitalized interest from the 2008B Bonds.
** Includes $585,019 of capitalized interest from the 2008B Bonds.
***Includes $ 585,019 of capitalized interest from the 2008B Bonds.

\+ Amounts shown above are actual amounts paid to bondholders or swap counterparties 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 Revenue

Sinking Fund General Operations

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
PROPERTY TAXES	$ 22,350,879	$ 21,835,674	$ 20,092,001	$ 19,864,690
INTERGOVERNMENTAL REVENUE	4,320,751	5,164,248	5,034,592	5,016,000
RESTRICTED INCOME TAX	24,012,500	25,197,958	24,610,835	25,555,665
SUBORDINATED INCOME TAX	4,286,639	4,646,920	5,665,916	5,674,324
INVESTMENT EARNINGS	328,677	23,067	14,929	25,300
BOND FEES & SERVICES	173,782	210,000	151,995	100,000
NOTE / BOND PROCEEDS	91,088,956	1,508,771	—	—
TRANSFERS FROM OTHER SUBFUNDS	2,079,538	3,293,811	1,435,945	1,556,798
OTHER PROCEEDS	289,034	—	—	—
EXPENDITURE RECOVERY ISSUE 2	—	506,167	—	—
TIF / DEVELOPER RECEIPTS	236,453	135,339	250,295	200,000
GENERAL FUND TRANSFER	1,509,300	2,266,356	3,434,428	3,569,427
FEDERAL SUBSIDY	—	—	148,565	545,748
DRAW/(ADD) OF FUND BALANCE	(196,986)	(1,319,339)	749,094	1,543,537
TOTAL RECEIPTS	$ 150,479,523	$ 63,468,972	$ 61,588,595	$ 63,651,489

Sinking Fund General Operations

	2009 Actual	2010 Unaudited	2011 Budget
Unvoted Tax Supported General Obligation Bonds			
Bonds Redeemed	$ 32,275,000	$ 29,115,000	$ 29,715,000
Interest on Bonds	16,629,025	15,914,861	15,399,592
	$ 48,904,025	$ 45,029,861	$ 45,114,592
Subordinated Income Tax Bonds (Police & Fire Pension)			
Bonds Redeemed	$ 1,500,000	$ 2,675,000	$ 2,810,000
Interest on Bonds	3,032,575	2,928,200	2,791,075
Other	25,000	—	—
	$ 4,557,575	$ 5,603,200	$ 5,601,075
2008 Core City Fund			
Bonds Redeemed	$ 525,000	$ 550,000	$ 600,000
Interest on Bonds	470,495	102,039	531,700
Other	209,199	307,656	388,000
	$ 1,204,694	$ 959,695	$ 1,519,700
Lower Euclid TIF Bonds			
Bonds Redeemed	$ 426,000	$ 841,000	$ 764,000
Interest on Bonds	201,865	184,820	143,580
	$ 627,865	$ 1,025,820	$ 907,580
Nontax Revenue Refunding Bonds - Stadium			
Bonds Redeemed	$ 985,000	$ 1,020,000	$ 1,055,000
Interest on Bonds *	645,206	613,194	577,494
	$ 1,630,206	$ 1,633,194	$ 1,632,494
2004 Core City Bonds			
Bonds Redeemed	$ 725,000	$ 750,000	$ 785,000
Other	—	4,700	—
Interest on Bonds	835,708	807,070	775,945
	$ 1,560,708	$ 1,561,770	$ 1,560,945
2008 Subordinate Lien Income Tax Bonds			
Bonds Redeemed	$ 1,930,000	$ 1,985,000	$ 2,520,000
Interest on Bonds	2,490,863	2,806,849	3,746,871
	$ 4,420,863	$ 4,791,849	$ 6,266,871

Debt Service Expenditures

Sinking Fund General Operations

	2009 Actual	2010 Unaudited	2011 Budget
Sinking Fund Operations			
Personnel	$ 178,611	$ 173,418	$ 179,432
Other	384,425	809,788	868,800
	$ 563,036	$ 983,206	$ 1,048,232
Total Expenditures	$ 63,468,972	$ 61,588,595	$ 63,651,489*

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

Debt Service Unvoted Tax Supported Obligations

Sinking Fund General Operations

PURPOSE	MONTH DUE	ISSUE DATE	Maturity Date	Interest Rate	12/31/10 Balance	2011 Principal	2011 Interest	Total Due
BRIDGES & ROADS	FEB/AUG	1997	2014	VAR	3,300,000	760,000	189,750	949,750
BRIDGES & ROADS	JUNE/DEC	2000	2012	VAR	635,000	635,000	34,925	669,925
BRIDGES & ROADS	JUNE/DEC	2002	2014	VAR	4,330,000	1,385,000	203,535	1,588,535
BRIDGES & ROADS	FEB/AUG	2003	2016	VAR	10,530,000	1,585,000	478,563	2,063,563
BRIDGES & ROADS	JUNE/DEC	2004	2017	VAR	4,460,000	575,000	178,456	753,456
BRIDGES & ROADS	JUNE/DEC	2009	2026	VAR	15,280,000	715,000	648,050	1,363,050
BRIDGES & ROADS	APR/OCT	2005A	2021	VAR	12,390,000	890,000	598,013	1,488,013
BRIDGES & ROADS	MAY/NOV	2007A	2027	VAR	15,830,000	640,000	726,250	1,366,250
CEMETERY IMPROVEMENT	JUNE/DEC	2009	2029	VAR	2,945,000	105,000	130,256	235,256
CEMETERY IMPROVEMENT	MAY/NOV	2007A	2027	VAR	455,000	20,000	20,888	40,888
CONVENTION CENTER	JUNE/DEC	2009	2029	VAR	1,005,000	35,000	44,119	79,119
DEMO/REVITALIZATION	MAY/NOV	2007A	2032	VAR	5,595,000	155,000	252,819	407,819
FINAL JUDGMENT	JUNE/DEC	2002	2012	VAR	200,000	100,000	7,800	107,800
FINAL JUDGMENT	MAY/NOV	2008	2033	VAR	9,705,000	250,000	494,869	744,869
FINAL JUDGMENT-SERIES B	MAY/NOV	2007B	2031	VAR	1,890,000	60,000	79,813	139,813
NEIGHBORHOOD DEVELOP.	JUNE/DEC	2009	2029	VAR	6,015,000	220,000	265,063	485,063
NEIGHBORHOOD DEVELOP.	APR/OCT	2005A	2025	VAR	5,740,000	275,000	264,706	539,706
PARKS & RECREATION	MAR/SEP	1993	2012	VAR	600,000	290,000	32,250	322,250
PARKS & RECREATION	FEB/AUG	1997	2015	VAR	955,000	170,000	54,913	224,913
PARKS & RECREATION	JUNE/DEC	2000	2012	VAR	250,000	250,000	13,750	263,750
PARKS & RECREATION	JUNE/DEC	2002	2013	VAR	1,540,000	495,000	79,650	574,650
PARKS & RECREATION	FEB/AUG	2003	2016	VAR	2,890,000	435,000	131,363	566,363
PARKS & RECREATION	JUNE/DEC	2004	2017	VAR	980,000	125,000	39,275	164,275
PARKS & RECREATION	JUNE/DEC	2009	2029	VAR	13,225,000	480,000	582,188	1,062,188
PARKS & RECREATION	APR/OCT	2005A	2021	VAR	4,675,000	335,000	225,644	560,644
PARKS & RECREATION	MAY/NOV	2007A	2026	VAR	2,420,000	105,000	110,713	215,713
PUBLIC FACILITIES	MAR/SEP	1993	2013	VAR	2,155,000	680,000	115,831	795,831
PUBLIC FACILITIES	FEB/AUG	1997	2015	VAR	3,530,000	630,000	202,975	832,975
PUBLIC FACILITIES	JUNE/DEC	2000	2012	VAR	450,000	450,000	24,750	474,750
PUBLIC FACILITIES	JUNE/DEC	2002	2013	VAR	825,000	265,000	42,675	307,675
PUBLIC FACILITIES	FEB/AUG	2003	2016	VAR	5,085,000	765,000	231,113	996,113
PUBLIC FACILITIES	JUNE/DEC	2009	2029	VAR	6,010,000	220,000	265,075	485,075
PUBLIC FACILITIES	APR/OCT	2005A	2023	VAR	5,810,000	335,000	272,425	607,425
PUBLIC FACILITIES	MAY/NOV	2007A	2024	VAR	13,990,000	740,000	634,800	1,374,800
RESIDENTIAL AREA IMPR.	FEB/AUG	1997	2015	VAR	320,000	55,000	18,400	73,400
RESIDENTIAL DEVELOP.	JUNE/DEC	2000	2012	VAR	105,000	105,000	5,775	110,775
RESIDENTIAL NEIGH. DEV.	JUNE/DEC	2002	2013	VAR	360,000	115,000	18,625	133,625
RESIDENTIAL NEIGH. DEV.	FEB/AUG	2003	2016	VAR	2,020,000	305,000	91,850	396,850
SERIES 1993 REFUNDING	MAR/SEP	1993	2011	VAR	2,245,000	2,245,000	120,669	2,365,669
SERIES 1997 REFUNDING	FEB/AUG	1997	2015	VAR	15,325,000	6,400,000	881,188	7,281,188
SERIES 2005 REFUNDING	APR/OCT	2005	2023	VAR	77,300,000	3,560,000	4,161,138	7,721,138
SERIES 2007C REFUNDING	MAY/NOV	2007C	2027	VAR	22,135,000	35,000	1,136,350	1,171,350
SERIES 2009 REFUNDING	JUNE/DEC	2009	2018	VAR	11,140,000	1,570,000	383,075	1,953,075
URBAN RENEWAL	MAR/SEP	1993	2013	VAR	470,000	150,000	25,263	175,263
Total					297,115,000	29,715,000	14,519,591	44,234,591

Department of Finance

Division of Financial Reporting and Control

JAMES E. GENTILE, CPA, CITY CONTROLLER

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.

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 integrety 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.

PROGRAM NAME: PROPRIETARY / CAPITAL FUND ACCOUNTING

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's capital project activity for all fund types, fixed assets, internal service funds, and enterprise funds.

ACTIVITIES: Train user department's 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 projects 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, and 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's 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.

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's 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 requires to prepare and file cost reimbursement reports for grants. Monitor City grant personnel's compliance with grant agreements. Monitor the City utilization of grant fund 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 centralize 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 950,713	$ 974,472	$ 863,744	$ 932,466
Longevity	5,800	5,725	—	5,450
Separation Payments	3,955	—	19,632	16,880
Overtime	33,220	25,358	17,647	25,468
	$ 993,688	**$ 1,005,556**	**$ 901,023**	**$ 980,264**
Benefits				
Hospitalization	$ 128,760	$ 120,725	$ 112,588	$ 110,521
Prescription	—	17,374	24,904	29,940
Dental	6,980	7,385	7,415	8,088
Vision Care	898	992	854	864
Public Employees Retire System	134,858	147,704	136,385	134,874
Fica-Medicare	12,320	12,486	11,444	14,215
Workers' Compensation	18,008	11,506	14,117	16,279
Life Insurance	705	720	679	720
	$ 302,528	**$ 318,891**	**$ 308,387**	**$ 315,501**
Other Training & Professional Dues				
Travel	$ 781	$ 1,072	$ 1,957	$ 1,300
Tuition & Registration Fees	1,000	829	780	2,260
Mileage (Priv Auto) Trng Prps	756	243	139	—
Professional Dues & Subscript	1,289	1,455	2,017	1,700
	$ 3,827	**$ 3,600**	**$ 4,893**	**$ 5,260**
Contractual Services				
Professional Services	$ —	$ 42	$ —	$ —
Advertising And Public Notice	508	617	508	500
Parking In City Facilities	1,013	1,340	550	1,400
	$ 1,521	**$ 1,999**	**$ 1,058**	**$ 1,900**
Materials & Supplies				
Office Supplies	$ 566	$ 834	$ 175	$ 900
Postage	18	15	9	13
Computer Supplies	1,121	115	—	—
Computer Software	225	—	—	—
Just In Time Office Supplies	2,713	832	2,906	2,500
	$ 4,644	**$ 1,796**	**$ 3,090**	**$ 3,413**
Maintenance				
Maintenance Office Equipment	$ —	$ —	$ —	$ 200
Maintenance Misc. Equipment	42	—	—	—
	$ 42	**$ —**	**$ —**	**$ 200**
Interdepart Service Charges				
Charges From Telephone Exch	$ 1,649	$ 1,939	$ 2,316	$ 3,833
Charges From Print & Repro	14,668	11,075	6,945	8,227
Charges From Central Storeroom	19	29	14	22
	$ 16,337	**$ 13,043**	**$ 9,275**	**$ 12,082**
	$ 1,322,586	**$ 1,344,884**	**$ 1,227,727**	**$ 1,318,620**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 50	$ 286	$ —	$ —
	$ 50	**$ 286**	**$ —**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	City Controller	42,758.15	133,845.38
1	1	1	Assistant City Comptroller	41,312.22	110,333.18
1	1	1	Fiscal Manager	23,647.11	82,125.01
3	3	3			
			PROFESSIONALS		
1	1	1	Asst Mgr/App Dev/Tech Supp	46,224.91	121,190.12
1	0	1	Accountant III	10.00	23.86
3	3	5	Accountant IV	20,800.00	57,688.76
1	1	1	Fiscal Grant Administrator	40,000.00	83,585.74
1	1	1	Private Secretary	10.00	20.59
1	1	1	Project Coordinator	27,325.56	87,664.94
2	2	2	Accountant Supervisor	23,647.11	70,426.26
10	9	12			
			TECHNICIANS		
1	1	0	Senior Data Conversion Operator	10.80	17.90
1	1	0	Data Conversion Supervisor	11.92	20.07
1	0	0	Data Processing Supervisor	20,800.00	58,396.41
3	2	0			
16	14	15	TOTAL DIVISION		

DOUGLAS R. 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 deployment, training, hardware and software acquisition, management of Telecommunications, and technical support. The Division also manages the City's servers, operates the data/voice communications network, provides a Customer Support Center, and retains responsibility for general office automation.

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, databases, 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 environments for the City of Cleveland.

ACTIVITIES: Provide daily monitoring and tuning of the system hardware/software environments 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 phones, voicemail messaging and faxing and implement equipment purchases. Ensure the City's network infrastructure is current and meets the changing technology needs of the City's Departments and Divisions.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,438,675	$ 1,448,363	$ 1,402,661	$ 1,497,102
Longevity	5,600	6,375	—	7,525
Separation Payments	—	—	14,784	—
Overtime	3,061	—	804	—
	$ 1,447,336	**$ 1,454,738**	**$ 1,418,249**	**$ 1,504,627**
Benefits				
Hospitalization	$ 195,447	$ 186,313	$ 186,108	$ 185,647
Prescription	—	27,529	41,103	42,984
Dental	11,088	12,200	12,961	13,896
Vision Care	1,318	1,467	1,357	1,320
Public Employees Retire System	201,791	217,591	219,466	209,582
Fica-Medicare	18,701	18,890	19,073	21,034
Workers' Compensation	88,730	98,580	16,306	50,623
Life Insurance	1,118	1,140	1,151	1,248
Unemployment Compensation	(165)	—	—	—
	$ 518,027	**$ 563,711**	**$ 497,524**	**$ 526,334**
Other Training & Professional Dues				
Travel	$ 3,883	$ 1,475	$ —	$ 4,253
Tuition & Registration Fees	24,485	10,577	—	35,883
Other Training Supplies	52	—	—	—
Mileage (Priv Auto) Trng Prps	140	319	—	—
Professional Dues & Subscript	200	200	—	50
	$ 28,760	**$ 12,571**	**$ —**	**$ 40,186**
Utilities				
Electricity - Other	$ —	$ —	$ —	$ 574
	$ —	**$ —**	**$ —**	**$ 574**
Contractual Services				
Professional Services	$ 98,814	$ 140,922	$ 242,918	$ 255,000
Parking In City Facilities	11,923	10,206	3,205	5,040
	$ 110,737	**$ 151,128**	**$ 246,123**	**$ 260,040**
Materials & Supplies				
Office Supplies	$ 1,892	$ 1,818	$ 1,129	$ 1,500
Postage	26	20	54	200
Computer Supplies	8,844	16,983	6,669	7,500
Computer Hardware	2,260	6,042	—	—
Computer Software	8,466	10,454	17,851	23,500
Office Furniture & Equipment	1,478	—	—	—
Just In Time Office Supplies	3,510	3,046	4,572	5,400
	$ 26,475	**$ 38,363**	**$ 30,275**	**$ 38,100**
Maintenance				
Maintenance Office Equipment	$ —	$ 36,000	$ —	$ —
Computer Hardware Maintenance	95,116	97,232	186,426	150,000
Computer Software Maintenance	229,470	357,795	326,008	648,437
	$ 324,586	**$ 491,027**	**$ 512,434**	**$ 798,437**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 644,318	$ 582,008	$ 478,034	$ 624,883
Charges From Print & Repro	9,244	21,381	21,850	19,358
Charges From Central Storeroom	12	13	8	31
Charges From M.V.M.	17,633	20,724	11,485	17,660
	$ 671,207	**$ 624,126**	**$ 511,377**	**$ 661,932**
Expenditure Recovery				
Expenditure Recovery	$ —	$ (1,762)	$ —	$ —
	$ —	**$ (1,762)**	**$ —**	**$ —**
	$ 3,127,128	**$ 3,333,902**	**$ 3,215,982**	**$ 3,830,230**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 100	$ 25	$ 1,100	$ —
Fines, Forfeitures & Settlements	300	10	—	—
Miscellaneous	7,192	4,398	1,575	—
	$ 7,592	**$ 4,433**	**$ 2,675**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative Officer	20,800.00	51,436.88
1	1	1	Application Delivery Services Manager	65,000.00	94,730.50
1	1	1	Commissioner of Information Technology & Services	52,734.82	142,289.43
1	1	1	Deputy Commissioner of Information Systems	30,214.95	96,981.09
4	4	4			
			PROFESSIONALS		
1	1	1	Assistant Manager Applications & Tech Support Serv.	46,224.91	121,190.12
1	0	1	Assistant Administrator	20,800.00	62,252.71
1	1	1	Budget Analyst	20,800.00	51,467.17
1	1	1	Database Coordinator	30,214.00	78,755.62
1	1	1	Fiscal Manager	23,647.11	82,125.01
1	0	0	IT Training Analyst	38,000.00	61,296.21
1	1	1	IT Training Coordinator	38,000.00	72,012.49
1	1	1	Network Analyst II	30,214.00	87,630.31
3	3	3	PC Technician	25,000.00	48,223.28
1	1	1	Senior Programmer Analyst	23,647.11	67,344.67
3	3	3	Senior Systems Analyst	20,800.00	79,298.79
1	1	1	Shift Supervisor Operations	20,800.00	58,396.41
1	1	1	Supervisor of Computer Operations	30,214.95	86,559.12
1	1	1	Supv. of Systems and Tech Support	55,000.00	83,585.74
3	3	3	Systems Analyst	20,800.00	60,010.77
1	1	1	Web Content Editor	10.00	28.90
1	1	1	Web Developer	30,215.00	81,194.48
23	21	22			
27	25	26	TOTAL DIVISION		

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 771,189	$ 845,749	$ 814,201	$ 848,852
Part-Time Permanent	—	—	1,100	—
Longevity	6,800	6,350	—	7,200
Separation Payments	9,229	—	—	—
Overtime	3,085	1,903	—	—
	$ 790,302	**$ 854,002**	**$ 815,301**	**$ 856,052**
Benefits				
Hospitalization	$ 135,686	$ 127,834	$ 114,545	$ 108,733
Prescription	—	18,478	26,265	26,088
Dental	7,471	7,924	7,725	7,920
Vision Care	988	1,182	1,120	1,104
Public Employees Retire System	109,716	126,994	128,202	118,836
Fica-Medicare	6,508	7,712	7,511	7,833
Workers' Compensation	21,013	9,233	10,370	15,223
Life Insurance	690	683	728	816
Unemployment Compensation	—	7	84	—
Clothing Allowance	4,500	4,500	4,500	1,750
Clothing Maintenance	2,625	2,625	2,625	2,625
	$ 289,199	**$ 307,171**	**$ 303,675**	**$ 290,928**
Other Training & Professional Dues				
Travel	$ 1,286	$ —	$ —	$ 900
Tuition & Registration Fees	1,357	6,395	895	5,846
Mileage (Priv Auto) Trng Prps	—	126	—	—
	$ 2,643	**$ 6,521**	**$ 895**	**$ 6,746**
Utilities				
Cellular Servicess	$ 575,000	$ 715,317	$ 575,000	$ 575,000
Telephone-Ohio Bell	2,922,717	3,283,693	2,881,265	3,474,200
Telephone-Long Distance	51,523	70,284	3,263	49,400
Telephone	1,375,344	732,406	479,709	540,293
Steam	—	5,553	—	—
Security & Monitoring System	24,669	20,873	21,794	26,500
	$ 4,949,252	**$ 4,828,127**	**$ 3,961,032**	**$ 4,665,393**
Contractual Services				
Professional Services	$ 163,653	$ 63,353	$ 61,409	$ 77,647
Advertising And Public Notice	—	—	—	1,000
Parking In City Facilities	9,240	9,240	—	11,760
Property Rental	—	765	—	—
Equipment Rental	10,929	5,895	—	—
Pager Rental	—	—	7,500	7,500
	$ 183,822	**$ 79,254**	**$ 68,909**	**$ 97,907**

Telephone Exchange

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ 2,243	$ —	$ 1,170
Postage	58	—	—	90
Computer Supplies	804	153	—	900
Computer Hardware	1,924	—	—	5,000
Salt & De-Icer	—	—	—	150
Hardware & Small Tools	852	63	—	2,000
Office Furniture & Equipment	250	138	—	—
Other Supplies	26,535	182	8,878	10,000
Just In Time Office Supplies	1,304	1,814	946	2,700
	$ 31,727	**$ 4,593**	**$ 9,824**	**$ 22,010**
Maintenance				
Maintenance Contracts	$ 22,839	$ 47,392	$ 139,279	$ 148,500
Computer Software Maintenance	129,550	163,399	199,862	185,000
	$ 152,389	**$ 210,790**	**$ 339,141**	**$ 333,500**
Interdepart Service Charges				
Charges From Print & Repro	$ 426	$ 710	$ —	$ —
	$ 426	**$ 710**	**$ —**	**$ —**
	$ 6,399,760	**$ 6,291,169**	**$ 5,498,776**	**$ 6,272,536**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 84,711	$ 75,125	$ 69,514	$ —
Miscellaneous	6,031,370	6,191,381	5,102,735	6,117,601
Interest Earnings/Investment Income	51,247	21,395	3,586	—
	$ 6,167,329	**$ 6,287,901**	**$ 5,175,835**	**$ 6,117,601**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Chief Safety Signal	18.60	35.73
1	1	1	Assistant Commissioner	23,647.11	83,427.76
2	2	2			
			OFFICE AND CLERICAL		
2	2	2	Billing Clerk	10.00	16.47
5	5	5	Telephone Operator	10.00	16.48
7	7	7			
			PROFESSIONALS		
5	5	5	Telecommunications Tech I	29.40	31.11
1	1	1	IT Telecom Analyst I	14.53	41.21
1	1	1	IT Telecom Analyst II	30,214.00	86,559.12
1	1	1	Call Center Manager	65,000.00	94,730.50
8	8	8			
17	17	17	TOTAL DIVISION		

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 "government-to-government" and "government-to-business" online services which fosters a stronger government and community.

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. 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.

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-ofthe-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 with 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 under served neighborhoods.

Department of Finance

Office of Information Technology Planning

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 132,155	$ 131,378	$ 126,084	$ 131,378
Longevity	575	700	—	700
Separation Payments	7,663	—	—	—
	$ 140,393	**$ 132,078**	**$ 126,084**	**$ 132,078**
Benefits				
Hospitalization	$ 5,543	$ 3,573	$ 3,297	$ 3,166
Prescription	—	712	1,067	1,068
Dental	302	240	247	252
Vision Care	69	56	52	48
Public Employees Retire System	18,885	19,982	19,823	18,491
Fica-Medicare	2,022	1,901	1,814	1,920
Workers' Compensation	4,650	1,626	1,480	2,278
Life Insurance	105	90	90	96
	$ 31,575	**$ 28,179**	**$ 27,870**	**$ 27,319**
Other Training & Professional Dues				
Travel	$ 1,644	$ —	$ 1,332	$ 1,000
Tuition & Registration Fees	2,650	—	2,945	1,500
Professional Dues & Subscript	—	—	—	200
	$ 4,294	**$ —**	**$ 4,277**	**$ 2,700**
Contractual Services				
Professional Services	$ —	$ —	$ —	$ 1,000
Program Promotion	—	—	—	1,000
	$ —	**$ —**	**$ —**	**$ 2,000**
Materials & Supplies				
Computer Hardware	$ 110	$ 679	$ —	$ —
Computer Software	—	—	—	300
Other Supplies	—	434	—	300
Just In Time Office Supplies	365	—	—	300
	$ 475	**$ 1,113**	**$ —**	**$ 900**
Interdepart Service Charges				
Charges From Print & Repro	$ 176	$ —	$ —	$ —
	$ 176	**$ —**	**$ —**	**$ —**
	$ 176,913	**$ 161,371**	**$ 158,230**	**$ 164,997**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative Manager	27,193.55	86,764.70
1	1	1	Project Manager II	22,333.00	77,537.00
2	2	2	TOTAL DIVISION		

BARRY A. WITHERS, DIRECTOR

Mission Statement

To provide administrative control and supervision over the Division of Utilities Fiscal Control, Water, Water Pollution Control, Cleveland Public Power, the Office of Radio Communication, TV20 and Photography Lab.

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 TV20 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.

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 Communications. 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.

Department of Public Utilities

Utilities General Administration

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,272,952	$ 1,361,930	$ 1,401,676	$ 1,467,530
Seasonal	10,227	17,729	17,917	—
Longevity	6,300	7,300	—	7,975
Separation Payments	9,105	12,116	1,311	—
Overtime	35,700	27,666	36,638	20,400
	$ 1,334,283	**$ 1,426,741**	**$ 1,457,542**	**$ 1,495,905**
Benefits				
Hospitalization	$ 196,410	$ 183,205	$ 191,633	$ 185,636
Prescription	—	26,363	43,479	44,052
Dental	10,801	11,513	12,997	13,464
Vision Care	1,184	1,394	1,365	1,284
Public Employees Retire System	185,177	210,897	222,613	209,427
Fica-Medicare	15,635	17,722	18,683	19,070
Workers' Compensation	41,763	22,333	16,321	31,361
Life Insurance	1,050	1,121	1,189	1,296
Unemployment Compensation	—	—	2,250	—
	$ 452,020	**$ 474,546**	**$ 510,531**	**$ 505,590**
Other Training & Professional Dues				
Travel	$ 6,297	$ 3,360	$ 946	$ 7,000
Tuition & Registration Fees	1,789	2,384	2,606	5,500
Professional Dues & Subscript	2,923	2,472	3,910	4,000
	$ 11,008	**$ 8,216**	**$ 7,462**	**$ 16,500**
Contractual Services				
Professional Services	$ 35	$ 17,374	$ —	$ —
Mileage (Private Auto)	484	370	—	500
Advertising And Public Notice	4,600	—	—	—
Program Promotion	15,896	25,625	283	10,000
Parking In City Facilities	18,907	19,239	15,614	17,500
Property Rental	118,728	118,728	118,728	120,700
Other Contractual	96,442	90,627	111,586	126,000
	$ 255,091	**$ 271,963**	**$ 246,211**	**$ 274,700**
Materials & Supplies				
Office Supplies	$ 1,042	$ —	$ —	$ —
Computer Supplies	—	—	—	1,500
Computer Hardware	—	2,347	—	4,500
Computer Software	—	2,954	—	2,000
Photographic Supplies	11,355	17,705	14,027	14,000
Other Supplies	1,123	948	2,331	2,000
Just In Time Office Supplies	7,310	7,170	3,538	7,000
	$ 20,830	**$ 31,124**	**$ 19,896**	**$ 31,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ 187	$ —	$ —	$ 1,000
Maintenance Contracts	—	—	5,600	7,000
Maintenance Utility Systems	28,083	26,255	31,900	40,000
	$ 28,270	**$ 26,255**	**$ 37,500**	**$ 48,000**
Claims, Refunds, Maintenance				
Indirect Cost	$ 80,963	$ 226,828	$ 242,546	$ 247,782
	$ 80,963	**$ 226,828**	**$ 242,546**	**$ 247,782**
Interdepart Service Charges				
Charges From Telephone Exch	$ 9,547	$ 8,541	$ 9,411	$ 9,929
Charges From Radio Comm System	7	136	3	—
Charges From Water	937	—	—	—
Charges From Print & Repro	14,498	16,631	8,928	11,615
Charges From Central Storeroom	119	66	89	—
Charges From M.V.M.	7,191	1,400	1,837	3,447
	$ 32,298	**$ 26,774**	**$ 20,270**	**$ 24,991**
Capital Outlay				
Telecommunications Equipment	$ 44,287	$ —	$ —	$ —
Other Equipment	—	—	—	45,000
Transfer To Capital Project	54,263	—	—	—
	$ 98,550	**$ —**	**$ —**	**$ 45,000**
	$ 2,313,314	**$ 2,492,448**	**$ 2,541,957**	**$ 2,689,468**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 25,622	$ 21,362	$ 1,160,402	$ 19,000
Miscellaneous	2,566,102	2,380,215	1,179,160	2,613,167
	$ 2,591,724	**$ 2,401,577**	**$ 2,339,562**	**$ 2,632,167**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
3	5	4	Administrative Manager	27,193.55	86,764.70
2	2	2	Administrative Officer	20,800.00	51,436.88
5	6	6	Assistant Administrator	20,800.00	62,252.71
1	1	1	Director of Public Utilities	50,795.81	171,581.77
11	14	13			
			OFFICE & CLERICAL		
1	1	1	Chief Clerk	22,050.00	46,165.29
1	1	1			
			PROFESSIONALS		
2	0	1	Assistant Contract Compliance Officer	20,092.80	55,191.48
1	1	1	Cable Production Manager	20,800.00	90,359.16
0	1	1	Civil Service Examiner II	20,800.00	42,428.01
1	1	1	Deputy Project Director	20,092.80	61,006.23
1	1	1	General Manager of Administrative Services	26,273.96	86,764.70
4	3	3	Project Coordinator	27,325.56	87,664.94
2	2	2	Project Director	22,333.40	77,944.11
2	2	2	Telecommunications Specialist	10.00	22.64
13	11	12			
			TECHNICIAN		
1	1	1	Chief Photographer	20,800.00	49,696.99
1	1	1	Photographer	10.00	21.52
2	2	2			
27	28	28	TOTAL FULL TIME		
2	1	0	TOTAL SEASONAL		
29	29	28	TOTAL DIVISION		

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; providing maintenance, programming services, interoperability, and improvements to the infrastructure to insure sufficient system capacity to meet the wireless communications needs of the City.

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 REBANDING

OBJECTIVES: To complete the mandatory Federal Communications Commissions rebanding of the current 800MHz radio system.

ACTIVITIES: Schedule and coordinate the rebanding effort using the vendor(s) selected. To ensure a smooth transition from the old frequencies to the new one issued by the FCC and to ensure that all entities are served and provided with comparable facilities once the rebanding process is completed.

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.

PROGRAM NAME: EQUIPMENT PURCHASE PROGRAM

OBJECTIVES: To purchase equipment for city divisions to ensure the proper operation of all City of Cleveland radios and related equipment, including equipment installed into city owned vehicles.

ACTIVITIES: Obtain necessary equipment through multiple contracts to ensure proper operation of city owned equipment. Use the leverage of large quantity discounts offered by vendors by combining orders for similar items from multiple divisions' orders. To serve as the one stop purchasing center for materials related to both installation and maintenance of ancillary radio equipment as well as their peripheral devices.

PROGRAM NAME: WIRELESS COMMUNICATIONS BUILDING PERMIT APPLICATIONS

OBJECTIVES: Ensure that wireless communications providers utilize existing, and new, poles and structures in an efficient and non-blocking manner.

ACTIVITIES: Review building permit applications, and conduct site surveys.

PROGRAM NAME: LEASE OF FACILITIES FOR WIRELESS COMMUNICATIONS USE

OBJECTIVES: Ensure that leases for City properties by wireless communications providers provide City divisions with fair compensation for their usage.

ACTIVITIES: Negotiate leases with wireless communications providers in conjunction with the Law Department and the City division that owns the property or facility.

PROGRAM NAME: ORC SERVICE CENTER FACILITY

OBJECTIVES: Provide services related to the installation, removal and repair of 800 MHz two-way radios from City divisions. This program also provides for drive-in services for vehicles that usually go to outside vendors for miscellaneous radio services. Also in 2008 the Service Center took on responsibility for other peripheral equipment including GPS, AVL, and some MDT/Camera work.

ACTIVITIES: Install and remove radios for other City divisions, so as to reduce the amount of money being spent on outside vendors. To provide service to all City divisions using 800 MHz radio equipment. This program will eliminate most of the outsourcing of radio services that the City of Cleveland does for its vehicle fleet and will help to prevent vehicles and personnel from being Out of Service. In addition the Service Center has started computer installations for the division of EMS and has continued with removing equipment related to MDT's, GPS, and AVL, from vehicles to reduce the cost of having outside vendors remove this equipment.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 240,832	$ 283,968	$ 259,610	$ 283,390
Longevity	2,425	3,925	—	3,525
Separation Payments	—	—	6,450	—
Overtime	10,054	11,410	8,541	14,797
	$ 253,310	**$ 299,303**	**$ 274,601**	**$ 301,712**
Benefits				
Hospitalization	$ 52,636	$ 57,289	$ 51,381	$ 52,351
Prescription	—	7,264	10,076	10,908
Dental	2,844	3,540	3,414	3,672
Vision Care	304	431	383	432
Public Employees Retire System	34,894	43,885	40,772	42,240
Fica-Medicare	2,306	2,322	2,069	2,182
Workers' Compensation	5,251	2,955	4,097	5,017
Life Insurance	218	270	255	288
Clothing Allowance	1,280	2,310	2,150	2,340
Clothing Maintenance	580	920	920	980
	$ 100,312	**$ 121,185**	**$ 115,518**	**$ 120,410**
Other Training & Professional Dues				
Travel	$ 8,009	$ —	$ —	$ 8,000
Tuition & Registration Fees	—	—	—	500
	$ 8,009	**$ —**	**$ —**	**$ 8,500**
Utilities				
Gas	$ 383	$ 469	$ 914	$ 850
Electricity - Cpp	15,855	14,183	12,460	11,962
Electricity - Other	30,022	29,305	23,167	22,472
	$ 46,260	**$ 43,957**	**$ 36,541**	**$ 35,284**
Contractual Services				
Professional Services	$ 1,500	$ 2,220	$ 1,920	$ 3,000
Parking In City Facilities	1,320	1,320	990	1,320
Property Rental	120,454	130,833	135,420	140,940
	$ 123,274	**$ 134,373**	**$ 138,330**	**$ 145,260**
Materials & Supplies				
Office Supplies	$ 158	$ 354	$ 50	$ 500
Hardware & Small Tools	519	—	3,117	5,000
Small Equipment	11,787	5,162	3,620	15,000
Office Furniture & Equipment	7,772	—	—	—
Other Supplies	23,968	28,228	40,471	100,000
	$ 44,204	**$ 33,745**	**$ 47,257**	**$ 120,500**
Maintenance				
Maintenance Contracts	$ 1,182,468	$ 800,000	$ 939,760	$ 1,052,707
Maintenance Utility Systems	32,236	162,371	64,145	100,000
	$ 1,214,704	**$ 962,371**	**$ 1,003,905**	**$ 1,152,707**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 7,086	$ 7,013	$ 7,266	$ 8,181
Charges From Water	—	—	—	10,000
Charges From Print & Repro	406	932	235	525
Charges From M.V.M.	3,540	2,029	1,153	2,285
	$ 11,032	**$ 9,974**	**$ 8,654**	**$ 20,991**
Capital Outlay				
Other Equipment	$ 26,034	$ 71,753	$ 68,144	$ 143,827
Transfer To Capital Project	18,471	—	—	—
	$ 44,505	**$ 71,753**	**$ 68,144**	**$ 143,827**
	$ 1,845,610	**$ 1,676,660**	**$ 1,692,949**	**$ 2,049,191**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 214,690	$ 211,500	$ 249,420	$ 293,730
Miscellaneous	1,660,593	1,672,187	1,099,119	1,593,586
Interest Earnings/Investment Income	36,370	19,036	3,006	3,000
	$ 1,911,653	**$ 1,902,723**	**$ 1,351,545**	**$ 1,890,316**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative Manager	27,193.55	86,764.70
1	1	1	Supervisor of Radio Services	15.13	24.37
2	2	2			
			TECHNICIANS		
4	4	4	Radio Technician	16.38	20.38
4	4	4			
6	6	6	TOTAL DIVISION		

ROLFE S. PORTER, ACTING COMMISSIONER

Mission Statement

CWD delivers a reliable supply of high quality water and customer services to promote public health and safety, economy, and quality of life of Greater Cleveland.

The Division of Water (CWD) was created in 1853 and charged with the responsibility of collecting, treating, pumping and distributing potable water and of providing related water services to customers within its service areas.

The Division of Water operates a major public water supply system, which services not only the City of Cleveland, but also approximately 76 suburban municipalities in Cuyahoga, Geauga, Lake, Medina, Portage, and Summit counties. The present service area covers about 680 square miles of which 593 square miles are for core services while 87 square miles are provisional emergency feed areas. CWD serves more than 1.55 million people. The City is empowered to establish rates and charges for the service provided by its Water Division, to acquire property and construct facilities to provide water services throughout the service area and to perform other necessary functions with respect to the operation and maintenance of the water works system. The Division of Water is a self-supporting regional utility.

The Division of Water draws raw water from four (4) intake tunnels in Lake Erie, chemically treats and disinfects the water, passes it through mixing and settling basins and then sand and gravel filters so that it becomes potable, and pumps it into reservoirs, storage towers, tanks and distribution lines. These services are provided to all of greater Cleveland, with approximately 50% of the water to industrial and commercial users and the remaining 50% to residential users.

The Division of Water maintains and operates four (4) treatment plants, five (5) major pumping stations, eleven (11) secondary pumping stations, twenty-one (21) storage facilities, and about 5,200 miles of water mains in four (4) different pressure zones which are determined by elevation above the lake. The City of Cleveland has recognized that a viable public water supply system is essential to the social and economic growth of a metropolitan city. If the City and surrounding areas are to grow and contribute to the economic viability of the central core, it is necessary for the area to have an adequate, economical public water supply.

PROGRAM NAME: WATER OPERATIONS

OBJECTIVES: To provide potable water and related water services to customers in service areas.

ACTIVITIES: Collect, treat, pump and distribute potable water.

Install and read meters to determine customer usage.

Make service calls for system maintenance.

PROGRAM NAME: CAPITAL

OBJECTIVES: To upgrade and improve the water treatment and delivery system.

ACTIVITIES: Utilize engineering staff to design and undertake capital projects. Continue a multi-year, ongoing Capital Improvement Program to sustain aging infrastructure.

Department of Public Utilities

Division Of Water

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 51,235,416	$ 50,993,360	$ 48,070,256	$ 50,643,410
Seasonal	113,605	—	—	—
Military Leave	—	13,590	6,102	—
Part-Time Permanent	99,815	70,118	67,449	85,676
Injury Pay	14,002	31,797	2,034	—
Student Trainees	74,446	135,105	138,572	53,808
Longevity	536,525	537,400	133,400	541,075
Wage Settlements	39,495	3,564	74,457	—
Separation Payments	451,022	445,243	530,257	400,000
Bonus Incentive	500	—	—	—
Overtime	4,419,062	4,830,003	4,079,168	3,626,763
	$ 56,983,889	**$ 57,060,180**	**$ 53,101,695**	**$ 55,350,732**
Benefits				
Hospitalization	$ 9,696,205	$ 9,296,213	$ 8,470,696	$ 8,363,474
Prescription	—	1,059,251	1,548,622	1,590,169
Dental	542,754	564,639	555,083	570,824
Vision Care	67,669	73,246	65,731	69,159
Public Employees Retire System	7,938,815	8,572,203	8,299,188	7,693,098
Fica-Medicare	636,244	653,051	628,563	677,067
Workers' Compensation	2,599,484	2,315,811	2,138,672	2,269,209
Life Insurance	49,238	48,851	47,509	48,735
Unemployment Compensation	41,131	98,694	118,075	100,000
Clothing Allowance	221,477	249,995	162,500	234,340
Tool Insurance	10,470	10,210	10,640	8,720
Clothing Maintenance	114,495	135,282	98,477	139,075
	$ 21,917,981	**$ 23,077,445**	**$ 22,143,755**	**$ 21,763,870**
Other Training & Professional Dues				
Travel	$ 58,256	$ 17,675	$ 25,270	$ 59,350
Tuition & Registration Fees	79,381	41,249	12,125	73,605
Other Training Supplies	20,252	6,756	12,219	27,400
Mileage (Priv Auto) Trng Prps	2,118	487	—	500
Professional Dues & Subscript	209,068	190,706	316,537	308,470
	$ 369,075	**$ 256,873**	**$ 366,151**	**$ 469,325**
Utilities				
Brokered Gas Supply	$ 640,926	$ 612,402	$ 468,533	$ 426,365
Sewer-Other	1,305,894	1,129,283	1,409,077	1,085,300
Telephone	1,548,120	1,298,912	1,268,754	1,479,700
Gas	1,459,838	946,593	701,521	652,415
Electricity - Cpp	12,707,408	12,349,360	12,912,848	12,396,334
Electricity - Other	5,755,950	5,865,048	5,270,033	5,111,931
Steam	46,836	71,377	55,467	58,240
	$ 23,464,972	**$ 22,272,975**	**$ 22,086,232**	**$ 21,210,285**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 6,520,832	$ 4,099,567	$ 1,876,083	$ 4,551,471
Mileage (Private Auto)	1,487	2,349	2,706	2,350
Advertising And Public Notice	137,177	254,607	154,019	166,900
Parking In City Facilities	4,755	3,404	2,349	3,240
Taxes	211,635	189,325	201,168	202,643
Equipment Rental	20,964	54,797	24,367	55,900
Other Contractual	3,269,700	3,935,243	1,272,422	1,975,249
County Aud & Treas Coll Fee	7,121	—	—	5,000
State Auditor Examination	47,924	82,166	53,227	90,000
Bank Service Fees	75,634	76,275	57,457	75,000
Credit Card Processing Fees	107,080	174,907	823,730	700,000
	$ 10,404,306	**$ 8,872,640**	**$ 4,467,529**	**$ 7,827,753**
Materials & Supplies				
Discounts Lost	$ —	$ (29)	$ —	$ —
Office Supplies	18,864	6,743	24,725	21,965
Postage	1,651,997	1,222,087	744,121	900,000
Computer Supplies	39,789	51,849	26,643	18,200
Computer Hardware	19,951	13,633	10,314	5,000
Computer Software	11,765	45,592	9,283	119,397
Fuel	59,000	26,000	505	25,000
Chemical	5,850,000	6,502,000	6,726,556	5,853,300
Salt & De-Icer	32,438	26,881	23,860	36,300
Clothing	1,800	38,568	818	20,928
Hardware & Small Tools	227,371	121,792	129,199	202,340
Small Equipment	131,801	47,839	37,570	71,030
Office Furniture & Equipment	11,581	23,253	7,542	38,900
Electrical Supplies	291,985	125,036	83,245	262,600
Hygiene And Cleaning Supplies	124,569	125,836	110,058	130,050
Motors And Pumps	28,670	6,305	33,551	34,450
Laboratory Supplies	121,000	225,911	118,697	254,900
Paper And Other Printing Suppl	—	17,675	—	29,300
Other Supplies	64,850	48,743	41,803	92,833
Safety Equipment	316,144	150,700	50,000	222,100
Just In Time Office Supplies	77,707	95,133	61,084	90,025
Building Maintenance Supplies	50,648	95,447	11,000	106,800
Cement Sand & Gravel	1,870,880	1,431,622	1,808,935	1,498,400
Misc Maintenance Supplies	162,767	145,425	165,588	169,610
	$ 11,165,577	**$ 10,594,040**	**$ 10,225,094**	**$ 10,203,428**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ 8,239	$ 2,150	$ —	$ 9,950
Maintenance Contracts	331,466	59,343	77,164	315,000
Computer Hardware Maintenance	1,532,870	458,651	681,426	887,290
Computer Software Maintenance	1,112,135	2,659,155	2,147,414	2,379,507
Maintenance Machinery & Tools	264,700	356,744	97,427	317,500
Maintenance Vehicles	10,000	31,350	—	18,280
Maintenance Utility Systems	12,831,238	13,098,401	10,721,968	9,221,519
Maintenance Misc. Equipment	134,216	290,453	244,929	405,900
Maintenance Building	479,285	468,421	351,132	562,150
	$ 16,704,148	**$ 17,424,668**	**$ 14,321,460**	**$ 14,117,096**
Claims, Refunds, Maintenance				
Court Costs	$ 749	$ 1,626	$ 1,111	$ 1,500
Judgements, Damages, & Claims	159,754	249,915	421,098	150,000
Other Refunds & Adjustments	397	—	—	5,000
Indirect Cost	2,855,888	2,735,227	2,738,889	2,548,881
	$ 3,016,788	**$ 2,986,769**	**$ 3,161,098**	**$ 2,705,381**
Interdepart Service Charges				
Charges From Telephone Exch	$ 789,379	$ 830,316	$ 860,651	$ 1,021,465
Charges From Utilities Admin	921,113	898,600	798,000	1,044,233
Charges From Fiscal Control	2,713,959	2,068,900	1,929,000	2,083,346
Charges From Radio Comm System	199,172	198,100	118,479	158,924
Charges From Light And Power	94,902	1,553	—	—
Charges From W.P.C.	181,055	109,663	38,728	100,000
Charges From Print & Repro	387,817	236,858	143,698	275,845
Charges From M.V.M.	3,063,705	2,679,285	2,352,686	2,950,069
Charges Frm Str Cnst Mnt & Rep	713,044	963,492	597,853	500,000
Charges From Waste Collection	55,204	62,025	60,569	68,500
	$ 9,119,350	**$ 8,048,791**	**$ 6,899,664**	**$ 8,202,382**
Interfund Subsidies				
Transfer to Other SubClasses	$ 9,959,138	$ 9,255,750	$ 9,979,012	$ —
	$ 9,959,138	**$ 9,255,750**	**$ 9,979,012**	**$ —**
Capital Outlay				
Infrastructure	$ —	$ —	$ —	$ 4,600,000
Professional Services	—	—	—	500,000
Building Betterments -Existing	—	—	—	850,000
Computer Software	—	—	—	110,000
Computer Hardware	—	—	29,835	343,600
Machinery, Tools, Instruments	—	—	—	340,000
Other Equipment	—	—	—	15,000
Transfer To Water Capital Proj	11,810,558	19,066,780	11,287,567	—
	$ 11,810,558	**$ 19,066,780**	**$ 11,317,402**	**$ 6,758,600**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Debt Service				
Professional Srvcs-Debt Srvc	$ 689,346	$ 3,852,830	$ 1,904,544	$ 1,300,000
Transfer To Escrow Agent	100,000	—	—	—
Principal	32,279,662	34,928,028	41,710,908	54,945,504
Interest	40,866,152	37,185,144	34,406,440	38,955,644
	$ 73,935,160	**$ 75,966,002**	**$ 78,021,892**	**$ 95,201,148**
	$ 248,850,943	**$ 254,882,913**	**$ 236,090,983**	**$ 243,810,000**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 233,544,217	$ 217,266,883	$ 227,871,483	$ 242,810,000
Grant Revenue	—	—	999	—
Miscellaneous	163,021	1,358,923	43,312	—
Sale Of City Assets	—	418	—	—
Transfers In	109,048	310,769	—	—
Interest Earnings/Investment Income	10,815,247	4,822,702	1,363,784	1,000,000
	$ 244,631,534	**$ 223,759,694**	**$ 229,279,577**	**$ 243,810,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
12	10	11	Administrative Manager	27,193.55	86,764.70
18	17	17	Assistant Administrator	20,800.00	62,252.71
4	3	3	Assistant Chief of Water Distribution	23,647.11	84,144.05
7	7	7	Assistant Commissioner of Water	27,325.56	118,692.83
1	0	1	Commissioner of Water	45,201.46	167,171.47
1	0	0	Deputy Commissioner of Water	30,214.95	125,935.84
0	1	1	Executive Assistant to the Director	24,974.46	75,233.60
6	5	5	Superintendent of Distribution	20,800.00	72,440.97
49	43	45			
			OFFICE & CLERICAL		
8	7	7	Chief Clerk	22,050.00	46,165.29
97	95	99	Customer Service Representative	10.03	17.16
2	2	2	Data Control Clerk	10.00	16.49
4	3	3	General Manager of Administrative Services	26,273.96	86,764.70
1	1	1	General Storekeeper	10.00	24.24
3	3	3	Head Storekeeper	10.00	22.39
2	2	2	Office Manager	20,800.00	48,223.28
11	10	10	Personnel Assistant	20,800.00	46,057.09
25	21	22	Principal Clerk	11.93	19.51
3	2	2	Secretary	10.00	17.17
12	11	11	Senior Clerk	10.29	16.10
9	6	7	Storekeeper	10.00	20.16
0	2	2	Telephone Operator	10.00	16.48
2	2	2	Warehouse Inventory Manager	22,333.40	77,944.11
179	167	173			
			PROFESSIONALS		
20	15	16	Administrative Officer	20,800.00	51,436.88
1	1	1	Assistant Contract Compliance Officer	20,092.80	55,191.48
5	5	5	Assistant Director of Law I (s)	26,250.00	83,585.74
6	6	6	Assistant Manager-App. Dev. & Tech. Support	46,224.91	121,190.12
1	0	0	Assistant Superintendent of Distribution	14.77	25.85
10	9	9	Associate Engineer	17.83	27.74
1	1	1	Budget Analyst	20,800.00	51,467.17
1	0	0	Chief of Laboratories	23,647.11	78,013.35
2	2	1	Chief of Purification	23,647.11	84,144.05
6	5	5	Chief Systems Analyst	27,325.56	94,970.71
1	0	0	Chief Training Officer	26,273.96	68,744.81
1	1	1	Claims Examiner	10.00	22.64
12	12	11	Consulting Engineer	36,000.00	92,224.55
0	1	1	Customer Support Center Manager	65,000.00	94,730.50

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
3	2	2	Data Base Administrator	30,214.95	86,559.12
1	1	1	Data Base Coordinator	30,214.00	78,755.62
5	5	5	Deputy Project Director	20,092.80	61,006.23
1	1	1	Desktop Publishing Specialist	20,231.40	56,422.81
1	1	1	Engineer	22.78	33.78
1	1	1	Engineer of Hydraulic Surveys	18.59	28.73
1	1	1	Environmental Programs Manager	45,000.00	84,700.21
2	2	2	Information Systems Coordinator	24,974.00	75,234.00
3	3	3	Manager of General Maintenance	23,647.11	75,806.04
1	1	1	Network Data Center Operations Manager	55,000.00	93,687.44
8	6	5	Project Coordinator	27,325.56	87,664.94
21	16	16	Project Director	22,333.40	77,944.11
1	1	1	Project Leader Applications	30,214.95	86,559.12
1	0	0	Regulatory Compliance Manager	50,000.00	94,970.71
1	0	0	Safety Programs Manager	45,000.00	84,700.21
2	1	1	Safety Programs Officer I	25,000.00	64,297.72
2	1	1	Senior Budget & Management Analyst	26,273.96	75,985.65
6	6	6	Senior Personnel Assistant	20,800.00	48,701.54
1	1	1	Senior Programmer Analyst	23,647.11	67,344.67
4	4	4	Senior Systems Analyst	20,800.00	79,298.79
1	1	1	Software Analyst	30,214.95	86,559.12
1	1	1	Supervisor Applications Development	39,937.34	84,453.51
0	1	1	Supervisor Hardware Evaluation	30,214.95	86,559.12
9	9	9	Systems Analyst	20,800.00	60,010.77
11	10	10	Unit Supervisor	13.29	22.61
1	1	1	Water Business Plan Assistant Manager	22,333.40	77,944.11
1	1	1	Water Business Plan Manager	27,325.56	87,664.94
5	5	5	Water Plant Manager	23,647.11	94,730.50
162	141	139			
			PROTECTIVE SERVICE		
5	6	6	Assistant Security Manager	20,800.00	61,754.98
2	2	2	Security Manager	23,647.11	88,043.65
51	47	48	Security Officer	10.80	20.29
58	55	56			
			SKILLED CRAFT		
2	2	2	Asbestos Worker	40.40	50.50
2	2	2	Bricklayer	34.19	42.74
1	1	1	Bricklayer Foreman	35.44	43.74
1	2	2	Bricklayer Helper	23.51	35.98
3	5	5	Carpenter	33.88	42.35
1	1	1	Carpenter Unit Leader	35.13	42.35
9	8	8	Cement Finisher	34.41	43.01

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
2	2	2	Cement Finisher Unit Leader	35.66	43.76
2	1	1	Chief Building Stationary Engineer	12.37	19.81
15	13	14	Const. Equip Operator Group A	27.42	43.90
0	2	2	Const. Equip Operator Group B	27.27	43.75
15	15	16	Electrical Worker	41.84	52.30
1	1	1	Electrical Worker Foreman	43.09	52.30
1	1	1	Ironworker	38.29	47.86
8	8	8	Machinist Unit Leader	14.28	24.28
6	5	5	Painter	30.02	37.53
1	1	1	Painter Foreman	31.27	39.02
3	2	3	Pipefitter	39.42	49.27
5	4	4	Plumber	40.42	50.53
1	0	0	Plumber Foreman	42.59	53.18
4	4	4	Sheet Metal Worker	40.18	50.23
1	1	1	Sheet Metal Worker Foreman	41.43	50.23
1	1	1	Sign Painter	23.23	31.66
0	2	1	Welder Fabricator	18.36	24.62
85	84	86			
			SERVICE & MAINTENANCE		
16	13	13	Custodial Worker	10.00	14.79
3	3	3	Custodial Worker Supervisor	18.12	20.12
4	3	3	Ground Maintenance Man	15.43	17.43
10	8	8	Labor Foreman	19.54	21.54
22	19	21	Machinist	15.83	22.37
13	10	11	Machinist Helper	13.72	18.98
64	48	52	Municipal Service Laborer	15.43	17.43
1	1	1	Small Equipment Repair Worker	10.00	17.70
29	27	27	Truck Driver	12.50	19.22
13	11	12	Water Hydraulic Repairman	14.99	18.71
1	1	1	Water Hydraulic Supervisor	15.96	24.63
5	6	4	Water Hydraulic Unit Leader	14.09	21.86
4	4	3	Water Meter Dept. Supervisor	15.96	24.63
9	10	11	Water Meter Dept. Unit Leader	14.09	21.86
54	49	51	Water Meter Repairman	14.99	18.71
13	13	13	Water Pipe Repair Supervisor	15.97	25.53
32	32	33	Water Pipe Repair Unit Leader	14.09	22.25
101	93	98	Water Pipe Repairman	13.58	20.51
17	14	14	Water System Construction Inspector	15.67	23.38
411	365	379			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			TECHNICIAN		
5	6	5	Accident & Safety Inspector	19.71	21.71
12	12	12	Assistant Water Plant Manager	10.00	32.15
2	1	1	Assistant Water Plant Manager - Parma	10.00	32.15
5	5	5	Chemist	10.00	26.07
5	5	5	Chief Miscellaneous Investigator	10.00	22.64
2	2	2	Chief Radio Dispatcher	15.12	22.88
1	0	1	Citizens Information Representative	10.00	18.73
3	3	3	Computer Operator	10.00	22.65
3	3	3	Data Processing Supervisor	20,800.00	58,396.41
3	3	3	Hazardous Materials Specialist	21.63	31.70
1	1	1	Help Desk Analyst	12.02	24.59
2	2	2	Instrumentation Technician II	18.83	23.22
1	0	0	IT Security Officer	30,215.00	78,448.32
1	1	1	IT Telecommunications Tech II	44,803.00	71,629.46
3	2	2	Laboratory Assistant	10.00	18.73
52	50	54	Meter Reader	12.82	18.71
6	3	3	Meter Reader Supervisor	14.47	22.58
11	5	7	Miscellaneous Investigator	10.00	18.08
2	2	2	Network Analyst I	14.52	34.25
1	1	1	Network Analyst II	30,214.00	87,630.31
14	15	15	Radio Dispatcher	15.12	22.88
3	3	3	Senior Chemist	10.00	19.61
1	1	1	Senior Computer Operator	10.00	26.59
11	10	10	Senior Draftsman	10.00	19.24
1	1	1	Supervisor of Systems and Technical Support	55,000.00	83,585.74
2	2	2	Telecommunications Analyst I	14.53	41.21
34	30	32	Water Plant Operator I	15.70	20.28
32	28	28	Water Plant Operator II	17.73	21.72
1	0	0	Water System Construction Inspector Supervisor	20,800.00	60,737.89
220	197	205			
1,164	1,052	1,083	TOTAL FULL TIME		
0	3	2	TOTAL PART TIME		
18	8	11	TOTAL STUDENT ASSISTANT		
18	11	13			
1,182	1,063	1,096	TOTAL DIVISION		

OLLIE SHAW, COMMISSIONER

Mission Statement

Provide services that sustain the free-flow of surface water through cleaning and maintaining a network of sewers and sewer connections.

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.

PROGRAM NAME: MAINTENANCE OPERATIONS

OBJECTIVE: 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 and appurtenances.

Conduct preventive maintenance in known flooding areas through personal or remote televised inspections.

PROGRAM NAME: CAPITAL

OBJECTIVE: 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

OBJECTIVE: 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.

PROGRAM NAME: MARKETING

OBJECTIVE: 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: TEST TEE PROGRAM

OBJECTIVE: 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.

Department of Public Utilities

Water Pollution Control

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 6,840,714	$ 6,827,176	$ 6,688,399	$ 7,103,598
Seasonal	8,026	5,797	3,528	—
Part-Time Permanent	—	—	32,508	119,308
Injury Pay	—	—	6,137	—
Longevity	63,175	58,775	5,650	67,318
Wage Settlements	8,027	—	—	—
Separation Payments	126,689	52,010	31,658	—
Overtime	149,767	163,254	142,231	140,000
	$ 7,196,397	**$ 7,107,012**	**$ 6,910,110**	**$ 7,430,224**
Benefits				
Hospitalization	$ 1,296,045	$ 1,227,117	$ 1,186,474	$ 1,166,920
Prescription	—	132,685	202,194	217,189
Dental	72,546	74,484	76,558	82,591
Vision Care	9,634	10,480	9,601	9,874
Public Employees Retire System	986,197	1,054,958	1,085,321	1,040,216
Fica-Medicare	86,027	90,122	89,043	95,605
Workers' Compensation	515,449	665,392	722,497	546,221
Life Insurance	6,746	6,694	6,776	6,930
Unemployment Compensation	23,906	12,784	14,852	—
Clothing Allowance	21,965	26,070	21,655	26,055
Tool Insurance	1,990	2,140	1,880	1,880
Clothing Maintenance	19,215	25,610	25,455	27,035
	$ 3,039,720	**$ 3,328,537**	**$ 3,442,306**	**$ 3,220,516**
Other Training & Professional Dues				
Travel	$ 12,272	$ 3,933	$ 7,016	$ 6,000
Tuition & Registration Fees	10,579	12,515	9,948	10,000
Other Training Supplies	4,997	2,400	6,743	4,500
Mileage (Priv Auto) Trng Prps	84	965	—	1,350
Professional Dues & Subscript	18,690	16,773	9,872	12,000
	$ 46,622	**$ 36,586**	**$ 33,578**	**$ 33,850**
Utilities				
Brokered Gas Supply	$ 11,180	$ 77,793	$ 59,155	$ 53,831
Sewer-Other	5,641	3,943	—	6,000
Water	2,894	2,271	1,680	4,000
Gas	128,651	41,091	27,032	25,140
Electricity - Cpp	194,226	200,110	201,960	193,882
Electricity - Other	98,841	39,833	40,453	39,239
	$ 441,433	**$ 365,041**	**$ 330,279**	**$ 322,092**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 524,380	$ 400,106	$ 791,231	$ 375,000
Mileage (Private Auto)	—	—	—	100
Advertising And Public Notice	33,319	43,744	45,238	50,000
Program Promotion	55,625	52,138	10,000	20,000
Parking In City Facilities	1,575	1,900	1,488	2,000
Property Rental	5	5	5	100
Equipment Rental	1,000	3,000	1,914	10,000
Other Contractual	46,899	33,266	—	20,000
State Auditor Examination	13,140	12,710	13,534	20,000
Bank Service Fees	18,305	27,084	37,954	20,000
Credit Card Processing Fees	1,023	595	830	700
	$ 695,272	**$ 574,548**	**$ 902,195**	**$ 517,900**
Materials & Supplies				
Discounts Lost	$ —	$ (282)	$ —	$ —
Office Supplies	—	—	1,352	2,500
Computer Supplies	3,533	5,208	2,000	5,000
Computer Hardware	7,346	3,664	—	5,000
Computer Software	4,369	—	699	2,500
Clothing	23,097	60,927	6,672	30,000
Hardware & Small Tools	12,206	21,777	—	20,000
Small Equipment	11,423	6,120	—	18,000
Office Furniture & Equipment	196	3,021	3,919	10,000
Hygiene And Cleaning Supplies	8,843	22,680	2,526	10,000
Medical Supplies	500	—	—	1,500
Other Supplies	19,650	31,865	3,419	25,000
Safety Equipment	12,843	38,716	3,716	20,000
Just In Time Office Supplies	5,335	8,852	8,980	10,000
Building Maintenance Supplies	87,429	181,032	203,440	120,000
Misc Maintenance Supplies	3,000	—	—	2,000
	$ 199,769	**$ 383,579**	**$ 236,723**	**$ 281,500**
Maintenance				
Maintenance Office Equipment	$ 16,624	$ 14,759	$ 4,552	$ 15,000
Maintenance Machinery & Tools	2,418	13,767	—	15,000
Maintenance Vehicles	361,724	464,817	224,942	200,000
Maintenance Utility Systems	1,017,509	1,647,192	1,682,707	1,200,000
Tire Repair Road Service	66	—	—	—
	$ 1,398,340	**$ 2,140,535**	**$ 1,912,201**	**$ 1,430,000**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 26,054	$ 72,994	$ 25,452	$ 50,000
Other Refunds & Adjustments	—	—	—	1,000
Indirect Cost	457,928	474,962	469,063	456,067
	$ 483,982	**$ 547,956**	**$ 494,515**	**$ 507,067**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 58,687	$ 33,210	$ 25,701	$ 56,980
Charges From Utilities Admin	131,587	123,100	114,000	152,106
Charges From Fiscal Control	345,579	282,000	276,000	327,442
Charges From Radio Comm System	47,813	45,828	24,984	36,817
Charges From Water	2,636,279	2,565,906	2,424,641	2,300,000
Charges From Print & Repro	28,829	21,363	27,970	29,036
Charges From M.V.M.	583,892	452,780	358,439	511,470
Charges Frm Str Cnst Mnt & Rep	186,086	237,707	192,698	250,000
Charges From Waste Collection	2,019	368	4,810	3,000
	$ 4,020,770	**$ 3,762,261**	**$ 3,449,242**	**$ 3,666,851**
Capital Outlay				
Infrastructure	$ 200,000	$ —	$ —	$ —
Professional Services	—	—	25,000	—
Office Equipment	—	62,968	71,810	20,000
Furniture	47,444	26,259	—	35,000
Computer Hardware	3,926	—	—	—
Motorized Equipment	—	4,000	—	250,000
Machinery, Tools, Instruments	—	—	—	15,000
Other Equipment	—	—	—	20,000
Transfer To Wpc Capital Proj	4,336,372	4,960,004	3,513,269	2,805,000
	$ 4,587,742	**$ 5,053,230**	**$ 3,610,079**	**$ 3,145,000**
Debt Service				
Principal	$ 226,281	$ 655,992	$ 467,280	$ 520,000
Interest	89,174	243,491	139,570	152,000
	$ 315,455	**$ 899,484**	**$ 606,850**	**$ 672,000**
	$ 22,425,503	**$ 24,198,770**	**$ 21,928,078**	**$ 21,227,000**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 23,171,471	$ 23,599,334	$ 21,339,118	$ 21,200,000
Miscellaneous	139,512	1,301	1,843	—
Sale Of City Assets	—	10	—	—
Interest Earnings/Investment Income	1,044,088	264,884	30,315	27,000
	$ 24,355,071	**$ 23,865,529**	**$ 21,371,277**	**$ 21,227,000**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrator of Engineering & Planning	30,214.95	109,248.99
1	1	1	Assistant Administrator	20,800.00	62,252.71
3	2	3	Assistant Commissioner of Water Pollution Control	26,273.96	86,764.70
1	1	1	Commissioner of Water Pollution Control	40,314.82	128,214.57
1	1	1	Deputy Commissioner of Water Pollution Control	30,214.95	100,843.89
1	1	1	Superintendent of Sewer Maintenance	20,800.00	72,440.97
8	7	8			
			OFFICE & CLERICAL		
1	1	1	Accountant Clerk II	10.00	17.17
1	1	1	Chief Clerk	22,050.00	46,165.29
4	4	4	Customer Service Representative	10.03	17.16
2	1	1	Data Control Clerk	10.00	16.49
1	1	1	Head Storekeeper	10.00	22.39
1	1	1	Senior Clerk	10.29	16.10
2	1	1	Stock Clerk	10.00	17.70
0	0	1	Storekeeper	10.00	20.16
12	10	11			
			PROFESSIONALS		
1	1	1	Administrative Manager	27,193.55	86,764.70
3	3	3	Administrative Officer	20,800.00	51,436.88
1	0	1	Assistant Director of Law I (s)	26,250.00	83,585.74
1	1	1	Assistant Manager Of Marketing	20,800.00	58,396.41
1	1	1	Assistant Personnel Administrator	20,800.00	54,163.56
3	2	2	Associate Engineer	17.83	27.74
0	1	1	Budget and Management Analyst	20,800.00	54,163.56
1	1	1	Building Manager	23,647.11	75,806.04
1	1	1	Chief Civil Engineer	23,647.11	82,125.01
2	3	3	Construction Technician	12.02	22.64
2	2	2	Consulting Engineer	36,000.00	92,224.55
0	0	1	Data Base Coordinator	30,214.00	78,755.62
1	1	1	GIS/IS Coordinator	52,000.00	91,086.28
1	1	1	Manager of Marketing	30,214.95	100,843.89
1	1	1	Network Analyst II	30,214.00	87,630.31
1	1	1	Personnel Administrator	26,273.96	80,090.83
1	1	1	Personnel Assistant	20,800.00	46,057.09
1	1	1	Safety Programs Manager	45,000.00	84,700.21
1	1	1	Safety Programs Officer I	25,000.00	64,297.72

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
1	1	1	Systems Analyst	20,800.00	60,010.77
1	1	1	Unit Supervisor	13.29	22.61
26	26	28			
			SKILLED CRAFT		
2	2	2	Bricklayer	34.19	42.74
2	2	2	Bricklayer Helper	23.51	35.98
4	3	3	Const. Equip Operator Group A	27.42	43.90
0	1	1	Const. Equip Operator Group B	27.27	43.75
1	1	1	Electrical Worker	41.84	52.30
9	9	9			
			SERVICE & MAINTENANCE		
2	2	2	Custodial Worker	10.00	14.79
1	1	1	Custodial Worker Supervisor	18.12	20.12
0	1	1	Heavy Duty Mechanic	15.75	24.63
1	1	1	Heavy Duty Unit Leader	23.85	30.55
6	5	5	House Connection Inspector	12.70	18.29
3	2	2	Machinist	15.83	22.37
2	1	1	Machinist Helper	13.72	18.98
2	1	1	Machinist Unit Leader	14.28	24.28
3	3	3	Municipal Service Laborer	15.43	17.43
5	5	5	Sewer Constr. & Maintenance Operations Supervisor	15.67	25.53
11	12	12	Sewer Maintenance Unit Leader	14.09	22.75
14	12	12	Sewer Maintenance Unit Leader Operator	14.09	21.70
56	48	49	Sewer Service Man	14.99	18.71
106	94	95			
			TECHNICIAN		
3	3	3	Radio Dispatcher	17.33	20.38
3	3	3			
164	149	154	TOTAL FULL TIME		
0	3	4	TOTAL PART TIME		
2	0	0	TOTAL SEASONAL		
166	152	158	TOTAL DIVISION		

IVAN L. HENDERSON, COMMISSIONER

Mission Statement

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

The Division of Cleveland Public Power is responsible for all electrical generation, transmission, and distribution facilities owned by the city. The Division provides electricity to about 77,000 residential, commercial, industrial, and governmental customers. In addition, the Division provides service to over 64,000 streetlights in the City of Cleveland.

The Division purchases power from numerous sources, which includes American Electric Power, AMP-Ohio, Cinergy, and New York Power Authority, and obtains transmission services through the Midwest ISO and the PJM Interconnection. In addition, the division uses its three 15 mW gas turbines and six 1.8 mW gas peaking turbines to provide for its customers requirements.

Wholesale power is brought into the system via the Division's three 138 kV interconnections. The interconnections are located at the Division's Lake Road Substation, Nottingham Substation, and the Ridge Road Substation.

Cleveland Public Power is currently undergoing a Capacity Expansion Program that will add a 4th – 138kV interconnection with the FirstEnergy transmission system at the Division's Holton Substation, along with capacity projects that will extend the southern portion of CPP's 138 kV transmission system, and add a 138/13.8 kV substation and 13.8 kV distribution circuits. The capacity expansion will also result in the expansion of the Lake Road 11.5 kV substation and the 11.5 kV distribution system in downtown Cleveland. CPP's system reliability and ability to serve future load growth opportunities will be improved by these additions, which are scheduled for completion by 2012. Funding of CPP's Capacity Expansion will be mostly funded with the proceeds of the Series 2008 Bonds.

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: CLEVELAND PUBLIC POWER OPERATIONS 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.

Department of Public Utilities

Cleveland Public Power

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 18,150,900	$ 18,025,970	$ 17,307,150	$ 18,901,130
Seasonal	133,494	246,802	505,551	385,748
Military Leave	453	2,844	55	—
Injury Pay	39,613	9,489	14,986	—
Longevity	156,600	157,625	8,150	158,240
Wage Settlements	5,482	—	—	—
Separation Payments	185,458	142,072	193,645	200,000
Overtime	2,345,920	2,141,432	1,496,199	1,562,220
	$ 21,017,920	**$ 20,726,234**	**$ 19,525,736**	**$ 21,207,338**
Benefits				
Hospitalization	$ 2,961,096	$ 2,718,312	$ 2,566,270	$ 2,620,880
Prescription	—	346,033	514,878	557,532
Dental	166,520	169,348	170,307	186,804
Vision Care	18,778	19,826	17,927	18,528
Public Employees Retire System	2,903,759	3,083,432	3,044,158	2,910,240
Fica-Medicare	229,487	232,145	227,877	260,779
Workers' Compensation	1,060,214	716,789	905,617	832,379
Life Insurance	14,921	14,445	14,325	15,996
Unemployment Compensation	15,530	2,302	19,832	22,000
Clothing Allowance	134,200	148,970	142,889	61,590
Tool Insurance	4,000	4,400	3,850	3,850
Clothing Maintenance	77,385	88,490	83,424	79,850
	$ 7,585,891	**$ 7,544,492**	**$ 7,711,354**	**$ 7,570,428**
Other Training & Professional Dues				
Travel	$ 28,626	$ 69,430	$ 67,381	$ 71,000
Tuition & Registration Fees	28,984	16,875	18,639	86,000
Mileage (Priv Auto) Trng Prps	128	44	—	—
Professional Dues & Subscript	88,867	80,782	104,968	100,000
	$ 146,605	**$ 167,131**	**$ 190,988**	**$ 257,000**
Utilities				
Brokered Gas Supply	$ 244,085	$ 337,523	$ 238,270	$ 216,826
Sewer-Other	45,928	36,416	—	30,000
Telephone	585	—	364,927	150,000
Water	22,314	17,408	—	15,000
Gas	201,489	113,807	67,414	62,695
Electricity - Other	—	1,344,458	1,659,746	1,606,953
Steam	48,923	66,289	46,332	68,000
	$ 563,326	**$ 1,915,902**	**$ 2,376,689**	**$ 2,149,474**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 1,022,731	$ 1,104,938	$ 2,091,611	$ 1,318,000
Mileage (Private Auto)	48	—	—	—
Medical Services	1,473	4,305	—	—
Advertising And Public Notice	103,745	133,377	56,294	77,000
Program Promotion	108,399	116,209	265,930	100,000
Parking In City Facilities	2,110	1,541	1,240	3,000
Insurance And Official Bonds	448,201	370,000	423,181	448,200
Taxes	298	174	205	—
Property Rental	302,032	288,373	275,000	335,000
Equipment Rental	—	8,734	4,719	10,000
Other Contractual	472,880	1,930,993	1,206,757	1,480,000
State Auditor Examination	22,560	21,410	14,055	30,000
Bank Service Fees	44,838	43,338	36,302	45,000
Credit Card Processing Fees	83,802	195,697	350,969	350,000
	$ 2,613,118	**$ 4,219,089**	**$ 4,726,262**	**$ 4,196,200**
Materials & Supplies				
Office Supplies	$ 15,229	$ 52,901	$ 30,372	$ 36,000
Postage	461,684	514,728	757,762	440,000
Computer Hardware	23,416	73,227	163,542	61,000
Computer Software	16,401	150,061	680,310	46,000
Fuel	45,000	—	—	120,000
Purchased Power	78,316,440	84,024,752	91,785,536	82,185,000
Power Transmission Costs	7,717,990	6,491,065	3,496,288	6,334,424
Clothing	22,650	22,170	9,558	31,200
Hardware & Small Tools	58,106	143,828	98,621	150,000
Small Equipment	9,657	96,107	3,972	40,000
Office Furniture & Equipment	45,168	18,483	6,546	100,000
Electrical Supplies	22,583	13,331	29,284	40,000
Fence, Posts & Bars	—	185,495	—	—
Hygiene And Cleaning Supplies	42,075	15,000	7,597	35,000
Painting Equipment & Supplies	—	10,000	—	—
Doors, Shutters And Windows	—	400	—	—
Heating And Air Filters	—	86,953	—	—
Medical Supplies	—	5,000	—	10,500
Photographic Supplies	672	1,926	2,289	3,000
Other Supplies	105,638	144,281	123,813	100,000
Safety Equipment	151,815	495,433	110,365	250,000
Greenhouse Maintenance Suppl	5,000	—	—	—
Special Events Supplies	11,615	—	—	—
Tires	4,620	15,000	—	—
Capital Improvement Inventory	6,158,276	4,933,590	7,378,139	4,740,000
Just In Time Office Supplies	37,410	38,825	52,282	40,000
Asphalt	25,000	—	—	200,000
Cement Sand & Gravel	75,000	—	—	—
	$ 93,371,445	**$ 97,532,554**	**$ 104,736,274**	**$ 94,962,124**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ 69,200	$ 17,733	$ 4,248	$ 50,000
Maintenance Contracts	150,000	264,266	658,467	150,000
Computer Hardware Maintenance	12,607	6,618	—	15,000
Maintenance Machinery & Tools	13,704	5,000	—	15,000
Maintenance Vehicles	245,001	234,184	246,425	400,000
Car Washes	—	5,000	—	—
Maintenance Utility Systems	1,486,284	1,619,519	1,136,342	1,000,000
Maintenance Misc. Equipment	—	10,000	—	—
Maintenance Building	21,100	7,600	71,477	50,000
Repair Of Overhead Doors	10,000	25,000	—	—
	$ 2,007,897	**$ 2,194,920**	**$ 2,116,959**	**$ 1,680,000**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 231,773	$ 36,687	$ 225,687	$ 300,000
Indirect Cost	1,131,456	1,134,968	1,119,217	1,054,390
	$ 1,363,229	**$ 1,171,655**	**$ 1,344,904**	**$ 1,354,390**
Interdepart Service Charges				
Charges From General Fund	$ 300	$ 150	$ —	$ —
Charges From Telephone Exch	584,700	526,811	604,112	607,800
Charges From Utilities Admin	263,175	257,300	228,000	273,800
Charges From Fiscal Control	775,417	590,100	552,000	589,000
Charges From Radio Comm System	58,959	47,038	28,268	36,034
Charges From Water	520,904	433,553	333,727	437,600
Charges From W.P.C.	20,612	2,092	922	23,400
Charges From Print & Repro	219,711	162,096	61,004	193,575
Charges From M.V.M.	616,166	395,625	367,388	504,437
Charges Frm Str Cnst Mnt & Rep	1,934	2,110	—	—
Charges From Waste Collection	57,857	3,440	51,961	23,400
	$ 3,119,734	**$ 2,420,314**	**$ 2,227,384**	**$ 2,689,046**
Capital Outlay				
Buildings (New)	$ —	$ 14,611	$ —	$ —
Trans To Light&Power Cap Proj	11,271,730	7,008,721	2,701,817	6,000,000
	$ 11,271,730	**$ 7,023,332**	**$ 2,701,817**	**$ 6,000,000**
Debt Service				
Transfer To Escrow Agent	$ 106,951	$ —	$ —	$ —
Principal	8,332,667	8,562,500	8,522,161	10,686,000
Interest	8,634,027	9,120,440	9,643,328	10,542,000
	$ 17,073,645	**$ 17,682,940**	**$ 18,165,489**	**$ 21,228,000**
	$ 160,134,538	**$ 162,598,563**	**$ 165,823,855**	**$ 163,294,000**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 159,528,753	$ 159,098,100	$ 167,409,882	$ 159,513,000
Miscellaneous	608,388	173,240	729,809	—
Other Shared Revenue	2,861,304	—	—	—
Transfers In	4,430,780	7,232	—	3,021,000
Interest Earnings/Investment Income	2,718,632	344,669	81,923	250,000
Non Operating Other/Other	(5,285,508)	(5,061,838)	(5,179,260)	510,000
	$ 164,862,349	**$ 154,561,403**	**$ 163,042,354**	**$ 163,294,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
7	8	8	Assistant Administrator	20,800.00	62,252.71
6	6	6	Assistant Commissioner of Cleveland Public Power	27,325.56	118,692.83
1	1	1	Commissioner of Cleveland Public Power	45,201.46	167,171.47
3	3	3	Deputy Commissioner of Cleveland Public Power	46,224.91	125,935.84
17	18	18			
			OFFICE & CLERICAL		
4	1	1	Chief Clerk	22,050.00	46,165.29
3	2	2	Personnel Assistant	20,800.00	46,057.09
3	3	3	Principal Clerk	11.93	19.51
5	3	4	Senior Clerk	10.29	16.10
15	9	10			
			PROFESSIONALS		
1	1	1	Accountant IV	20,800.00	57,688.76
7	7	7	Administrative Manager	27,193.55	86,764.70
4	4	4	Administrative Officer	20,800.00	51,436.88
1	2	2	Administrator of Engineering & Planning	30,214.95	109,248.99
1	1	1	Assistant Director of Law I (s)	26,250.00	83,585.74
1	1	1	Associate Engineer	17.83	27.74
1	0	0	Budget & Management Analyst	20,800.00	54,163.56
1	1	1	Chief Assistant Director of Law	31,500.00	122,592.41
10	5	7	Consulting Engineer	36,000.00	92,224.55
2	2	2	Deputy Project Director	20,092.80	61,006.23
2	2	2	Fiscal Manager	23,647.11	82,125.01
1	1	1	General Manager of Administrative Services	26,273.96	86,764.70
1	2	2	Legal Secretary	20,800.00	44,579.06
3	1	2	Manager of Marketing	30,214.95	100,843.89
1	0	0	Paralegal	20,800.00	42,428.01
1	1	1	Personnel Administrator	26,273.96	80,090.83
5	6	7	Project Coordinator	27,325.56	87,664.94
2	1	1	Project Director	22,333.40	77,944.11
1	1	1	Safety Programs Officer I	25,000.00	64,297.72
1	1	1	Safety Programs Manager	45,000.00	84,700.21
3	2	2	Senior Budget & Management Analyst	26,273.96	75,985.65
2	2	2	Unit Supervisor	13.29	22.61
1	0	1	Warehouse Inventory Manager	22,333.40	77,944.11
53	44	49			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PARA -PROFESSIONALS		
7	5	6	Chief Senior Elec. Switchboard Operator	22,333.40	63,916.85
32	30	30	Customer Service Representative	10.03	17.16
3	5	5	Dispatcher Electric System Operator	26.52	28.91
42	40	41			
			SKILLED CRAFT		
7	0	0	Apprentice Lineman	22.39	25.07
1	7	7	Apprentice Lineman II	22.39	25.07
1	0	0	Apprentice Lineman III	22.39	25.07
1	2	2	Apprentice Lineman IV	22.39	25.07
7	4	5	Asst. Supt. Of Elec. Trans. & Distribution	26,273.96	71,151.21
2	2	2	Cement Finisher	34.41	43.01
1	1	1	Cement Finisher Unit Leader	35.66	43.76
1	2	2	Chief of Street Lighting & Elec. Services	23,647.11	94,730.50
2	1	1	Const. Equip Operator Group A	27.42	43.90
0	1	1	Const. Equip Operator Group B	27.27	43.75
3	1	4	Electric Meter Industrial Installer	28.05	29.71
1	1	1	Elec. Mtr. Inst. Spec. & Gen. Tester	28.37	30.04
4	3	3	Electric Meter Service Installer I	26.12	28.24
12	9	11	Electric Meter Service Installer II	24.35	25.86
6	5	5	Electric Transmission & Dist. Inspector	28.15	30.36
11	9	10	Electric Worker	41.84	52.30
0	1	1	Electrical Worker Foreman	43.09	52.30
7	5	7	Heavy Duty Mechanic	15.75	24.63
1	1	0	Heavy Duty Unit Leader	23.85	30.55
6	7	7	Lineman Leader	26.27	27.86
5	6	5	Low Tension Trouble Lineman	29.99	31.73
1	1	1	Painter	30.02	37.53
30	21	25	Senior Lineman	29.65	31.38
3	3	3	Superintendent of Elec. Trans. & Dist.	30,214.95	86,559.12
1	1	1	Superintendent of Electric Trouble Operations	27,325.56	75,245.55
8	9	12	Trouble Line Worker	29.65	32.42
122	103	117			

Department of Public Utilities

Cleveland Public Power

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			SERVICE & MAINTENANCE		
1	1	1	Cable Foreman	31.45	33.25
5	5	5	Custodial Worker	10.00	14.79
2	2	2	Electric Meter Service Foreman	31.45	33.25
1	0	0	Electric Meterman Apprentice 1st	21.91	24.52
3	2	2	Electric Meterman Apprentice 2nd	21.91	24.52
1	1	2	Electric Meterman Apprentice 4th	21.91	24.52
2	1	1	Gas Turbine Mechanic	17.38	28.23
1	0	0	Gas Turbine Mechanic Apprentice II	22.22	24.89
0	0	1	Gas Turbine Mechanic Apprentice III	22.22	24.89
0	1	0	Gas Turbine Mechanic Apprentice IV	22.22	24.89
2	2	2	General Construction Foreman	30.72	32.72
5	4	4	Head Storekeeper	10.00	22.39
2	1	2	Line Clearance Man	22.00	24.72
7	6	7	Line Foreman	31.45	34.03
21	12	13	Line Helper Driver	17.73	24.25
4	10	2	Line Helper Driver I	17.73	24.25
10	15	14	Line Helper Driver II	17.73	24.25
3	2	2	Line Switchman	30.16	32.69
5	4	5	Municipal Service Laborer	15.43	17.43
1	0	0	Stock Clerk	10.00	17.70
6	4	8	Storekeeper	10.00	20.16
1	1	0	Transformer Repairman Foreman	31.45	33.25
1	2	2	Underground Conduit Foreman	31.45	33.25
84	76	75			
			TECHNICIAN		
0	1	1	Apprentice Cable Splicer	22.22	24.89
0	4	4	Apprentice Cable Splicer IV	22.22	24.89
0	1	1	Cable Splicer Helper II	17.14	27.35
5	0	0	Cable Splicer III	17.46	27.87
9	7	7	Meter Reader	12.82	18.71
1	1	1	Meter Reader Supervisor	14.47	22.58
7	7	7	Senior Cable Splicer	29.65	31.38
2	2	2	Senior Computer Operator	10.00	26.59
2	2	2	Senior Draftsman	10.00	19.24
3	3	3	Senior Systems Analyst	20,800.00	79,298.79
29	28	28			
362	318	338	TOTAL FULL TIME		
5	17	28	TOTAL SEASONAL		
367	335	366	TOTAL DIVISION		

DENNIS A. NICHOLS, COMMISSIONER

Mission Statement

Provide accurate and timely financial services and information to meet our customers' needs and compliance requirements.

The division is responsible for the financial reporting of the divisions of Water, Water Pollution Control, Cleveland Public Power and Radio Communications. 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.

PROGRAM NAME: CASH RECEIPTS AND REMITTANCE PROCESSING

OBJECTIVES: To process water, sewer and electricity customer payments and mail deposits receipts in 48 hours.

ACTIVITIES: Process all payments. Account for all activities in the Water and Cleveland Public Power billing systems. Prepare bank deposits and funds for delivery to the City of Cleveland Treasurer. Archive all payment stubs and payment information as required by law and regulations.

PROGRAM NAME: CUSTOMER PAYMENT CENTER

OBJECTIVES: The Customer Payment Center of the Division of Utilities Fiscal Control is responsible for taking customer payments at the Carl B. Stokes Public Utilities Building at 1201Lakeside Avenue each business day.

ACTIVITIES: Collect all over the counter payments. Balance all cash transactions at the end of each business day. In 2009, the PCI Revenue Collection System was implemented in the Customer Payment Center. Over the counter payments are uploaded into CWD's Customer Care & Billing system and CPP's Banner billing system each night.

PROGRAM NAME: GENERAL ACCOUNTING SECTION

OBJECTIVES: Compile financial reports in the Department of Public Utilities. Comply with all reporting requirements set by the State of Ohio and the Governmental Accounting Standards Board.

ACTIVITIES: Monitor all financial transactions, i.e. bill payments, revenue, expenditures and miscellaneous receipts. Account for all cash and currency as required by City of Cleveland ordinance. Verify that all cash and currency are remitted to the City of Cleveland Treasury. Perform all accounting functions. Prepare financial statements and operational reports for the divisions of Water, Water Pollution Control and Cleveland Public Power.

PROGRAM NAME: ACCOUNTS RECEIVABLE SECTION

OBJECTIVES: Review and audit all customer billing transactions and perform required accounting duties of the operating divisions.

ACTIVITIES: Audit customer refunds; process certified collections receipts; reconcile bank statements and process returned checks due to non-sufficient funds; Perform daily and monthly bank reconciliations. Prepare month end billing activity reports for Water, Sewer and Cleveland Public Power.

Department of Public Utilities

Utilities Fiscal Control

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 2,020,823	$ 1,983,003	$ 1,809,716	$ 1,982,517
Longevity	16,275	15,775	—	16,300
Separation Payments	68,549	4,516	50,725	—
Overtime	172,364	177,657	101,992	97,313
	$ 2,278,011	**$ 2,180,950**	**$ 1,962,433**	**$ 2,096,130**
Benefits				
Hospitalization	$ 310,469	$ 305,141	$ 287,036	$ 282,969
Prescription	—	38,503	60,809	65,868
Dental	17,213	18,530	19,123	20,700
Vision Care	2,940	3,108	2,720	2,796
Public Employees Retire System	309,401	327,604	301,820	293,458
Fica-Medicare	23,091	23,513	22,299	24,780
Workers' Compensation	58,422	41,763	35,066	38,437
Life Insurance	2,010	1,931	1,853	1,890
Unemployment Compensation	9,230	6,344	10,742	—
	$ 732,775	**$ 766,439**	**$ 741,467**	**$ 730,898**
Other Training & Professional Dues				
Travel	$ 336	$ —	$ —	$ 4,000
Tuition & Registration Fees	55	—	—	6,000
Mileage (Priv Auto) Trng Prps	140	—	—	—
Professional Dues & Subscript	953	1,264	1,154	2,000
	$ 1,484	**$ 1,264**	**$ 1,154**	**$ 12,000**
Contractual Services				
Professional Services	$ 8,907	$ 48,875	$ 30,000	$ 80,000
Parking In City Facilities	1,320	990	1,100	1,320
Other Contractual	300	4,825	—	2,000
	$ 10,527	**$ 54,690**	**$ 31,100**	**$ 83,320**
Materials & Supplies				
Office Supplies	$ 7,066	$ 5,988	$ 15,028	$ 15,000
Computer Hardware	—	5,688	—	5,000
Computer Software	—	2,000	—	2,000
Office Furniture & Equipment	—	365	—	—
Other Supplies	525	612	4,929	4,000
Just In Time Office Supplies	9,618	13,111	10,080	7,000
	$ 17,208	**$ 27,764**	**$ 30,037**	**$ 33,000**
Maintenance				
Maintenance Office Equipment	$ 6,030	$ 2,772	$ 154	$ 6,000
Maintenance Contracts	41,368	48,624	49,150	60,000
	$ 47,398	**$ 51,396**	**$ 49,304**	**$ 66,000**
Claims, Refunds, Maintenance				
Indirect Cost	$ 87,331	$ 97,954	$ 93,781	$ 84,385
	$ 87,331	**$ 97,954**	**$ 93,781**	**$ 84,385**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Print & Repro	$ 21,740	$ 11,235	$ 5,943	$ 7,259
	$ 21,740	**$ 11,235**	**$ 5,943**	**$ 7,259**
Capital Outlay				
Office Equipment	$ —	$ —	$ 1,263	$ —
Computer Hardware	—	460,000	—	132,000
	$ —	**$ 460,000**	**$ 1,263**	**$ 132,000**
	$ 3,196,476	**$ 3,651,692**	**$ 2,916,482**	**$ 3,244,992**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 3,834,965	$ 2,941,040	$ 2,757,245	$ 2,999,788
Miscellaneous	5	—	—	—
Interest Earnings/Investment Income	44,909	30,778	2,911	200
	$ 3,879,879	**$ 2,971,818**	**$ 2,760,156**	**$ 2,999,988**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
3	3	2	Assistant Administrator	20,800.00	62,252.71
1	1	1	Commissioner of Utilities Fiscal Control	40,314.82	118,350.91
2	2	2	Utilities Comptroller	26,273.96	86,764.70
6	6	5			
			OFFICE & CLERICAL		
1	1	1	Chief Clerk	22,050.00	46,165.29
1	0	0	General Manager of Administrative Services	26,273.96	86,764.70
1	1	1	Principal Cashier	10.00	23.05
1	1	1	Principal Clerk	11.93	19.51
5	6	6	Senior Cashier	10.00	19.61
5	3	3	Senior Clerk	10.29	16.10
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
15	13	13			
			PROFESSIONALS		
4	4	4	Accountant I	10.00	19.61
1	1	1	Accountant II	10.00	21.52
2	1	1	Accountant III	10.00	23.86
2	1	2	Accountant IV	20,800.00	57,688.76
4	4	4	Accountant Supervisor	23,647.11	70,426.26
2	2	2	Auditor	20,092.80	57,123.96
1	1	1	Chief Auditor - Utilities	23,647.11	82,125.01
0	0	1	Fiscal Manager	23,647.11	82,125.01
1	1	1	Project Director	22,333.40	77,944.11
2	2	3	Senior Internal Auditor	23,647.00	65,066.00
19	17	20			
			TECHNICIANS		
4	4	4	Senior Data Conversion Operator	10.80	17.90
4	4	4			
44	40	42	TOTAL DIVISION		

RICKY D. SMITH, DIRECTOR

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.

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 the state and federal agencies. It sets and collects landing fees, rentals, concession fees, and other airport related charges. The Department represents the City in negotioations for the 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 Division 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 greatedt use of the airfields at the least discomfort to the surrounding residents.

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 the 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, food, beverage operations, and parking.

PROGRAM NAME: PLANNING

OBJECTIVES: To provide for the future developments of the Airport system.

ACTIVITIES: To mange 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 mange all aspects of IT services and implement and manage an inventory control system for the Department of Port Control.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 16,585,899	$ 17,797,640	$ 17,702,534	$ 21,416,968
Crafts	—	—	2,971	—
Seasonal	364,151	411,324	536,891	550,000
Military Leave	1,680	1,133	5,101	—
Part-Time Permanent	119,843	91,559	225,119	275,000
Injury Pay	18,434	6,279	2,330	—
Longevity	131,000	127,750	53,175	152,398
Separation Payments	149,672	40,807	178,450	320,000
Overtime	1,362,475	965,026	914,953	958,000
	$ 18,733,153	**$ 19,441,517**	**$ 19,621,524**	**$ 23,672,366**
Benefits				
Hospitalization	$ 3,140,557	$ 3,016,574	$ 3,012,595	$ 3,409,345
Prescription	—	418,080	665,120	809,262
Dental	174,595	189,036	204,194	247,074
Vision Care	20,142	22,531	21,844	25,818
Public Employees Retire System	2,580,960	2,887,340	3,010,652	3,269,331
Fica-Medicare	230,190	243,546	250,614	310,076
Workers' Compensation	782,672	1,075,479	859,887	719,265
Life Insurance	16,013	16,635	17,573	21,090
Unemployment Compensation	23,126	67,578	123,948	75,000
Clothing Allowance	22,075	26,850	580	28,910
Tool Insurance	7,150	7,150	6,200	7,150
Clothing Maintenance	49,600	51,775	31,225	57,300
	$ 7,047,079	**$ 8,022,574**	**$ 8,204,431**	**$ 8,979,621**
Other Training & Professional Dues				
Travel	$ 87,808	$ 18,391	$ 30,433	$ 49,050
Tuition & Registration Fees	110,967	31,166	74,096	54,050
Other Training Supplies	160	21,467	—	2,369
Mileage (Priv Auto) Trng Prps	—	249	—	—
Professional Dues & Subscript	50,408	109,992	152,525	490,258
	$ 249,342	**$ 181,265**	**$ 257,055**	**$ 595,727**
Utilities				
Brokered Gas Supply	$ 438,563	$ 374,700	$ 297,031	$ 270,300
Sewer-Other	—	90,363	—	—
Water	754,866	511,571	353,277	546,750
Gas	791,142	548,646	451,338	420,000
Electricity - Cpp	286,437	241,942	246,156	263,315
Electricity - Other	5,645,828	5,278,186	5,535,073	5,369,100
Security & Monitoring System	625,000	770,000	769,994	775,000
	$ 8,541,835	**$ 7,815,409**	**$ 7,652,870**	**$ 7,644,465**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 5,567,727	$ 7,799,431	$ 7,094,686	$ 5,079,741
Cable Professional Services	250	—	—	—
Travel- Non-Training	31,405	6,456	29,597	70,308
Waste Disposal	2,629,879	5,211,448	4,091,115	4,080,000
Medical Services	—	4,080	4,813	7,000
Advertising And Public Notice	7,262	10,794	18,538	33,000
Program Promotion	73,578	40,161	70,863	88,625
Parking In City Facilities	3,912	4,658	3,406	600
Insurance And Official Bonds	1,179,258	1,241,128	1,140,652	1,500,000
Taxes	7,110,694	8,152,762	2,344,049	3,725,342
Equipment Rental	334,000	175,001	185,598	258,170
Other Contractual	503,988	729,163	460,744	939,712
State Auditor Examination	27,690	19,740	32,849	44,000
Transfer To Other Airport Fnd	4,400,000	6,150,000	6,150,000	6,150,000
Bank Service Fees	14,029	17,316	11,561	—
Credit Card Processing Fees	12,620	7,528	20,938	23,000
	$ 21,896,293	**$ 29,569,665**	**$ 21,659,408**	**$ 21,999,498**
Materials & Supplies				
Office Supplies	$ 910	$ 1,081	$ 343	$ 250
Postage	21,710	21,205	27,034	29,600
Computer Supplies	—	—	42,783	—
Computer Hardware	232,044	380,672	709,614	315,418
Computer Software	130,930	97,250	48,537	311,000
Chemical	2,589,201	1,467,502	2,171,994	2,267,998
Clothing	136,021	199,574	164,703	212,200
Hardware & Small Tools	42,724	167,997	122,332	140,450
Boilers, Heaters & Cool Equip	18,026	18,048	9,316	14,400
Seed, Fertilizer & Herbicide	16,000	48,000	15,895	31,397
Small Equipment	48,393	63,495	93,603	152,943
Office Furniture & Equipment	27,642	35,143	46,627	99,850
Fence, Posts & Bars	115,000	91,499	100,000	164,000
Hygiene And Cleaning Supplies	462,297	331,632	403,977	473,650
Medical Supplies	46,241	31,650	43,586	34,300
Food	19,197	19,684	23,687	27,530
Photographic Supplies	947	1,840	730	19,000
Other Supplies	1,097,430	1,194,318	1,087,792	1,224,000
Safety Equipment	66,234	125,216	112,789	131,500
Special Events Supplies	76	—	621	5,500
Just In Time Office Supplies	74,423	71,238	92,538	81,600
Building Maintenance Supplies	250,539	326,318	607,227	266,059
Cement Sand & Gravel	157,500	415,500	130,000	150,000
Misc Maintenance Supplies	—	—	—	31,000
	$ 5,553,485	**$ 5,108,862**	**$ 6,055,727**	**$ 6,183,645**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ —	$ 93	$ —	$ —
Computer Hardware Maintenance	50,326	61,304	12,983	178,000
Computer Software Maintenance	115,912	139,939	75,015	164,000
Maintenance Machinery & Tools	1,441,942	1,722,369	1,581,119	1,710,850
Maintenance Fire Apparatus	29,902	19,000	17,000	40,500
Maintenance Vehicles	907,000	1,112,760	795,120	865,300
Maintenance Utility Systems	—	—	8,368	—
Maintenance Misc. Equipment	2,434,902	2,437,398	2,856,477	2,689,194
	$ 4,979,985	**$ 5,492,863**	**$ 5,346,083**	**$ 5,647,844**
Claims, Refunds, Maintenance				
Court Costs	$ 439	$ —	$ —	$ —
Judgements, Damages, & Claims	29,719	12,382	—	—
Other Refunds & Adjustments	13,861	102,340	9,121	—
Cuyahoga Cnty Payments/Refunds	128	—	—	—
Indirect Cost	1,127,317	1,292,588	1,341,465	1,353,885
	$ 1,171,463	**$ 1,407,310**	**$ 1,350,586**	**$ 1,353,885**
Interdepart Service Charges				
Charges From General Fund	$ 4,972,329	$ 5,948,671	$ 5,950,928	$ 6,000,000
Charges From Telephone Exch	521,080	501,777	531,947	535,292
Charges From Utilities Admin	84,381	84,059	—	—
Charges From Radio Comm System	72,271	61,995	120,457	54,293
Charges From W.P.C.	—	380	200	9,000
Charges From Print & Repro	59,122	79,190	50,129	67,751
Charges From Central Storeroom	1	—	—	—
Charges From M.V.M.	762,728	454,661	448,931	584,555
Charges From Division Of Maint	91,053	105,826	116,805	103,500
Charges From Waste Collection	84,936	88,893	92,942	90,000
	$ 6,647,900	**$ 7,325,451**	**$ 7,312,340**	**$ 7,444,391**
Capital Outlay				
Transfer To Airports Cap Proj	$ 2,257,213	$ 2,843,254	$ 4,353,008	$ 2,589,000
	$ 2,257,213	**$ 2,843,254**	**$ 4,353,008**	**$ 2,589,000**
Debt Service				
Principal	$ 17,056,124	$ 27,706,666	$ 14,212,917	$ 14,995,000
Interest	40,317,552	34,612,640	36,920,284	37,965,000
	$ 57,373,676	**$ 62,319,306**	**$ 51,133,201**	**$ 52,960,000**
	$ 134,451,426	**$ 149,527,475**	**$ 132,946,231**	**$ 139,070,442**

Department of Port Control

Airport General Operations

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 95,866,824	$ 89,881,020	$ 99,821,703	$ 110,982,697
Fines, Forfeitures & Settlements	1,758,363	—	—	—
Grant Revenue	13,344,275	18,052,264	19,267,576	13,970,000
Miscellaneous	21,787,277	34,610,213	17,395,837	14,025,000
Transfers In	1,557,524	27,542,536	—	—
Interest Earnings/Investment Income	2,199,811	924,576	608,067	450,000
Passenger Facility Charges	14,395	(12,755)	954,916	—
	$ 136,528,468	**$ 170,997,855**	**$ 138,048,099**	**$ 139,427,697**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrator of Engineering and Planning	30,214.95	109,248.99
5	5	5	Administration Bureau Manager	40,314.82	128,214.57
13	10	13	Administrative Manager	27,193.55	86,764.70
1	0	1	Chief Training Officer	26,273.96	68,744.81
7	5	7	Administrative Officer	20,800.00	51,436.88
6	3	6	Assistant Administrator	20,800.00	62,252.71
1	1	1	Commissioner of Burke Airport	40,314.92	118,350.91
1	1	1	Commissioner of Cleve. Hopkins Int. Airport	42,758.15	143,360.63
2	2	2	Deputy Comm. of Cleve. Hopkins Int. Airport	30,214.95	100,843.89
1	1	1	Director of Port Control	100,000.00	222,895.30
2	2	2	Fiscal Manager	23,647.11	82,125.01
1	1	1	Secretary to Directors of Departments	41,312.22	143,360.63
41	32	41			
			OFFICE & CLERICAL		
2	2	2	Junior Clerk	10.00	13.73
3	0	3	Senior Clerk	10.29	16.10
3	1	3	Chief Clerk	22,050.00	46,165.29
1	0	1	Civil Service Examiner II	20,800.00	42,428.01
2	2	2	Personnel Assistant, Junior	20,800.00	38,221.13
6	6	6	Principal Clerk	11.93	19.51
2	2	2	Private Secretary	10.00	20.59
1	1	1	Private Secretary to the Director	20,800.00	46,165.29
4	4	4	Head Storekeeper	10.00	22.39
1	1	1	Secretary	10.00	17.17
3	2	3	Storekeeper	10.00	20.16
1	1	1	Messenger	10.00	14.80
29	22	29			

Department of Port Control

Airport General Operations

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	Accountant I	10.00	19.61
2	1	2	Accountant III	10.00	23.86
4	4	4	Accountant IV	20,800.00	57,688.76
1	0	1	Airport Chief Engineer	30,214.95	109,248.99
5	5	5	Airport Maintenance Manager	26,273.96	86,764.70
6	2	6	Airport Maintenance Superintendent	20,092.80	61,296.21
4	5	4	Airport Maintenance Supervisor	21,019.66	59,067.25
1	1	1	Airport Operations Manager	26,273.96	86,764.70
1	1	1	Budget Analyst	20,800.00	51,467.17
2	1	2	Building Stationary Engineer	10.14	18.52
1	1	1	Chief Civil Engineer	23,647.11	82,125.01
1	1	1	Chief Mechanical Engineer	23,647.11	82,125.01
5	5	5	Consulting Engineer	36,000.00	92,224.55
1	0	1	Convention Center Sales Manager	23,647.11	75,806.04
1	1	1	Deputy Project Director	20,092.80	61,006.23
1	0	1	HR Special Projects Coordinator	10.21	25.21
1	1	1	Labor Relations Officer	27,325.56	75,245.55
1	0	1	Minority Business Development Administrator	27,325.56	75,245.55
1	1	1	Personnel Administrator	26,273.96	80,090.83
1	0	1	Personnel Administrator, Asst.	20,800.00	54,163.56
19	17	19	Project Coordinator	27,325.56	87,664.94
4	2	4	Project Director	22,333.40	77,944.11
1	1	1	Safety Programs Manager	45,000.00	84,700.21
1	1	1	Warehouse Inventory Manager	22,333.40	77,944.11
1	0	1	Contract Compliance Officer	26,273.96	68,744.81
1	1	1	Contract Compliance Officer, Asst.	20,092.80	55,191.48
1	1	1	Assistant Director of Law	26,250.00	83,585.74
69	54	69			
			SKILLED CRAFT		
3	3	3	Carpenter	33.88	42.35
10	10	10	Electrical Worker	41.84	52.30
2	2	2	Foreman, Electrical Worker	43.09	52.30
1	0	1	Foreman, Painter	31.27	39.02
2	0	2	Heavy Duty Unit Leader	23.85	30.55
11	11	11	Heavy Duty Mechanic	15.75	24.63
1	0	1	Horticulturist Unit Leader	21.91	23.91
1	1	1	Mechanical Handyman	16.08	18.08
4	4	4	Painter	30.02	37.53
2	2	2	Plumber	40.42	50.53
37	33	37			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			SERVICE & MAINTENANCE		
13	11	13	Airport Field Foreman	19.54	21.54
67	61	67	Airport Maintenance Man	11.97	18.35
64	59	64	Custodial Worker	10.00	14.79
1	1	1	Municipal Service Laborer	15.43	17.43
11	10	11	Custodial Worker Supervisor	18.12	20.12
1	1	1	Supt Vehicle Admin Services	20,092.80	68,744.81
1	1	1	Supt of Motorized Equipment	26,273.96	68,744.81
7	6	7	Window Washer	12.54	20.07
165	150	165			
			TECHNICIAN		
7	6	7	Airport Information Representative	10.02	16.48
8	9	8	Airport Operations Agent I	14.14	20.37
8	6	8	Airport Operations Agent II	17.77	23.98
3	3	3	Airport Operations Agent III	20,800.00	54,163.56
4	4	4	Airport Operations Superintendent	23,333.40	63,916.85
1	1	1	Airport Planning Envir. Officer	30,214.95	86,559.12
1	1	1	Airport Safety Manager	14.91	23.93
3	3	3	Airport Safety Shift Commander	20,800.00	58,396.41
43	42	43	Airport Safety Man	14.91	23.93
12	12	12	Airport Safety Supervisor	38,762.61	56,472.00
3	3	3	Airport Security Coordinator	23,333.40	61,754.98
1	1	1	Asst. Manager Appl Dev/Technical Support	46,224.91	121,190.12
1	1	1	Network Analyst II	30,214.00	87,630.31
2	2	2	System Analyst	20,800.00	60,010.77
1	0	1	Telecommunications Specialist II	30,214.00	80,557.12
5	5	5	Engineering & Construction Inspector	18.44	20.44
1	1	1	Engineering & Construction Inspector, Chief	24.59	26.59
3	0	3	Radio Dispatcher	17.33	20.38
107	100	107			
448	391	448	TOTAL FULL TIME		
9	5	18	TOTAL PART TIME		
28	0	44	TOTAL SEASONAL		
485	396	510	TOTAL DIVISION		

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 is to improve the piers and docks under its jurisdiction by initiating a plan for capital expenditures.

Division of Harbors

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 86,810	$ 71,315	$ 75,027	$ 78,026
	$ 86,810	**$ 71,315**	**$ 75,027**	**$ 78,026**
Benefits				
Hospitalization	$ 4,346	$ 2,897	$ 3,297	$ 3,166
Prescription	—	712	1,067	1,068
Dental	241	202	247	252
Vision Care	54	47	52	48
Public Employees Retire System	10,745	9,564	10,521	10,922
Fica-Medicare	1,113	1,030	1,084	1,130
Workers' Compensation	—	—	799	1,356
Life Insurance	45	38	45	48
	$ 16,544	**$ 14,490**	**$ 17,112**	**$ 17,990**
Other Training & Professional Dues				
Travel	$ —	$ —	$ 2,257	$ 6,000
Tuition & Registration Fees	—	—	1,900	5,000
Professional Dues & Subscript	300	340	375	450
	$ 300	**$ 340**	**$ 4,532**	**$ 11,450**
Contractual Services				
Professional Services	$ 152,100	$ 117,350	$ —	$ 160,000
Other Contractual	—	—	1	1,400
	$ 152,100	**$ 117,350**	**$ 1**	**$ 161,400**
Materials & Supplies				
Office Supplies	$ —	$ —	$ —	$ 270
Postage	37	—	—	450
Computer Hardware	—	—	—	2,340
Small Equipment	—	—	—	5,000
Office Furniture & Equipment	—	2,938	—	—
Misc Maintenance Supplies	—	—	—	1,800
	$ 37	**$ 2,938**	**$ —**	**$ 9,860**
Interdepart Service Charges				
Charges From Telephone Exch	$ —	$ —	$ —	$ 928
Charges From Print & Repro	3,332	—	—	—
Charges From Central Storeroom	—	122	—	—
	$ 3,332	**$ 122**	**$ —**	**$ 928**
Capital Outlay				
Transfer To Airports Cap Proj	$ —	$ 30,000	$ 136,890	$ —
	$ —	**$ 30,000**	**$ 136,890**	**$ —**
	$ 259,123	**$ 236,554**	**$ 233,561**	**$ 279,654**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 429,089	$ 428,608	$ 475,774	$ 450,000
	$ 429,089	**$ 428,608**	**$ 475,774**	**$ 450,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Project Coordinator	27,325.56	87,664.94
1	1	1	TOTAL DIVISION		

JOMARIE WASIK, DIRECTOR

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, maintenance and repair, facility management, and fleet management to the citizens, employees, businesses and visitors of the City of Cleveland.

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; operation of moveable bridges and viaducts; the construction of all public buildings; 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 maintain 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.

Department of Public Service

Division of Public Service Administration

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 323,593	$ 263,132	$ 244,593	$ 254,386
Part-Time Permanent	—	25,764	36,566	37,506
Longevity	2,325	2,450	—	2,050
Separation Payments	—	31,458	—	—
	$ 325,918	**$ 322,803**	**$ 281,160**	**$ 293,942**
Benefits				
Hospitalization	$ 48,131	$ 38,966	$ 36,942	$ 34,995
Prescription	—	2,350	3,524	3,528
Dental	2,717	2,324	2,283	2,283
Vision Care	259	233	207	207
Public Employees Retire System	45,613	44,228	44,371	41,152
Fica-Medicare	3,690	4,034	4,027	4,275
Workers' Compensation	8,295	3,774	3,618	5,080
Life Insurance	225	188	180	180
	$ 108,929	**$ 96,096**	**$ 95,153**	**$ 91,700**
Other Training & Professional Dues				
Tuition & Registration Fees	$ —	$ —	$ 125	$ 175
Professional Dues & Subscript	100	100	—	—
	$ 100	**$ 100**	**$ 125**	**$ 175**
Contractual Services				
Parking In City Facilities	$ 2,818	$ 2,684	$ 1,989	$ 2,376
	$ 2,818	**$ 2,684**	**$ 1,989**	**$ 2,376**
Materials & Supplies				
Computer Software	$ 316	$ —	$ —	$ —
Just In Time Office Supplies	233	212	468	650
	$ 549	**$ 212**	**$ 468**	**$ 650**
Maintenance				
Computer Hardware Maintenance	$ —	$ —	$ —	$ 200
	$ —	**$ —**	**$ —**	**$ 200**
Interdepart Service Charges				
Charges From Telephone Exch	$ 19,076	$ 3,026	$ 3,123	$ 5,642
Charges From Radio Comm System	263	220	31	88
Charges From Print & Repro	970	2,223	401	581
Charges From Central Storeroom	81	297	159	150
	$ 20,390	**$ 5,766**	**$ 3,714**	**$ 6,461**
	$ 458,703	**$ 427,661**	**$ 382,609**	**$ 395,504**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ —	$ —	$ 120	$ —
Miscellaneous	3,355	1,692	1,422	300
	$ 3,355	**$ 1,692**	**$ 1,542**	**$ 300**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Public Service	50,795.81	171,581.77
1	1	1			
			OFFICE & CLERICAL		
2	2	2	Administrative Officer	20,800.00	51,436.88
2	2	2			
			PROFESSIONALS		
1	1	1	Project Director	22,333.40	77,944.11
1	1	1			
4	4	4	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
5	5	5	TOTAL DIVISION		

Department of Public Service

Division of Architecture

ROBERT VILKAS, CHIEF ARCHITECT

Mission Statement

Our mission is to plan and construct, appropriate, energy efficient, and lasting facilities, for the City of Cleveland.

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 architectural firms or consultants are retained for special projects, the Division of Architecture provides programming, coordinates, and supervises all phases of such projects.

PROGRAM NAME: FACILITY DESIGN AND CONSTRUCTION

OBJECTIVES: To plan 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 and energy efficient 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 project 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 adoptive reuses and make recommendations, which will maximize potential of City buildings based upon current need and/or future predictions.

PROGRAM NAME: ENERGY EFFICIENCY

OBJECTIVES: Strive to provide energy efficient sustainable City facilities.

ACTIVITIES: Evaluate building usage and recommend procedures to make the facility energy efficient.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 406,398	$ 381,688	$ 287,438	$ 327,546
Military Leave	553	73	—	—
Longevity	3,175	2,675	—	1,950
Separation Payments	37,121	8,019	33,378	—
	$ 447,246	**$ 392,454**	**$ 320,816**	**$ 329,496**
Benefits				
Hospitalization	$ 62,639	$ 53,464	$ 37,659	$ 34,369
Prescription	—	9,204	10,796	10,572
Dental	3,618	3,667	2,874	2,772
Vision Care	454	474	381	396
Public Employees Retire System	57,911	58,591	47,287	46,130
Fica-Medicare	4,776	4,583	3,728	4,761
Workers' Compensation	12,750	5,178	4,399	5,796
Life Insurance	319	308	255	270
Unemployment Compensation	—	2,515	10,563	—
	$ 142,467	**$ 137,984**	**$ 117,942**	**$ 105,066**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 2,205	$ —	$ —	$ —
Professional Dues & Subscript	1,116	—	364	1,200
	$ 3,321	**$ —**	**$ 364**	**$ 1,200**
Contractual Services				
Professional Services	$ 606	$ —	$ —	$ 2,000
Mileage (Private Auto)	324	33	—	500
Parking In City Facilities	2,038	1,083	30	500
	$ 2,967	**$ 1,116**	**$ 30**	**$ 3,000**
Materials & Supplies				
Computer Supplies	$ —	$ 1,102	$ —	$ 1,000
Office Furniture & Equipment	245	—	—	—
Paper And Other Printing Suppl	1,100	—	—	1,767
Just In Time Office Supplies	2,825	4,796	4,889	2,500
	$ 4,170	**$ 5,898**	**$ 4,889**	**$ 5,267**
Maintenance				
Maintenance Office Equipment	$ 1,000	$ 1,960	$ —	$ 1,000
Computer Hardware Maintenance	1,653	—	—	2,000
	$ 2,653	**$ 1,960**	**$ —**	**$ 3,000**
Interdepart Service Charges				
Charges From Telephone Exch	$ 1,207	$ 1,232	$ 868	$ 1,254
Charges From Print & Repro	1,234	1,989	2,346	9,679
Charges From Central Storeroom	3,460	976	56	1,115
Charges From M.V.M.	7,613	994	336	285
	$ 13,515	**$ 5,190**	**$ 3,605**	**$ 12,333**
	$ 616,339	**$ 544,602**	**$ 447,645**	**$ 459,362**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	300,207	139,991	119,956	160,000
	$ 300,207	**$ 139,991**	**$ 119,956**	**$ 160,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	0	Commissioner of Architecture	42,758.15	143,360.63
1	0	0			
			PROFESSIONALS		
1	1	1	Administrative Officer	20,800.00	51,436.88
1	1	1	Chief Architect	23,647.11	98,838.00
1	1	1	Project Director	22,333.40	77,944.11
3	3	3	Senior Assistant Architect	10.00	23.87
6	6	6			
7	6	6	TOTAL DIVISION		

RONNIE M. OWENS, COMMISSIONER

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.

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

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

The City of Cleveland annually disposes of approximately 300,000 tons of debris. The majority of this debris is processed through the Ridge Road Transfer Station; a city owned operated facility, with a 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.

PROGRAM NAME: RESIDENTIAL COLLECTIONS/CURBSIDE RECYCLING

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 8,142,691	$ 8,875,036	$ 8,265,122	$ 8,630,766
Seasonal	771,623	768,021	712,789	718,271
Part-Time Permanent	20,534	21,602	20,370	—
Injury Pay	29,385	23,953	20,156	—
Longevity	79,750	74,400	74,125	74,125
Wage Settlements	3,087	—	—	—
Separation Payments	22,627	24,789	11,150	25,000
Overtime	409,955	431,508	447,607	435,376
	$ 9,479,651	**$ 10,219,309**	**$ 9,551,320**	**$ 9,883,538**
Benefits				
Hospitalization	$ 1,841,870	$ 1,775,617	$ 1,751,959	$ 1,662,215
Prescription	—	178,445	271,617	274,500
Dental	103,357	106,544	110,802	111,408
Vision Care	11,146	11,736	10,887	10,908
Public Employees Retire System	1,345,109	1,526,472	1,513,733	1,383,696
Fica-Medicare	113,633	123,199	115,091	143,312
Workers' Compensation	936,770	1,237,800	1,554,506	845,939
Life Insurance	10,181	9,964	10,178	10,212
Unemployment Compensation	52,061	101,042	95,978	70,579
Clothing Allowance	83,160	82,835	4,200	82,835
Clothing Maintenance	28,950	27,688	850	27,688
	$ 4,526,236	**$ 5,181,342**	**$ 5,439,801**	**$ 4,623,292**
Other Training & Professional Dues				
Travel	$ 1,771	$ 183	$ 2,480	$ 1,800
Tuition & Registration Fees	1,075	—	1,100	900
Mileage (Priv Auto) Trng Prps	—	146	—	90
Professional Dues & Subscript	313	342	342	270
	$ 3,159	**$ 672**	**$ 3,922**	**$ 3,060**
Utilities				
Brokered Gas Supply	$ 217,363	$ 115,201	$ 108,950	$ 99,144
Gas	194,895	132,503	113,538	105,590
Electricity - Cpp	222,026	188,662	226,973	217,894
Electricity - Other	—	(1,661)	—	—
	$ 634,284	**$ 434,705**	**$ 449,460**	**$ 422,628**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 6,980	$ 7,688	$ 9,920	$ 10,000
Referee Services	426	—	—	250
Waste Disposal	7,888,703	6,947,812	5,984,634	6,589,162
Security Services	—	603	918	800
Janitorial Services	1,770	2,322	37	1,000
Medical Services	4,186	5,009	3,338	3,000
Waste Disposal Fee - Ohio EPA	881,873	1,119,784	1,116,027	1,423,092
Advertising And Public Notice	68,829	49,553	49,168	50,000
Program Promotion	31,778	28,876	4,766	10,000
Parking In City Facilities	1,321	1,077	844	1,100
Equipment Rental	194	—	—	—
Special Assessment	3,250	3,250	2,600	3,150
Local Match-Grant Programs	25,000	—	—	50,000
Credit Card Processing Fees	5,517	7,610	10,554	9,000
	$ 8,919,826	**$ 8,173,583**	**$ 7,182,806**	**$ 8,150,554**
Materials & Supplies				
Office Supplies	$ —	$ 2,490	$ —	$ —
Postage	—	—	51,000	53,550
Computer Supplies	4,407	3,562	1,630	700
Computer Hardware	—	380	—	—
Computer Software	—	5,140	—	—
Hardware & Small Tools	—	4,150	1,500	2,000
Small Equipment	65,278	34,288	34,250	—
Office Furniture & Equipment	630	—	—	—
Fence, Posts & Bars	—	2,687	—	1,000
Hygiene And Cleaning Supplies	9,315	—	1,868	4,500
Photographic Supplies	—	1,194	—	—
Other Supplies	11,394	7,277	17,794	17,000
Safety Equipment	6,519	2,016	3,922	7,000
Special Events Supplies	4,875	3,906	—	—
Just In Time Office Supplies	2,724	2,069	6,271	4,500
	$ 105,142	**$ 69,160**	**$ 118,234**	**$ 90,250**
Maintenance				
Maintenance Misc. Equipment	$ 16,999	$ 35,949	$ 20,592	$ 25,000
Maintenance Building	13,636	22,549	1,356	15,000
Repair Of Overhead Doors	—	—	—	5,000
	$ 30,635	**$ 58,498**	**$ 21,948**	**$ 45,000**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 3,408	$ 760	$ 2,695	$ 5,000
	$ 3,408	**$ 760**	**$ 2,695**	**$ 5,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 27,766	$ 26,696	$ 27,564	$ 36,413
Charges From Radio Comm System	53,914	58,670	30,618	53,835
Charges From W.P.C.	1,537	6,158	2,921	—
Charges From Print & Repro	45,958	32,213	26,373	29,036
Charges From Central Storeroom	2,254	3,150	3,466	3,651
Charges From M.V.M.	2,834,855	2,788,901	2,495,720	3,075,040
	$ 2,966,285	**$ 2,915,787**	**$ 2,586,662**	**$ 3,197,975**
	$ 26,668,625	**$ 27,053,816**	**$ 25,356,849**	**$ 26,421,297**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 2,682,494	$ 2,149,281	$ 9,025,603	$ 12,676,961
Licenses & Permits	—	—	1,011	—
Miscellaneous	188,296	14,191	37,864	36,000
	$ 2,870,790	**$ 2,163,472**	**$ 9,064,477**	**$ 12,712,961**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
5	5	5	Asst. Superintendent of Waste Collection	24.74	26.74
1	1	1	Commissioner of Waste Collection & Disposal	40,314.82	128,214.57
1	1	1	General Superintendent of Waste Collection	30,473.96	61,910.79
7	7	7			
			OFFICE & CLERICAL		
0	0	1	Chief Clerk	22,050.00	46,165.29
2	2	2	Junior Personnel Assistant	20,800.00	38,221.13
2	2	3			
			PROFESSIONALS		
1	1	1	Accountant IV	20,800.00	57,688.76
2	2	2	Assistant Administrator	20,800.00	62,252.71
1	1	1	Assistant Manager of Marketing	20,800.00	58,396.41
1	0	0	Deputy Project Director	20,092.80	61,006.23
1	1	1	Manager of Marketing	30,214.95	100,843.89
1	1	2	Project Director	22,333.40	77,944.11
1	1	1	Senior Budget and Management Analyst	26,273.96	75,985.65
8	7	8			
			SKILLED CRAFT		
3	3	3	Construction Equipment Operator Group B	27.27	43.75
3	3	3			
			SERVICE & MAINTENANCE		
1	1	1	Labor Foreman	19.54	21.54
5	5	5	Municipal Service Laborer	15.43	17.43
2	2	2	Transfer Station Attendant	20.64	22.64
72	67	72	Waste Collection Driver	12.33	18.94
11	9	9	Waste Collection Foreman	19.54	21.54
4	4	4	Waste Collection Foreman I	21.43	23.43
127	109	128	Waste Collector	15.43	17.43
222	197	221			
			TECHNICIAN		
1	1	1	Accident & Safety Inspector	19.71	21.71
2	1	2	Radio Operator	17.66	19.66
3	2	3			
245	218	245	TOTAL FULL TIME		
24	24	24	TOTAL SEASONAL (Average) *		
1	1	0	TOTAL PART TIME		
270	243	269	TOTAL DIVISION		

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

RICHARD J. SWITALSKI, ADMINISTRATIVE BUREAU MANAGER

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, streets and sidewalks.

The 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 description, public points and monuments, nad 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.

PROGRAM NAME: ROAD AND BRIDGE CAPITAL IMPROVEMENT

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

ACTIVITY: 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

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

ACTIVITY: 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 field work.

Replace survey monuments, as needed.

PROGRAM NAME: BRIDGE MAINTENANCE

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

ACTIVITY: Repair bridges and appurtenances on a priority basis as funds allow.

Provide routine maintenance of bridges, especially the City's six life bridges, on a priority basis as funds allow.

PROGRAM NAME: BRIDGE OPERATION

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

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

PROGRAM NAME: SIDEWALKS

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

ACTIVITY: 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 2,984,921	$ 3,077,431	$ 2,848,656	$ 2,944,653
Part-Time Permanent	25,317	24,439	25,728	29,449
Longevity	28,400	28,025	14,625	26,745
Wage Settlements	—	—	17,541	—
Separation Payments	125,093	58,331	19,584	—
Overtime	174,531	179,160	83,044	100,000
	$ 3,338,262	**$ 3,367,385**	**$ 3,009,178**	**$ 3,100,847**
Benefits				
Hospitalization	$ 576,524	$ 537,761	$ 492,097	$ 472,295
Prescription	—	59,691	89,021	90,468
Dental	32,536	33,387	32,566	33,444
Vision Care	3,405	3,598	3,189	3,048
Public Employees Retire System	449,755	496,734	473,298	434,119
Fica-Medicare	38,780	40,046	36,769	36,869
Workers' Compensation	96,828	69,734	64,054	69,316
Life Insurance	2,801	2,741	2,621	2,655
Unemployment Compensation	5,603	115	8,892	—
Clothing Allowance	5,240	4,620	620	4,620
Clothing Maintenance	3,975	3,775	2,175	3,775
	$ 1,215,448	**$ 1,252,202**	**$ 1,205,303**	**$ 1,150,609**
Other Training & Professional Dues				
Travel	$ —	$ 288	$ 660	$ 3,000
Tuition & Registration Fees	1,475	1,878	2,364	4,000
Mileage (Priv Auto) Trng Prps	—	143	—	—
Professional Dues & Subscript	2,059	3,209	2,238	3,000
	$ 3,534	**$ 5,518**	**$ 5,262**	**$ 10,000**
Utilities				
Electricity - Cpp	$ 39,936	$ 38,093	$ 36,945	$ 35,467
Electricity - Other	5,720	187	588	570
	$ 45,656	**$ 38,280**	**$ 37,533**	**$ 36,037**
Contractual Services				
Professional Services	$ 122,223	$ 5,475	$ 243,756	$ 175,000
Mileage (Private Auto)	1,003	1,085	1,183	1,000
Advertising And Public Notice	1,450	385	255	1,500
Parking In City Facilities	10,709	9,570	7,346	10,000
Equipment Rental	1,000	—	—	1,000
Other Contractual	726	693	768	500
	$ 137,110	**$ 17,208**	**$ 253,308**	**$ 189,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 1,704	$ 155	$ 1,700	$ 2,000
Computer Supplies	—	—	4,190	250
Boilers, Heaters & Cool Equip	160	—	—	1,000
Small Equipment	2,000	2,088	100	2,000
Hygiene And Cleaning Supplies	462	—	—	700
Photographic Supplies	—	1,703	—	1,000
Paper And Other Printing Suppl	2,963	1,214	2,545	3,000
Other Supplies	500	217	—	—
Bridge 650 Supplies	72,325	57,894	54,649	60,000
Safety Equipment	—	—	—	1,000
Just In Time Office Supplies	4,267	2,137	2,519	4,500
Cement Sand & Gravel	5,000	—	—	1,000
	$ 89,381	**$ 65,408**	**$ 65,703**	**$ 76,450**
Maintenance				
Maintenance Office Equipment	$ 1,000	$ 70	$ —	$ 1,000
Maintenance Contracts	289	305	641	1,500
Computer Software Maintenance	13,178	10,515	18,923	25,000
Maintenance Misc. Equipment	188	—	—	—
	$ 14,654	**$ 10,890**	**$ 19,564**	**$ 27,500**
Interdepart Service Charges				
Charges From Telephone Exch	$ 9,997	$ 14,139	$ 29,840	$ 30,174
Charges From Radio Comm System	4,167	4,814	2,200	2,806
Charges From W.P.C.	—	307	—	—
Charges From Print & Repro	12,279	12,957	10,028	9,679
Charges From Central Storeroom	942	745	803	910
Charges From M.V.M.	55,823	53,647	38,056	52,334
Charges From Waste Collection	—	—	792	—
	$ 83,207	**$ 86,608**	**$ 81,719**	**$ 95,903**
	$ 4,927,252	**$ 4,843,499**	**$ 4,677,570**	**$ 4,686,346**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 11,400	$ 10,550	$ 8,200	$ 12,500
Licenses & Permits	58,025	52,500	46,950	52,000
Miscellaneous	828,268	783,403	814,683	800,000
	$ 897,693	**$ 846,453**	**$ 869,833**	**$ 864,500**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrator of Engineering and Planning	30,214.95	109,248.99
0	1	1	Administration Bureau Manager	40,314.82	128,214.57
1	0	0	Commissioner of Engineering & Construction	45,201.46	142,289.43
1	1	1	Superintendent of Sidewalks	22,333.40	61,754.98
3	3	3			
			OFFICE & CLERICAL		
1	1	1	Junior Personnel Assistant	20,800.00	38,221.13
2	2	2	Principal Clerk	11.93	19.51
3	3	3			
			PROFESSIONALS		
1	1	1	Chief Sidewalk Inspector	20,800.00	44,607.19
2	2	2	Construction Technician	12.02	22.64
7	7	7	Consulting Engineer	36,000.00	92,224.55
1	1	1	Deputy Project Director	20,092.80	61,006.23
3	3	3	Section Chief Engineering and Construction	50,000.00	96,444.42
1	1	1	Senior Budget and Management Analyst	26,273.96	75,985.65
1	1	1	Surveyor	10.00	26.59
2	2	2	Survey Party Chief	20,800.00	54,685.09
18	18	18			
			SKILLED CRAFT		
1	1	1	Bridge Oiler	10.00	17.84
2	2	2	Electrical Worker	41.84	52.30
3	3	3	Ironworker	38.29	47.86
6	6	6			
			SERVICE & MAINTENANCE		
17	16	17	Electric Bridge Operator	10.00	17.37
4	4	3	Electric Bridge Operator Leader	10.00	18.60
1	1	1	Municipal Service Laborer	15.43	17.43
22	21	21			
			TECHNICIAN		
7	7	7	Engineering & Construction Inspector	18.44	20.44
2	1	1	Sidewalk Inspector	16.87	18.87
9	8	8			
61	59	59	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
62	60	60	TOTAL DIVISION		

Department of Public Service

Motor Vehicle Maintenance

DANIEL A. NOVAK, COMMISSIONER

Mission Statement

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

The control, supervision of procurement, custody, maintenance, repair and assignment of all motor vehicles and equipment of the various Department 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 includes the purchase of fuels, changing of oil, lubrications, wheel alignments, tune-ups, and other various repairs. The Division is responsible for the operation and maintenance of the City's fuel dispensing system.

PROGRAM NAME: EMERGENCY REPAIRS AND TOWING

OBJECTIVEs: To provide efficient, cost effective vehicle repair service for the City-owned Fleet.

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

PROGRAM NAME: FUELING

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

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

PROGRAM NAME: AUTO BODY WORK

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

ACTIVITIES: Make minor and major auto body repairs.

PROGRAM NAME: PREVENTIVE MAINTENANCE

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

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

PROGRAM NAME: ROUTINE MAINTENANCE

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

ACTIVITIES: Provide motor repairs and services. 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 4,259,296	$ 4,098,494	$ 3,921,767	$ 3,904,369
Military Leave	988	985	—	—
Injury Pay	460	1,129	—	—
Longevity	45,600	41,625	30,275	39,600
Wage Settlements	—	—	26,830	—
Separation Payments	77,712	25,041	28,620	75,000
Overtime	55,858	66,943	56,404	68,559
	$ 4,439,914	**$ 4,234,216**	**$ 4,063,895**	**$ 4,087,528**
Benefits				
Hospitalization	$ 819,742	$ 724,095	$ 667,791	$ 629,449
Prescription	—	95,420	136,758	131,640
Dental	45,780	45,332	43,994	44,460
Vision Care	5,093	5,179	4,509	4,104
Public Employees Retire System	613,628	639,689	637,741	561,754
Fica-Medicare	44,911	45,178	43,011	42,239
Workers' Compensation	276,323	227,093	164,700	109,709
Life Insurance	4,133	3,821	3,668	3,792
Unemployment Compensation	—	5,857	16,248	—
Clothing Allowance	1,050	1,080	603	860
Tool Insurance	35,810	35,200	33,550	31,900
Clothing Maintenance	200	200	—	200
	$ 1,846,669	**$ 1,828,144**	**$ 1,752,573**	**$ 1,560,107**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 251	$ 171	$ 125	$ 2,000
Professional Dues & Subscript	3,420	2,448	2,629	2,000
	$ 3,671	**$ 2,619**	**$ 2,754**	**$ 4,000**
Utilities				
Brokered Gas Supply	$ 347,371	$ 268,637	$ 199,186	$ 181,260
Gas	21,306	27,889	24,174	22,482
Electricity - Cpp	10,284	26,914	26,866	25,791
Security & Monitoring System	6,000	4,500	8,001	6,000
	$ 384,961	**$ 327,941**	**$ 258,227**	**$ 235,533**
Contractual Services				
Professional Services	$ 3,855	$ 1,197	$ 1,090	$ 3,000
Travel- Non-Training	—	23	17	—
Medical Services	1,291	1,112	877	1,000
Freight Expense	—	43	—	—
Parking In City Facilities	13,032	17,656	16,396	20,000
Towing	19,927	25,643	32,480	35,000
Special Assessment	37,300	31,355	39,375	42,000
Other Contractual	11,936	7,500	2,000	5,000
	$ 87,340	**$ 84,528**	**$ 92,235**	**$ 106,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Discounts Lost	$ (6)	$ —	$ —	$ —
Office Supplies	—	164	91	—
Postage	132	23	—	—
Computer Supplies	66	241	496	5,000
Computer Software	—	—	—	5,000
Fuel	10,007,941	4,598,555	6,117,267	8,740,201
Fuel Tax	802,910	766,188	757,006	760,000
Chemical	14,956	21,000	12,500	12,000
Air Compressor Parts	10,500	5,000	11,000	11,000
Fire/Ems Apparatus Parts	84,496	109,866	94,900	95,000
Auto & Light Truck Parts	289,897	474,299	482,057	400,000
Heavy Truck Parts	849,340	1,030,323	1,121,903	1,000,000
Construction Equipment Parts	80,500	115,377	177,343	100,000
Snow Removal Equipment Parts	37,964	46,000	29,800	20,000
Clothing	19,991	31,570	15,967	20,000
Sweeper Parts	74,111	110,306	85,947	80,000
Welding Supplies & Equipment	6,500	9,000	2,000	6,000
Mower & Tractor Parts	254,580	247,054	25,000	50,000
Small Equipment	—	580	—	—
Fence, Posts & Bars	3,200	—	—	—
Hygiene And Cleaning Supplies	6,000	8,018	7,981	6,000
Painting Equipment & Supplies	13,309	14,828	9,982	15,000
Medical Supplies	1,000	—	—	—
Shop Tools	—	—	60	—
Shop Supplies	7,537	22,627	6,000	8,000
Other Supplies	7,304	5,657	2,000	8,000
Anti-Freeze	29,744	49,653	20,000	30,000
Motor Oil & Lubricants	199,876	258,486	193,261	250,000
Batteries	74,824	83,077	95,582	100,000
Tires	466,205	706,193	709,950	600,000
Just In Time Office Supplies	3,004	4,280	3,785	4,000
Building Maintenance Supplies	6,327	7,000	2,035	5,000
	$ 13,352,205	**$ 8,725,365**	**$ 9,983,912**	**$ 12,330,201**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ —	$ 3,000	$ 1,000	$ —
Computer Hardware Maintenance	41,986	41,591	40,170	40,000
Computer Software Maintenance	—	17,850	18,085	23,100
Maintenance Machinery & Tools	84,684	87,820	44,891	35,000
Fuel Pump Repair & Maintenance	134,667	109,684	79,961	120,000
Generator Repair	69,685	52,804	43,000	50,000
Accident Repair-Other Vehicles	46,079	27,599	52,025	50,000
Accident Repair-Safety Vehicls	109,730	96,602	76,854	125,000
Heavy Truck Repair	39,515	49,319	38,080	40,000
Mower & Tractor Repair	37,463	17,800	—	—
Frame Repair & Alignment	16,000	15,000	32,201	50,000
Hydraulic Repair Cyl Pmps Mtrs	26,868	49,669	29,600	30,000
Glass Repair	37,977	24,500	24,939	30,000
Radiator & Gas Tank Repair	19,914	44,235	34,898	20,000
Maintenance Building	18,487	23,875	—	10,000
Repair Of Overhead Doors	17,370	18,279	9,997	15,000
Spring Repair	139,770	189,256	174,351	125,000
Tire Repair Road Service	12,000	11,466	20,000	20,000
Transmission Repair	144,119	111,048	210,000	200,000
Cushman Repair	44,934	79,937	9,997	25,000
	$ 1,041,249	**$ 1,071,335**	**$ 940,050**	**$ 1,008,100**
Interdepart Service Charges				
Charges From General Fund	$ 260	$ —	$ —	$ —
Charges From Telephone Exch	111,703	108,672	66,047	78,327
Charges From Radio Comm System	943	770	677	697
Charges From Water	—	—	13,121	—
Charges From W.P.C.	1,076	—	615	1,500
Charges From Print & Repro	13,892	12,320	8,861	9,679
Charges From Central Storeroom	249	518	469	363
Charges From Division Of Maint	21,677	6,547	7,907	10,000
Charges From Waste Collection	12,808	16,940	16,271	20,000
	$ 162,610	**$ 145,767**	**$ 113,968**	**$ 120,566**
	$ 21,318,619	**$ 16,419,914**	**$ 17,207,615**	**$ 19,452,035**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 18,868	$ 49,831	$ 15,751	$ 19,000
Miscellaneous	21,310,404	17,717,912	14,908,119	19,141,897
Interest Earnings/Investment Income	58,923	56,610	12,365	10,000
	$ 21,388,195	**$ 17,824,352**	**$ 14,936,235**	**$ 19,170,897**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Assistant Commissioner of MVM	26,273.96	86,764.70
1	1	1	Commissioner of MVM	40,314.82	128,214.57
2	2	2	Superintendent of Motorized Equipment	26,273.96	68,744.81
1	1	1	Superintendent of Vehicles Admin. Service	20,092.80	68,744.81
5	5	5			
			OFFICE & CLERICAL		
1	1	1	General Storekeeper	10.00	24.24
1	1	1	Principal Clerk	11.93	19.51
2	1	1	Senior Clerk	10.29	16.10
5	4	4	Storekeeper	10.00	20.16
9	7	7			
			PROFESSIONALS		
1	0	0	Assistant Buyer	10.00	20.59
2	2	2	Buyer	20,800.00	47,054.71
0	1	1	Fleet Management Data Manager	30,000.00	64,832.23
1	0	1	Personnel Administrator	26,273.96	80,090.83
1	1	1	Senior Budget & Management Analyst	26,273.96	75,985.65
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
1	1	1	Technical Specialist	10.00	22.64
7	6	7			
			SKILLED CRAFT		
19	19	19	Automobile Repair Worker	12.60	20.56
4	4	4	Automobile Repairman Unit Leader	17.78	24.95
2	2	2	Heavy Duty Auto Body Repair Worker	15.73	21.77
27	26	25	Heavy Duty Mechanic	15.75	24.63
5	6	6	Heavy Duty Unit Leader	23.85	30.55
57	57	56			
			SERVICE & MAINTENANCE		
1	1	1	Tanker Truck Driver	15.55	23.88
3	2	2	Tire Repair Worker	14.08	18.99
4	3	3			
			TECHNICIAN		
1	1	1	Fuel System Technician	10.00	19.99
1	1	1			
83	79	79	TOTAL DIVISION		

ROBERT MAVEC, INTERIM COMMISSIONER

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

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, guardrail repair, and snow and ice control.

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 complaint randius 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.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 8,396,872	$ 8,506,198	$ 6,898,098	$ 7,030,027
Crafts	161,016	79,684	158,425	76,000
Seasonal	1,846,293	2,151,369	2,041,213	2,610,066
Military Leave	5,515	2,131	56,252	—
Injury Pay	36,301	6,696	3,624	—
Longevity	69,650	60,975	52,675	66,332
Wage Settlements	39,294	—	—	—
Separation Payments	91,436	84,966	41,937	—
Overtime	1,038,943	669,351	732,390	900,000
	$ 11,685,319	**$ 11,561,370**	**$ 9,984,615**	**$ 10,682,425**
Benefits				
Hospitalization	$ 1,479,928	$ 1,267,833	$ 1,060,791	$ 1,002,429
Prescription	—	133,188	178,423	172,164
Dental	83,672	78,672	69,670	71,208
Vision Care	8,839	8,400	6,782	6,516
Public Employees Retire System	1,714,854	1,729,423	1,755,374	1,495,539
Fica-Medicare	143,976	142,341	126,323	154,681
Workers' Compensation	732,557	847,160	917,161	541,116
Life Insurance	7,571	6,900	5,993	6,000
Unemployment Compensation	93,168	262,704	215,913	250,000
Clothing Allowance	53,340	53,235	375	43,650
Tool Insurance	3,910	5,020	2,870	5,020
Clothing Maintenance	18,625	17,975	175	14,750
	$ 4,340,440	**$ 4,552,850**	**$ 4,339,849**	**$ 3,763,073**
Other Training & Professional Dues				
Travel	$ (5)	$ 1,363	$ —	$ —
Tuition & Registration Fees	—	480	—	—
Professional Dues & Subscript	105	109	—	100
	$ 100	**$ 1,953**	**$ —**	**$ 100**
Utilities				
Brokered Gas Supply	$ 266,318	$ 142,343	$ 142,587	$ 129,754
Water	2,419	6,762	6,638	6,300
Gas	120,041	83,796	60,273	56,054
Electricity - Cpp	64,627	20,925	51,226	51,354
Electricity - Other	32,593	26,014	28,621	27,762
	$ 485,998	**$ 279,840**	**$ 289,346**	**$ 271,224**
Contractual Services				
Professional Services	$ 16,397	$ 7,888	$ 6,380	$ 8,000
Medical Services	1,821	2,664	2,963	2,500
Parking In City Facilities	9,400	10,692	6,994	6,500
Property Rental	87,500	87,500	89,713	88,000
Equipment Rental	3,999	3,994	—	—
Vehicle Rental	50,000	49,603	—	—
Bank Service Fees	5,439	3,460	3,120	3,500
	$ 174,556	**$ 165,800**	**$ 109,170**	**$ 108,500**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ 1,024	$ —	$ —
Purchase Of Tests	48	—	514	200
Chemical	7,611	3,700	—	—
Salt & De-Icer	3,820,905	2,446,084	2,321,118	3,394,150
Clothing	3,000	3,000	1,974	2,000
Hardware & Small Tools	10,132	18,580	273	10,000
Welding Supplies & Equipment	11,663	14,688	2,414	10,000
Boilers, Heaters & Cool Equip	20,000	40,000	9,700	15,000
Seed, Fertilizer & Herbicide	4,240	705	—	1,000
Small Equipment	16,857	6,524	2,964	8,000
Electrical Supplies	10,000	6,100	6,827	6,000
Fence, Posts & Bars	—	6,999	—	3,000
Hygiene And Cleaning Supplies	19,154	11,402	7,241	10,000
Clay, Soil & Turf	746	—	—	—
Painting Equipment & Supplies	7,279	7,477	4,992	5,000
Doors, Shutters And Windows	5,000	—	—	—
Plumbing Supplies And Equip	—	514	—	—
Lumber, Glass, And Drywall	7,295	3,139	3,269	2,000
Medical Supplies	1,980	—	—	500
Photographic Supplies	—	1,098	—	—
Paper And Other Printing Suppl	21,727	10,450	1,025	2,000
Printed Materials	—	40	—	—
Other Supplies	110,942	214,330	137,737	140,000
Guard Rail Supplies	29,860	8,750	4,966	5,000
Safety Equipment	18,624	3,065	10,082	5,000
Just In Time Office Supplies	5,757	1,467	262	3,000
Building Maintenance Supplies	1,876	—	—	6,000
Paving Material	133,603	291,705	263,703	200,000
Asphalt	262,325	173,152	100,000	200,000
Cement Sand & Gravel	365,004	376,660	278,415	250,000
Misc Maintenance Supplies	98,231	59,265	49,798	50,000
	$ 4,993,857	**$ 3,709,916**	**$ 3,207,272**	**$ 4,327,850**
Maintenance				
Maintenance Contracts	$ 3,500	$ 2,000	$ 2,000	$ —
Maintenance Machinery & Tools	15,263	7,540	9,756	10,000
Repair Parts	1,348	9,017	383	10,000
Maintenance Building	3,495	—	—	—
Repair Of Overhead Doors	10,000	20,631	14,576	15,000
	$ 33,605	**$ 39,188**	**$ 26,715**	**$ 35,000**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 1,765	$ 716	$ 350	$ 1,000
	$ 1,765	**$ 716**	**$ 350**	**$ 1,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 55,820	$ 64,321	$ 110,868	$ 74,464
Charges From Radio Comm System	70,704	47,071	39,844	54,831
Charges From W.P.C.	1,691	7,764	5,996	5,000
Charges From Print & Repro	16,410	11,656	10,338	8,227
Charges From Central Storeroom	294	91	166	185
Charges From M.V.M.	3,365,106	2,534,540	2,041,987	2,870,331
Charges From Division Of Maint	30,670	34,440	42,431	30,000
	$ 3,540,694	**$ 2,699,882**	**$ 2,251,631**	**$ 3,043,038**
Capital Outlay				
Local Resurfacing	$ 3,080,245	$ 3,068,267	$ —	$ 3,253,802
	$ 3,080,245	**$ 3,068,267**	**$ —**	**$ 3,253,802**
	$ 28,336,579	**$ 26,079,781**	**$ 20,208,948**	**$ 25,486,012**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 22,788	$ 45,990	$ 24,067	$ 30,000
Licenses & Permits	1,995,875	1,873,155	1,407,562	1,398,000
Miscellaneous	3,569,568	5,596,551	1,307,607	4,400,500
Other Shared Revenue	14,428,017	13,611,297	13,555,354	13,148,694
Transfers In	8,178,919	4,799,130	3,902,404	6,506,825
Interest Earnings/Investment Income	2,021	1,959	159	1,000
	$ 28,197,187	**$ 25,928,082**	**$ 20,197,153**	**$ 25,485,019**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	0	Assistant Commissioner of Streets	26,273.96	86,764.70
1	1	1	Commissioner of Streets	40,314.82	128,214.57
2	2	1			
			OFFICE & CLERICAL		
1	1	1	Chief Clerk	22,050.00	46,165.29
2	2	2	Principal Clerk	11.93	19.51
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
4	4	4			
			PROFESSIONALS		
1	2	2	Administrative Manager	27,193.55	86,764.70
1	1	1	Budget Analyst	20,800.00	51,467.17
1	1	1	Personnel Administrator	26,273.96	80,090.83
1	1	1	Senior Budget and Management Analyst	26,273.96	75,985.65
4	5	5			
			SKILLED CRAFT		
3	1	3	Asphalt Construction Unit Leader	23.88	36.54
11	0	11	Asphalt Tamper	22.90	35.03
4	5	2	Cold Patch & Crack Sealing Unit Leader	22.52	24.52
5	0	5	Cold Patch and Crack Sealing Worker	16.92	18.92
3	4	4	Construction Equipment Operator Group A	27.42	43.90
7	7	7	Construction Equipment Operator Group B	27.27	43.75
1	2	1	Jackhammer Operator	22.90	35.03
1	1	1	Machinist	15.83	22.37
1	1	1	Master Mechanic	27.92	44.90
9	8	9	Paver	23.23	35.53
3	3	3	Paving Unit Leader	23.88	36.54
4	4	4	Street Equipment Maintenance Specialist	15.55	23.88
10	14	11	Street Maintenance Foreman	19.54	21.54
3	3	3	Welder/Fabricator	18.36	24.62
65	53	65			
			SERVICE & MAINTENANCE		
1	1	1	Concrete Mixer Driver	14.82	22.77
2	2	2	General Shop Unit Leader	24.76	26.76
19	34	16	Municipal Service Laborer	15.43	17.43
3	3	3	Street Carry-all Driver	15.55	23.88
7	7	7	Street Maintenance District Unit Leader	30.45	32.45
2	2	2	Tanker Truck Driver	15.55	23.88
31	26	28	Truck Driver	12.50	19.22
65	75	59			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			TECHNICIAN		
1	1	1	Accident & Safety Inspector	19.71	21.71
6	6	4	Radio Operator	17.66	19.66
7	7	5			
147	146	139	TOTAL FULL TIME		
105	111	117	TOTAL SEASONAL (PEAK) *		
252	257	256	TOTAL DIVISION		

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

Department of Public Service

Division Traffic Engineering

ROBERT MAVEC, COMMISSIONER

Mission Statement

Maintain and upgrade all Traffic Control Devices within the City of Cleveland

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.

PROGRAM NAME: TRAFFIC SIGNALIZATION PROGRAM

OBJECTIVES: Maintain and upgrade all traffic signals within the City of Cleveland.

ACTIVITIES: Upgrade signal corridors throughout the City of Cleveland. Also replace old mechanical signal controllers with new Solid State traffic controllers that are more reliable and have the ability to adjust with changing traffic patterns.

PROGRAM NAME: FADED SIGN PROGRAM

OBJECTIVES: Replace missing and badly faded signs.

ACTIVITIES: Check old records against what is currently installed to verify correctness, also replace any faded or missing signs within the area.

PROGRAM NAME: PAVEMENT MARKINGS

OBJECTIVES: Ensure that all pavement markings are clear and visible.

ACTIVITIES: Repaint all 650 miles of lane lines, 6,000 crosswalks and stop bars, and 2,500 painted arrows.

PROGRAM NAME: LED SIGNAL LAMP PROGRAM

OBJECTIVES: Save on energy costs and provide a much more reliable signal lamp.

ACTIVITIES: Replace entire intersection s with the 7-year LED signal lamps whereas the current incandescent bulb life ids about 6-months.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 2,099,507	$ 2,067,667	$ 1,887,502	$ 1,961,103
Longevity	19,575	18,000	—	18,850
Separation Payments	4,900	2,762	—	—
Overtime	116,614	91,909	92,324	93,000
	$ 2,240,595	**$ 2,180,338**	**$ 1,979,827**	**$ 2,072,953**
Benefits				
Hospitalization	$ 410,039	$ 365,609	$ 333,624	$ 312,293
Prescription	—	48,183	68,283	66,516
Dental	22,556	22,692	22,112	22,104
Vision Care	2,539	2,788	2,478	2,436
Public Employees Retire System	312,757	327,868	311,843	290,214
Fica-Medicare	19,590	20,595	18,660	17,997
Workers' Compensation	132,272	55,125	112,637	116,722
Life Insurance	1,800	1,811	1,744	1,776
Unemployment Compensation	1,849	8,098	2	—
Clothing Allowance	29,660	27,030	24,790	27,030
Clothing Maintenance	9,450	7,875	7,350	7,875
	$ 942,512	**$ 887,675**	**$ 903,522**	**$ 864,963**
Utilities				
Brokered Gas Supply	$ 45,073	$ 26,746	$ 18,376	$ 16,723
Gas	39,071	34,962	25,968	24,150
Electricity - Cpp	205,966	211,336	218,890	210,135
Electricity - Other	365,723	241,883	285,904	277,327
	$ 655,833	**$ 514,927**	**$ 549,140**	**$ 528,335**
Contractual Services				
Professional Services	$ 500	$ 682	$ —	$ —
Parking In City Facilities	4,297	4,873	2,378	5,000
Other Contractual	—	—	249	30,000
	$ 4,797	**$ 5,555**	**$ 2,627**	**$ 35,000**
Materials & Supplies				
Clothing	$ 1,049	$ —	$ —	$ 1,500
Hardware & Small Tools	5,998	10,523	—	10,000
Office Furniture & Equipment	1,845	2,648	—	—
Electrical Supplies	—	4,802	—	1,000
Paper And Other Printing Suppl	300	576	—	—
Other Supplies	220,085	140,895	187,135	99,685
Just In Time Office Supplies	677	—	711	1,000
	$ 229,953	**$ 159,444**	**$ 187,847**	**$ 113,185**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 27,045	$ 26,967	$ 26,134	$ 29,743
Charges From Radio Comm System	2,613	2,863	2,332	2,869
Charges From Light And Power	104,326	104,325	—	—
Charges From W.P.C.	—	24,202	—	—
Charges From Print & Repro	4,188	2,064	1,641	1,936
Charges From Central Storeroom	102	78	31	74
Charges From M.V.M.	171,617	179,188	121,447	167,924
	$ 309,891	**$ 339,687**	**$ 151,586**	**$ 202,546**
	$ 4,383,581	**$ 4,087,625**	**$ 3,774,548**	**$ 3,816,982**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 3,032	$ 12,678	$ —	$ 2,000
Licenses & Permits	4,500	5,000	5,970	4,500
Miscellaneous	16,158	54,401	122,623	55,800
	$ 23,691	**$ 72,079**	**$ 128,593**	**$ 62,300**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Traffic Engineering & Parking	42,758.15	123,548.92
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Principal Clerk	11.93	19.51
1	1	1			
			PROFESSIONALS		
1	1	1	Consulting Engineer	36,000.00	92,224.55
1	1	1	Engineer	22.78	33.78
2	2	2			
			SKILLED CRAFT		
1	4	1	Low Tension Lineman	29.99	31.73
4	2	4	Low Tension Trouble Lineman	29.40	31.11
2	2	2	Sign Painter Unit Leader	24.23	34.10
7	8	7			
			SERVICE & MAINTENANCE		
4	3	4	Line Helper Driver	17.73	24.25
1	0	1	Lineman Low Tension Foreman	30.91	32.04
2	0	1	Low Tension Lineman Apprentice	21.95	24.19
2	2	2	Traffic Sign Process Operator	13.28	24.84
14	12	14	Traffic Sign & Marking Technician	13.68	17.17
23	17	22			
			TECHNICIAN		
1	1	1	Chief of Traffic Signal Unit	18.60	35.73
2	2	2	Traffic Sign Marking Supervisor	13.28	24.81
2	4	2	Traffic Signal Control Technician	31.11	32.90
5	7	5			
39	36	38	TOTAL DIVISION		

Department of Public Health

Division of Public Health Administration

KAREN K. BUTLER, DIRECTOR

Mission Statement

To coordinate, direct and supervise the activities of the department.

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 165 employees and will have an operating budget in excess of $19 million in 2011. Grants and revenue from federal, state, and local sources will support more than $14 million in programs in 2011.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 472,041	$ 435,538	$ 410,478	$ 435,941
Longevity	2,968	3,143	—	3,625
Separation Payments	2,718	—	—	—
	$ 477,726	**$ 438,680**	**$ 410,478**	**$ 439,566**
Benefits				
Hospitalization	$ 62,680	$ 52,476	$ 49,171	$ 47,625
Prescription	—	7,895	11,810	11,976
Dental	3,458	3,335	3,416	3,492
Vision Care	412	419	386	372
Public Employees Retire System	66,778	66,730	66,177	62,263
Fica-Medicare	5,499	4,950	4,421	5,155
Workers' Compensation	13,349	5,595	4,978	7,523
Life Insurance	333	310	310	336
	$ 152,508	**$ 141,711**	**$ 140,670**	**$ 138,742**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 445	$ 265	$ 405	$ 500
Professional Dues & Subscript	5,076	3,725	2,053	3,850
	$ 5,521	**$ 3,990**	**$ 2,458**	**$ 4,350**
Contractual Services				
Mileage (Private Auto)	$ 699	$ 343	$ 1,024	$ 500
Security Services	24,954	22,746	22,746	22,746
Parking In City Facilities	7,068	4,070	2,541	4,500
Insurance And Official Bonds	100	100	100	100
Property Rental	—	221,991	221,994	276,278
Other Contractual	1,213	—	—	—
	$ 34,034	**$ 249,250**	**$ 248,405**	**$ 304,124**
Materials & Supplies				
Postage	$ —	$ —	$ 66	$ —
Other Supplies	—	2,109	—	—
Just In Time Office Supplies	2,387	272	1,358	1,000
	$ 2,387	**$ 2,381**	**$ 1,425**	**$ 1,000**
Interdepart Service Charges				
Charges From Print & Repro	$ 3,636	$ 4,888	$ 3,694	$ 5,807
	$ 3,636	**$ 4,888**	**$ 3,694**	**$ 5,807**
	$ 675,812	**$ 840,900**	**$ 807,129**	**$ 893,589**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Miscellaneous	$ 31,832	$ 32,151	$ 42,012	$ 75,890
	$ 31,832	**$ 32,151**	**$ 42,012**	**$ 75,890**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Public Health	50,795.81	171,581.77
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Clerk, Stock	10.00	17.70
1	1	1	Personnel Administrator	26,273.96	80,090.83
2	2	2			
			PROFESSIONALS		
1	1	1	Chief Systems Analyst	27,325.56	94,970.71
1	1	1	Chief, Computer Operations	23,647.11	82,125.01
1	1	1	Sr. Programmer Analyst	23,647.11	67,344.67
1	1	1	Project Director	22,333.40	77,944.11
4	4	4			
7	7	7	TOTAL DIVISION		

KAREN K. BUTLER, DIRECTOR

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.

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 licensor 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 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.

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 resident in public housing, substance abuse treatment services to inmates in the House of Corrections, and infant mortality reduction. The MomsFust (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

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.

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.

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.

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.

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.

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,456,422	$ 1,419,098	$ 1,231,773	$ 1,325,237
Part-Time Permanent	7,569	—	—	—
Injury Pay	613	—	—	—
Longevity	17,310	16,453	1,150	13,525
Separation Payments	47,651	5,021	54,501	—
Overtime	1,689	4,558	13,988	—
	$ 1,531,254	**$ 1,445,130**	**$ 1,301,412**	**$ 1,338,762**
Benefits				
Hospitalization	$ 254,327	$ 234,713	$ 212,986	$ 211,464
Prescription	—	26,916	39,535	42,663
Dental	14,820	14,808	14,250	15,248
Vision Care	2,311	2,399	1,984	2,100
Public Employees Retire System	208,939	215,132	202,059	189,787
Fica-Medicare	14,470	14,584	13,775	15,591
Workers' Compensation	42,630	25,272	16,573	24,256
Life Insurance	1,524	1,474	1,321	1,488
Unemployment Compensation	—	1,938	6,460	—
Clothing Allowance	2,880	2,600	1,590	4,930
Tool Insurance	—	320	—	—
Clothing Maintenance	300	300	—	1,590
	$ 542,200	**$ 540,457**	**$ 510,533**	**$ 509,117**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 424	$ 120	$ —	$ —
Professional Dues & Subscript	566	429	280	380
	$ 990	**$ 549**	**$ 280**	**$ 380**
Utilities				
Brokered Gas Supply	$ 8,270	$ 39,307	$ 29,777	$ —
Gas	62,419	37,170	26,852	52,665
Electricity - Cpp	220,705	229,299	247,628	237,723
Electricity - Other	2,147	4,335	3,313	2,371
Security & Monitoring System	186	1,098	2,444	2,060
	$ 293,726	**$ 311,209**	**$ 310,013**	**$ 294,819**
Contractual Services				
Professional Services	$ 363,100	$ 363,100	$ 373,170	$ 323,100
Mileage (Private Auto)	2,522	2,185	1,765	2,300
Waste Disposal	6,885	7,466	—	—
Security Services	38,811	11,323	11,373	11,374
Parking In City Facilities	1,390	1,363	1,027	1,350
Property Rental	—	188,247	188,247	204,007
Other Contractual	61,195	120,008	57,221	62,388
Indigent Relief	65,000	80,001	65,272	63,000
Credit Card Processing Fees	103	—	—	—
	$ 539,006	**$ 773,692**	**$ 698,075**	**$ 667,519**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 10,343	$ 1,261	$ 964	$ 500
Postage	570	314	309	200
Medical Supplies	24,537	13,828	23,085	18,000
Laboratory Supplies	18,899	17,175	12,499	14,400
Other Supplies	9,914	2,431	4,236	4,000
Pharmaceutical Supplies	3,232	5,172	3,895	9,000
Capital Improvement Inventory	10	—	—	—
Just In Time Office Supplies	6,127	6,702	10,163	6,000
	$ 73,632	**$ 46,883**	**$ 55,151**	**$ 52,100**
Maintenance				
Maintenance Contracts	$ 810	$ 2,262	$ 1,500	$ 1,500
Car Washes	78	—	—	—
	$ 888	**$ 2,262**	**$ 1,500**	**$ 1,500**
Interdepart Service Charges				
Charges From Telephone Exch	$ 158,992	$ 140,838	$ 138,112	$ 143,018
Charges From Print & Repro	38,118	46,449	30,911	32,666
Charges From Central Storeroom	11,470	10,846	8,856	8,833
Charges From M.V.M.	33,907	20,999	17,888	25,383
Charges From Waste Collection	—	69	7,337	—
	$ 242,488	**$ 219,201**	**$ 203,104**	**$ 209,900**
	$ 3,224,183	**$ 3,339,382**	**$ 3,080,067**	**$ 3,074,097**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,413,298	$ 1,442,197	$ 1,448,335	$ 1,550,500
Miscellaneous	1,652,723	140,746	108,918	138,000
	$ 3,066,021	**$ 1,582,943**	**$ 1,557,253**	**$ 1,688,500**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Health	45,021.46	142,289.43
1	1	1			
			OFFICE & CLERICAL		
6	4	4	Clerk, Junior	10.00	13.73
3	2	2	Clerk Principal	11.93	19.51
3	3	3	Clerk, Senior	10.29	16.10
1	1	1	Secretary, Private	10.00	20.59
13	10	10			
			PROFESSIONALS		
1	0	1	Analyst, Senior Budget & Management	26,273.96	75,985.65
1	1	1	Chief, Clinical Laboratories	23,647.11	78,013.35
0	0	1	Supv Of Vital Statistics	20,800.00	54,163.56
3	2	2	Coordinator, Project	27,325.56	87,664.94
1	1	1	Health Center Director	22,333.40	72,986.30
1	1	1	Nurse, Public Health Director	26,273.96	80,090.83
3	4	4	Nurse, Public Health III	39,098.75	51,954.66
0	1	1	Nurse, Practitioner	17.40	19.40
1	1	1	Administrative Officer	20,800.00	51,436.88
1	1	1	Assistant Administrator	20,800.00	62,252.71
1	1	1	Computer Operator	10.00	22.65
13	13	15			
			PARAPROFESSIONALS		
2	1	1	Aide, Community Health	10.00	15.89
2	1	1			
			SERVICE & MAINTENANCE		
1	1	1	Mechanical Handyman	16.08	18.08
1	1	1			
			TECHNICIAN		
2	2	2	Clinical Laboratory Technician II	10.00	23.05
1	1	1	Nurse, Practical	17.40	19.40
3	3	3			
33	29	31	TOTAL DIVISION		

Department of Public Health

Division of Environment

RONALD SMITH, ACTING COMMISSIONER

Mission Statement

To promote and protect the health of all persons who reside in or visit the City of Cleveland.

The Division of Environmental Health includes 2 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 food safety inspections and training, 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 Lead Safe Living-Healthy Homes' 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 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

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. Collect applicable performance data. Management of operations and maintenance of City Personnel Policies and Procedures. Participation in citizen events relating to environmental health issues.

PROGRAM NAME: LEAD SAFE LIVING-HEALTHY HOMES

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 15,000 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. Provide preventive education and information. Abate lead hazards in homes of low-income families. Plan, coordinate and implement Greater Cleveland's plan to eliminate childhood lead poisoning.

PROGRAM NAME: ENVIRONMENTAL HEALTH SERVICES

OBJECTIVES: To ensure sanitary conditions in all neighborhoods and to reduce the potential of vector-borne, rodent-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. Conduct inspections of solid and infectious waste facilities. 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 775,529	$ 732,515	$ 602,182	$ 649,620
Longevity	8,429	7,600	—	5,725
Separation Payments	2,581	—	27,785	—
Overtime	2,659	775	1,802	—
	$ 789,197	**$ 740,890**	**$ 631,769**	**$ 655,345**
Benefits				
Hospitalization	$ 148,303	$ 139,940	$ 120,546	$ 110,111
Prescription	—	12,674	16,145	16,572
Dental	8,917	8,406	7,490	7,416
Vision Care	1,344	1,369	1,103	1,104
Public Employees Retire System	106,222	110,588	107,493	90,954
Fica-Medicare	7,264	6,862	6,586	8,397
Workers' Compensation	22,485	21,310	14,443	21,710
Life Insurance	789	720	647	672
Clothing Allowance	—	—	—	2,160
Clothing Maintenance	—	—	—	960
	$ 295,323	**$ 301,871**	**$ 274,452**	**$ 260,056**
Other Training & Professional Dues				
Tuition & Registration Fees	$ —	$ 335	$ —	$ 405
Professional Dues & Subscript	473	358	—	405
	$ 473	**$ 693**	**$ —**	**$ 810**
Utilities				
Brokered Gas Supply	$ 21	$ 9,271	$ —	$ —
Gas	12,207	—	—	—
Electricity - Cpp	18,451	394	(394)	—
Electricity - Other	1,137	—	—	—
	$ 31,816	**$ 9,666**	**$ (394)**	**$ —**
Contractual Services				
Mileage (Private Auto)	$ 1,496	$ 183	$ 1,390	$ 1,215
Security Services	33,931	30,500	20,000	30,500
Advertising And Public Notice	—	—	—	270
Parking In City Facilities	1,370	4,912	4,141	1,980
Property Rental	—	62,018	62,014	66,247
Other Contractual	50,000	—	1,795	—
	$ 86,796	**$ 97,613**	**$ 89,340**	**$ 100,212**
Materials & Supplies				
Chemical	$ 4,175	$ 4,325	$ 4,884	$ 7,290
Other Supplies	15	900	900	810
Just In Time Office Supplies	531	—	2,205	900
	$ 4,721	**$ 5,225**	**$ 7,989**	**$ 9,000**
Maintenance				
Computer Software Maintenance	$ 1,200	$ 1,300	$ 1,750	$ 1,170
Car Washes	500	500	—	405
	$ 1,700	**$ 1,800**	**$ 1,750**	**$ 1,575**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 8,702	$ 9,153	$ 7,359	$ 7,645
Charges From Radio Comm System	1,047	—	—	—
Charges From Print & Repro	19,098	13,842	9,940	10,646
Charges From Central Storeroom	7,818	6,807	6,354	9,995
Charges From M.V.M.	26,034	12,624	9,777	16,536
	$ 62,698	**$ 42,426**	**$ 33,431**	**$ 44,822**
	$ 1,272,724	**$ 1,200,183**	**$ 1,038,337**	**$ 1,071,820**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 400	$ —	$ —	$ —
Licenses & Permits	9,303	1,223	10,283	27,620
Miscellaneous	71,962	29,219	404	—
	$ 81,665	**$ 30,441**	**$ 10,687**	**$ 27,620**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	1	Commissioner, Environment	42,758.15	133,845.38
1	0	1			
			OFFICE & CLERICAL		
1	1	1	Manager, Office	20,800.00	48,223.28
1	1	1	Secretary, Private	10.00	20.59
1	0	0	Clerk, Senior	10.29	16.10
3	2	2			
			PROFESSIONALS		
1	1	1	Supervisor, District-Environment Health	20,092.00	58,940.00
1	1	1			
			TECHNICIAN		
2	2	2	Sanitarian I, Public Health	12.78	21.25
6	6	6	Sanitarian II, Public Health	14.35	22.91
1	1	1	Sanitarian III, Public Health	15.49	24.05
2	1	1	Sanitarian IV, Public Health	10.00	29.55
11	10	10			
16	13	14	TOTAL DIVISION		

GEORGE BAKER, COMMISSIONER

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 to meet Federal Clean Air standards each day of the year.

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 Division of Air Quality is composed of three sections that work together to achieve the objective of meeting Federal Clean Air standards. 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.

Department of Public Health

Division of Air Quality

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 94,571	$ 115,634	$ 81,249	$ 93,818
Longevity	—	452	—	—
Separation Payments	—	—	12,697	—
Overtime	—	33	—	—
	$ 94,571	**$ 116,119**	**$ 93,946**	**$ 93,818**
Benefits				
Hospitalization	$ 11,590	$ 14,772	$ 9,402	$ 9,373
Prescription	—	2,119	1,476	2,460
Dental	623	920	317	684
Vision Care	52	93	1,660	84
Public Employees Retire System	13,210	17,211	13,324	13,130
Fica-Medicare	1,353	1,660	1,353	1,362
Workers' Compensation	2,033	1,750	3,121	453
Life Insurance	45	68	49	48
	$ 28,905	**$ 38,593**	**$ 30,703**	**$ 27,594**
Other Training & Professional Dues				
Travel	$ 872	$ 492	$ —	$ 1,800
Tuition & Registration Fees	595	—	—	—
Professional Dues & Subscript	6,835	1,199	1,198	2,700
	$ 8,302	**$ 1,691**	**$ 1,198**	**$ 4,500**
Contractual Services				
Advertising And Public Notice	$ —	$ —	$ 680	$ —
Other Contractual	1,078	—	—	—
Local Match-Grant Programs	276,100	276,100	276,100	276,100
	$ 277,178	**$ 276,100**	**$ 276,780**	**$ 276,100**
Materials & Supplies				
Other Supplies	$ 620	$ 668	$ —	$ —
Just In Time Office Supplies	—	—	—	500
	$ 620	**$ 668**	**$ —**	**$ 500**
	$ 409,577	**$ 433,172**	**$ 402,626**	**$ 402,512**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 127,961	$ 188,242	$ 173,546	$ 125,000
Miscellaneous	—	319	—	—
	$ 127,961	**$ 188,561**	**$ 173,546**	**$ 125,000**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	1	Commissioner, Air Quality	42,758.15	133,845.38
1	0	1	TOTAL DIVISION		

Department of Public Safety

Public Safety Administration

MARTIN FLASK, DIRECTOR

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.

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.

PROGRAM NAME: GENERAL AMINISTRATION

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.

PROGRAM NAME: MEDICAL UNIT

OBJECTIVES: To provide medical care to employees.

ACTIVITIES: Examine and treat employees.

PROGRAM NAME: INFORMATION SUPPORT SERVICES

OBJECTIVES: To provide technical support for all Computer Aided Dispatch (CAD) and 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,677,849	$ 1,571,229	$ 1,500,630	$ 1,623,826
Seasonal	—	289	—	—
Board Members	34,376	31,111	42,577	48,104
Part-Time Permanent	—	12,900	—	—
Longevity	16,450	14,250	—	14,500
Separation Payments	11,325	17,162	—	25,000
Overtime	67,399	56,119	26,875	45,000
	$ 1,807,399	**$ 1,703,061**	**$ 1,570,082**	**$ 1,756,430**
Benefits				
Hospitalization	$ 220,234	$ 201,860	$ 184,733	$ 189,508
Prescription	—	30,582	44,350	47,580
Dental	12,243	13,322	13,991	15,252
Vision Care	1,818	1,843	1,635	1,704
Public Employees Retire System	250,142	261,229	249,448	240,411
Fica-Medicare	17,078	16,936	15,949	17,291
Workers' Compensation	57,361	39,592	139,204	42,645
Life Insurance	1,388	1,279	1,234	1,392
Unemployment Compensation	789	—	—	—
Clothing Allowance	1,220	900	1,060	1,060
Tool Insurance	—	160	—	—
Clothing Maintenance	360	—	—	—
	$ 562,631	**$ 567,702**	**$ 651,604**	**$ 556,843**
Other Training & Professional Dues				
Travel	$ 1,027	$ —	$ 998	$ 1,700
Tuition & Registration Fees	1,142	—	390	1,142
Mileage (Priv Auto) Trng Prps	508	—	—	—
Professional Dues & Subscript	349	636	—	—
	$ 3,026	**$ 636**	**$ 1,388**	**$ 2,842**
Contractual Services				
Professional Services	$ 9,821	$ 10,035	$ 9,677	$ 12,000
Mileage (Private Auto)	179	38	—	100
Parking In City Facilities	12,507	10,208	7,213	15,000
Special Assessment	1,496	1,747	—	2,000
Other Contractual	7,750	5,220	15,814	7,000
	$ 31,753	**$ 27,248**	**$ 32,704**	**$ 36,100**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 56	$ 924	$ 982	$ 700
Postage	—	259	21	300
Computer Hardware	7,919	418	—	—
Small Equipment	48	—	—	—
Office Furniture & Equipment	240	—	—	—
Medical Supplies	10,249	12,186	2,475	15,000
Photographic Supplies	—	125	—	—
Other Supplies	12,348	12,808	—	—
Just In Time Office Supplies	3,136	3,848	5,928	10,000
	$ 33,996	**$ 30,568**	**$ 9,407**	**$ 26,000**
Maintenance				
Maintenance Contracts	$ 513,867	$ 574,333	$ 753,529	$ —
Computer Hardware Maintenance	—	46,456	71,031	831,400
Computer Software Maintenance	250	—	—	—
Maintenance Building	57,217	50,828	55,998	55,652
	$ 571,334	**$ 671,618**	**$ 880,559**	**$ 887,052**
Interdepart Service Charges				
Charges From Telephone Exch	$ 68,729	$ 117,484	$ 103,000	$ 112,017
Charges From Radio Comm System	1,011	948	705	1,020
Charges From Print & Repro	22,312	22,564	27,651	24,197
Charges From Central Storeroom	4,705	4,995	3,766	5,244
Charges From M.V.M.	—	249	—	—
	$ 96,757	**$ 146,240**	**$ 135,123**	**$ 142,478**
	$ 3,106,895	**$ 3,147,073**	**$ 3,280,866**	**$ 3,407,745**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 40,240	$ 31,100	$ 29,410	$ 32,100
Fines, Forfeitures & Settlements	700	700	700	—
Grant Revenue	90	180	60	—
Miscellaneous	47,269	3,916	14,402	2,300
	$ 88,299	**$ 35,896**	**$ 44,572**	**$ 34,400**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director of Public Safety	50,795.81	171,581.77
1	1	1	Exe. Comm. of Public Safety - Projects, Grants and Tech.	36,590.39	138,195.09
1	1	1	Executive Commissioner of Public Safety - Operations	36,590.39	138,195.09
1	1	1	Secretary to the Director	36,590.39	138,195.09
4	4	4			
			OFFICE & CLERICAL		
1	1	1	Clerk, Principal	11.93	19.51
1	1	1	Clerk, Senior	10.29	16.10
1	1	1	Private Secretary to the Director	20,800.00	46,165.29
1	1	1	Secretary, Private	10.00	20.59
4	4	4			
			PROFESSIONALS		
1	1	1	Administrative Manager	27,193.55	86,764.70
1	1	1	Assistant Administrator	20,800.00	62,252.71
2	2	2	Analyst, Network II	30,214.00	87,630.31
1	1	0	Analyst, Budget	20,800.00	51,467.17
1	1	1	Analyst, Senior Budget & Management	26,273.96	75,985.65
2	2	2	Analyst, Senior Programmer	23,647.11	67,344.67
1	1	1	Assistant, Senior Personnel	20,800.00	48,701.54
2	1	1	Director, Project	22,333.40	77,944.11
1	1	3	Office of Professional Standards Administrator	26,273.96	68,744.81
2	2	2	Public Health Nurse III	39,098.75	51,954.66
1	1	1	Supervisor, Computer Operations	30,214.95	86,559.12
1	1	1	Surgeon of Police	43,108.00	80,279.00
16	15	16			
			TECHNICIAN		
1	0	0	Analyst, Software	30,214.95	86,559.12
4	4	4	Operator, Computer	10.00	22.65
1	1	1	Operator, Senior Computer	10.00	26.59
6	5	5			
30	28	29	TOTAL FULL TIME		
1	1	1	OPS - Board Chair	7,594.73	
6	5	6	OPS - Board Member	6,799.92	
7	6	7	TOTAL BOARD MEMBERS		
37	34	36	TOTAL DIVISION		

MICHAEL MCGRATH, CHIEF

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.

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

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

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

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

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

PROGRAM NAME: ADMINISTRATIVE OPERATIONS

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

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

PROGRAM NAME: FIELD OPERATIONS

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

ACTIVITIES: Investigate all major offenses against persons and property. Provide Patrol and Community Based Policing activities. Participate with citizens on Community Relations Committees, the Auxiliary Police Program, crime prevention fairs, Night Out Against Crime, the Task Force on Violent Crime and similar projects in response to community needs. Develop close working relationships with residents by interacting while on patrol and attending community functions.

Provide neighborhood patrols to areas that could benefit from close on-going interaction between the Police and the community. Participate in Community Services program which aggressively investigates and focuses on deterring crimes that occur on the streets in highly populated, distressed neighborhoods. Conduct DARE programs, Child Accident Prevention Programs, Crime Watch Training, and other programs in response to the 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.

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 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 Identification System (AFIS) and the use of weapons through the National Integrated Ballistic Imaging Network.

PROGRAM NAME: HOMELAND SECURITY

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

ACTIVITIES: Establish homeland security initiatives within The City of Cleveland and the greater Cleveland area. Prevent, respond, and investigate terrorist activities in our City and the Greater Cleveland area. Provide security and patrols of Cleveland Hopkins Airport, City Hall, and the borders of the City. Analyze and report crime trends in the City and surrounding area. Assist outside agencies with protective details of dignitaries.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 9,239,357	$ 9,362,370	$ 8,445,954	$ 9,041,762
Military Leave	87,093	68,734	17,187	9,600
Part-Time Permanent	220,174	300,890	141,586	240,806
Injury Pay	4,080	—	—	—
Student Trainees	1,039,310	900,811	—	—
School Guards	1,446,255	1,485,830	1,511,650	1,526,500
Uniformed Personnel	89,063,984	91,374,296	89,473,779	88,861,218
Uniformed Overtime	10,066,024	9,732,026	9,448,134	9,577,376
Longevity	964,300	946,700	867,525	936,423
Wage Settlements	(5,118)	(38)	1,467,245	—
Separation Payments	3,182,600	2,826,028	3,887,831	3,008,641
Overtime	1,422,717	1,415,284	1,119,868	1,166,677
Deferred Overtime Payments	408,997	406,307	408,575	433,997
	$ 117,139,773	**$ 118,819,238**	**$ 116,789,334**	**$ 114,803,000**
Benefits				
Hospitalization	$ 17,168,326	$ 15,890,825	$ 14,602,175	$ 13,891,263
Prescription	—	2,152,325	3,139,550	3,159,635
Dental	956,463	1,001,533	993,624	990,411
Vision Care	99,322	106,833	94,624	92,527
Public Employees Retire System	1,757,613	1,957,102	1,853,024	1,648,694
Police & Firemens Disab & Pens	19,412,416	19,910,896	19,391,038	19,365,186
Fica-Medicare	1,297,602	1,325,716	1,320,395	1,369,246
Workers' Compensation	5,915,431	5,675,707	5,564,058	4,963,451
Life Insurance	84,570	84,206	81,623	85,530
Unemployment Compensation	32,095	50,403	229,456	75,000
Clothing Allowance	522,134	524,706	486,801	525,388
Clothing Maintenance	919,346	940,605	920,946	922,563
	$ 48,165,317	**$ 49,620,856**	**$ 48,677,314**	**$ 47,088,894**
Other Training & Professional Dues				
Travel	$ —	$ 519	$ —	$ —
Tuition & Registration Fees	255	—	—	—
Professional Dues & Subscript	5,692	6,803	6,468	5,832
	$ 5,947	**$ 7,323**	**$ 6,468**	**$ 5,832**
Utilities				
Brokered Gas Supply	$ 21,601	$ 108,080	$ 83,962	$ 76,406
Gas	218,994	70,137	53,374	49,638
Electricity - Cpp	1,125,435	1,000,470	915,923	879,286
Electricity - Other	87,287	89,618	111,146	107,812
Steam	558,902	466,491	565,495	593,770
	$ 2,012,218	**$ 1,734,796**	**$ 1,729,900**	**$ 1,706,912**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 116,742	$ 176,271	$ 152,499	$ 185,000
Referee Services	33,976	21,526	5,058	25,000
Mileage (Private Auto)	61,074	71,395	59,039	60,000
Medical Services	894,723	299,779	—	75,000
Advertising And Public Notice	3,171	4,286	6,940	6,000
Parking In City Facilities	150,165	119,633	78,692	120,000
Insurance And Official Bonds	690	173	963	200
Property Rental	—	—	20,478	—
Other Contractual	162,621	142,211	239,388	240,000
	$ 1,423,162	**$ 835,274**	**$ 563,057**	**$ 711,200**
Materials & Supplies				
Office Supplies	$ 34,894	$ (8)	$ —	$ 200
Postage	3,007	2,163	594	1,500
Computer Supplies	5,000	—	—	—
Fuel	266	—	—	—
Clothing	7,035	26,109	25,794	27,000
Small Equipment	64,711	60,614	36,498	54,000
Ammunition	158,816	51,400	7,200	90,000
Hygiene And Cleaning Supplies	4,802	—	1,137	2,500
Lumber, Glass, And Drywall	546	595	605	630
Laboratory Supplies	26,628	28,024	36,515	31,500
Photographic Supplies	32,345	25,311	49,926	36,000
Printed Materials	18,295	3,942	26,278	9,000
Other Supplies	132,386	145,347	119,687	117,000
Batteries	4,000	225	—	1,500
Just In Time Office Supplies	44,204	44,035	67,661	69,200
Misc Maintenance Supplies	24,990	258	1,681	4,000
	$ 561,926	**$ 388,015**	**$ 373,575**	**$ 444,030**
Maintenance				
Maintenance Office Equipment	$ —	$ 1,150	$ —	$ 1,500
Maintenance Contracts	17,850	157,238	174,993	148,955
Computer Hardware Maintenance	—	4,500	—	—
Maintenance Machinery & Tools	4,369	—	—	—
Repair Parts	—	75	—	—
Car Washes	61,168	43,069	21,648	45,000
Accident Repair-Safety Vehicls	—	863	—	—
Maintenance Helicopters	—	90,000	—	—
Maintenance Misc. Equipment	26,582	15,474	20,847	15,000
Maintenance Building	—	7,352	—	—
Repair Of Overhead Doors	5,000	5,000	—	5,000
	$ 114,969	**$ 324,720**	**$ 217,488**	**$ 215,455**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Claims, Refunds, Maintenance				
Court Costs	$ 109	$ —	$ —	$ 100
Judgements, Damages, & Claims	21,249	1,000	7,722	15,000
Police Chief Expense Fund	250,000	250,000	250,000	250,000
	$ 271,359	**$ 251,000**	**$ 257,722**	**$ 265,100**
Interdepart Service Charges				
Charges From Telephone Exch	$ 1,367,805	$ 1,753,307	$ 869,139	$ 1,347,615
Charges From Radio Comm System	858,035	905,231	602,209	850,936
Charges From Print & Repro	378,438	338,528	318,588	309,720
Charges From Central Storeroom	81,482	78,251	61,242	82,933
Charges From M.V.M.	3,743,529	2,938,755	2,636,153	3,308,698
	$ 6,429,289	**$ 6,014,073**	**$ 4,487,330**	**$ 5,899,902**
Expenditure Recovery				
Expenditure Recovery	$ —	$ (3,189)	$ —	$ —
	$ —	**$ (3,189)**	**$ —**	**$ —**
	$ 176,123,960	**$ 177,992,105**	**$ 173,102,188**	**$ 171,140,325**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 586,705	$ 557,906	$ 745,567	$ 350,000
Fines, Forfeitures & Settlements	100	3,750	8,265	—
Grant Revenue	1,173,669	2,121,655	2,562,960	3,962,930
Licenses & Permits	12,500	9,893	8,582	5,500
Miscellaneous	7,120,607	6,641,040	7,539,917	6,616,000
Sale Of City Assets	205,120	192,467	19,665	—
	$ 9,098,700	**$ 9,526,711**	**$ 10,884,956**	**$ 10,934,430**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Chief of Police	69,682.20	165,780.00
11	11	11	Commander of Police	95,219.31	97,633.70
1	1	1	Commissioner of Traffic Control	95,219.31	97,633.70
4	4	4	Deputy Chief of Police	63,966.00	139,666.62
17	17	17			
			OFFICE & CLERICAL		
4	4	4	Clerk, Chief	22,050.00	46,165.29
7	6	6	Clerk, Junior	10.00	13.73
3	3	3	Clerk, Principal	11.93	19.51
1	1	1	Clerk, Stock	10.00	17.70
1	1	1	Messenger	10.00	14.80
3	3	3	Safety Telephone Operator	21,266.04	32,504.88
5	4	4	Secretary	10.00	17.17
3	3	3	Secretary, Private	10.00	20.59
1	1	1	Stenographer III	10.00	17.89
3	3	3	Telephone Operator	10.00	16.48
10	9	9	Typist	10.00	14.94
41	38	38			
			PARA -PROFESSIONALS		
1	1	1	Clerk, Docket	20,800.00	35,267.23
11	11	11	Controller, Traffic	10.00	14.96
0	1	1	Coordinator, Project	27,325.56	87,664.94
12	13	13			
			PROFESSIONALS		
1	1	1	Accountant II	10.00	21.52
1	1	1	Accountant III	10.00	23.86
3	3	3	Administrative Officer	20,800.00	51,436.88
0	0	1	Administrative Manager	27,193.55	86,764.70
12	12	14	Captain (Police)	82,016.64	84,166.97
2	2	2	Director, Project	22,333.40	77,944.11
5	5	5	Examiner, Scientific	25,000.00	58,266.44
65	64	63	Lieutenant (Police)	70,635.04	72,557.74
89	88	90			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROTECTIVE SERVICE		
1,152	1,154	1,166	Officer, Patrol I	50,812.11	53,922.22
54	76	54	Officer, Patrol II	45,999.89	48,815.46
64	23	50	Officer, Patrol III	44,398.92	47,116.49
0	20	1	Officer, Patrol IV	43,256.97	45,904.64
52	0	57	Trainee*	10.00	10.50
3	3	3	Police Safety Aide	20,800.00	29,405.82
207	202	205	Sergeant	60,823.31	62,549.78
1,480	1,478	1,479			
			SERVICE & MAINTENANCE		
2	2	2	Hostler	10.00	15.05
2	2	2			
			TECHNICIAN		
2	2	2	Bilingual Communication Specialist	22,882.82	37,722.97
5	5	5	Dispatcher, Chief Radio	39,788.00	47,423.91
87	81	87	Dispatcher, Police Radio	22,885.90	41,305.44
4	4	4	Examiner, Fingerprint	22,000.00	40,075.97
3	2	3	Operator, Computer	10.00	22.65
2	2	2	Operator, Data Conversion	10.00	14.94
62	61	60	Operator, Senior Data Conversion	10.80	17.90
3	2	3	Supervisor, Data Conversion	11.92	20.07
1	1	1	Systems Analyst	20,800.00	60,010.77
1	0	1	Technician, Photographic Laboratory	10.00	18.73
170	160	168			
1,811	1,796	1,807	TOTAL FULL TIME		
377	349	355	Guard, School Crossing	20.50	27.87
16	12	14	Controller, Traffic	10.00	14.96
0	0	1	Coordinator, Project	27,325.56	87,664.94
1	1	2	PT Scientific Ez	25,000.00	58,266.44
394	362	372	TOTAL PART TIME		
2,205	2,158	2,179	TOTAL DIVISION		

*Not included in Total Headcount

Department of Public Safety

Division of Fire

PAUL STUBBS, CHIEF

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.

PROGRAM NAME: ADMINISTRATION

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

ACTIVITIES: Plan and prepare operating and capital budgets. Manage daily operations, maintain discipline, monitor and implement sick leave, light duty and leave of absence procedures. Collect compile and enter data on alarms, employee work hours and other data into data base systems. Participate in planning of rehab and construction of Division facilities. Schedule and coordinate public fire education programs, public relations and news releases in conjunction with the Mayors Office, Public Safety Directors Office and other interested community organizations.

PROGRAM NAME: OPERATIONS

OBJECTIVES: To save lives and property by: extinguishing and preventing the spread of fire; providing immediate medical care; providing rescue and extrication services; abating hazardous material releases; and investigating the causes and origins of fires.

ACTIVITIES: Respond to emergency alarms annually with necessary personnel, apparatus and equipment. Conduct daily training according to Training Program directive. Maintain apparatus, equipment and stations. Inspect buildings and fire hydrants and investigate fires and accidents.

PROGRAM NAME: OPERATIONS SUPPORT

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

ACTIVITIES: Provide, issue, maintain and repair all rescue equipment, small equipment and supplies to insure other programs maintain operational capacity, including self contained breathing equipment (SCBA), personal protective clothing, hoses, nozzles, small tools and equipment, supplies and all materials needed for continued operations. Provide 24 hour emergency apparatus repair. Provide pre-incident information on streets, buildings, hazardous conditions, hydrant and water 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 one and two family dwellings. Review new construction and building renovations plans for compliance with state and local fire safety laws. Test new and existing fire protection systems. Review and issue permits for control of flammable and hazardous substances. Provide hazardous material specialists to ensure hazardous material spills are cleaned up in compliance with local, state and federal laws.

PROGRAM NAME: COMMUNICATIONS

OBJECTIVES: To provide efficient communications for the entire Division of Fire.

ACTIVITIES: Receive and dispatch all calls for assistance. Determine proper response and dispatch fire fighting and or medical/rescue units. Coordinate and control emergency radio transmission and provide a communications/command vehicle for major incidents. Provide support and maintenance for all communication systems for, dispatching and recording 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 to enable the Division to operate in a safe and efficient manner.

ACTIVITIES: Conduct basic training classes for newly appointed firefighter to ensure compliance with federal, state and industry standards. Provide hazardous material training to members of the division to comply with Federal, OSHA, State and National fire Protection 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 pertinent subjects. Maintain training records, test and evaluate new equipment and operations methods.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 353,997	$ 353,592	$ 336,056	$ 350,470
Military Leave	—	11,174	41,500	—
Student Trainees	—	196,090	—	—
Uniformed Personnel	51,762,612	52,594,404	51,639,810	50,552,116
Uniformed Overtime	6,009,383	6,280,045	6,328,823	6,300,000
Longevity	517,150	530,600	520,175	552,353
Wage Settlements	—	38	63,860	—
Separation Payments	366,687	576,077	808,276	2,273,881
Bonus Incentive	9,150	1,500	—	—
Overtime	35,845	30,620	28,389	21,000
Deferred Overtime Payments	174,972	176,141	158,949	160,000
	$ 59,229,796	**$ 60,750,282**	**$ 59,925,838**	**$ 60,209,820**
Benefits				
Hospitalization	$ 9,016,130	$ 8,218,718	$ 7,653,072	$ 7,293,383
Prescription	—	1,193,472	1,760,748	1,758,002
Dental	501,080	524,985	532,353	536,290
Vision Care	46,516	50,089	45,326	41,926
Public Employees Retire System	55,111	58,944	56,825	45,969
Police & Firemens Disab & Pens	13,805,868	14,118,306	13,901,638	13,821,481
Fica-Medicare	511,043	538,899	532,564	473,836
Workers' Compensation	2,588,015	1,966,336	2,078,872	2,266,078
Life Insurance	40,320	40,020	39,263	41,460
Unemployment Compensation	140	1,741	61,500	—
Clothing Allowance	297,027	241,662	81,985	279,300
Clothing Maintenance	354,000	347,367	800	338,800
	$ 27,215,250	**$ 27,300,539**	**$ 26,744,946**	**$ 26,896,525**
Other Training & Professional Dues				
Travel	$ 2,878	$ 1,654	$ 2,409	$ 1,600
Tuition & Registration Fees	2,458	7,520	1,214	2,430
Other Training Supplies	3,002	6,734	—	6,500
Mileage (Priv Auto) Trng Prps	432	856	150	450
Professional Dues & Subscript	3,800	3,962	3,652	3,200
	$ 12,570	**$ 20,726**	**$ 7,425**	**$ 14,180**
Utilities				
Brokered Gas Supply	$ 28,138	$ 102,730	$ 86,656	$ 78,857
Gas	324,352	176,746	135,083	125,627
Electricity - Cpp	401,891	372,559	400,748	384,718
Electricity - Other	33,780	31,487	42,460	41,186
Steam	83,160	128,935	89,219	93,680
	$ 871,321	**$ 812,456**	**$ 754,166**	**$ 724,068**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 4,411	$ 5,082	$ 28,133	$ 24,000
Court Reporter	45	606	146	300
Mileage (Private Auto)	10,093	12,484	6,495	9,000
Jury And Witness Fees	—	—	8	—
Medical Services	49,770	39,402	17,681	40,000
Parking In City Facilities	8,911	7,603	4,726	8,100
Other Contractual	30,201	38,318	46,609	33,000
Local Match-Grant Programs	16,536	—	—	—
Bank Service Fees	3,616	2,793	2,278	1,000
	$ 123,583	**$ 106,288**	**$ 106,075**	**$ 115,400**
Materials & Supplies				
Office Supplies	$ 5,030	$ 7,226	$ 526	$ 4,500
Postage	234	430	542	180
Computer Supplies	2,361	218	—	750
Computer Hardware	6,315	1	—	—
Clothing	16,799	81,949	32,844	100,000
Sweeper Parts	—	15	—	—
Hardware & Small Tools	8,210	5,500	6,031	8,000
Small Equipment	10,100	940	7,724	9,100
Office Furniture & Equipment	644	967	—	900
Electrical Supplies	3,000	8,000	5,000	2,430
Hygiene And Cleaning Supplies	50,647	57,032	36,334	40,500
Lumber, Glass, And Drywall	3,000	—	3,500	—
Medical Supplies	53,616	58,498	78,008	55,000
Photographic Supplies	55	—	—	50
Medical Equipment	—	13,315	—	4,100
Paper And Other Printing Suppl	—	1,260	—	5,000
Other Supplies	70,981	64,887	52,915	45,000
Safety Equipment	9,879	6,975	11,363	8,100
Batteries	2,021	3,500	—	1,800
Just In Time Office Supplies	7,200	1,553	10,940	13,000
	$ 250,092	**$ 312,266**	**$ 245,726**	**$ 298,410**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ —	$ —	$ —	$ 900
Maintenance Contracts	3,948	—	2,856	3,500
Computer Software Maintenance	250	—	—	—
Maintenance Electrical Equip	4,150	3,797	3,000	3,600
Maintenance Machinery & Tools	20,050	8,000	—	4,500
Generator Repair	—	—	—	2,000
Repair Parts	1,641	3,626	22	90
Car Washes	1,000	—	500	900
Maintenance Misc. Equipment	120,698	131,910	72,959	70,000
Mower & Tractor Repair	18	—	—	—
Maintenance Building	129	8,775	560	—
Repair Of Overhead Doors	84,078	79,985	74,837	65,000
	$ 235,961	**$ 236,093**	**$ 154,734**	**$ 150,490**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 1,240	$ 500	$ 1,000	$ —
	$ 1,240	**$ 500**	**$ 1,000**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 234,086	$ 342,617	$ 265,715	$ 249,848
Charges From Radio Comm System	111,868	128,542	92,315	126,859
Charges From Water	21,875	—	—	—
Charges From Print & Repro	34,450	43,929	30,753	38,715
Charges From Central Storeroom	656	2,238	5,149	2,104
Charges From M.V.M.	1,373,510	1,330,881	1,174,033	1,393,401
	$ 1,776,444	**$ 1,848,206**	**$ 1,567,966**	**$ 1,810,927**
	$ 89,716,257	**$ 91,387,356**	**$ 89,507,875**	**$ 90,219,820**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 219,078	$ 173,033	$ 249,106	$ 186,800
Fines, Forfeitures & Settlements	588	—	—	—
Licenses & Permits	478,381	574,720	543,228	542,250
Miscellaneous	78,293	28,987	24,740	20,500
Other Shared Revenue	—	—	135	—
Interest Earnings/Investment Income	594	47	—	—
Non Operating Other/Other	—	—	134	—
	$ 776,934	**$ 776,787**	**$ 817,343**	**$ 749,550**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
31	32	29	Battalion, Chief	72,039.84	84,117.25
1	1	1	Fire Chief	64,407.00	165,780.00
7	7	7	Fire Chief, Assistant	56,790.30	120,711.39
39	40	37			
			OFFICE & CLERICAL		
1	1	1	Clerk, Senior	10.29	16.10
1	1	1	Secretary	10.00	17.17
3	3	3	Secretary, Private	10.00	20.59
5	5	5			
			PROFESSIONALS		
1	1	1	Administrator, Personnel	20,800.00	54,163.56
65	64	61	Captain (Fire)	62,034.36	72,514.87
176	171	175	Lieutenant (Fire)	53,408.93	62,512.82
1	1	1	Project Director/ Network	22,333.40	77,944.11
243	237	238			
			PROTECTIVE SERVICE		
580	568	528	Firefighter Journeyman	45,973.21	53,890.36
2	6	54	Firefighter Apprentice-Medic I	40,381.79	45,904.64
0	10	7	Firefighter Apprentice-Medic II	41,381.79	46,904.64
50	0	50	Trainee*	10.50	10.50
582	584	589			
			TECHNICIAN		
2	2	2	Operator, Data Conversion	10.00	14.94
1	1	1	Supervisor, Data Processing	20,800.00	58,396.41
3	3	3			
872	869	872	TOTAL DIVISION		

*Not Included in Total Headcount

Department of Public Safety

Division of Emergency Medical Service

EDWARD J. ECKART, JR., COMMISSIONER

Mission Statement

To provide advamced out-of-hospital medical care and transportation to victims of illness or injury. We are committed to improving the quality of life in the City of Cleveland by maintaining the highest ethical and professional standards of pre-hospital care, treating our patients with dignity and respect and caring for each patient as if they were a member of our own family.

The Division of Emergency Medical Service (EMS) is responsible for providing advanced life support pre-hospital care and transportation to the appropriate medical facility for the City of Cleveland through a coordinated communications network in conjunction with other divisions of the Department of Public Safety. The Division of EMS ensures that patients receive optimal 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.

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: Arrive at emergency scenes in a safe and expeditious manner. Provide basic and advance 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 reponse for the Divisions of Fire and EMS. Provide pre-arrival patient care instructions to callers and coordinate appropriate third-party resources to assist in the treatment and transportation of patients. Assist other City of Cleveland agencies in checking on the welfare of community members.

PROGRAM NAME: EMPLOYEE DEVELOPMENT

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

ACTIVITIES: Provide pre-hospital medical care training to high school students. Provide initial cadet training for all divisional personnel. Conduct Stae 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. Profide 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 directed 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 education, and general health screenings.

ACTIVITIES: Provide certification and training in first aid, CPR, and AED in accordance with established Americal Heart Association standards. Function as a community training center for the Americal 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. Install and maintain all City of Cleveland AEDs.

Department of Public Safety

Division of Emergency Medical Service

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 11,620,123	$ 10,925,032	$ 10,144,971	$ 10,934,621
Military Leave	22,795	24,294	31,309	30,000
Student Trainees	263,798	52,261	11,752	174,719
Longevity	90,200	94,200	78,525	87,782
Separation Payments	142,508	150,538	158,110	250,000
Overtime	3,219,797	2,877,975	2,377,929	2,060,000
Deferred Overtime Payments	59,843	81,871	—	—
	$ 15,419,064	**$ 14,206,172**	**$ 12,802,596**	**$ 13,537,122**
Benefits				
Hospitalization	$ 2,208,017	$ 1,906,201	$ 1,669,098	$ 1,753,987
Prescription	—	272,827	382,737	428,030
Dental	123,618	122,072	116,292	128,802
Vision Care	13,551	13,503	11,348	12,171
Public Employees Retire System	2,123,324	2,103,404	1,995,792	1,851,796
Fica-Medicare	193,795	178,494	164,828	219,264
Workers' Compensation	922,863	1,520,007	1,209,541	958,114
Life Insurance	11,888	11,036	10,110	10,911
Unemployment Compensation	49,990	47,736	59,071	45,000
Clothing Allowance	88,550	85,050	76,700	79,550
Clothing Maintenance	27,200	46,000	43,400	47,000
	$ 5,762,796	**$ 6,306,330**	**$ 5,738,918**	**$ 5,534,625**
Other Training & Professional Dues				
Travel	$ 1,929	$ 3,042	$ 1,045	$ 2,500
Tuition & Registration Fees	644	1,549	—	500
Other Training Supplies	18,813	13,524	14,516	15,000
	$ 21,385	**$ 18,115**	**$ 15,561**	**$ 18,000**
Utilities				
Brokered Gas Supply	$ —	$ —	$ 9	$ —
Gas	13,322	10,209	7,280	6,770
Electricity - Cpp	3	1	2	—
Electricity - Other	1,490	1,372	1,567	1,520
Security & Monitoring System	300	411	210	500
	$ 15,114	**$ 11,993**	**$ 9,068**	**$ 8,790**
Contractual Services				
Professional Services	$ 32,689	$ 23,132	$ 23,103	$ 25,000
Referee Services	—	4,297	18,391	20,000
Janitorial Services	6,150	3,738	5,600	6,000
Medical Services	7,059	8,730	4,888	5,000
Parking In City Facilities	5,613	8,027	1,219	2,000
	$ 51,511	**$ 47,923**	**$ 53,201**	**$ 58,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 703	$ —	$ —	$ 500
Postage	2,233	1,731	2,741	2,000
Computer Supplies	738	—	—	—
Computer Hardware	—	11,232	—	—
Computer Software	600	—	—	—
Clothing	19,389	—	6,480	15,000
Hardware & Small Tools	450	398	200	300
Office Furniture & Equipment	1,684	—	—	—
Electrical Supplies	—	1,772	—	1,700
Hygiene And Cleaning Supplies	20,806	22,049	17,339	18,000
Medical Supplies	312,374	296,800	343,122	350,000
Medical Equipment	44,116	107,049	89,008	100,000
Printed Materials	36,206	18,783	22,747	20,000
Other Supplies	15,012	4,549	—	500
Safety Equipment	97,321	84,078	21,108	75,000
Pharmaceutical Supplies	44,476	57,603	70,313	100,000
Batteries	10,522	12,288	442	2,000
Just In Time Office Supplies	4,958	8,285	4,908	5,000
	$ 611,587	**$ 626,616**	**$ 578,409**	**$ 690,000**
Maintenance				
Maintenance Contracts	$ 40,473	$ 48,952	$ 178,044	$ 147,500
Computer Hardware Maintenance	3,000	—	—	—
Computer Software Maintenance	—	300	—	—
Maintenance Misc. Equipment	21,268	656	21,716	25,000
Repair Of Overhead Doors	—	—	—	8,000
	$ 64,741	**$ 49,908**	**$ 199,760**	**$ 180,500**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 1,434	$ —	$ 745	$ 1,800
	$ 1,434	**$ —**	**$ 745**	**$ 1,800**
Interdepart Service Charges				
Charges From Telephone Exch	$ 69,569	$ 70,279	$ 79,380	$ 80,907
Charges From Radio Comm System	61,092	69,532	47,701	88,511
Charges From Print & Repro	41,421	29,814	20,056	24,197
Charges From Central Storeroom	3,620	3,751	1,484	2,146
Charges From M.V.M.	1,542,466	1,488,190	1,104,812	1,488,371
Charges From Division Of Maint	—	60	—	—
	$ 1,718,169	**$ 1,661,625**	**$ 1,253,432**	**$ 1,684,132**
Expenditure Recovery				
Expenditure Recovery	$ —	$ (9,074)	$ (376)	$ —
	$ —	**$ (9,074)**	**$ (376)**	**$ —**
	$ 23,665,803	**$ 22,919,607**	**$ 20,651,314**	**$ 21,712,969**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 12,091,203	$ 9,733,455	$ 10,904,309	$ 10,830,300
Miscellaneous	51,579	12,212	7,261	6,200
	$ 12,142,783	**$ 9,745,668**	**$ 10,911,570**	**$ 10,836,500**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Emergency Medical Service	42,758.15	133,845.38
1	1	1			
			PROFESSIONALS		
1	1	1	Junior Personnel Assistant	20,800.00	38,221.13
1	1	1	Administrative Manager	27,193.55	86,764.70
1	1	1	Administrative Officer	20,800.00	51,436.88
3	3	3			
			TECHNICIAN		
23	18	25	Dispatcher, Emergency Medical	24,765.24	41,313.91
18	17	17	Supervisor, Emergency Medical Technician	20,092.80	58,266.43
185	176	197	Technician, Emergency Medical	26,336.35	45,067.65
6	3	24	Trainee*	10.50	10.50
226	211	239			
230	215	243	TOTAL DIVISION		

*Not included in Total Headcount

JOHN D. BAIRD, CHIEF ANIMAL CONTROL OFFICER

Mission Statement

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

Animal Control Services is responsible for responding to all calls for services or complaints concerning all dogs and nuisance wildlife. The Division is committed to the reduction of the City's nuisance animal population by contracting services to trap and dispose of unwanted skunks, raccoons, opossums, and groundhogs.

PROGRAM NAME: ANIMAL CONTROL

OBJECTIVES: Enforce city animal ordinances.

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

PROGRAM NAME: NUISANCE ANIMAL REMOVAL

OBJECTIVES: Reduce the number of the unwanted nuisance wildlife population that poses a safety risk to residents and their pets.

ACTIVITIES: Contract services to trap, remove, and dispose nuisance skunks, raccoons, opossums, and groundhogs.

Department of Public Safety

Division of Animal Control Services

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 498,473	$ 527,626	$ 481,019	$ 523,986
Part-Time Permanent	19,681	21,396	39,987	61,116
Injury Pay	—	1,085	—	—
Longevity	6,875	6,575	3,525	6,075
Separation Payments	—	3,130	5,476	—
Overtime	23,946	23,056	24,635	21,437
	$ 548,975	**$ 582,869**	**$ 554,642**	**$ 612,614**
Benefits				
Hospitalization	$ 123,614	$ 122,132	$ 116,727	$ 116,568
Prescription	—	6,337	7,254	7,056
Dental	7,037	7,075	6,793	7,164
Vision Care	748	779	692	696
Public Employees Retire System	76,770	79,714	85,423	84,880
Fica-Medicare	5,878	6,578	6,437	7,349
Workers' Compensation	29,975	10,164	16,295	19,522
Life Insurance	611	566	581	624
Unemployment Compensation	—	2,177	—	—
Clothing Allowance	2,500	2,500	—	3,000
Clothing Maintenance	3,675	3,675	175	3,675
	$ 250,808	**$ 241,699**	**$ 240,376**	**$ 250,534**
Other Training & Professional Dues				
Travel	$ 48	$ —	$ —	$ —
Professional Dues & Subscript	185	150	150	180
	$ 233	**$ 150**	**$ 150**	**$ 180**
Utilities				
Gas	$ 25,011	$ 22,383	$ 13,305	$ 12,374
Electricity - Other	17,758	16,563	12,966	12,577
	$ 42,769	**$ 38,946**	**$ 26,271**	**$ 24,951**
Contractual Services				
Professional Services	$ —	$ 90,000	$ 80,000	$ 190,000
Security Services	—	237	470	540
	$ —	**$ 90,237**	**$ 80,470**	**$ 190,540**
Materials & Supplies				
Hardware & Small Tools	$ 1,741	$ 2,161	$ 991	$ 1,620
Small Equipment	1,210	740	1,260	9,800
Hygiene And Cleaning Supplies	4,637	6,828	5,882	4,860
Medical Supplies	15,340	17,555	16,626	20,000
Other Supplies	13,147	9,607	11,474	10,038
Safety Equipment	4,743	4,966	3,978	3,746
Just In Time Office Supplies	1,868	772	1,420	1,800
	$ 42,686	**$ 42,628**	**$ 41,631**	**$ 51,864**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 4,465	$ 4,496	$ 5,822	$ 5,521
Charges From Radio Comm System	6,676	5,830	4,523	6,449
Charges From Print & Repro	11,208	3,718	2,123	3,388
Charges From Central Storeroom	1,700	1,856	1,489	1,339
Charges From M.V.M.	75,759	60,928	52,430	67,089
	$ 99,807	**$ 76,829**	**$ 66,388**	**$ 83,786**
	$ 985,279	**$ 1,073,359**	**$ 1,009,928**	**$ 1,214,469**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 21,895	$ 24,460	$ 28,485	$ 25,000
Miscellaneous	3,326	2,066	780	780
	$ 25,221	**$ 26,526**	**$ 29,265**	**$ 25,780**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Chief Animal Control Officer	20,800.00	79,686.15
1	1	1			
			OFFICE & CLERICAL		
2	2	2	Clerk, Senior	10.29	16.10
2	2	2			
			PROFESSIONALS		
1	1	1	Registered Animal Health Technician	10.00	15.90
1	1	1			
			PROTECTIVE SERVICE		
9	9	9	Animal Control Officer	11.04	16.95
9	9	9			
			SERVICE & MAINTENANCE		
1	1	1	Custodial Worker	10.00	14.79
1	1	1			
14	14	14	TOTAL FULL TIME		
1	1	1	Registered Animal Health Technician	10.00	15.90
2	2	2	Animal Control Officer	11.04	16.95
3	3	3	TOTAL PART TIME		
17	17	17	TOTAL DIVISION		

MARY G. BOUNDS, ASSISTANT DIRECTOR

Mission Statement

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

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 Drug and Alcohol Rehabilitation programs and court-sponsored work release programs.

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.

PROGRAM NAME: WORK RELEASE(COURT SPONSORED)

OBJECTIVES: Allow resident to maintain employment during their incarceration.

ACTIVITIES: Once approved by the Court, Social Worker, and Commissioner a resident will travel by bus or pre-arranged transportation to their job which has been previously verified for approval.

PROGRAM NAME: SCHOOL RELEASE (COURT SPONSORED)

OBJECTIVES: Allow resident to maintain education/training, primarily colleiate level, during their incarceration.

ACTIVITIES: Once approved by the Court, Social Worker, and Commissioner the resident may attend a prior approved educational facility for classes and/or training.

PROGRAM NAME: ALCOHOLICS ANONYMOUS

OBJECTIVES: Facilitate same sex fellowship groups who share their experiences, strengths and hopes in an effort to solve their common problem and help others to recover from alcoholism.

ACTIVITIES: Small and large facilitated discussion groups.

Department of Public Safety

House of Corrections

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 6,075,583	$ 6,034,829	$ 5,773,530	$ 6,447,733
Military Leave	212	665	198	—
Part-Time Permanent	26,448	16,529	3,185	40,988
Injury Pay	252,464	159,665	174,798	—
Longevity	59,850	53,375	41,000	54,698
Wage Settlements	1,776	—	46,321	—
Separation Payments	50,063	98,242	30,057	30,000
Overtime	2,126,189	1,107,115	1,165,651	950,000
	$ 8,592,584	**$ 7,470,419**	**$ 7,234,740**	**$ 7,523,419**
Benefits				
Hospitalization	$ 1,436,658	$ 1,409,843	$ 1,342,773	$ 1,371,206
Prescription	—	144,326	215,134	240,468
Dental	81,586	87,559	86,445	94,116
Vision Care	8,918	9,867	8,871	9,060
Public Employees Retire System	1,174,356	1,080,889	1,093,526	1,048,085
Fica-Medicare	115,149	103,269	100,510	105,643
Workers' Compensation	256,680	610,308	960,024	729,979
Life Insurance	7,500	7,740	7,864	8,184
Unemployment Compensation	3,951	21,411	41,056	21,068
Clothing Allowance	56,910	59,328	57,471	53,840
Clothing Maintenance	76,850	71,350	64,638	62,000
Union Welfare Payment	—	—	—	10,000
Firearm Allowance	750	5,020	—	—
	$ 3,219,310	**$ 3,610,908**	**$ 3,978,310**	**$ 3,753,649**
Other Training & Professional Dues				
Travel	$ 214	$ 150	$ —	$ —
Tuition & Registration Fees	595	1,205	440	2,700
Mileage (Priv Auto) Trng Prps	313	—	—	200
Professional Dues & Subscript	682	2,573	—	300
	$ 1,804	**$ 3,928**	**$ 440**	**$ 3,200**
Utilities				
Brokered Gas Supply	$ 2,251	$ 7,627	$ 13,104	$ 11,925
Gas	79,620	49,041	39,242	36,495
Electricity - Other	124,424	118,611	118,149	114,605
	$ 206,294	**$ 175,279**	**$ 170,495**	**$ 163,025**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 302,400	$ 516,653	$ 939,756	$ 565,000
Mileage (Private Auto)	226	—	—	200
Medical Services	968,536	914,606	842,690	1,300,000
Parking In City Facilities	4,667	1,584	1,118	1,170
Property Rental	64,200	51,000	40,800	45,000
Other Contractual	336,250	179,488	40,477	15,000
Indigent Relief	278	—	—	200
Bank Service Fees	377	—	—	377
	$ 1,676,935	**$ 1,663,331**	**$ 1,864,841**	**$ 1,926,947**
Materials & Supplies				
Office Supplies	$ 2,674	$ 11,409	$ —	$ 3,260
Clothing	38,351	8,735	15,252	22,500
Hardware & Small Tools	294	—	—	540
Small Equipment	—	18,991	—	15,000
Office Furniture & Equipment	8,542	150	—	1,000
Electrical Supplies	2,585	—	—	1,215
Hygiene And Cleaning Supplies	100,484	109,206	44,604	89,100
Painting Equipment & Supplies	2,288	—	—	900
Medical Supplies	13,467	21,475	—	8,100
Food	614,706	603,000	629,767	600,000
Laboratory Supplies	—	50,000	—	—
Photographic Supplies	12,813	9,663	—	3,375
Other Supplies	39,415	152,319	23,840	27,000
Pharmaceutical Supplies	214,713	99,811	479,085	320,000
Just In Time Office Supplies	11,166	4,666	10,717	7,500
Building Maintenance Supplies	1,480	—	—	6,200
Misc Maintenance Supplies	—	—	—	1,350
	$ 1,062,977	**$ 1,089,426**	**$ 1,203,266**	**$ 1,107,040**
Maintenance				
Maintenance Contracts	$ 7,155	$ 29,093	$ —	$ 40,000
Maintenance Fire Apparatus	—	595	—	7,200
Maintenance Building	—	4,897	—	—
	$ 7,155	**$ 34,585**	**$ —**	**$ 47,200**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 235	$ —	$ 1,500	$ —
	$ 235	**$ —**	**$ 1,500**	**$ —**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interdepart Service Charges				
Charges From Telephone Exch	$ 27,634	$ 16,618	$ 19,942	$ 25,161
Charges From Radio Comm System	27,536	31,390	20,488	30,871
Charges From W.P.C.	—	461	—	—
Charges From Print & Repro	32,174	39,027	61,482	53,233
Charges From Central Storeroom	181	774	432	223
Charges From M.V.M.	107,633	105,163	59,554	95,604
	$ 195,158	**$ 193,433**	**$ 161,898**	**$ 205,092**
	$ 14,962,452	**$ 14,241,308**	**$ 14,615,490**	**$ 14,729,572**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 790	$ 700	$ 3,398	$ —
Miscellaneous	519,914	388,391	709	—
	$ 520,704	**$ 389,091**	**$ 4,107**	**$ —**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner, Correction	40,314.82	118,231.89
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Clerk, Senior	10.29	16.10
1	1	1	Chief, Clerk	22,050.00	46,165.29
1	1	1	Secretary, Private	10.00	20.59
0	0	1	Storekeeper	10.00	20.16
3	3	4			
			PROFESSIONALS		
1	1	1	Accountant III	10.00	23.86
0	0	1	Analyst, Budget	20,800.00	51,467.17
2	2	2	Caseworker II	10.00	19.61
1	1	1	Recreational Instructor III	10.00	18.60
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
1	1	1	Nurse, Practical	17.40	19.40
6	6	7			
			PROTECTIVE SERVICE		
152	141	142	Correctional Officer	12.18	17.89
0	0	9	Guard	10.00	16.88
14	12	12	Supervisor, Correctional	20,800.00	49,696.99
166	153	163			
			SERVICE & MAINTENANCE		
2	2	2	Cook	11.38	15.48
1	1	1	Cook, Head	10.00	17.14
1	2	2	Mechanical Handyman	16.08	18.08
4	5	5			
180	168	180	TOTAL FULL TIME		
1	0	1	Storekeeper	10.00	20.16
1	0	1	Clerk, Junior	10.00	13.73
2	0	2	TOTAL PART TIME		
182	168	182	TOTAL DIVISION		

Department of Parks, Recreation, and Properties

Division of Parks, Recreation, and Properties Administration

MICHAEL E. COX, DIRECTOR

Mission Statement

Through commitment and teamwork, create a customer friendly system that enhances the quality of life by providing parks, green spaces, facilities, services and programs that are safe, inviting, well maintained and managed. Ensure that citizens and visitors have easily accessible, vibrant public spaces for exploring, relaxing, enjoying, connecting, and participating in culturally diverse activities and special events.

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.

PROGRAM NAME: ADMINISTRATIVE SERVICES

OBJECTIVES: To provide successful and efficient management of all activities with 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: SPECIAL EVENTS AND MARKETING

OBJECTIVES: To coordinate and manage events within the City of Cleveland. To improve community awareness of programs and activities provided by the Department of Parks, Recreation and Properties.

ACTIVITIES: Schedule vendor meetings as needed to ensure vendors have the required information to carry out events. Establish event calendars and other promotional literature to market department assets.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 417,750	$ 418,360	$ 402,614	$ 428,198
Longevity	3,675	2,875	—	3,175
	$ 421,425	**$ 421,235**	**$ 402,614**	**$ 431,373**
Benefits				
Hospitalization	$ 62,043	$ 54,242	$ 45,437	$ 44,061
Prescription	—	6,408	9,006	9,192
Dental	3,618	3,307	2,981	3,060
Vision Care	362	384	353	336
Public Employees Retire System	58,878	74,502	63,897	60,393
Fica-Medicare	3,911	4,059	3,893	2,644
Workers' Compensation	24,880	4,879	4,721	7,275
Life Insurance	319	304	308	336
	$ 154,011	**$ 148,084**	**$ 130,597**	**$ 127,297**
Contractual Services				
Parking In City Facilities	$ 4,219	$ 4,969	$ 3,775	$ 3,000
Insurance And Official Bonds	—	200	—	—
Property Rental	110,466	110,466	110,466	110,466
Refunds & Miscellaneous	450	—	—	—
	$ 115,135	**$ 115,635**	**$ 114,241**	**$ 113,466**
Materials & Supplies				
Other Supplies	$ 3,550	$ —	$ —	$ —
Special Events Supplies	1,108	1,000	1,500	2,700
Just In Time Office Supplies	573	1,326	1,030	1,225
	$ 5,231	**$ 2,326**	**$ 2,530**	**$ 3,925**
Interdepart Service Charges				
Charges From Telephone Exch	$ 21,255	$ 17,635	$ 18,009	$ 18,371
Charges From Law Dept.	—	730	—	—
Charges From Radio Comm System	202	202	185	179
Charges From Print & Repro	6,074	3,355	3,632	4,840
Charges From Central Storeroom	3,881	3,456	2,268	2,006
Charges From M.V.M.	876	893	233	684
	$ 32,288	**$ 26,271**	**$ 24,327**	**$ 26,080**
	$ 728,089	**$ 713,550**	**$ 674,308**	**$ 702,141**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 32,284	$ 38,613	$ 86,109	$ 44,500
Miscellaneous	113,701	17,011	76,357	—
Sale Of City Assets	66,500	85,000	20,000	—
	$ 212,485	**$ 140,623**	**$ 182,466**	**$ 44,500**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
1	1	1	Director of Parks, Recreation & Properties	50,795.81	171,581.77
1	1	1	Manager Asst. Audit Cont/Per	20,092.80	57,123.96
1	1	1	Manager of Events	23,647.11	75,806.04
1	1	1	Secretary to the Director	36,590.39	138,195.09
4	4	4			
			OFFICE & CLERICAL		
1	1	1	Clerk, Chief	22,050.00	46,165.29
1	1	1	Project Director	22,333.40	77,944.11
1	0	1	Private Secretary to the Director	20,800.00	46,165.29
3	2	3			
7	6	7	TOTAL DIVISION		

DONALD KASYCH, ACTING COMMISSIONER

Mission Statement

We enhance the lives of City of Cleveland residents through the planning, design, and development of safe, maintainable, attractive, "state of the art" parks, playgrounds, landscapes, and recreational facilities in accordance with an established citywide vision for parks and recreation.

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: 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, playgrounds, sports facilities, playfields, plazas, parking facilities, cemeteries, etc., along with the construction supervision and contract administration for same. Engage the community on capital projects at appropriate levels.

PROGRAM NAME: RESEARCH AND PLANNING

OBJECTIVES: Develop, plan, coordinate, and support the departmental Capital Improvement Program and related research activities including preparing planning studies.

ACTIVITIES: Monitor/manage project budgets for all Departmental capital projects in conjunction with Department of Finance/Capital Manager. Research, prepare, and coordinate various planning, capital, and recommendation reports. Prepare grant applications for Federal, State, local, or other capital improvement programs and administer the grant including consultant management, invoices, reporting, etc. Prepare property adoption agreements, and work with Law Department on legal documents such as leases, grant agreements, etc. related to capital improvement projects implemented by the Division of RP&D.

Department of Parks, Recreation, and Properties

Division of Research, Planning, and Development

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 520,432	$ 498,450	$ 383,562	$ 421,068
Longevity	4,650	5,300	—	3,475
Separation Payments	—	51,266	9,966	—
	$ 525,082	**$ 555,016**	**$ 393,527**	**$ 424,543**
Benefits				
Hospitalization	$ 79,129	$ 64,541	$ 48,959	$ 60,732
Prescription	—	10,540	13,495	17,220
Dental	5,208	5,356	4,525	4,788
Vision Care	583	586	455	480
Public Employees Retire System	73,346	76,327	62,168	59,436
Fica-Medicare	3,450	3,831	4,039	4,403
Workers' Compensation	13,330	6,080	6,221	7,402
Life Insurance	405	390	345	384
Clothing Allowance	—	(18)	—	—
	$ 175,451	**$ 167,630**	**$ 140,206**	**$ 154,845**
Other Training & Professional Dues				
Tuition & Registration Fees	$ —	$ —	$ 150	$ 400
Professional Dues & Subscript	1,088	765	165	700
	$ 1,088	**$ 765**	**$ 315**	**$ 1,100**
Contractual Services				
Mileage (Private Auto)	$ 538	$ 481	$ 299	$ 400
Parking In City Facilities	1,494	1,388	402	500
Property Rental	43,752	21,876	43,752	21,876
	$ 45,784	**$ 23,745**	**$ 44,453**	**$ 22,776**
Materials & Supplies				
Office Supplies	$ 418	$ —	$ 397	$ 750
Other Supplies	1,343	—	—	800
Just In Time Office Supplies	726	1,224	1,117	1,500
	$ 2,487	**$ 1,224**	**$ 1,514**	**$ 3,050**
Interdepart Service Charges				
Charges From Telephone Exch	$ 11,839	$ 11,808	$ 9,218	$ 11,468
Charges From Print & Repro	7,227	6,939	6,681	6,300
Charges From M.V.M.	11,159	10,517	4,984	9,263
	$ 30,225	**$ 29,264**	**$ 20,883**	**$ 27,031**
	$ 780,119	**$ 777,644**	**$ 600,898**	**$ 633,345**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 650	$ 650	$ —	$ —
Miscellaneous	355,394	299,387	302,008	300,000
	$ 356,044	**$ 300,037**	**$ 302,008**	**$ 300,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	0	Commissioner, Research, Planning & Development	40,314.82	128,214.57
1	0	0			
			PROFESSIONALS		
1	1	1	Architect, Landscape Senior	10.00	29.65
1	1	1	Architect, Landscape	10.00	28.02
1	1	1	Architect	10.00	29.66
1	0	1	Construction Technician	12.02	22.64
1	1	1	Manager of Research & Planning	22,333.40	71,947.58
1	1	1	Manager of Site Development	22,333.40	71,947.58
1	1	1	Supervisor, Site Development	20,800.00	54,685.09
1	0	1	Survey, Party Chief	20,800.00	54,685.09
8	6	8			
9	6	8	TOTAL DIVISION		

Department of Parks, Recreation, and Properties

Division of Recreation

KIM JOHNSON, COMMISSIONER

Mission Statement

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

The Division of Recreation operates 18 recreation centers, 1 outpost (Alta House), 1 arts center, 17 indoor pools, 22 outdoor pools, permits 155 ball-fields, (4 ball-field 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.

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, ball-fields, and in recreation centers.

PROGRAM NAME: RECREATION CENTERS

OBJECTIVES: To provide year around 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 36- hole facilities.

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

PROGRAM NAME: CAMPING

OBJECTIVES: To provide recreational opportunities for youth services involving camping and other outdoor environmental activities.

ACTIVITIES: Operate a summer residential camp program for youth between the ages 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 5,274,633	$ 5,236,454	$ 4,650,112	$ 5,105,702
Seasonal	1,023,255	1,011,220	880,805	1,038,000
Part-Time Permanent	618,178	602,651	642,329	602,800
Injury Pay	82	82	—	—
School Guards	—	591	71,854	—
Longevity	45,425	49,975	2,200	47,409
Separation Payments	92,978	33,114	67,480	—
Overtime	93,226	79,193	160,573	72,900
	$ 7,147,776	**$ 7,013,280**	**$ 6,475,353**	**$ 6,866,811**
Benefits				
Hospitalization	$ 1,108,133	$ 1,053,064	$ 945,677	$ 964,529
Prescription	—	132,271	189,445	215,412
Dental	61,917	66,022	63,395	69,948
Vision Care	9,999	11,158	9,766	10,428
Public Employees Retire System	1,010,121	1,076,871	1,017,978	981,300
Fica-Medicare	86,995	86,732	81,874	99,676
Workers' Compensation	273,096	332,649	189,368	242,377
Life Insurance	6,480	6,675	6,390	6,792
Unemployment Compensation	16,955	50,058	38,577	35,000
Clothing Allowance	1,520	1,200	—	3,100
Clothing Maintenance	4,350	2,325	1,800	3,150
	$ 2,579,567	**$ 2,819,024**	**$ 2,544,271**	**$ 2,631,712**
Other Training & Professional Dues				
Travel	$ —	$ 181	$ 84	$ 180
Tuition & Registration Fees	—	330	624	400
Professional Dues & Subscript	650	335	—	150
	$ 650	**$ 846**	**$ 708**	**$ 730**
Utilities				
Brokered Gas Supply	$ 187,869	$ 442,914	$ 356,650	$ 332,555
Gas	994,880	463,102	371,085	345,115
Electricity - Cpp	1,025,721	904,061	904,583	876,939
Electricity - Other	177,577	181,144	176,733	175,710
Security & Monitoring System	11,400	9,000	8,925	15,000
Contractual Utilities	85,816	98,276	54,081	99,000
	$ 2,483,263	**$ 2,098,497**	**$ 1,872,057**	**$ 1,844,319**
Contractual Services				
Professional Services	$ 30,163	$ 22,982	$ 52,806	$ 20,000
Mileage (Private Auto)	2,445	1,610	1,109	1,000
Security Services	5,000	—	—	—
Advertising And Public Notice	—	—	329	—
Parking In City Facilities	12,928	11,786	7,043	8,500
Equipment Rental	—	—	—	450
Other Contractual	1,219,131	1,151,999	1,023,906	1,089,611
	$ 1,269,668	**$ 1,188,377**	**$ 1,085,193**	**$ 1,119,561**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ 5,578	$ 2,838	$ —	$ —
Computer Hardware	—	439	—	—
Fuel	—	14	—	—
Chemical	71,001	77,966	93,529	77,400
Salt & De-Icer	525	—	—	—
Clothing	3,939	2,236	2,759	2,835
Hardware & Small Tools	—	—	1,650	—
Small Equipment	7,815	9,344	582	8,000
Electrical Supplies	—	—	—	2,250
Hygiene And Cleaning Supplies	3,390	2,807	2,534	3,600
Aquatics (Pool) Supplies	17,956	23,262	18,343	27,000
Playground Equipment And Suppl	8,830	12,563	11,925	15,000
Lumber, Glass, And Drywall	94	—	—	—
Medical Supplies	285	1,316	1,343	1,350
Food	28,498	31,282	31,527	27,000
Paper And Other Printing Suppl	154	—	—	1,350
Other Supplies	9,530	5,443	11,796	4,000
Arts & Crafts Supplies	33,236	24,613	31,473	28,800
Sporting Goods Supplies	33,067	41,928	26,292	32,770
Just In Time Office Supplies	5,459	4,521	5,398	8,500
Building Maintenance Supplies	—	—	1,656	—
Misc Maintenance Supplies	2,295	—	—	—
	$ 231,653	**$ 240,571**	**$ 240,807**	**$ 239,855**
Maintenance				
Maintenance Contracts	$ —	$ —	$ 19,922	$ 3,600
Maintenance Machinery & Tools	16,557	—	—	8,000
Maintenance Fire Apparatus	—	7,000	—	7,000
Car Washes	500	500	1,000	450
Maintenance Misc. Equipment	1,722	14,961	11,730	4,000
	$ 18,779	**$ 22,461**	**$ 32,653**	**$ 23,050**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 1,021	$ 3,383	$ —	$ —
	$ 1,021	**$ 3,383**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 103,983	$ 100,847	$ 95,798	$ 99,251
Charges From Radio Comm System	2,575	2,596	1,460	2,469
Charges From Print & Repro	35,350	15,095	16,010	14,520
Charges From Central Storeroom	1,326	1,051	1,057	1,242
Charges From M.V.M.	247,937	151,289	152,941	194,277
Charges Frm Str Cnst Mnt & Rep	1,259	—	—	—
Charges From Waste Collection	13,928	16,072	15,544	10,000
	$ 406,358	**$ 286,950**	**$ 282,810**	**$ 321,759**
	$ 14,138,735	**$ 13,673,389**	**$ 12,533,852**	**$ 13,047,797**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 15,825	$ 17,975	$ 16,535	$ 15,000
Licenses & Permits	—	—	4,037	—
Miscellaneous	199,306	16,018	28,057	9,000
Sale Of City Assets	1,500	—	—	—
	$ 216,631	**$ 33,993**	**$ 48,629**	**$ 24,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Recreation	42,758.15	143,360.63
2	3	3	Deputy Commissioner of Recreation	26,273.96	80,090.83
3	4	4			
			OFFICE & CLERICAL		
12	11	12	Junior Clerk	10.00	13.73
1	1	1	Senior Clerk	10.29	16.10
1	1	1	Senior Personnel Assistant	20,800.00	48,701.54
4	4	4	Secretary	10.00	17.17
1	0	1	Private Secretary	10.00	20.59
19	17	19			
			PROFESSIONALS		
2	1	1	Deputy Project Director	20,092.80	61,006.23
8	7	6	Manager of Recreation	40,000.00	75,806.04
22	22	23	Recreation Center Manager	32,500.00	69,660.19
20	15	14	Assistant Manager of Recreation	20,092.80	55,191.48
52	45	44			
			SERVICE & MAINTENANCE		
1	0	1	Mechanical Handyman	16.08	18.08
1	1	1	Municipal Service Laborer	15.43	17.43
1	1	1	Ground Maintenance Man	15.43	17.43
3	2	3			
			TECHNICIAN		
25	23	24	Physical Director	10.00	19.35
4	4	4	Recreation Instructor III	10.00	18.60
52	45	52	Recreation Instructor II	10.00	17.58
81	72	80			
158	140	150	TOTAL FULL TIME		
150	129	145	TOTAL PART TIME		
275	10	277	TOTAL SEASONAL*		
583	279	572	TOTAL DIVISION		

* Seasonals are reflected during peak periods, May - September

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 516,727	$ 530,175	$ 500,506	$ 311,189
Seasonal	224,319	210,437	184,247	102,770
Longevity	5,825	6,325	5,750	4,275
Overtime	25,465	24,706	16,240	12,000
	$ 772,336	**$ 771,642**	**$ 706,743**	**$ 430,234**
Benefits				
Hospitalization	$ 81,825	$ 78,159	$ 75,356	$ 45,594
Prescription	—	9,895	14,843	9,548
Dental	4,508	4,798	4,934	3,144
Vision Care	668	728	672	352
Public Employees Retire System	111,617	115,846	107,835	60,234
Fica-Medicare	7,776	7,627	6,818	3,050
Workers' Compensation	35,035	51,659	13,517	12,890
Life Insurance	581	585	585	352
Unemployment Compensation	31,082	43,391	33,381	33,852
Clothing Allowance	3,470	3,150	—	2,000
Tool Insurance	1,100	1,100	1,100	550
Clothing Maintenance	1,350	1,200	—	750
	$ 279,012	**$ 318,140**	**$ 259,041**	**$ 172,316**
Utilities				
Brokered Gas Supply	$ —	$ —	$ 154	$ —
Gas	12,219	14,686	7,725	7,325
Electricity - Other	30,023	27,516	24,850	24,105
Security & Monitoring System	1,618	1,030	888	444
	$ 43,860	**$ 43,231**	**$ 33,616**	**$ 31,874**
Contractual Services				
Professional Services	$ 6,895	$ 7,365	$ 5,951	$ 3,500
Other Contractual	375,000	370,000	316,243	191,050
Bank Service Fees	1,994	1,806	1,555	—
Credit Card Processing Fees	13,754	14,416	13,888	6,500
	$ 397,643	**$ 393,586**	**$ 337,638**	**$ 201,050**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Clothing	$ 2,641	$ 1,747	$ 265	$ 288
Hardware & Small Tools	3,154	1,100	—	—
Welding Supplies & Equipment	—	500	—	225
Seed, Fertilizer & Herbicide	68,348	28,031	15,793	22,500
Small Equipment	6,795	3,321	—	—
Office Furniture & Equipment	1,525	4,852	1,250	4,500
Electrical Supplies	—	737	—	450
Fence, Posts & Bars	—	—	—	500
Hygiene And Cleaning Supplies	9,343	8,503	8,093	5,000
Clay, Soil & Turf	—	855	—	750
Painting Equipment & Supplies	499	500	500	250
Plumbing Supplies And Equip	8,000	7,706	4,000	4,000
Medical Supplies	200	—	—	—
Food	64,415	72,200	65,900	45,000
Other Supplies	16,544	16,310	9,573	6,000
Sporting Goods Supplies	7,001	7,000	3,000	3,000
Just In Time Office Supplies	1,101	224	190	250
Cement Sand & Gravel	11,360	12,355	2,948	6,000
	$ 200,927	**$ 165,941**	**$ 111,513**	**$ 98,713**
Maintenance				
Maintenance Fire Apparatus	$ 400	$ —	$ —	$ 450
Maintenance Misc. Equipment	61,507	51,680	40,000	20,000
	$ 61,907	**$ 51,680**	**$ 40,000**	**$ 20,450**
Claims, Refunds, Maintenance				
Indirect Cost	$ 124,630	$ 118,940	$ 118,833	$ 108,838
	$ 124,630	**$ 118,940**	**$ 118,833**	**$ 108,838**
Interdepart Service Charges				
Charges From Telephone Exch	$ 13,659	$ 14,515	$ 11,769	$ 13,735
Charges From Print & Repro	1,927	1,477	364	968
Charges From M.V.M.	53,367	54,713	74,689	33,837
Charges From Division Of Maint	15,720	23,411	7,353	10,000
Charges From Waste Collection	5,750	6,050	5,100	4,000
	$ 90,422	**$ 100,165**	**$ 99,275**	**$ 62,540**
	$ 1,970,737	**$ 1,963,326**	**$ 1,706,659**	**$ 1,126,015**

Golf Course

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,387,077	$ 1,360,217	$ 1,065,274	$ 716,975
Fines, Forfeitures & Settlements	—	3,484	816	—
Grant Revenue	12,180	14,731	16,778	—
Miscellaneous	320,375	207,334	127,227	112,000
Transfers In	—	—	379,395	273,822
Interest Earnings/Investment Income	28,189	1,043	49	—
	$ 1,747,822	**$ 1,586,809**	**$ 1,589,538**	**$ 1,102,797**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
2	2	1	Manager of Parks and Urban Forestry	22,333.40	71,947.58
2	2	1			
			SERVICE & MAINTENANCE		
2	2	1	Ground Maintenance Crew Foreman	16.64	18.64
2	2	1	Greenskeeper	20.30	22.30
1	1	1	Mechanical Handyman	16.08	18.08
4	3	2	Ground Maintenance Man	15.43	17.43
2	2	1	Auto Repair Worker	15.73	20.75
11	10	6			
13	12	7	TOTAL FULL TIME		
31	0	24	TOTAL SEASONAL*		
44	12	31	TOTAL DIVISION		

* Seasonals are reflected during peak periods, May - September

ANTIONETTE THOMPSON, ACTING COMMISSIONER

Mission Statement

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

The Commissioner of the Convention Center has authority over four major service operations: the Convention Center Complex, the Convention Center 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 accomodate 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.

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: Coordinate the daily operations 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 assiatance 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 safegaurding 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.

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.

Department of Parks, Recreation, and Properties

Convention Center General Operations

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,216,161	$ 1,229,330	$ 503,344	$ 479,680
Part-Time Permanent	1,196,238	1,111,523	533,328	200,000
Longevity	14,400	14,775	2,325	6,475
Separation Payments	—	—	84,024	50,000
Overtime	244,782	233,209	122,062	100,000
	$ 2,671,581	**$ 2,588,837**	**$ 1,245,082**	**$ 836,155**
Benefits				
Hospitalization	$ 229,555	$ 210,620	$ 85,803	$ 68,317
Prescription	—	30,958	17,775	14,112
Dental	12,933	13,638	5,667	4,680
Vision Care	1,401	1,507	578	480
Public Employees Retire System	382,074	410,248	196,048	129,231
Fica-Medicare	33,013	31,922	15,511	10,130
Workers' Compensation	116,837	45,744	45,396	23,285
Life Insurance	1,174	1,170	488	480
Unemployment Compensation	46,883	66,606	165,816	22,568
Clothing Allowance	2,700	4,350	1,080	1,130
Tool Insurance	450	450	150	150
Clothing Maintenance	7,500	1,450	1,650	1,475
Union Welfare Payment	22,036	19,433	11,412	20,000
	$ 856,556	**$ 838,095**	**$ 547,372**	**$ 296,038**
Other Training & Professional Dues				
Professional Dues & Subscript	$ 1,049	$ 115	$ 80	$ 250
	$ 1,049	**$ 115**	**$ 80**	**$ 250**
Utilities				
Brokered Gas Supply	$ 14,422	$ 15,351	$ 10,184	$ —
Gas	24,653	9,983	9,277	15,351
Electricity - Cpp	936,794	1,083,303	848,764	472,519
Steam	794,766	1,106,518	918,085	388,000
	$ 1,770,635	**$ 2,215,155**	**$ 1,786,309**	**$ 875,870**
Contractual Services				
Professional Services	$ 4,911	$ 1,961	$ 16	$ 200
Parking In City Facilities	199,023	223,570	173,701	2,000
Equipment Rental	—	9,220	—	2,500
Other Contractual	130,591	141,921	122,369	71,500
Bank Service Fees	1,108	—	1,574	—
Credit Card Processing Fees	3,327	3,869	2,077	2,250
	$ 338,960	**$ 380,541**	**$ 299,737**	**$ 78,450**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Computer Hardware	$ 3,750	$ —	$ —	$ —
Hardware & Small Tools	2,000	1,276	3,100	—
Boilers, Heaters & Cool Equip	3,000	1,161	—	—
Small Equipment	—	900	—	—
Electrical Supplies	10,493	16,480	3,000	7,000
Hygiene And Cleaning Supplies	18,452	29,995	10,094	12,000
Painting Equipment & Supplies	2,400	849	—	500
Plumbing Supplies And Equip	7,000	3,000	1,000	2,000
Motors And Pumps	8,740	7,259	—	3,000
Heating And Air Filters	4,000	4,979	—	—
Lumber, Glass, And Drywall	1,000	1,000	2,000	1,000
Other Supplies	1,604	3,913	76	—
Safety Equipment	—	—	—	500
Batteries	—	—	—	200
Just In Time Office Supplies	1,370	1,011	380	1,000
Building Maintenance Supplies	1,455	2,425	—	1,000
	$ 65,264	**$ 74,248**	**$ 19,650**	**$ 28,200**
Maintenance				
Maintenance Machinery & Tools	$ 3,275	$ 5,000	$ —	$ 1,000
Maintenance Fire Apparatus	1,500	432	975	1,000
Maintenance Vehicles	5,000	3,000	—	4,000
Maintenance Utility Systems	10,116	5,950	7,288	6,000
Maintenance Misc. Equipment	12,129	3,854	11,534	2,000
Maintenance Building	5,840	3,091	5,880	4,000
	$ 37,860	**$ 21,328**	**$ 25,677**	**$ 18,000**
Claims, Refunds, Maintenance				
Indirect Cost	$ 512,772	$ 470,198	$ 455,635	$ 219,135
	$ 512,772	**$ 470,198**	**$ 455,635**	**$ 219,135**
Interdepart Service Charges				
Charges From Telephone Exch	$ 104,369	$ 58,921	$ 59,211	$ 49,904
Charges From Radio Comm System	8,369	9,604	5,279	7,117
Charges From Water	315	—	—	—
Charges From Print & Repro	4,664	2,423	1,363	1,936
Charges From Central Storeroom	1,004	705	118	—
Charges From M.V.M.	35,622	15,211	16,820	11,679
Charges From Division Of Maint	17,117	9,355	20,010	—
Charges From Waste Collection	58,887	84,001	48,072	25,000
Charges From Parks Maintenance	44,174	48,339	33,142	10,000
	$ 274,521	**$ 228,560**	**$ 184,014**	**$ 105,636**
	$ 6,529,199	**$ 6,817,076**	**$ 4,563,557**	**$ 2,457,734**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,322,407	$ 1,407,099	$ 1,458,147	$ 482,000
Grant Revenue	500	7,384	103	—
Miscellaneous	469,974	824,548	6,605	435,000
Transfers In	—	190,689	—	511,671
Hotel Tax	4,183,805	3,704,597	3,809,006	308,333
Interest Earnings/Investment Income	31,104	3,289	533	1,000
	$ 6,007,790	**$ 6,137,606**	**$ 5,274,395**	**$ 1,738,004**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
0	1	1	Deputy Commissioner	26,273.96	80,090.83
0	1	1			
			SERVICE & MAINTENANCE		
1	1	1	Set-up Foreman	16.34	18.34
1	1	1	Chief Building Stationary Engineer	12.37	19.81
1	1	1	Plumber	40.42	50.53
1	1	1	Electrical Worker	41.84	52.30
3	3	3	Custodial Worker	10.00	14.79
2	2	2	Guard	10.00	16.88
9	9	9			
9	10	10	TOTAL FULL TIME		
38	30	38	TOTAL PART TIME		
47	40	48	TOTAL DIVISION		

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 291,670	$ 247,843	$ 189,332	$ 240,556
Part-Time Permanent	18,656	21,841	20,979	33,521
Longevity	3,325	4,075	775	775
Separation Payments	—	21,828	28,199	—
Overtime	45,890	18,057	16,036	27,182
	$ 359,541	**$ 313,643**	**$ 255,320**	**$ 302,034**
Benefits				
Hospitalization	$ 68,123	$ 57,439	$ 41,611	$ 51,462
Prescription	—	5,652	6,935	12,300
Dental	4,014	3,462	2,663	3,672
Vision Care	426	389	263	396
Public Employees Retire System	51,265	44,955	38,055	42,281
Fica-Medicare	3,981	3,181	3,209	4,380
Workers' Compensation	11,102	4,191	3,575	4,410
Life Insurance	349	319	236	288
Clothing Allowance	1,620	1,660	430	430
Tool Insurance	300	300	150	150
Clothing Maintenance	500	500	100	100
	$ 141,680	**$ 122,050**	**$ 97,227**	**$ 119,869**
Other Training & Professional Dues				
Professional Dues & Subscript	$ 105	$ 35	$ 50	$ 140
	$ 105	**$ 35**	**$ 50**	**$ 140**
Utilities				
Brokered Gas Supply	$ 21,407	$ 59,267	$ 37,088	$ 33,765
Gas	106,295	24,257	19,487	18,135
Electricity - Cpp	103,224	166,594	135,587	130,180
Security & Monitoring System	—	1,084	1,080	1,070
	$ 230,926	**$ 251,202**	**$ 193,242**	**$ 183,150**
Contractual Services				
Professional Services	$ —	$ 186	$ —	$ —
Mileage (Private Auto)	330	356	427	360
Janitorial Services	180,000	180,000	167,500	198,000
Other Contractual	54,800	123,156	116,674	123,700
	$ 235,130	**$ 303,698**	**$ 284,601**	**$ 322,060**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ 300	$ —	$ —
Chemical	—	1,241	—	1,530
Fire/Ems Apparatus Parts	—	500	—	450
Salt & De-Icer	1,568	1,476	615	1,000
Boilers, Heaters & Cool Equip	4,815	7,741	8,945	7,550
Small Equipment	—	—	1,935	6,000
Electrical Supplies	1,000	1,000	—	2,000
Hygiene And Cleaning Supplies	3,700	11,000	7,930	8,000
Doors, Shutters And Windows	2,000	2,000	3,400	4,500
Plumbing Supplies And Equip	1,000	—	—	2,700
Motors And Pumps	—	1,916	—	450
Medical Supplies	250	—	—	450
Other Supplies	920	1,195	—	1,350
Just In Time Office Supplies	617	(133)	849	1,183
Building Maintenance Supplies	97	145	724	384
	$ 15,966	**$ 28,381**	**$ 24,398**	**$ 37,547**
Maintenance				
Maintenance Machinery & Tools	$ 12,695	$ 11,870	$ 14,030	$ 13,500
Maintenance Fire Apparatus	—	—	—	900
Maintenance Building	18,750	16,945	5,929	13,500
	$ 31,445	**$ 28,815**	**$ 19,959**	**$ 27,900**
Claims, Refunds, Maintenance				
Indirect Cost	$ 44,228	$ 44,224	$ 38,578	$ 31,404
	$ 44,228	**$ 44,224**	**$ 38,578**	**$ 31,404**
Interdepart Service Charges				
Charges From Telephone Exch	$ 5,607	$ 5,642	$ 4,489	$ 5,844
Charges From W.P.C.	—	769	—	500
Charges From Print & Repro	1,111	717	243	968
Charges From Central Storeroom	—	—	—	65
Charges From Division Of Maint	30,909	7,096	23,709	8,000
Charges Frm Str Cnst Mnt & Rep	—	2,829	—	—
Charges From Waste Collection	44,658	40,458	38,096	40,000
Charges From Community Develop	1,990	2,610	—	2,000
	$ 84,274	**$ 60,121**	**$ 66,537**	**$ 57,377**
	$ 1,143,295	**$ 1,152,169**	**$ 979,912**	**$ 1,081,481**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,125,799	$ 1,253,665	$ 1,293,118	$ 1,216,793
Miscellaneous	8,811	33,934	2,821	15,150
Interest Earnings/Investment Income	5,410	3,619	1,544	—
	$ 1,140,019	**$ 1,291,218**	**$ 1,297,483**	**$ 1,231,943**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			OFFICE & CLERICAL		
1	1	1	Principal Clerk	11.93	19.51
1	1	1			
			PROFESSIONALS		
1	1	1	Manager of Markets	23,647.11	75,806.04
1	1	1			
			SKILLED CRAFT		
1	2	2	Building Stationary Engineer	10.14	18.52
			Chief Building Stationary Engineer	12.37	19.81
1	2	2			
			SERVICE & MAINTENANCE		
2	2	2	Municipal Service Laborer	15.43	17.43
2	2	2			
5	6	6	TOTAL FULL TIME		
2	1	1	TOTAL PART TIME		
7	7	7	TOTAL DIVISION		

Department of Parks, Recreation, and Properties

Cleveland Stadium

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Professional Services	$ 49,769	$ 761,096	$ 472,880	$ 188,954
Insurance And Official Bonds	172,374	98,515	98,515	98,515
Property Rental	9,108	9,108	—	9,108
Other Contractual	—	90,000	—	—
Stadium Property Tax	446,707	452,725	453,013	453,423
Bank Service Fees	—	53	—	—
	$ 677,958	**$ 1,411,497**	**$ 1,024,408**	**$ 750,000**
Interfund Subsidies				
Transfer To Debt Service Fund	$ 21,320,502	$ 18,936,612	$ 13,487,946	$ 13,750,000
	$ 21,320,502	**$ 18,936,612**	**$ 13,487,946**	**$ 13,750,000**
Capital Outlay				
Professional Services	$ 880,713	$ —	$ —	$ —
	$ 880,713	**$ —**	**$ —**	**$ —**
	$ 22,879,173	**$ 20,348,109**	**$ 14,512,354**	**$ 14,500,000**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 250,000	$ 250,000	$ 250,000	$ 250,000
Miscellaneous	6,794	398	—	—
Other Shared Revenue	13,944,132	13,144,049	13,486,009	13,750,000
Transfers In	4,640,292	2,676,052	502,184	500,000
Interest Earnings/Investment Income	484,635	32,835	1,974	—
	$ 19,325,853	**$ 16,103,334**	**$ 14,240,167**	**$ 14,500,000**

Division of Parking Facilities

LEIGH STEVENS, COMMISSIONER

Mission Statement

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

PROGRAM NAME: ON-STREET

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. 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.

PROGRAM NAME: OFF-STREET

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

Department of Parks, Recreation, and Properties

Division of Parking Facilities

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 688,939	$ 761,107	$ 664,976	$ 789,604
Injury Pay	1,241	6,941	478	—
Longevity	6,875	7,475	3,400	7,275
Separation Payments	1,579	2,942	1,203	—
Overtime	21,161	26,564	19,248	—
	$ 719,795	**$ 805,028**	**$ 689,306**	**$ 796,879**
Benefits				
Hospitalization	$ 217,089	$ 210,314	$ 201,818	$ 199,620
Prescription	—	27,034	39,257	41,496
Dental	12,561	13,174	13,328	14,436
Vision Care	1,320	1,454	1,277	1,248
Public Employees Retire System	101,454	119,574	113,462	111,630
Fica-Medicare	8,799	9,972	8,628	8,885
Workers' Compensation	33,319	15,506	40,654	34,020
Life Insurance	1,069	1,058	1,013	1,056
Unemployment Compensation	1,599	1,921	7,039	11,284
Clothing Allowance	5,550	4,800	1,300	4,800
Clothing Maintenance	2,975	2,450	—	2,450
	$ 385,734	**$ 407,258**	**$ 427,776**	**$ 430,925**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 1,356	$ —	$ —	$ —
	$ 1,356	**$ —**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 16,388	$ 12,772	$ 14,079	$ 15,830
Charges From M.V.M.	61,305	55,138	18,051	44,944
	$ 77,693	**$ 67,910**	**$ 32,130**	**$ 60,774**
	$ 1,184,578	**$ 1,280,196**	**$ 1,149,211**	**$ 1,288,578**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 24,000	$ 24,000	$ 24,000	$ 24,000
Miscellaneous	713	349	75	—
	$ 24,713	**$ 24,349**	**$ 24,075**	**$ 24,000**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			PROFESSIONALS		
2	2	2	Supervisor of Parking Enforcement	20,800.00	39,482.76
2	2	2			
			PROTECTIVE SERVICE		
17	16	17	Parking Enforcement Officer	10.00	14.96
17	16	17			
			TECHNICIAN		
1	1	1	Parking Meter Foreman	24,679.38	40,030.27
4	3	3	Parking Meter Serviceman	13.62	16.69
5	4	4			
24	22	23	TOTAL DIVISION		

Department of Parks, Recreation, and Properties

Parking Lots General Operations

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 665,127	$ 630,086	$ 636,187	$ 682,578
Part-Time Permanent	89,645	69,936	86,778	90,000
Longevity	8,850	6,725	2,650	8,300
Separation Payments	8,361	20,048	—	—
Overtime	54,630	47,432	60,690	59,280
	$ 826,612	**$ 774,227**	**$ 786,305**	**$ 840,158**
Benefits				
Hospitalization	$ 142,131	$ 118,798	$ 107,664	$ 103,574
Prescription	—	14,482	20,579	20,424
Dental	7,796	7,047	6,806	7,236
Vision Care	1,101	1,052	943	936
Public Employees Retire System	115,747	115,638	120,955	117,622
Fica-Medicare	9,384	9,072	9,055	8,761
Workers' Compensation	24,671	22,193	20,214	14,905
Life Insurance	769	656	705	768
Unemployment Compensation	—	3,895	1,435	11,284
Clothing Allowance	3,745	3,875	1,950	3,150
Clothing Maintenance	600	600	—	600
	$ 305,944	**$ 297,308**	**$ 290,306**	**$ 289,260**
Other Training & Professional Dues				
Professional Dues & Subscript	$ 800	$ 695	$ 300	$ 695
	$ 800	**$ 695**	**$ 300**	**$ 695**
Utilities				
Electricity - Cpp	$ 196,698	$ 171,865	$ 175,575	$ 168,552
Electricity - Other	8,952	9,732	10,890	10,565
	$ 205,650	**$ 181,596**	**$ 186,464**	**$ 179,117**
Contractual Services				
Professional Services	$ 1,941,742	$ 1,808,411	$ 1,706,438	$ 1,712,200
Security Services	—	—	17,497	—
Parking In City Facilities	—	—	1,269	—
Taxes	182,808	185,270	185,388	190,140
Parking Tax	601,085	571,494	602,933	550,075
Property Rental	110,563	110,563	110,563	110,563
Other Contractual	25,750	15,605	16,413	13,000
State Auditor Examination	12,120	10,370	18,399	—
Bank Service Fees	52,622	54,973	46,041	18,000
Credit Card Processing Fees	8,052	17,470	26,603	24,000
	$ 2,934,742	**$ 2,774,156**	**$ 2,731,544**	**$ 2,617,978**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Computer Hardware	$ —	$ 2,936	$ —	$ —
Clothing	10,000	3,000	7,500	4,000
Hardware & Small Tools	4,944	2,344	—	2,000
Welding Supplies & Equipment	—	100	—	100
Electrical Supplies	7,875	12,079	3,000	9,000
Hygiene And Cleaning Supplies	1,000	1,500	633	1,350
Medical Supplies	1,000	—	—	200
Other Supplies	38,384	43,758	29,014	34,000
Special Events Supplies	—	3,516	163	1,000
Batteries	—	8,545	—	—
Just In Time Office Supplies	1,547	2,939	3,094	2,600
	$ 64,751	**$ 80,718**	**$ 43,403**	**$ 54,250**
Maintenance				
Maintenance Office Equipment	$ —	$ 366	$ —	$ —
Maintenance Contracts	10,500	11,300	32,364	80,000
Maintenance Machinery & Tools	13,524	15,400	2,455	—
Car Washes	—	500	—	300
Maintenance Misc. Equipment	17,679	11,313	—	—
	$ 41,703	**$ 38,879**	**$ 34,819**	**$ 80,300**
Claims, Refunds, Maintenance				
Indirect Cost	$ —	$ —	$ —	$ 127,381
	$ —	**$ —**	**$ —**	**$ 127,381**
Interdepart Service Charges				
Charges From Telephone Exch	$ 16,394	$ 15,290	$ 16,083	$ 15,830
Charges From W.P.C.	—	154	—	—
Charges From Print & Repro	7,450	6,729	4,243	4,839
Charges From Central Storeroom	106	236	112	129
Charges From M.V.M.	22,722	13,300	23,436	21,637
Charges From Division Of Maint	14,657	14,408	15,150	15,000
Charges From Waste Collection	990	960	1,120	1,500
Charges From Parks Maintenance	66,907	60,957	69,800	75,000
	$ 129,227	**$ 112,035**	**$ 129,943**	**$ 133,935**
Interfund Subsidies				
Transfer to Other SubClasses	$ 1,113,791	$ 117,777	$ 817,766	$ —
	$ 1,113,791	**$ 117,777**	**$ 817,766**	**$ —**
Debt Service				
Principal	$ 3,026,250	$ 3,165,000	$ 4,003,595	$ 3,500,000
Interest	1,857,461	1,886,937	838,921	2,038,000
	$ 4,883,711	**$ 5,051,937**	**$ 4,842,516**	**$ 5,538,000**
	$ 10,506,930	**$ 9,429,328**	**$ 9,863,366**	**$ 9,861,074**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 9,294,796	$ 9,035,240	$ 9,024,618	$ 9,205,924
Miscellaneous	299,672	292,387	294,269	56,000
Other Shared Revenue	601,085	571,494	645,536	550,075
Transfers In	1,025,781	1,177,039	—	—
Interest Earnings/Investment Income	258,274	24,705	1,542	25,000
	$ 11,479,609	**$ 11,100,865**	**$ 9,965,965**	**$ 9,836,999**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Commissioner of Parking Facilities	40,314.82	128,214.57
4	4	4	Parking Coordinator	20.64	22.64
5	5	5			
			OFFICE & CLERICAL		
2	2	2	Senior Clerk	10.29	16.10
2	2	2			
			PROFESSIONALS		
2	2	2	Manager of Parking	23,647.11	75,806.04
1	1	1	Accountant IV	20,800.00	57,688.76
0	1	1	Auditor	20,092.80	57,123.96
3	4	4			
			SERVICE & MAINTENANCE		
2	2	2	Parking Meter Collector	10.00	15.87
4	4	4	Parking Attendant	10.00	15.90
6	6	6			
16	17	17	TOTAL FULL TIME		
7	7	7	TOTAL PART TIME		
23	24	24	TOTAL DIVISION		

THOMAS A. NAGEL, COMMISSIONER

Mission Statement

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

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 roving cleaning crews weekly to facilities that do not have a heavy usage pattern. Facilitate the timely removal of trash from buildings and provide preventive pest control.

PROGRAM NAME: CAPITAL REPAIRS & IMPROVEMENTS

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

ACTIVITIES: Repair, replace and/or add large mechanical, electrical, and 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 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.

Department of Parks, Recreation, and Properties

Division of Property Management

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 3,694,921	$ 3,699,445	$ 3,424,297	$ 3,795,824
Part-Time Permanent	40,369	34,225	33,760	35,106
Injury Pay	7,966	—	1,534	—
Longevity	37,150	39,275	8,250	40,775
Separation Payments	12,513	18,866	52,529	—
Overtime	222,571	140,306	216,020	184,979
	$ 4,015,490	**$ 3,932,117**	**$ 3,736,389**	**$ 4,056,684**
Benefits				
Hospitalization	$ 677,291	$ 631,052	$ 597,175	$ 587,951
Prescription	—	78,421	114,790	119,112
Dental	39,170	40,796	41,002	42,876
Vision Care	4,501	4,763	4,221	4,068
Public Employees Retire System	563,350	588,911	577,637	567,947
Fica-Medicare	47,219	46,757	44,777	47,344
Workers' Compensation	188,782	276,615	273,852	329,691
Life Insurance	3,881	3,833	3,679	3,888
Unemployment Compensation	8,860	14,792	(54)	—
Clothing Allowance	8,320	2,090	1,470	2,610
Tool Insurance	1,350	1,050	1,350	1,350
Clothing Maintenance	9,675	8,825	7,425	8,135
	$ 1,552,398	**$ 1,697,905**	**$ 1,667,322**	**$ 1,714,972**
Other Training & Professional Dues				
Tuition & Registration Fees	$ —	$ —	$ —	$ 650
Professional Dues & Subscript	707	597	703	650
	$ 707	**$ 597**	**$ 703**	**$ 1,300**
Utilities				
Brokered Gas Supply	$ 11,006	$ 54,191	$ 34,553	$ 31,445
Sewer-Other	990	711	—	940
Gas	33,852	25,518	19,961	18,565
Electricity - Cpp	501,019	441,097	470,879	452,045
Electricity - Other	334,933	418,240	420,332	407,725
Steam	942,658	1,114,480	1,051,612	1,104,200
	$ 1,824,458	**$ 2,054,236**	**$ 1,997,338**	**$ 2,014,920**
Contractual Services				
Security Services	$ 84,114	$ 65,112	$ 78,315	$ 75,000
Parking In City Facilities	4,039	2,575	1,898	3,600
Other Contractual	35,721	13,406	18,201	34,800
	$ 123,873	**$ 81,093**	**$ 98,414**	**$ 113,400**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Computer Hardware	$ —	$ 812	$ —	$ —
Chemical	—	—	—	4,500
Clothing	20,000	13,000	8,555	10,000
Hardware & Small Tools	200	900	—	1,000
Electrical Supplies	32,625	25,400	29,278	45,000
Hygiene And Cleaning Supplies	203,260	132,576	88,044	165,000
Doors, Shutters And Windows	12,488	—	4,000	—
Heating And Air Filters	—	—	—	5,000
Medical Supplies	200	—	—	800
Other Supplies	—	16	—	—
Safety Equipment	2,000	1,034	5,000	2,500
Just In Time Office Supplies	1,988	1,555	603	1,800
Building Maintenance Supplies	11,206	11,700	11,387	15,000
	$ 283,967	**$ 186,993**	**$ 146,867**	**$ 250,600**
Maintenance				
Maintenance Contracts	$ 2,000	$ 5,500	$ 2,000	$ 5,400
Maintenance Machinery & Tools	111,877	34,220	64,128	125,000
Maintenance Fire Apparatus	910	69,000	69,000	70,000
Maintenance Utility Systems	—	—	—	1,000
Maintenance Building	—	10,131	1,644	8,100
	$ 114,787	**$ 118,850**	**$ 136,772**	**$ 209,500**
Interdepart Service Charges				
Charges From Telephone Exch	$ 33,406	$ 34,783	$ 33,509	$ 33,839
Charges From Radio Comm System	4,648	3,998	3,441	4,116
Charges From Water	315	672	231	450
Charges From W.P.C.	1,537	6,879	1,384	900
Charges From Print & Repro	3,578	2,848	3,084	3,872
Charges From Central Storeroom	157	225	64	—
Charges From M.V.M.	143,353	117,415	98,148	127,257
Charges From Waste Collection	64,243	49,214	7,035	50,000
Charges From Parks Maintenance	—	—	102	—
Charges From Community Develop	3,366	1,962	—	2,700
	$ 254,604	**$ 217,996**	**$ 146,995**	**$ 223,134**
	$ 8,170,284	**$ 8,289,788**	**$ 7,930,801**	**$ 8,584,510**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 414,215	$ 442,841	$ 448,850	$ 393,948
Miscellaneous	1,436,030	1,567,600	1,379,660	1,301,720
Transfers In	11,939	—	—	15,000
	$ 1,862,184	**$ 2,010,440**	**$ 1,828,509**	**$ 1,710,668**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
2	2	2	Assistant Custodian	20,800.00	47,052.55
1	1	1	Custodian of City Hall		
1	1	1	Commissioner of Property Management	45,201.46	142,289.43
1	1	1	Manager of General Maintenance	23,647.11	75,806.04
5	5	5			
			OFFICE & CLERICAL		
1	1	1	Private Secretary	10.00	20.59
1	1	1	Senior Clerk	10.29	16.10
1	0	1	Stock Clerk	10.00	17.70
3	2	3			
			PROFESSIONALS		
1	1	1	Junior Personnel Assistant	20,800.00	38,221.13
1	1	1	Building Manager	23,647.11	75,806.04
1	1	1	Manager of Enterprise Unit	23,647.11	75,806.04
3	3	3			
			PROTECTIVE SERVICE		
2	2	2	Guards	10.00	16.88
2	2	2			
			SKILLED CRAFT		
6	6	6	Building Stationary Engineer	10.14	18.52
1	1	1	Chief Building Stationary Engineer	12.37	19.81
2	1	2	Painter	30.02	37.53
2	2	2	Carpenter	33.88	42.35
1	1	1	Cement Finisher	34.41	43.01
1	1	1	Carpenter Unit Leader	35.13	42.35
1	1	1	Painter Foreman	31.27	39.02
1	1	1	Plumber Foreman	42.59	53.18
1	1	1	Plasterer	33.45	41.81
5	5	5	Plumber	40.42	50.53
1	1	1	Roofer	34.60	43.25
2	2	2	Stationary Boiler Room Operator	12.29	19.21
5	5	5	Electrical Worker	41.84	52.30
1	1	1	Sheetmetal Worker	40.18	50.23
30	29	30			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			SERVICE & MAINTENANCE		
33	31	31	Custodial Worker	10.00	14.79
7	7	7	Municipal Service Laborer	15.43	17.43
1	1	1	Custodian Worker Supervisor	18.12	20.12
41	39	39			
84	80	82	TOTAL FULL TIME		
1	1	1	TOTAL SEASONAL		
85	81	83	TOTAL DIVISION		

Department of Parks, Recreation, and Properties

Eastside Market

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Security Services	$ 12,000	$ 30,000	$ 39,786	$ 40,000
	$ 12,000	**$ 30,000**	**$ 39,786**	**$ 40,000**
Interdepart Service Charges				
Charges From Division Of Maint	$ 1,174	$ —	$ —	$ —
Charges From Parks Maintenance	1,426	73	—	—
	$ 2,600	**$ 73**	**$ —**	**$ —**
	$ 14,600	**$ 30,073**	**$ 39,786**	**$ 40,000**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interest Earnings/Investment Income	$ 5,763	$ 2,615	$ 414	$ —
	$ 5,763	**$ 2,615**	**$ 414**	**$ —**

RICHARD L. SILVA, COMMISSIONER

Mission Statement

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

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 and recreational 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 cause raised sidewalks, and overgrown tree lawns. 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 and fire hydrants on City property.

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. Investigate Protests related to bills for Vacant Lot cleaning activities.

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, seed, edge, prune trees and underbrush, mulch, remove debris, etc.

PROGRAM NAME: CEMETERIES

OBJECTIVES: To provide for burials and maintenance to Cleveland's Cemetery properties.

ACTIVITIES: Maintain grounds. Provide burial services.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 5,351,133	$ 5,230,862	$ 4,734,749	$ 5,016,350
Seasonal	361,889	494,526	421,465	442,810
Injury Pay	869	8,825	—	—
Longevity	59,900	57,375	50,050	60,368
Wage Settlements	146	—	—	—
Separation Payments	55,066	50,845	31,947	—
Overtime	154,790	140,586	84,994	123,930
	$ 5,983,793	**$ 5,983,020**	**$ 5,323,204**	**$ 5,643,458**
Benefits				
Hospitalization	$ 1,242,639	$ 1,118,427	$ 1,052,850	$ 1,013,350
Prescription	—	118,262	175,409	178,800
Dental	69,544	68,187	67,197	69,732
Vision Care	6,979	6,999	6,255	5,928
Public Employees Retire System	823,823	886,513	829,412	790,084
Fica-Medicare	66,310	69,507	61,866	65,933
Workers' Compensation	407,072	250,713	322,444	312,205
Life Insurance	6,004	5,543	5,389	5,616
Unemployment Compensation	39,653	98,280	111,838	—
Clothing Allowance	40,405	39,600	890	38,010
Tool Insurance	3,850	3,300	2,750	3,300
Clothing Maintenance	19,483	17,160	1,037	15,110
	$ 2,725,761	**$ 2,682,491**	**$ 2,637,337**	**$ 2,498,068**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 158	$ 2,420	$ 430	$ 300
Professional Dues & Subscript	124	—	—	125
	$ 282	**$ 2,420**	**$ 430**	**$ 425**
Utilities				
Brokered Gas Supply	$ 14,881	$ 114,622	$ 82,015	$ 74,635
Gas	154,409	70,752	54,604	50,790
Electricity - Cpp	538,536	413,882	397,178	381,300
Electricity - Other	37,419	40,609	45,236	43,885
Steam	20,029	28,098	23,258	24,425
Security & Monitoring System	4,455	2,025	6,925	4,939
	$ 769,729	**$ 669,988**	**$ 609,216**	**$ 579,974**
Contractual Services				
Professional Services	$ —	$ 1,500	$ 15,880	$ 1,500
Referee Services	5,104	3,505	675	1,000
Waste Disposal	2,883	1,689	3,854	1,800
Medical Services	3,172	2,051	1,411	1,350
Parking In City Facilities	4,104	4,063	3,352	660
Property Rental	43,676	43,676	43,676	43,676
Other Contractual	1,854,013	1,970,578	1,876,578	1,901,855
	$ 1,912,951	**$ 2,027,062**	**$ 1,945,426**	**$ 1,951,841**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ 84	$ —	$ —
Computer Hardware	560	—	—	—
Chemical	—	1,452	1,505	900
Salt & De-Icer	8,249	7,476	6,694	7,200
Clothing	3,506	700	619	1,000
Hardware & Small Tools	7,745	14,646	8,572	8,100
Welding Supplies & Equipment	2,000	1,000	1,800	1,800
Seed, Fertilizer & Herbicide	14,253	22,579	18,936	18,000
Small Equipment	11,645	35,523	7,464	19,400
Office Furniture & Equipment	442	3,540	—	—
Fence, Posts & Bars	4,000	—	1,295	900
Hygiene And Cleaning Supplies	3,011	3,804	3,230	4,050
Clay, Soil & Turf	6,485	13,698	13,055	13,520
Playground Equipment And Suppl	1,602	16,010	5,975	4,500
Other Supplies	16,587	12,278	37,253	13,095
Sporting Goods Supplies	2,319	1,038	498	2,500
Safety Equipment	6,049	5,185	6,285	4,860
Greenhouse Maintenance Suppl	42,313	38,508	40,748	39,000
Just In Time Office Supplies	3,392	1,656	1,013	2,400
Misc Maintenance Supplies	18,910	7,000	—	6,300
	$ 153,067	**$ 186,177**	**$ 154,940**	**$ 147,525**
Maintenance				
Maintenance Office Equipment	$ 500	$ —	$ —	$ —
Maintenance Contracts	9,000	9,000	9,000	7,200
Maintenance Fire Apparatus	1,500	—	—	—
Repair Parts	—	—	209,552	315,000
	$ 11,000	**$ 9,000**	**$ 218,552**	**$ 322,200**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 7,489	$ 4,233	$ 4,788	$ 3,500
	$ 7,489	**$ 4,233**	**$ 4,788**	**$ 3,500**
Interdepart Service Charges				
Charges From Telephone Exch	$ 63,226	$ 64,412	$ 65,231	$ 66,427
Charges From Radio Comm System	33,160	18,076	13,142	16,068
Charges From W.P.C.	2,675	238	—	—
Charges From Print & Repro	27,301	24,529	19,797	15,486
Charges From Central Storeroom	934	1,846	707	735
Charges From M.V.M.	1,783,438	1,320,158	884,037	1,138,268
Charges From Waste Collection	337,410	229,706	208,493	220,000
Charges From Parks Maintenance	—	30,947	—	—
	$ 2,248,143	**$ 1,689,913**	**$ 1,191,406**	**$ 1,456,984**
	$ 13,812,216	**$ 13,254,304**	**$ 12,085,299**	**$ 12,603,975**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 489,695	$ 377,483	$ 218,638	$ 297,384
Licenses & Permits	—	—	2,577	—
Miscellaneous	241,896	115,515	124,104	126,864
Interest Earnings/Investment Income	—	—	—	100
	$ 731,591	**$ 492,998**	**$ 345,318**	**$ 424,348**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Administrative Officer	20,800.00	51,436.88
2	2	2	Administrative Manager	27,193.55	86,764.70
1	1	1	Commissioner of Park Maint. & Properties	42,758.15	143,360.63
0	1	1	Data Base Administrator	30,214.95	86,559.12
1	1	1	Deputy Commissioner of Park Maint. & Properties	26,273.96	80,090.83
1	0	0	Deputy Project Director	20,092.80	61,006.23
3	2	2	Assistant Manager of Parks & Urban Forestry	24.16	26.16
3	3	3	Manager of Parks & Urban Forestry	22,333.40	71,947.58
12	11	11			
			OFFICE & CLERICAL		
1	1	1	Budget Analyst	20,800.00	51,467.17
1	0	0	Principal Clerk	11.93	19.51
0	1	1	Project Coordinator	27,325.56	87,664.94
2	2	2	Senior Clerk	10.29	16.10
1	1	1	Storekeeper	10.00	20.16
5	5	5			
			PROFESSIONALS		
1	1	1	District Forester	31,043.38	56,645.70
1	1	1	Field Operations Forester	32,445.00	58,785.93
2	2	2			
			SKILLED CRAFT		
1	1	1	Auto Repairman Unit Leader	17.78	24.95
4	4	4	Auto Repair Worker	12.60	20.56
2	2	2	Horticulturist Maintenance Foreman	21.91	23.91
7	7	7			

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			SERVICE & MAINTENANCE		
13	13	13	Ground Maintenance Foreman	19.55	21.55
3	3	3	Gardener	17.22	19.22
3	3	3	Ground Maintenance Worker	15.43	17.43
15	14	14	Ground Maintenance Truck Driver	12.34	17.78
43	42	42	Real Estate Maintenance Man	16.31	18.31
77	75	75			
			TECHNICIAN		
9	9	9	Arborist II	19.88	21.88
9	10	10	Arborist I (Tree Trimmer)	17.22	19.22
18	19	19			
121	119	119	TOTAL FULL TIME		
268	268	268	TOTAL SEASONAL		
389	387	387	TOTAL DIVISION		

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 949,149	$ 983,776	$ 819,513	$ 840,968
Injury Pay	—	—	131	—
Longevity	8,950	10,000	6,975	8,950
Separation Payments	6,582	19,756	—	—
Overtime	77,378	54,047	46,960	48,068
	$ 1,042,060	**$ 1,067,579**	**$ 873,580**	**$ 897,986**
Benefits				
Hospitalization	$ 214,066	$ 197,824	$ 173,761	$ 165,969
Prescription	—	20,757	28,840	28,872
Dental	12,023	12,146	11,302	11,520
Vision Care	1,304	1,348	1,093	1,032
Public Employees Retire System	144,656	157,461	138,389	125,718
Fica-Medicare	11,396	11,874	10,227	10,097
Workers' Compensation	44,123	33,928	13,567	17,625
Life Insurance	1,084	1,035	900	960
Unemployment Compensation	—	6,860	—	—
Clothing Allowance	7,625	8,250	178	6,800
Tool Insurance	550	550	550	550
Clothing Maintenance	3,000	3,000	—	2,550
	$ 439,827	**$ 455,033**	**$ 378,806**	**$ 371,693**
Other Training & Professional Dues				
Professional Dues & Subscript	$ —	$ —	$ —	$ 50
	$ —	**$ —**	**$ —**	**$ 50**
Utilities				
Brokered Gas Supply	$ 553	$ 5,485	$ 4,664	$ 4,245
Sewer-Other	1,471	4,902	5,403	4,516
Gas	31,171	26,455	23,840	22,175
Electricity - Cpp	35,106	34,865	35,661	34,240
Electricity - Other	6,380	4,608	4,766	4,630
Security & Monitoring System	2,052	955	—	3,381
	$ 76,733	**$ 77,271**	**$ 74,334**	**$ 73,187**
Contractual Services				
Professional Services	$ —	$ —	$ 1,000	$ 500
Medical Services	53	—	106	100
Other Contractual	200,320	208,320	188,568	208,568
Bank Service Fees	2,506	4,321	3,759	400
Credit Card Processing Fees	2,402	2,964	6,462	1,800
	$ 205,281	**$ 215,604**	**$ 199,894**	**$ 211,368**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ 66	$ —	$ —
Computer Hardware	1,120	—	—	—
Salt & De-Icer	230	236	495	450
Clothing	427	—	—	300
Hardware & Small Tools	2,144	1,226	1,090	1,000
Seed, Fertilizer & Herbicide	17,057	9,550	6,835	8,500
Small Equipment	—	5,474	2,253	3,500
Office Furniture & Equipment	806	—	—	—
Hygiene And Cleaning Supplies	1,688	576	1,186	1,575
Clay, Soil & Turf	5,085	2,093	5,600	3,600
Lumber, Glass, And Drywall	6,000	8,000	7,855	5,000
Other Supplies	5,105	2,827	6,407	3,000
Safety Equipment	1,055	3,092	485	200
Just In Time Office Supplies	1,012	631	522	1,000
Cement Sand & Gravel	1,675	2,475	—	2,000
Misc Maintenance Supplies	490	—	355	500
	$ 43,894	**$ 36,244**	**$ 33,082**	**$ 30,625**
Maintenance				
Maintenance Contracts	$ —	$ 998	$ —	$ 100
Maintenance Machinery & Tools	8,000	2,500	—	4,000
Maintenance Fire Apparatus	—	—	—	500
	$ 8,000	**$ 3,498**	**$ —**	**$ 4,600**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 800	$ —	$ —	$ 1,700
	$ 800	**$ —**	**$ —**	**$ 1,700**
Interdepart Service Charges				
Charges From Telephone Exch	$ 17,839	$ 18,325	$ 15,504	$ 16,382
Charges From Radio Comm System	1,539	499	425	526
Charges From Print & Repro	3,368	4,579	1,468	1,936
Charges From Central Storeroom	849	646	642	765
Charges From M.V.M.	168,473	105,634	75,653	120,919
Charges From Division Of Maint	25,316	25,802	18,747	23,500
Charges From Waste Collection	9,916	10,847	8,505	10,300
	$ 227,301	**$ 166,332**	**$ 120,945**	**$ 174,328**
	$ 2,043,896	**$ 2,021,562**	**$ 1,680,641**	**$ 1,765,537**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 869,200	$ 852,356	$ 837,036	$ 867,637
Miscellaneous	282	175	30	—
Sale Of City Assets	509,996	460,239	489,156	514,044
Transfers In	305,384	634,562	314,973	363,432
Interest Earnings/Investment Income	348,746	110,095	6,847	7,000
Non Operating Other/Other	(189)	(1,944)	(1,942)	—
	$ 2,033,419	**$ 2,055,483**	**$ 1,646,100**	**$ 1,752,113**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Manager of Parks & Urban Forestry	22,333.40	71,947.58
1	1	1			
			OFFICE & CLERICAL		
1	1	1	Principal Clerk	11.93	19.51
1	1	1	Senior Clerk	10.29	16.10
2	2	2			
			SERVICE & MAINTENANCE		
1	1	1	Automobile Repair Worker	12.60	20.56
10	10	10	Cemeteries Maintenance Worker I	15.43	17.43
2	2	2	Cemeteries Maintenance Worker II	23.88	25.88
2	2	2	Cemetery Foreman	19.55	21.55
2	2	2	Cemetery Supervisor	22.41	24.41
17	17	17			
20	20	20	TOTAL FULL TIME		
20	0	20	TOTAL SEASONAL *		
40	20	40	TOTAL DIVISION		

* Seasonals are reflected during peak periods, May - Sep.

Department of Building and Housing

Building and Housing Director's Office

EDWARD W. RYBKA, DIRECTOR

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.

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.

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.

Building and Housing Director's Office

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,361,354	$ 672,234	$ 978,541	$ 1,025,522
Part-Time Permanent				12,596
Longevity	11,150	12,300	—	10,125
Separation Payments	2,496	—	27,826	10,000
Overtime	1	—	—	—
	$ 1,375,000	**$ 684,534**	**$ 1,006,368**	**$ 1,058,243**
Benefits				
Hospitalization	$ 216,273	$ 170,010	$ 145,886	$ 141,280
Prescription	—	22,288	29,622	29,952
Dental	11,918	10,251	9,323	10,020
Vision Care	1,693	1,569	1,331	1,272
Public Employees Retire System	191,944	168,846	158,271	146,761
Fica-Medicare	13,206	10,291	8,717	10,299
Workers' Compensation	39,283	26,219	15,993	21,766
Life Insurance	1,279	1,039	945	924
	$ 475,596	**$ 410,512**	**$ 370,088**	**$ 362,274**
Other Training & Professional Dues				
Travel	$ 13	$ —	$ —	$ 1,065
Tuition & Registration Fees	180	—	775	191
Other Training Supplies	171	—	298	300
Mileage (Priv Auto) Trng Prps	132	—	21	110
Professional Dues & Subscript	3,580	3,580	3,571	2,700
	$ 4,076	**$ 3,580**	**$ 4,665**	**$ 4,366**
Contractual Services				
Professional Services	$ 50,000	$ —	$ 53,000	$ 103,000
Travel- Non-Training	520	—	—	—
Mileage (Private Auto)	5,699	—	177	405
Parking In City Facilities	4,451	2,790	2,979	3,000
Other Contractual	50,000	—	3,338	12,000
Credit Card Processing Fees	46,814	36,596	42,821	42,300
	$ 157,483	**$ 39,386**	**$ 102,314**	**$ 160,705**
Materials & Supplies				
Office Supplies	$ 676	$ 357	$ 465	$ 430
Computer Supplies	6,326	2,039	1,660	5,100
Computer Hardware	354	—	—	—
Fuel	5	—	—	—
Office Furniture & Equipment	—	230	—	—
Other Supplies	635	224	267	400
Just In Time Office Supplies	7,417	7,088	11,575	9,070
	$ 15,412	**$ 9,938**	**$ 13,967**	**$ 15,000**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Maintenance				
Maintenance Office Equipment	$ —	$ 1,950	$ —	$ —
Maintenance Contracts	4,654	3,410	6,977	4,700
Computer Hardware Maintenance	2,950	3,270	—	4,000
Computer Software Maintenance	—	—	—	5,000
	$ 7,604	**$ 8,630**	**$ 6,977**	**$ 13,700**
Claims, Refunds, Maintenance				
Judgements, Damages, & Claims	$ 5,768	$ —	$ —	$ —
	$ 5,768	**$ —**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 63,968	$ 56,946	$ 37,334	$ 52,468
Charges From Radio Comm System	1,723	1,639	1,435	1,392
Charges From Print & Repro	55,017	61,254	55,081	48,394
Charges From Central Storeroom	112,355	108,134	91,454	88,858
Charges From M.V.M.	25,225	20,311	18,082	22,615
	$ 258,288	**$ 248,284**	**$ 203,386**	**$ 213,727**
	$ 2,299,228	**$ 1,404,865**	**$ 1,707,766**	**$ 1,828,015**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 577	$ (16,984)	$ (36,024)	$ 1,175
Licenses & Permits	10,744,159	10,482,729	9,634,280	10,159,811
Miscellaneous	30,357	35,435	18,562	18,562
Other Shared Revenue	22,464	11,059	91,742	91,742
	$ 10,797,557	**$ 10,512,239**	**$ 9,708,559**	**$ 10,271,290**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
2	1	1	Administrator, Assistant	20,800.00	62,252.71
1	1	1	Director, Building & Housing	50,795.81	171,581.77
1	1	1	Secretary to the Director	36,590.39	138,195.09
1	1	1	Deputy Director, Building & Housing	36,590.39	133,845.38
5	4	4			
			OFFICE & CLERICAL		
1	1	1	Cashier, Principal	10.00	23.05
1	2	2	Cashier, Senior	10.00	19.61
2	3	2	Clerk, Principal	11.93	19.51
5	4	4	Clerk, Senior	10.29	16.10
9	10	9			
			PROFESSIONALS		
1	1	1	Accountant III	10.00	23.86
5	4	4	Administrative Officer	20,800.00	51,436.88
1	1	1	Analyst, Senior Budget & Management	26,273.96	75,985.65
1	1	1	Supervisor Data Processing	20,800.00	58,396.41
8	7	7			
			TECHNICIAN		
1	1	1	Inspector, Housing	14.60	19.35
1	1	1			
23	22	21	TOTAL DIVISION		
0	0	1	Clerk, Senior	10.29	16.10
0	0	1	TOTAL PART TIME		
23	22	22	TOTAL DIVISION		

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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 4,303,925	$ 4,195,975	$ 3,470,258	$ 4,024,441
Injury Pay	5,912	—	—	—
Longevity	52,125	44,500	—	38,350
Separation Payments	46,828	79,816	85,638	50,000
Bonus Incentive	3,300	4,200	1,800	—
Overtime	10,473	6,043	4,682	7,500
	$ 4,422,564	**$ 4,330,534**	**$ 3,562,378**	**$ 4,120,291**
Benefits				
Hospitalization	$ 870,197	$ 714,541	$ 663,465	$ 637,887
Prescription	—	84,876	124,519	125,100
Dental	49,160	44,184	43,675	45,240
Vision Care	7,572	7,337	6,520	6,624
Public Employees Retire System	674,845	646,792	625,420	610,939
Fica-Medicare	55,330	50,994	48,215	58,999
Workers' Compensation	163,138	214,656	122,341	107,958
Life Insurance	4,643	4,133	4,016	4,176
Unemployment Compensation	6,576	15,900	10,013	1,000
Clothing Allowance	12,000	11,978	7,696	1,080
Clothing Maintenance	1,500	1,500	—	480
Automoible Maintenance Allow	6,000	6,000	5,400	5,400
	$ 1,850,960	**$ 1,802,890**	**$ 1,661,280**	**$ 1,604,883**
Other Training & Professional Dues				
Travel	$ 7	$ —	$ —	$ —
Tuition & Registration Fees	1,615	3,455	2,360	3,272
Other Training Supplies	3,734	260	748	3,112
Mileage (Priv Auto) Trng Prps	816	1,206	891	870
Professional Dues & Subscript	2,320	9,992	6,720	7,500
	$ 8,492	**$ 14,913**	**$ 10,719**	**$ 14,754**
Contractual Services				
Professional Services	$ 16,717	$ 3,978	$ 8,214	$ 9,400
Travel- Non-Training	5,502	5,818	5,630	4,347
Mileage (Private Auto)	116,357	136,047	117,109	118,000
Parking In City Facilities	14,190	14,300	10,395	12,606
Other Contractual	—	3,000	—	—
	$ 152,765	**$ 163,144**	**$ 141,348**	**$ 144,353**

Expenditures (Continued)

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Materials & Supplies				
Office Supplies	$ —	$ —	$ —	$ 100
Computer Supplies	3,634	4,728	4,162	4,161
Clothing	1,150	—	—	9,000
Boilers, Heaters & Cool Equip	135	—	—	—
Office Furniture & Equipment	414	—	—	—
Other Supplies	1,323	742	—	—
Batteries	237	517	259	—
Just In Time Office Supplies	12,321	4,046	13,008	12,500
	$ 19,216	**$ 10,034**	**$ 17,429**	**$ 25,761**
Maintenance				
Car Washes	$ 500	$ 300	$ 450	$ 450
	$ 500	**$ 300**	**$ 450**	**$ 450**
Expenditure Recovery				
Expenditure Recovery	$ —	$ (240)	$ —	$ —
	$ —	**$ (240)**	**$ —**	**$ —**
	$ 6,454,496	**$ 6,321,574**	**$ 5,393,603**	**$ 5,910,492**

COMPARISON OF STAFFING LEVEL

No. of Employees Budget 2010	No. of Employees December 2010	No. of Employees Budget 2011	Position	Salary Schedule* Minimum	Salary Schedule* Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	0	Bureau Manager - Building	26,797.11	79,759.73
1	1	1	Bureau Manager - Demolition	26,797.11	79,759.73
1	1	1	Commissioner, Code Enforcement	42,758.15	133,845.38
3	2	2			
			OFFICE & CLERICAL		
0	1	2	Principal Clerk	11.93	19.51
9	5	6	Clerk, Senior	10.29	16.10
9	6	8			
			PROFESSIONALS		
6	5	6	Chief Building Inspector	20,800.00	61,780.95
1	2	2	Building Inspector Interim	19.00	19.77
1	1	1	Inspector, Chief Electrical	20,800.00	58,396.41
1	1	1	Inspector, Chief Elevator	20,800.00	58,396.41
1	0	1	Inspector, Chief Housing	20,800.00	60,439.25
10	9	11			
			TECHNICIAN		
0	1	1	Building Inspector 4	26.35	27.97
2	1	1	Building Inspector 3	15.70	26.59
3	3	3	Building Inspector 2	14.89	25.23
8	8	8	Building Inspector 1	14.08	23.88
1	2	1	Residential Building Inspector Interim	15.75	16.39
1	1	1	Electrical Safety Inspector 1	14.83	23.88
1	1	4	Electrical Safety Inspector 2	15.66	25.23
3	3	0	Electrical Safety Inspector 3	16.49	26.59
0	0	1	Mechanical Inspector Interim	14.08	23.88
1	1	1	Mechanical Inspector 2	14.89	25.23
2	1	1	Mechanical Inspector 3	15.70	26.59
3	3	3	Plumbing Inspector 2	16.49	26.59
1	1	1	Plumbing Inspector 3	26.88	27.97
4	5	5	Inspector, Elevator	14.23	24.00
34	33	34	Residential Building Inspector	14.60	20.46
4	4	4	Site Inspector	10.00	22.64
68	68	69			
90	85	90	TOTAL DIVISION		

TIMOTHY R. WOLOSZ, COMMISSIONER

PROGRAM NAME: DIVISION OF CONSTRUCTION PERMITTING

OBJECTIVES: To insure that standards are met that involves 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.

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,178,502	$ 1,157,890	$ 1,039,578	$ 1,059,362
Part-Time Permanent	—	—	1,827	18,000
Longevity	12,100	12,800	—	12,275
Separation Payments	—	—	32,130	12,275
Bonus Incentive	600	—	—	—
	$ 1,191,202	**$ 1,170,690**	**$ 1,073,535**	**$ 1,101,912**
Benefits				
Hospitalization	$ 190,844	$ 179,507	$ 162,622	$ 151,563
Prescription	—	16,662	22,946	22,560
Dental	10,570	10,778	10,272	10,152
Vision Care	1,467	1,589	1,376	1,344
Public Employees Retire System	166,279	175,918	164,414	152,549
Fica-Medicare	10,150	9,840	9,434	15,944
Workers' Compensation	30,023	13,792	13,122	19,395
Life Insurance	1,035	994	938	960
	$ 410,368	**$ 409,080**	**$ 385,124**	**$ 374,467**
Other Training & Professional Dues				
Tuition & Registration Fees	$ 250	$ —	$ 2,000	$ 225
Other Training Supplies	220	—	256	1,000
Mileage (Priv Auto) Trng Prps	20	13	—	—
Professional Dues & Subscript	582	—	—	500
	$ 1,072	**$ 13**	**$ 2,256**	**$ 1,725**
Contractual Services				
Travel- Non-Training	$ 100	$ —	$ —	$ 3,167
Mileage (Private Auto)	7,887	—	—	3,167
Other Contractual	9,359	10,000	10,125	3,167
	$ 17,346	**$ 10,000**	**$ 10,125**	**$ 9,501**
Materials & Supplies				
Office Supplies	$ —	$ —	$ 993	$ 400
Computer Supplies	—	999	—	300
Just In Time Office Supplies	4,378	3,249	4,204	4,000
	$ 4,378	**$ 4,248**	**$ 5,196**	**$ 4,700**
	$ 1,624,365	**$ 1,594,031**	**$ 1,476,237**	**$ 1,492,305**

Department of Building and Housing

Division of Construction Permitting

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	0	Administrator, Assistant	20,800.00	62,252.71
1	1	1	Commissioner, Construction Permitting	42,758.15	133,845.38
1	1	1	Assistant Commissioner of Construction Permitting	26,273.96	86,764.70
3	3	2			
			OFFICE & CLERICAL		
4	4	4	Clerk, Senior	10.29	16.10
1	0	0	Stenographer III	10.00	17.89
5	4	4			
			PROFESSIONALS		
2	2	2	Architect, Chief	21,851.06	75,233.60
1	1	1	Civil Engineer, Chief	23,647.11	82,125.01
1	1	1	Engineer, Chief Mechanical	23,647.11	82,125.01
1	1	1	Engineer, Consulting	36,000.00	92,224.55
1	1	1	Engineer, Electrical	10.00	29.66
3	1	1	Examiner, Plan	10.00	25.59
0	2	2	Residential Plan Examiner	10.00	25.59
4	4	4	Examiner, Plan Asst.	13.42	22.64
1	1	1	Deputy Project Director	20,092.80	61,006.23
14	14	14			
22	21	20	TOTAL FULL TIME		
0	0	1	Administrator, Assistant	20,800.00	62,252.71
0	0	1	TOTAL PART TIME		
22	21	21	TOTAL DIVISION		

TRACEY A. NICHOLS, DIRECTOR

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.

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.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To provide day-to-day management of staff assignments, program development, legislation 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 program audits and management information services.

ACTIVITIES: Provide policy for program management and administer loan programs.

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.

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. 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.

Department of Economic Development

Department of Economic Development

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Salaries and Wages				
Full Time Permanent	$ 1,142,943	$ 992,525	$ 897,996	$ 1,119,571
Longevity	4,000	3,950	—	5,075
Separation Payments	12,748	3,050	3,181	—
	$ 1,159,690	**$ 999,525**	**$ 901,177**	**$ 1,124,646**
Benefits				
Hospitalization	$ 135,361	$ 106,111	$ 93,919	$ 120,966
Prescription	—	14,739	20,791	30,362
Dental	7,442	6,708	6,314	8,808
Vision Care	900	825	736	848
Public Employees Retire System	161,462	155,351	143,701	157,450
Fica-Medicare	15,268	13,027	11,665	15,003
Workers' Compensation	26,168	13,428	11,203	16,281
Life Insurance	690	589	638	848
Unemployment Compensation	(20)	(90)	—	—
	$ 347,271	**$ 310,687**	**$ 288,967**	**$ 350,566**
Contractual Services				
Parking In City Facilities	$ 3,605	$ —	$ —	$ —
Property Rental	44,000	—	—	—
	$ 47,605	**$ —**	**$ —**	**$ —**
Materials & Supplies				
Just In Time Office Supplies	$ 1,381	$ —	$ —	$ —
	$ 1,381	**$ —**	**$ —**	**$ —**
Interdepart Service Charges				
Charges From Telephone Exch	$ 7,198	$ 6,797	$ 5,116	$ 12,243
Charges From Print & Repro	11,105	10,610	7,731	9,678
Charges From Central Storeroom	2,173	2,793	2,545	3,900
Charges From M.V.M.	5,097	2,262	1,222	2,865
	$ 25,573	**$ 22,462**	**$ 16,613**	**$ 28,686**
	$ 1,581,521	**$ 1,332,674**	**$ 1,206,757**	**$ 1,503,898**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Licenses & Permits	$ 37,500	$ 37,500	$ 37,500	$ —
Miscellaneous	314	22	382	—
Transfers In	225,617	1,208,168	1,305,139	1,503,898
	$ 263,431	**$ 1,245,690**	**$ 1,343,021**	**$ 1,503,898**

COMPARISON OF STAFFING LEVEL

No. of Employees				Salary Schedule*	
Budget 2010	December 2010	Budget 2011	Position	Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Director, Economic Development	50,795.81	171,581.77
1	1	1	Executive Assist To The Mayor	50,796.00	171,582.00
1	1	1	Secretary to Directors	36,590.39	138,195.09
3	3	3			
			OFFICE & CLERICAL		
1	1	1	Office Manager	20,800.00	48,223.28
0	0	1	Fiscal Manager	23,647.11	82,125.01
1	1	1	Paralegal	20,800.00	42,428.01
2	2	3			
			PROFESSIONALS		
1	1	1	Administrative Manager	27,193.55	86,764.70
1	1	1	Assistant, Administrator	20,800.00	62,252.71
4	4	7	Coordinator, Project	27,325.56	87,664.94
1	1	1	Budget Administrator	30,214.95	100,843.89
2	2	2	Director, Project	22,333.40	77,944.11
9	9	12			
14	14	18	TOTAL DIVISION		

Restricted Income Tax

Restricted Income Tax

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Capital Outlay				
Transfer To Capital Project	$ 12,707,551	$ 9,150,044	$ 8,142,916	$ 7,961,277
	$ 12,707,551	**$ 9,150,044**	**$ 8,142,916**	**$ 7,961,277**
Debt Service				
Transfer To Other Subclasses	$ 24,012,500	$ 25,197,958	$ 24,610,834	$ 25,555,664
	$ 24,012,500	**$ 25,197,958**	**$ 24,610,834**	**$ 25,555,664**
	$ 36,720,051	**$ 34,348,002**	**$ 32,753,750**	**$ 33,516,941**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Income Tax	$ 36,370,042	$ 33,534,369	$ 32,919,937	$ 33,223,642
Interest Earnings/Investment Income	423,973	164,954	39,923	40,000
	$ 36,794,015	**$ 33,699,323**	**$ 32,959,416**	**$ 33,263,642**

County Auditor Deductions

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Contractual Services				
Non Productive Land Sales	$ 93,758	$ 150,548	$ 31,316	$ 35,000
Board Of Election Expense	1,104,415	200,444	1,194,529	1,080,000
County Aud & Treas Coll Fee	883,688	912,129	1,855,726	1,950,000
Advertising Del Land Sales	26,861	28,353	27,121	30,000
Board Of Tax Appeals	465	438	350	1,000
	$ 2,109,186	**$ 1,291,912**	**$ 3,109,040**	**$ 3,096,000**
	$ 2,109,186	**$ 1,291,912**	**$ 3,109,040**	**$ 3,096,000**

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Interfund Subsidies				
Transfer To Rainy Day Res Fund	$ 1,000,000	$ —	$ —	$ —
Transfer To Stadium Fund	4,500,000	3,500,000	502,184	500,000
Subsidy To St Construction	8,178,919	4,799,130	3,902,404	6,506,825
Transfer to Other SubClasses	—	240,689	850,000	850,000
Transfer To Debt Service Fund	5,409,745	6,627,252	8,311,097	8,314,398
Transfer To Schools Rec Fund	1,996,116	2,000,000	1,000,000	1,000,000
Transfer to IX Center	145,607	189,964	204,777	225,000
Subsidy To Sinking Fund	386,194	286,024	812,534	928,232
Subsidy To Cemetery	305,384	634,562	314,973	363,432
Subsidy to Golf Courses	—	—	379,395	273,822
Subsidy to Conv Center	—	—	—	511,671
	$ 21,921,965	**$ 18,277,621**	**$ 16,277,364**	**$ 19,473,380**
	$ 21,921,965	**$ 18,277,621**	**$ 16,277,364**	**$ 19,473,380**

Expenditures

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Other Training & Professional Dues				
Professional Dues & Subscript	$ 3,040	$ 1,190	$ —	$ —
Ohio Municipal League	23,652	24,125	24,125	24,125
NOACA	59,693	59,693	59,693	62,678
Mayors & Mgrs Assoc.	15,000	15,000	15,000	15,000
U.S. Conference Of Mayors	17,001	17,511	17,511	17,511
National League Of Cities	21,825	22,698	22,698	22,698
Greater Cleveland Partnership	40,000	40,000	40,000	40,000
International Trade Alliance	35,000	—	—	—
	$ 215,211	**$ 180,217**	**$ 179,027**	**$ 182,012**
Utilities				
Electricity - Cpp	$ 9,511,696	$ 11,934,170	$ 12,237,216	$ 12,250,000
Electricity - Other	2,393,970	18,324	19,489	20,300
	$ 11,905,666	**$ 11,952,494**	**$ 12,256,705**	**$ 12,270,300**
Contractual Services				
Professional Services	$ 208,258	$ 820,725	$ 138,144	$ 102,000
Insurance And Official Bonds	21,887	4,621	4,621	4,621
Taxes	—	—	111,860	90,000
Other Contractual	266,402	131,270	177,000	375,000
Justice Center-Tower Maint	3,372,411	3,554,329	3,156,500	3,346,662
Bank Service Fees	152,270	211,221	162,236	165,000
Credit Card Processing Fees	(6)	—	—	—
	$ 4,021,222	**$ 4,722,165**	**$ 3,750,360**	**$ 4,083,283**
Claims, Refunds, Maintenance				
Court Costs	$ —	$ —	$ 30,425	$ —
Judgements, Damages, & Claims	—	—	16,004	1,166,335
	$ —	**$ —**	**$ 46,429**	**$ 1,166,335**
Interdepart Service Charges				
Charges From Radio Comm System	$ 892	$ 1,139	$ 791	$ 1,436
	$ 892	**$ 1,139**	**$ 791**	**$ 1,436**
Debt Service				
Principal	$ 250,000	$ 250,000	$ 250,000	$ 250,000
	$ 250,000	**$ 250,000**	**$ 250,000**	**$ 250,000**
	$ 16,392,991	**$ 17,106,016**	**$ 16,483,311**	**$ 17,953,366**

Revenues

	2008 Actual	2009 Actual	2010 Unaudited	2011 Budget
Charges For Services	$ 1,511,075	$ 1,843,884	$ 1,803,631	$ 1,694,834
Fines, Forfeitures & Settlements	66,508	—	—	—
Miscellaneous	8,472,872	11,474,689	9,841,826	7,408,198
Other Shared Revenue	18,570,051	22,490,450	20,018,513	19,406,535
Property Tax	42,907,001	41,918,166	38,567,408	38,068,764
Sale Of City Assets	91,198	—	30,508	14,041,000
State And Local Gov Fund	53,225,542	46,557,651	47,268,239	44,402,670
Transfers In	6,436,793	2,663,991	17,581,530	10,135,000
Income Tax	290,968,402	268,157,008	263,355,945	265,789,144
	$ 422,249,442	**$ 395,105,838**	**$ 398,467,599**	**$ 400,946,145**

GENERAL FUND		
LEGISLATIVE BRANCH		6,650,734
JUDICIAL BRANCH		40,442,884
EXECUTIVE BRANCH		
General Government		8,164,367
Department of Aging		893,378
Department of Personnel		1,845,302
Department of Consumer Affairs		227,583
Department of Law		8,255,643
Department of Finance		13,778,506
Department of Port Control		279,654
Department of Public Service		35,779,491
Department of Public Health		5,442,018
Department of Public Safety		302,424,902
Department of Parks, Recreation & Properties		36,860,346
Department of Building & Housing		9,230,812
Department of Economic Development		1,503,898
Nondepartmental		40,522,766
TOTAL EXECUTIVE BRANCH		465,208,646
TOTAL GENERAL FUND		512,302,264
Special Revenue Funds		67,502,953
Internal Service Funds		28,945,713
Enterprise Funds		606,216,934
Trust and Agency Funds		9,637,619
Debt Service Funds		63,651,489
TOTAL PRELIMINARY APPROPRIATIONS FOR 2011		1,288,256,972

GENERAL FUND

LEGISLATIVE BRANCH

Council and Clerk of Council		6,650,734
I Personnel and Related Expenses	4,652,849	
II Other Expenses	1,997,885	
TOTAL LEGISLATIVE BRANCH		6,650,734

JUDICIAL BRANCH

Municipal Court - Judicial Division		22,606,126
I Personnel and Related Expenses	20,062,767	
II Other Expenses	2,543,359	

Municipal Court - Clerk's Division		14,379,822
I Personnel and Related Expenses	9,053,376	
II Other Expenses	5,326,446	
Municipal Court - Housing Division		3,456,936
I Personnel and Related Expenses	3,312,602	
II Other Expenses	144,334	
TOTAL JUDICIAL BRANCH		40,442,884

EXECUTIVE BRANCH

GENERAL GOVERNMENT

Office of the Mayor		2,321,947
I Personnel and Related Expenses	2,193,331	
II Other Expenses	128,616	
Landmarks Commission		180,113
I Personnel and Related Expenses	175,531	
II Other Expenses	4,582	
Board of Building Standards and Appeals		120,127
I Personnel and Related Expenses	109,885	
II Other Expenses	10,242	
Board of Zoning Appeals		202,011
I Personnel and Related Expenses	189,281	
II Other Expenses	12,730	
Civil Service Commission		1,186,698
I Personnel and Related Expenses	552,379	
II Other Expenses	634,319	
Community Relations Board		1,185,246
I Personnel and Related Expenses	1,117,508	
II Other Expenses	67,738	
City Planning Commission		1,598,609
I Personnel and Related Expenses	1,492,636	
II Other Expenses	105,973	
Boxing and Wrestling Commission		7,701
I Personnel and Related Expenses	7,701	
Office of Equal Opportunity		584,237
I Personnel and Related Expenses	564,385	
II Other Expenses	19,852	

Office of Budget & Management-Budget Admin.		777,678
I Personnel and Related Expenses	759,078	
II Other Expenses	18,600	
TOTAL GENERAL GOVERNMENT		8,164,367
DEPARTMENT OF AGING		
Department of Aging		893,378
I Personnel and Related Expenses	767,120	
II Other Expenses	126,258	
TOTAL DEPARTMENT OF AGING		893,378
DEPARTMENT OF PERSONNEL		
Office of Personnel		1,845,302
I Personnel and Related Expenses	1,038,290	
II Other Expenses	807,012	
TOTAL DEPARTMENT OF PERSONNEL		1,845,302
DEPARTMENT OF CONSUMER AFFAIRS		
Consumer Affairs		227,583
I Personnel and Related Expenses	207,172	
II Other Expenses	20,411	
TOTAL DEPARTMENT OF CONSUMER AFFAIRS		227,583
DEPARTMENT OF LAW		
Department Law		8,255,643
I Personnel and Related Expenses	6,429,586	
II Other Expenses	1,826,057	
TOTAL DEPARTMENT OF LAW		8,255,643
DEPARTMENT OF FINANCE		
Finance Administration		831,157
I Personnel and Related Expenses	795,802	
II Other Expenses	35,355	
Division of Accounts		1,904,684
I Personnel and Related Expenses	1,272,057	
II Other Expenses	632,627	

Division of Assessments and Licenses		3,650,569
I Personnel and Related Expenses	2,404,663	
II Other Expenses	1,245,906	
Division of Treasury		536,723
I Personnel and Related Expenses	451,384	
II Other Expenses	85,339	
Division of Purchases and Supplies		577,916
I Personnel and Related Expenses	544,244	
II Other Expenses	33,672	
Bureau of Internal Audit		963,610
I Personnel and Related Expenses	523,950	
II Other Expenses	439,660	
Division of Financial Reporting and Control		1,318,620
I Personnel and Related Expenses	1,295,765	
II Other Expenses	22,855	
Information Systems Services		3,830,230
I Personnel and Related Expenses	2,030,961	
II Other Expenses	1,799,269	
Information Tech & Planning		164,997
I Personnel and Related Expenses	159,397	
II Other Expenses	5,600	
TOTAL DEPARTMENT OF FINANCE		13,778,506
DEPARTMENT OF PORT CONTROL		
Division of Harbors		279,654
I Personnel and Related Expenses	96,016	
II Other Expenses	183,638	
TOTAL DEPARTMENT OF PORT CONTROL		279,654
DEPARTMENT OF PUBLIC SERVICE		
Public Service Administration		395,504
I Personnel and Related Expenses	385,642	
II Other Expenses	9,862	
Division of Architecture		459,362
I Personnel and Related Expenses	434,562	
II Other Expenses	24,800	

Division of Waste Collection and Disposal		26,421,297
I Personnel and Related Expenses	14,506,830	
II Other Expenses	11,914,467	
Division of Engineering and Construction		4,686,346
I Personnel and Related Expenses	4,251,456	
II Other Expenses	434,890	
Division of Traffic Engineering		3,816,982
I Personnel and Related Expenses	2,937,916	
II Other Expenses	879,066	
TOTAL DEPARTMENT OF PUBLIC SERVICE		35,779,491
DEPARTMENT OF PUBLIC HEALTH		
Public Health Administration		893,589
I Personnel and Related Expenses	578,308	
II Other Expenses	315,281	
Division of Health		3,074,097
I Personnel and Related Expenses	1,847,879	
II Other Expenses	1,226,218	
Division of Environment		1,071,820
I Personnel and Related Expenses	915,401	
II Other Expenses	156,419	
Division of Air Quality		402,512
I Personnel and Related Expenses	121,412	
II Other Expenses	281,100	
TOTAL DEPARTMENT OF PUBLIC HEALTH		5,442,018
DEPARTMENT OF PUBLIC SAFETY		
Public Safety Administration		3,407,745
I Personnel and Related Expenses	2,313,273	
II Other Expenses	1,094,472	
Division of Police		171,140,327
I Personnel and Related Expenses	161,891,896	
II Other Expenses	9,248,431	
Division of Fire		90,219,820
I Personnel and Related Expenses	87,106,345	
II Other Expenses	3,113,475	

Division of Emergency Medical Services		21,712,969
I Personnel and Related Expenses	19,071,747	
II Other Expenses	2,641,222	
Division of Animal Control Services		1,214,469
I Personnel and Related Expenses	863,148	
II Other Expenses	351,321	
Division of Correction		14,729,572
I Personnel and Related Expenses	11,277,068	
II Other Expenses	3,452,504	
TOTAL DEPARTMENT OF PUBLIC SAFETY		302,424,902

DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES

Parks, Recreation, and Properties Administration		702,141
I Personnel and Related Expenses	558,670	
II Other Expenses	143,471	
Division of Research, Planning, and Development		633,345
I Personnel and Related Expenses	579,388	
II Other Expenses	53,957	
Division of Recreation		13,047,797
I Personnel and Related Expenses	9,498,523	
II Other Expenses	3,549,274	
Division of Parking Facilities-On Street		1,288,578
I Personnel and Related Expenses	1,227,804	
II Other Expenses	60,774	
Division of Property Management		8,584,510
I Personnel and Related Expenses	5,771,656	
II Other Expenses	2,812,854	
Division of Park Maintenance and Properties		12,603,975
I Personnel and Related Expenses	8,141,526	
II Other Expenses	4,462,449	
TOTAL PARKS, RECREATION, AND PROPERTIES		36,860,346

DEPARTMENT OF BUILDING AND HOUSING

Building and Housing Dir Office		1,828,015
I Personnel and Related Expenses	1,420,517	
II Other Expenses	407,498	

Division of Code Enforcement		5,910,492
I Personnel and Related Expenses	5,725,174	
II Other Expenses	185,318	
Division of Construction Permit		1,492,305
I Personnel and Related Expenses	1,476,379	
II Other Expenses	15,926	
TOTAL BUILDING AND HOUSING		9,230,812
DEPARTMENT OF ECONOMIC DEVELOPMENT		
Economic Development		1,503,898
I Personnel and Related Expenses	1,475,212	
II Other Expenses	28,686	
TOTAL DEPARTMENT OF ECONOMIC DEVELOPMENT		1,503,898
NONDEPARTMENTAL		
County Auditor Deductions		3,096,000
II Other Expenses	3,096,000	
Other Administrative		17,953,366
II Other Expenses	17,953,366	
Transfer to Other Funds		19,473,380
II Other Expenses	19,473,380	
TOTAL NONDEPARTMENTAL		40,522,746
TOTAL EXECUTIVE BRANCH		465,208,646
TOTAL GENERAL FUND		512,302,264
SPECIAL REVENUE FUND		
Restricted Income Tax Fund		33,516,941
I Capital	7,961,277	
II Debt Service	25,555,664	
Street Construction, Maintenance & Repair Fund		25,486,012
I Personnel and Related Expenses	14,445,498	
II Other Expenses	11,040,514	
Schools Recreation & Cultural Activities Fund		1,000,000
II Other Expenses	1,000,000	

Rainy Day Fund		7,500,000
II Other Expenses	7,500,000	
TOTAL SPECIAL REVENUE FUNDS		67,502,953
INTERNAL SERVICE FUND		
Information Systems Services-Telephone Exchange		6,272,536
I Personnel and Related Expenses	1,146,980	
II Other Expenses	5,125,556	
Division of Motor Vehicle Maintenance		19,452,035
I Personnel and Related Expenses	5,647,635	
II Other Expenses	13,804,400	
Division of Printing and Reproduction		2,330,886
I Personnel and Related Expenses	833,135	
II Other Expenses	1,497,751	
City Storeroom and Central Warehouse		890,256
I Personnel and Related Expenses	113,336	
II Other Expenses	776,920	
TOTAL INTERNAL SERVICE FUNDS		28,945,713
ENTERPRISE FUNDS		
DEPARTMENT OF PUBLIC UTILITIES		
Utilities Administration		2,689,468
I Personnel and Related Expenses	2,001,495	
II Other Expenses	687,973	
Radio		2,049,191
I Personnel and Related Expenses	422,122	
II Other Expenses	1,627,069	
Division of Fiscal Control		3,244,992
I Personnel and Related Expenses	2,827,028	
II Other Expenses	417,964	
Division of Water		243,810,000
I Personnel and Related Expenses	77,114,602	
II Other Expenses	166,695,398	
Division of Water Pollution Control		21,227,000
I Personnel and Related Expenses	10,650,740	
II Other Expenses	10,576,260	

Division of Cleveland Public Power		163,294,000
I Personnel and Related Expenses	28,777,766	
II Other Expenses	134,516,234	
TOTAL DEPARTMENT OF PUBLIC UTILITIES		436,314,651
DEPARTMENT OF PORT CONTROL		
Divisions of Cleveland Hopkins & Burke Lakefront Airports - Operations		139,070,442
I Personnel and Related Expenses	32,651,987	
II Other Expenses	106,418,455	
TOTAL DEPARTMENT OF PORT CONTROL		139,070,442
DEPARTMENT OF PARKS, RECREATION, AND PROPERTIES		
Division of Cemeteries		1,765,537
I Personnel and Related Expenses	1,269,679	
II Other Expenses	495,858	
Golf Course Fund		1,126,015
I Personnel and Related Expenses	602,550	
II Other Expenses	523,465	
Division of Parking Facilities-Off Street Parking		9,861,074
I Personnel and Related Expenses	1,129,418	
II Other Expenses	8,731,656	
Division of Convention Center		2,457,734
I Personnel and Related Expenses	1,132,193	
II Other Expenses	1,325,541	
Division of Convention Center & Stadium-West Side Market		1,081,481
I Personnel and Related Expenses	421,903	
II Other Expenses	659,578	
Division of Convention Center & Stadium-Stadium		14,500,000
II Other Expenses	14,500,000	
Division of Property Management - East Side Market		40,000
II Other Expenses	40,000	
TOTAL PARKS, RECREATION, & PROPERTIES		30,831,841
TOTAL ENTERPRISE FUNDS		606,216,934

AGENCY FUND		
Central Collection Agency		9,637,619
I Personnel and Related Expenses	5,962,009	
II Other Expenses	3,675,610	
TOTAL AGENCY FUND		9,637,619
DEBT SERVICE FUND		
Sinking Fund Commission		63,651,489
I Personnel and Related Expenses	179,432	
II Other Expenses	868,800	
III Debt Service	62,603,257	
TOTAL DEBT SERVICE FUNDS		63,651,489

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.

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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DEPARTMENT OF FINANCE

Sharon Dumas	Finance Director

OFFICE OF BUDGET AND MANAGEMENT

Lee Carpenter	Budget Administrator
Regina Greathouse	Senior Budget and Management Analyst
Stanley Kolenda	Senior Budget and Management Analyst
Tina Magistro	Senior Budget and Management Analyst
Yzan Sadeq	Senior Budget and Management Analyst
Jace Cifranic	Budget Analyst
Nicole Primmer	Accountant II

SUPPORT

Denita Bonhart	Project Director, Utilities Administration

OFFICES

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WEBSITE

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

REFERENCE DOCUMENTS

* Current statistical community and consumer data was pulled from a number of sources including the following:
  - Mayor's 2010 Annual Report
  - 2009 Comprehensive Annual Financial Report
  - Operations Efficiency Task Force publication
  - Bureau of Labor Statistics
  - Department of Commerce
  - Ohio Labor Market Information; Leading Indicators
  - Cleveland Convention and Visitor's Bureau

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Donn R. Nottage	City Photographer

*Position Salary Bands taken from updates to Ordinance No. 720-10, passed June 7, 2010

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.