

City of Painesville, Ohio

Lake County

2008 Budget Document

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Honorable Members of Painesville City Council:

This budget chronicles the responsible management of Painesville taxpayer's dollars over the past two fiscal years and a prudent plan for the allocation and investment of revenues in fiscal year 2008. Our task as the stewards of Painesville financial resources is to remain fiscally conservative while aggressively pursuing reasonable goals for improving the quality of life in Painesville.

Submitted herewith, pursuant to the provisions of Article IV, Section 3 of the City Charter is the City of Painesville's proposed operating budget for the fiscal year beginning January 1, 2008. The budget consists of total estimated new resources of \$71,819,586 with an estimated cash carryover balance in all funds of \$27,899,471 at the start of 2008. Total expenditures for the 2008 budget are \$80,282,806, which represents a 17.5% budget increase from 2007 original budget. The increase represents the inclusion of over \$8 million in additional expenditures for the acquisition and demolition of the Millstone and Gristmill Condominiums. There is proposed an increase in several major funds specifically the general fund, and the storm water funds. The street construction maintenance and repair fund, and water fund project slight expenditure decreases while electric and sewer funds have flat operating budgets but increases in their construction budget from 2007. General Fund expenditures are less than the estimated new revenues for the third consecutive year. No carryover balance is proposed to be used to cover the general fund, storm or sewer expenditures. The water and electric funds are proposing to use carry-over balance to meet the current year's expenditures.

The deliberations on the operating budget present Council with an important opportunity to implement its vision and direction for the future. Demands for funding of programs and services far exceed the capacity of financial resources to satisfy those demands. Budgeting requires making tough choices in establishing program and service priorities and striking the always-delicate balance between the community's need for public services and the reasonable ability and willingness of a community to pay to finance those services, now and in the future. The decisions made this year continue to be difficult and complex. While the City is beginning to experience an improved economy, only minimal growth in revenues is predicted and costs continue to increase. The lean and tight budget expenditures in 2005 and 2006 have resulted in the re-establishment of a reasonable carry-over balance which was slightly enhanced in 2007. It is critical that balance be maintained and the current years expenditures remain within the current years revenues in as many of the funds as possible. Controlled spending continues to be the motto for 2008. Slightly increased revenue permits the expansion of some programs with the primary focus being on the Safety Forces. However, decisions made in 2008 will continue to impact the City's ability to fund future years' programs and projects.

Revenues have increased slightly in the general fund in part the result of increased interest rates on investments, enhanced income tax from the improving economy and the school facility construction. Several of the utility funds have experienced increased revenues this year as the result of a dry and warm summer. At the same time, expenditures have continued to climb as a result of increased fuel costs, negotiated labor contracts and increasing demands for service. Budgeting is not a clerical process nor is it just an exercise in counting the beans – where they come from and where they go. This document summarizes the City’s budget of four main functions. It is a Policy Document, a Financial Plan, an Operation Guide and a Means of Communication.

- **Policy Document:** This is one of the budget’s most vital functions. The budget represents the most important set of policy decisions a City Council will make regarding how and where public resources will be spent.
- **Financial Plan:** The budget process is also a total and thorough effort in fiscal planning. The budget document represents not just a budget built in response to crisis management, but it also provides a multi-year focus. Operating budgets, capital budgets and debt service schedules all include perspectives beyond the current years and discuss the impact of today’s decisions on tomorrow’s future.
- **Operation Guide:** The budget is a road map for department and division heads. It provides a service framework that includes not only financial information, but personnel levels, goals and objectives.
- **Communications Device:** The final critical function is the budget’s use in communications. The printed budget and the public process that surrounds its adoption is an important opportunity the City has for communicating its financial operations and policy goals to all its constituents. It provides the same focal point for City Council, City Administration, department heads and other City staff.

The City of Painesville, Ohio is very aware of the importance of the budget document. The City has been striving over the past several years to provide the most comprehensive, yet readable and usable document possible. It also provides a clear understanding of our sources of revenues and impacts of changes in expenditures. Building on previous year’s budget documents, this year the document includes each department’s presentation that outlines their accomplishments from the prior budget year. It has also created a new summary of the Storm Water Funds as a separate utility fund.

The preparation of the FY 2008 budget began in the summer of 2007 with a review of the accomplishments and highlights of the 2007 year. The Citywide goals for 2008 were reviewed and updated to address emerging issues in the community and to acknowledge achievements of the last two years. For 2008 there are five (5) core areas which cut across all departments. These include Communication, Customer Service, Image, Stewardship and Community Engagement. This year several additional objectives have been added to these citywide goals which are further implemented by the various departments. Again, this year the goals of each department address how they will contribute to these five areas, in addition to specific departmental objectives.

An extensive review of our revenue and a reevaluation of our projections for the next several years was also conducted. The economy at the local levels has improved but is not experiencing significant growth. What has generated additional revenue of one-time sources of funds such as income tax from labor at the school facility construction projects. The city must be cautious in relying on this increase revenue for the long term. While 2007 did see some positive steps in the right direction, we must maintain a conservative approach to our financial future. It has required us to reevaluate the level of revenue and attempt to develop a budget based on a slight increase in revenue while maintaining the maximum carry-over balance possible.. Each department continues to be challenged this year to spend appropriations prudently while maintaining service delivery. The new residential developments, and the construction of a completely new school facilities system for the local school district that began in 2004, are projected to continue over the next several years at a rate that is unparalleled in the City's recent history. While these developments will bring new revenues in the future, they also increase current demands for service and infrastructure. At the same time the first phase of the move of one of the City's largest employers, Lake Hospital System, occurred in July when the Administrative Offices relocated to Concord Township. The pending loss of the hospital employees in the end of 2009 must be addressed to accommodate financial impacts on both general revenues and utilities. These changes are being made by entities outside of the City's control which may have serious impacts on our service delivery. This current year's budget reflects a expansion of several positions in the Safety Forces. The Firefighters are being added in anticipation of the expanded needs and longer response time once the hospital relocates. An additional Police Officer addresses the Council's continued focus on public safety in all areas of the community. However, even these enhancements do not provide for the level of investment that is needed to meet the growing demands of the existing populations.

The Capital Improvement Planning provides a guide for investing in our future. The longer term planning of capital projects is critical to the overall financing strategies recommended in this budget. It is equally important to plan for the financing of future year's projects as it is to finance this year's projects. Careful planning and balance between the new developments and the existing service demands is critical to the long-term stability of our community. It is very important that the 2008 budget set the stage for future years improvements. This year's capital is very limited. To continue to make infrastructure improvements and upgrades, additional revenue will be required particularly in the water and sewer utilities. We cannot continue to allow the system to age and not invest in its upkeep without expecting negative consequences. Replacement of distribution and transmission infrastructure will require increased revenue without the benefit of new customer base to offset the costs. If the investment is not made now it will only grow larger and more expensive to our customers in the future.

The 2008 budget brings its own set of challenges for the city and new decisions for City Council. We are pleased to present this budget which addresses many of the issues and look forward to working with Council to deal with the new challenges that lie ahead in 2008.

Respectfully submitted,

Rita C. McMahon
City Manager

Andrew A. Unetic
Director of Finance

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BUDGET OVERVIEW

The budget for the City of Painesville has many components that are outlined in the sections that follow. The main components to the budget are:

Section One - Strategic Plan

This section outlines the goals and objectives of the City of Painesville and explains how the core values will be implemented to achieve the objectives of the City as a whole. The Citywide Goals are referenced by the departments in outlining their individual departmental goals in Section Six of this document.

Section Two – Fund Structure

This section outlines the fund structure used to present the budget and describes the various funds that are included throughout the budget document.

Section Three - Financial Analysis

A financial analysis of how the budget was prepared including the assumptions and thrusts are discussed in this section. Many reports on the overview composition of the budget are located in the back of this section.

Section Four – Budget Overview of the Major Funds

The General Fund and the four major enterprise funds are discussed in detail in this section.

Section Five – Departmental Budget Submissions

Details and highlights of each division's budget are presented in this section of the budget.

Section Six – Non-departmental Budget Submissions

Details of budgets submitted that do not relate to any one division in particular or budgets that effect every area in the city are presented in this section.

Section Seven – Capital Budget

A detailed explanation of the City's five year Capital Improvement Plan is located in this section.

The Governmental Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Painesville for its annual budget for the fiscal year beginning January 1, 2007.

In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to the program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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PROFILE OF THE CITY

The History

The City of Painesville was founded in 1803 by General Edward Paine, a soldier of the Revolutionary War from Connecticut who earned the rank of Brigadier General with the New York State Militia before heading west to what would become Ohio. General Paine came to this area with 65 people with the goal of establishing a permanent settlement. At the time the area was known as the Connecticut Western Reserve, which was also referred to as New Connecticut. What is now the City of Painesville was called New Market until 1807 when the name was changed to Champion in honor of Henry Champion who owned the land on which the City was built. In 1816 the City's name was changed to Painesville, the name of the neighboring township, in honor of General Paine who established the first settlement in this area.

The City of Painesville was incorporated as a town on February 11, 1832, reclassified as an incorporated village in 1852 and became a city in 1903. The City became a home rule municipal corporation operating under the laws of the State of Ohio in 1962. The City's current Charter has been amended four times since its original adoption. The State Constitution prevails when conflicts exist between the Charter and the Constitution and in matters where the Charter is silent. The City's Charter can only be amended by a majority of the City voters.

Painesville is located approximately 30 miles east of the City of Cleveland in Northeastern Ohio. It is the county seat for Lake County and is the fourth largest city, based upon population, within the County. According to the 2000 Census, Painesville is the 97th largest city in the State with a population of 17,503. Some of the City's major transportation arteries include State Routes 2, 44, 84, 86, 283 and 535, U. S. Highway 20 and Interstate Highway I-90. Lake Erie College, a private four-year college with an enrollment of approximately 1000, is located near the center of the City.

The Management

The Charter establishes the Council-Manager form of government. The legislative power of the City is vested in a Council of seven members who are elected on a non-partisan basis for a term of four years. Four of the members are elected from wards and their current terms expire on December 31, 2007; the remaining members are elected At-Large and their current terms expire on December 31, 2009. The chief executive power of the City is vested in the City Manager who is appointed by the City Council. The City Manager, with the affirmation of City Council, appoints the Director of Finance and Law Director, as well as other administrative directors.

The Services

As authorized by its Charter and codified ordinances, the City provides a full range of municipal services that include police, fire protection and emergency medical service transport, street construction, maintenance and repair, recreation and cultural activities, cemeteries, municipal court, community development, public improvements, planning and general administrative services. The City does not operate hospitals or schools, nor is it responsible for public assistance programs. The City also operates seven enterprise activities: a water system, sanitary sewer system, electric system, refuse collection, off-street parking facilities, a storm water utility, and recreation. These activities are accounted for in separate enterprise funds. Enterprise funds are used to account for operations financed and operated in a manner similar to private business enterprises. The intent of the City is that the costs of providing the goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The City's enterprise activities are not subject to rate review or determination by the Public Utilities Commission of Ohio or any similar regulatory body. The City's Council has the necessary authority to establish and amend appropriate user rates as required. The rates are monitored on an on-going basis to insure their adequacy. Responsibility for the frequency and amount of rate change lies solely with the City Council.

ORGANIZATIONAL STRUCTURE

The following three presentations are the list of principal officials of the City, the list of City Administrators and Department Heads and the official organization chart for the City of Painesville.

PRINCIPAL OFFICIALS

CITY COUNCIL

President	(at Large)	Joseph Hada, Jr.
Vice President	(Ward 3)	Robert Fountain
Council Member	(Ward 4)	Paul Hach Jr.
Council Member	(Ward 1)	Andrew Flock
Council Member	(Ward 2)	Hal G. Werner
Council Member	(at Large)	Abby DelaMotte
Council Member	(at Large)	Arlene Becks
Clerk of Council		Jennifer Bell

LIST OF CITY ADMINISTRATORS AND DEPARTMENT HEADS

CITY ADMINISTRATION

City Manager	Rita C. McMahon
Assistant City Manager/Community Development Director	Vacant
Director of Law	Joseph M. Gurley
Human Resources Director	Robert C. Baetzel

MUNICIPAL COURT

Judge	Hon. Michael Cicconetti
Clerk of Court /Administrator	Nick Cindric

DEPARTMENT/DIVISION HEADS

Department of Community Development

Community Development Director	Vacant
<u>Engineering Division</u>	
City Engineer	Richard Lesiecki
<u>Building and Code Enforcement Division</u>	
Building Official	D. Edward Cox
<u>Division of Planning</u>	

Department of Finance

Finance Director	Andrew A. Unetic
<u>Division of Utilities</u>	
Utilities Office Manager	Cheryl Altizer
<u>Division of Accounting & Finance</u>	
<u>Division of Purchasing and Warehousing</u>	

Department of Public Safety

Public Safety Director	Rita C. McMahon
<u>Division of Police</u>	
Chief of Police	Gary L. Smith
<u>Division of Fire</u>	
Fire Chief	Mark F. Mlachak

Department of Public Service

Public Service Director	Kevin Lynch
<u>Division of Public Works</u>	
Public Works Supervisor	Brian Belfiore
<u>Division of Storm Water</u>	

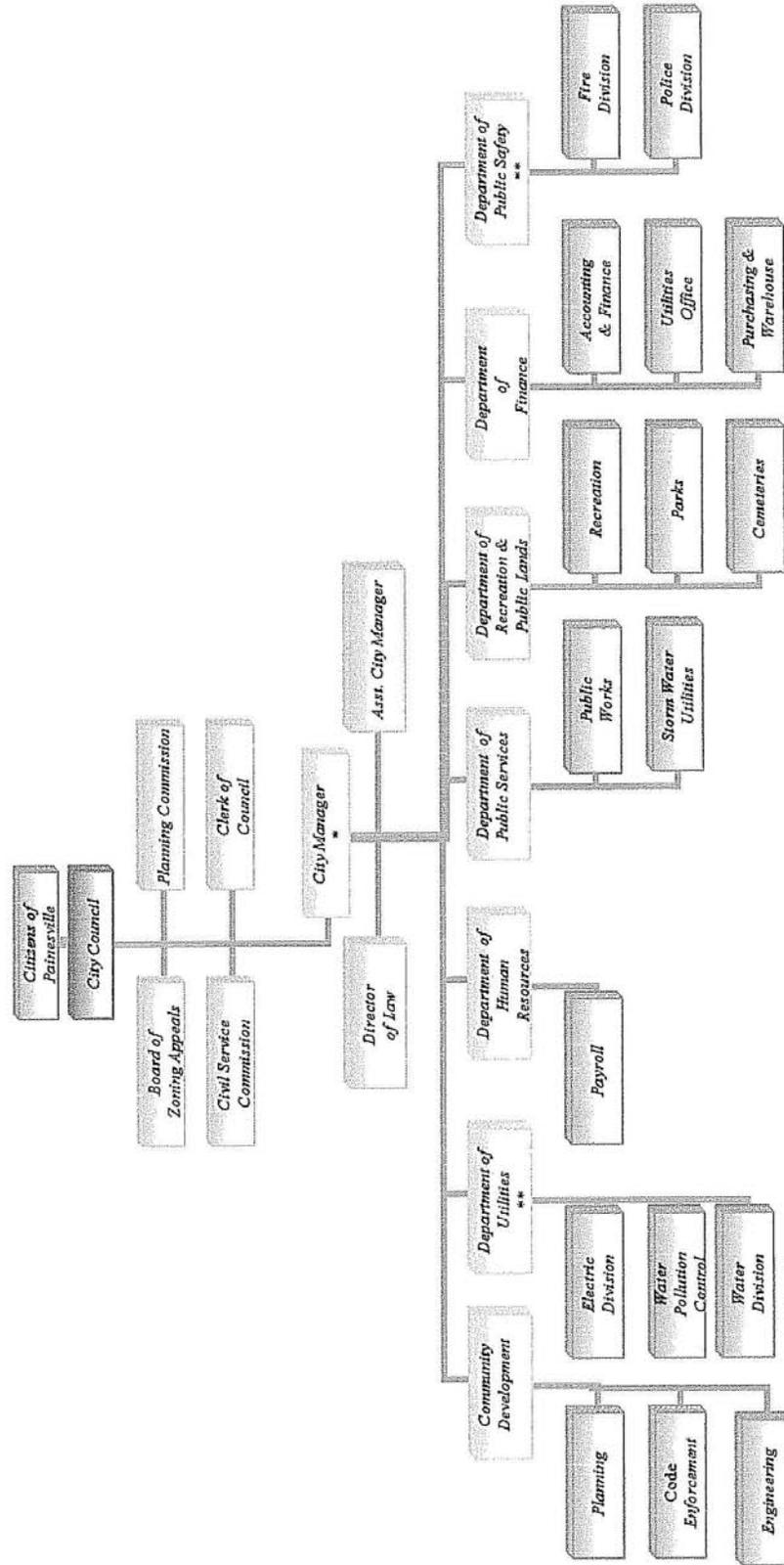
Department of Recreation and Public Lands

Recreation and Public Lands Director	Lee Homyock
<u>Division of Parks</u>	
Supervisor of Parks	Stephen Hubbell
<u>Division of Cemeteries</u>	
Supervisor of Cemeteries	Stephen Hubbell

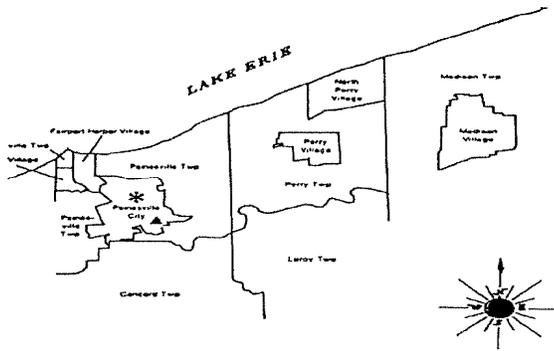
Department of Utilities

Utilities Director	Rita C. McMahon
<u>Division of Electric</u>	
Electric Power Superintendent	Thomas A. Green P.E.
<u>Division of Water Pollution Control</u>	
Water Pollution Control Superintendent	Randy L. Bruback
<u>Division of Water</u>	
Water Superintendent	Dan McGannon

The City of Painesville, Ohio



* *Economic Development Coordinator,
Information Technology, Communications,
and Promotions & Public Relations*



CITY PROFILE

Geography

Location

Northeast Ohio, Lake County

Major Highways:

1-90, U.S. 20, S.R. 2, S.R. 44, S.R. 84, S.R. 86, S.R. 283, S.R. 535

Nearest Major Cities:

Cleveland (30 miles), Akron (55 miles), Youngstown (66 miles), Erie, PA (73 miles)

Population

2000 Census

City: 17,503 County: 227,511

Labor Force

Total Eligible for Employment: 125,400

Total Employed: 116,600

Incentives Offered

Community Reinvestment Area
Enterprise Zone Tax Abatement
PLEDGE Business Loan Program

Local Tax Structure

Year 2004 Assessed Valuation: \$254,533,194
Year 2004 Ratio to Market Value: 35%
Bonded Debt: \$15,050,000 Rating: A3(Moody's)

Real Estate Tax

Net Effective Tax Rate: Community: 52.507
Residential: 72.105
Industrial:
Per \$1000 Of Assessed Valuation,
Includes: Community, County and School Levies.

Tangible Personal Property Tax

Inventories At: 12.25%
Machinery & Equipment At: 12.25%
True Value (Depreciated Value) Times Applicable percentage for classification, Times Millage rate for Community Of 73.20 Mills For Each \$1000 Of Net Value.

Other Taxes

County Sales Tax: 6.75%
Community Income Tax: 2.0%

Utilities

Electric: Painesville Municipal Power

Net Capacity Available: 53.5 MW **System**

Peak: 54,200 kw (2005)

Natural Gas: Dominion East Ohio

Sewer: City of Painesville

Treatment Type: Secondary & Tertiary

System Capacity: 6 MGPD

Average Load: 3 MGPD

Water: City of Painesville

Source: Lake Erie

Plant Capacity: 7.5 MGPD

Avg. Daily Consumption: 4 MGPD

Transportation

Nearest Major Airport:

Cleveland Hopkins Intl Airport (45 miles)

Nearest Water Port:

Fairport Harbor 2 Miles

Local Airport:

Lost Nation Airport 9 Miles
(5,500-foot runway)

Railroad:

Norfolk & Southern, CSX

Motor Freight Lines:

In Cleveland trucking zone; served by over 30 common carriers

Bus Services:

Local	Laketran
Inter City	Greyhound & Lakefront Trailways

Taxi: Yes

Rental Cars: Yes

Communications

Post Office Class	First
Newspapers Frequency	Circulation
The Plain Dealer Daily	368,251
The News-Herald Daily	48,000

Television Stations	Location	Networks
Channel 3	Cleveland	NBC
Channel 5	Cleveland	ABC
Channel 8	Cleveland	FOX
Channel 19	Cleveland	CBS
Channel 25	Cleveland	PBS
Channel 43	Lorain/Cleveland	UPN
Channel 61	Cleveland	Home Shopping

Cable Television:	Yes
Western Union Telegraph:	Yes
Telephone Company:	SBC

■ **Local Government Facilities**

Government (type): Charter, Council/City Manager

Police: 41 (1 Chief, 1 Captain, 3 Lieutenants,
4 Sergeants, 27 Patrolmen, 5 clerks)

Cars:	15
Planning Commission	Yes
Zoning Regulations	2001

■ **Fire Defense System**

Equipment: 1 Aerial, 2 Pumpers, 2 Rescue Trucks, 1 Utility Truck, 1 Hazmat Trailer, 1 Chief Car, 1 Fire Prevention, 3 Rescue Boats

Full Time Firemen:	26
Paramedics:	18
Fire Stations:	1
Ambulances:	2 Rescue Trucks
Insurance Rating:	4

■ **Community Facilities**

Education

Public	Schools	Teachers	Grades	Enrollment
Elementary	4	74	K-5	1,138
Jr. High	1	45	6-8	545
Sr. High	1	43	9-12	641
Private	1	50	N-8	225
Parochial	1	11	K-8	235
Colleges	1	FT36/PT50	4YR.	
Libraries: 1	Circulation:	664,185	Volumes:	157,533

Community Facilities Continued

Hospitals:	1
Clinics:	3
Doctors:	33
Dentists:	20

■ **Churches**

Catholic:	1
Protestant:	15
Other:	4

■ **Recreational**

Parks:	9
Golf Courses:	1
Swimming Pools:	2
Country Clubs:	1

Racquetball Courts: 3

Tennis Courts: 2
Basketball Courts: 2

Baseball Diamonds: 11

Soccer Field: 1

Fishing pond: 1

Restaurants: 35

YM/YWCA 1

■ **Climate**

Annual Average Temperature:	50.4°F
Monthly Average Temperature:	Jan. 22-24°F July 65-70°F
Annual Average Precipitation:	35.9"
Annual Average Snowfall:	25-35"
Growing Season:	Average 140 Days
Elevation:	Low- 599', High-718' Average-650'
Prevailing Winds:	Southwest
Days Between Killing Frost:	165 Days
Great Lakes Open To Shipping:	Ice-Free 214 Days

■ **Contact**

Ms. Cathy Biertman
Economic Development Coordinator
7 Richmond Street Painesville, Ohio
Phone (440) 392-5795
Fax (440) 639-4831
ecodevo@painesville.com

■ **Total Number of Businesses & Employees**

Total Number of Businesses (3.0 Mile Radius):	1,340
Total Number of Employees (3.0 Mile Radius):	17,531
Total Number of Businesses (5.0 Mile Radius):	2,271
Total Number of Employees (5.0 Mile Radius):	28,074
Total Number of Businesses (10.0 Mile Radius):	5,653
Total Number of Employees (10.0 Mile Radius):	70,082

■ **Median Values**

Household Income 2003	\$37,783	Household Income 2008	\$42,613
Median Home Value 2003	\$108,347	Median Home Value 2008	\$136,405
Per Capita Income 2003	\$17,274	Per Capita Income 2008	\$20,213
Median Age 2003	31.0	Median Age 2008	31.6

■ **Retail Market Profile**

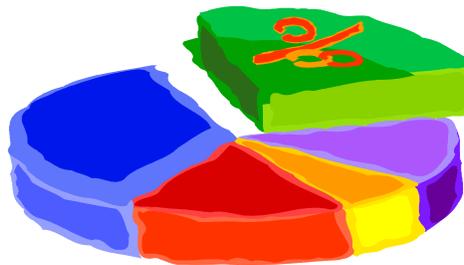
Radius:	3.0 Miles	Population:	38,161
Households:	14,721	Median Disposable Income:	\$36,196
Per Capita Income:	\$22,062	<i>(Based on 2003 Figures)</i>	

Total Retail Trade, Food & Drink:
 Retail Sales - \$256,706,499 Retail Potential - \$365,280,144 No. of Businesses - 277

■ **Downtown Business Mix**

Total Companies: 239

Type of Industry	Number	Percentage of Total
Government Offices	40	17%
Attorney Firms	34	14%
Real Estate	24	10%
Restaurants & Bakers	22	9%



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STRATEGIC PLAN

INTRODUCTION

The Strategic Plan for the City of Painesville is formulated around the City's Mission Statement that focuses on serving the needs of its citizens and growth in the community. The Mission Statement has been reviewed and revised over several years to provide the foundation for establishing the scope of services to meet the needs of the community. The Strategic Plan must be developed within the boundaries of resources available to the City that are increasingly constrained. These constraints are requiring a paradigm shift in the means to provide the needed resources. The Mission Statement has evolved into the following:

"To ensure and improve the quality of life and growth of our community"

PROCEDURE

The Strategic Plan is continuously reviewed and updated annually. The Plan is reviewed and discussed at Department and Division Head Staff Meetings on a monthly basis. Annually the entire document is put under scrutiny to determine accomplishments and goals for future years. The update process begins in July of each year. The Department and Division Heads evaluate the accomplishments from the previous years goals and objectives and discuss of the current years City wide goals and objectives. In August, each Department then reviews the City Wide goals and their department al objectives with their department personnel. By the end of August the Department and Division heads reconvene and discuss City- wide goals and objectives for the next budget year. Adjustments are made as necessary and a draft of the Goals and Objectives are forwarded to City Council for input and direction. By the end of September, with the input of the Council in hand, the goals and objectives are completed. Each Department is to prepare their budget based on these City Wide Goals and asked to identify specific objectives in their departmental goals and objectives that will further the implementation of the City Wide Goals. These are included in the departmental section of this document.

The City Wide goals are the primary factor used in making determinations of the appropriateness of increased expenditures in any given budget year. In 2007, the City Wide Goals received an overhaul to address changing dynamic and demographics in the community. Additional emphasis is placed on communication with a growing and diverse community as well as the need to address Painesville's changing image.

CORE VALUES

The Strategic Plan is developed around four Core Values of the City, which guide the City Administration in the formulation of the Core Strategic Areas for the development of operating plans for the following year and development of long-range plans for major projects and services for the community. These Core Values are:

- | | |
|--------------------|---|
| 1. Respect | Consideration for each other and the diversity we bring to the community. |
| 2. Resourcefulness | Acting effectively and imaginatively. |
| 3. Integrity | Adhering to the highest standard of honesty, professionalism and ethical behavior in all we do. |
| 4. Commitment | Remain obligated to the course of action identified and embrace it in all our actions. |

CITYWIDE GOALS

Communication: To further improve communication to the public and employees.

Objectives to enhance communication to the Public

1. Improve our web page for easier navigating and updated information.
2. Expand the use of the City Department Head Speakers list with community organizations.
3. Continue to foster a positive relationship with News Herald and other media.

Objectives to Enhance Communication with Employees

1. To provide customer service training program to all employees.
2. Create an employee web page to post city information, news and forms.
3. Train employees on the use of Web Q&A.
4. Establish an employee web page.
5. Establish an employee suggestion program to cut costs, improve service, or enhance work environment.

To Improve Community Service:

1. Identify the customer and their needs and insure the services we provide are those that are necessary and/or meet the needs of the customer.
 - a. Annual review of operations
 - i. Are we providing the services that need to be provided
 - ii. Are we providing services that are not necessary
 - iii. Are there unnecessary overlap of services between departments
 - b. Report to council annually any recommended changes in services
 - c. Establish departmental/divisional services based on direction of Council
2. Be responsive to the needs of the customer.
 - a. Set standards by Department for response to requests:
 - i. Response times and reply to customer in timely manner to
 1. acknowledge the call
 2. to convey action plan
 3. follow up if necessary
 - ii. Quality of service provided
 - iii. Production timeliness
 - iv. Job completion standards
 - b. Implement the use of Web Q&A as an evaluation tool for responsiveness and compliance with standards.
 - c. Routinely make performance measurements available to council and the public.
 - d. Equipment/personnel needs shall be based on the services, jobs/tasks and the standards of the department/division.
3. Improve lines of communication with the customer
 - a. Send out questionnaires to ascertain the publics perception and how they feel we do our jobs.
 - b. Conduct public meetings to
 - i. Understand the publics perception
 - ii. To facilitate 2 way communications
 - iii. To educate the public and the City
 - c. Make the City web site more inter-active to facilitate
 - i. Communication
 - ii. Education
 - d. Learn to use the media more effectively (print, radio, television, etc) to
 - i. Improve the City's image
 - ii. Improve communication
 - iii. Educate the public

Improving Painesville's Environment and Image: To improve the physical and perceived image of the city.

Physical Image Enhancement:

1. Property and Code Enforcement: Work to improve process and procedures of blighted properties/areas.
 - a. Develop target lists of dilapidated properties to be targeted for investment by community development agencies.

- b. Expand on the principals of Crime Free Housing to other rental properties. Start by notifying other rental areas about the program.
 - c. Encourage the use of the PLEDGE Program and investigate a separate Low Interest Loan Program dedicated to façade renovations and physical building improvements in the downtown business district.
2. Beautify City Entrances: Enhance entrances through additional landscaping and clean-up efforts.
 - a. Enhance and improve current landscaping so that it maintains color throughout the year on and near entrance signs to the City.
 - b. Clean up trash/debris on on-ramps at curbs and median strips on all roadways coming into the City.
 - c. Sponsor an entrance garden area and provide certificates for the businesses and organizations that have adopted an entrance.
 3. Economic Development: Create a sense of community within the downtown central business district to enhance the image and ownership in properties.
 - a. Support the Main Street Program approach to revitalization through Heritage Ohio and the Downtown Merchants Association.
 - b. Create additional co-op advertising and project opportunities for merchants and business owners.

Perceived Image Enhancement:

1. Positive Promotions in the Media: Consistent positive press and informational releases about the City, awards received and photo's of positive change.
 - a. utilize new businesses and grand openings, enhancements to the city and other positive news items.
 - b. Articles from the Pride should also be sent to other local news media for additional exposure.
 - c. An item should be added to the staff agenda that requires all of us to select one positive item from that weeks departments that will be sent out as a news release.
2. Partnerships and Relationships: Foster new community relationships and partnerships with various entities throughout the community.
 - a. Use the Speakers Bureau to encourage involvement of departments throughout the community.
 - b. Encourage employee involvement in community events.
 - c. Work more with local realtors providing flyers and other items to encourage promotion of the city.
3. Showcase the Community: Encourage City and various organizational events in the public parks, downtown and throughout the community.
 - a. Create a promotional brochure and informational flyer specifically geared toward renting and utilizing City facilities for events.
 - b. Department giveaways for meetings and events. The City should have a giveaway bag that can be put together with various items for special events such as Party in the Park.
 - c. Develop maintenance programs on city properties, vehicles, buildings and grass areas.

Stewardship: The safeguarding of Public Assets which encompasses the ownership, Responsible Management, Sound Internal Control and Awareness of all resources.

1. Enhance Fiscal Awareness:
 - a. Engage and educate employees to better understand expenditures and availability of revenue and the budget process.
 - b. Focus on approaches that offer a high "Benefit-to-Cost" ratio
2. Promote Efficient Operations:
 - a. Address the needs identified by residents appropriately
 - b. Review and update operating procedures to ensure that efficient and cost-effective service can be provided.
 - c. Plan and coordinate "short-term" and "long-term" efforts.

- 3. Involve additional resources to increase efficiency and effectiveness
 - a. Promote effective utilization of all personnel
 - b. Pursue NEW revenue sources
 - c. Maintain awareness of advancements in equipment technology and material-use strategies

Community Engagement: To engage the diversity of the our community to promote understanding and positive impacts.

- 1. Break Down Cultural Barriers:
 - a. Develop events, information and forums to discuss community and cultural issues.
 - b. Seek out partnerships with other organizations (NAACP, HOLA, Churches, Synagogues, Latino Leadership Groups ...Etc)
- 2. Internal Education:
 - a. Engage the communities to educate city employees about their heritage and other cultural aspects.
- 3. Neighborhoods:
 - a. Promote and encourage neighborhood group associations, involvement through block watch groups, block parties, and beautification of their areas.
 - b. Make contact with residents and help them create identity within their individual neighborhoods.
- 4. Volunteerism:
 - a. Create a volunteer program to involve the community in various departments.
 - b. Establish procedures for using residents to improve our neighborhoods.

IMPLEMENTATION – ACTION PLAN

The implementation of the strategic plan is dependent on the individual departments adopting and embracing the city wide goals and integrating them into their specific departmental goals. This year each department provided an indication of how their goals implemented the City wide goals. A detailed discussion of each department goals is found in the departmental section along with their budget. Summarized in this section are the highlights of each departments implementation of the city wide goals.

COMMUNICATION

Council	Maintain open communications with City Manager and Departments Review information and request update on legislation that impacts city Communicate to city residents programs and policy of city Communicate legislative actions to staff and media Participate in training to expand knowledge
Court	Improve Internal Communication with staff meetings Improve Information Technology
City Manager	Upgrade City website to provide information for residents and employees Continue quarterly newsletter
Human Resources	Develop and implement education for employees on healthcare costs
Finance	Provide useful handout information for residents
Police	Develop specialized volunteer group Develop department web page

Fire	Increase public education opportunities Increase departmental training
Public Service	Improve team work and employee empowerment Increase awareness and involvement in community
Recreation & Public Lands	Enhance and improve marketing of programs and special events Improve Recreation web page
Community Development	Make website more user friendly and informative Create directory of staff emails for easier customer access Meet regularly with Departments on projects
Water	Involve employees in budget process, city operations and policies Conduct yearly employee evaluations
Water Pollution Control	Develop web page with contacts, links and design criteria facts for residents
Electric	Review web page quarterly to keep information current Continue working with large customers through the Key Account program Prepare handout information for public events
Storm Water	Interact with county organizations to keep current with storm water requirement Consult with other municipalities on EPA mandates
<u>IMPROVE COMMUNITY SERVICE</u>	
Council	Request administrative changes to address concerns of residents Research wireless network for City
Court	Conduct a customer survey
City Manager	Establish response time criteria for service requests Develop performance criteria for all departments
Human Resources	Implement required training for employees
Finance	Explore other venues for paying utility bills
Police	Increase involvement in community events Establish pro-active and citizen involved preventative patrol measures
Fire	Insure that all City residents have a working smoke detector Provide staff to perform necessary inspections within the community
Public Service	Conduct spring clean up in neighborhoods and downtown Replace or repair failed or collapsed sanitary and storm sewer systems and provide preventive maintenance for sewer systems Install 70 to 100 trees during Fall Treelawn Planting Program
Recreation & Public Lands	Increase partnerships with community organizations Expand community programs and events

Community Development	Implement GIS system for improve resident access to data Establish link for updated comprehensive plan to inform community Improve response time and methods for information calls
Water	Produce and mail consumer confidence Report by July 1, 2008 Continue plant tours for schools, etc. Follow up communications on customer concerns Perform tests and monitor devices to stay in compliance
Water Pollution Control	Improve energy efficiency to maintain cost efficiency of operation
Electric	Conduct seminars for Key Account customers Continue search for reliable and economical power sources
Storm Water	Inspect and coordinate development and construction work within the City
<u>IMPROVE PAINESVILLE'S ENVIRONMENT AND IMAGE</u>	
Council	Provide support and assistance for Main Street Program Direct redevelopment of Lake East Hospital ensuring medical services remain in the community Encourage new residential subdivisions and businesses into the City
City Manager	Establish standards for all public buildings Continue and expand City wide safety committee Develop new resident packets Expand use of Channel 12 with new technology
Finance	Renovate Utilities Office to enhance and improve customer service
Police	Increase number of officers on patrol and time on patrol Maintain a modern, efficient, and well-equipped vehicle fleet
Fire	Continue equipment replacement Inspect 1/3 of businesses and commercial properties Inspect all educations and institutional properties
Public Service	Refurbish Public Works Complex common and open areas and improve exterior of building through painting and adding landscaping Maintain streets and by-ways within the City Repaint 50 meters in downtown around Veteran's Park Re-stripe parking stalls and handicap pavement markings in parking lots
Recreation & Public Lands	Renovate restroom building and pave parking at park facility Install irrigation on football and T-ball fields Improve City entranceways Resurface parking lot at City Hall
Community Development	Development restoration plan for Millstone and Gristmill recreation and open space area Continue implementation of Transit Hub preferred alternative in downtown Improve city infrastructure condition through ranking and CIP
Water	Install 200 touch-read meters in existing and new home systems Flush entire distribution system to eliminate rusty water

Water Pollution Control	Redesign front entrance of the plant
Electric	Investigate alternate clean and renewable fuel sources
Storm Water	Design and construct needed storm improvements
<u>STEWARDSHIP</u>	
Council	Examine alternate resources Adopt a fiscally prudent budget Explore and expand other debt mechanism to fund capital improvements
Court	Review quarterly collection procedures for effectiveness Evaluate court fines and fee structures in first quarter
City Manager	Evaluate all fee structures Identify alternate funding mechanisms for long-term financing
Finance	Review and update internal controls Continue cross-training program for Finance/Utilities Office personnel
Fire	Examine regionalization of fire services
Public Service	Expand parking meter enforcement
Recreation & Public Lands	Improve maintenance practices Establish a Parks Capital Improvement Fund
Community Development	Implement recommendations of Comprehensive Plan Maintain project administration system for HMGP acquisition/demolition of Millstone and Gristmill condominium Work with Fixed assets to ensure accurate data is reflected in records
Water	Review consumptions with utilities billing to determine free and leakage amount: Computerize record keeping
Water Pollution Control	Review Sewer rates and long term bond financing Obtain funding from OEPA for various WPCP projects
Electric	Investigate alternate fuel supplies Review rate and fee structure
Storm Water	Construct storm improvements to protect infrastructure investment
<u>COMMUNITY ENGAGEMENT</u>	
Council	Encourage community participation at all events Encourage comments at Council meetings
Court	Increase court volunteerism and participation on community events
City Manager	Expand use of volunteers in all departments Engage various communities to educate employees on their heritage and Promote neighborhood associations
Finance	Conduct several tax clinics for citizens of city to obtain help or advice in the preparation of tax returns

Police	Increase involvement of officer in community Train citizen observers as partners with the police
Fire	Encourage public involvement in department Increase interaction with public through various events, block parties, etc.
Recreation & Public Lands	Continue growth partnerships with community through volunteerism and fund raising events
Community Development	Assist in the development of neighborhood priorities with groups Identify and work with neighborhood leaders to address quality of life issues
Water	Participate in community-organized events



FINANCIAL POLICIES

The City of Painesville has an important responsibility to carefully account for public funds, to manage municipal finances wisely, and to plan and provide for the adequate funding of services desired by the public and as required by laws, rules, or regulations, including the provision and maintenance of public facilities and improvements. The financial goals and policies set forth in this document are intended to establish guidelines for the continued financial strength and stability of the City of Painesville. They have been created where needed, reviewed and amended as necessary to compile the first edition of a comprehensive policy document.

Financial Goals

Financial goals are broad, fairly timeless statements of the financial position the City seeks to attain. The financial goals for the City of Painesville are:

- ◆ To provide full value for each tax dollar by delivering quality services efficiently and on a cost-effective basis.
- ◆ To preserve our quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, and to respond to changes in the economy, the priorities of governmental and non-governmental organizations, and other changes that may affect our financial well-being.
- ◆ To maintain a strong credit rating in the financial community.

Financial Policies

Financial policies support the financial goals. They are general statements that guide decision-making in specific situations, to ensure that a decision will contribute to the attainment of the financial goals. Federal and state laws, rules, and regulations, our City Charter, and generally accepted accounting principles promulgated by the Governmental Accounting Standards Board ("GASB") and the Government Finance Officers Association of the United States and Canada ("GFOA") that govern our financial policies and processes.

Budget Policy

The Process

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the annual tax budget, the certificate of estimated resources and the appropriation ordinance, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year.

All funds, other than agency funds, are legally required to be budgeted and appropriated; however, only governmental funds are required to be reported in the combined financial statements. The primary level of budgetary control is at the program level and within each program level at the levels of personal services, certain other expenditures, capital outlay, and operating transfers, as required by Ohio law. The City Manager is authorized to transfer appropriations between objects of expenditure budgeted within the same program, so long as total appropriations for each program do not exceed the amount approved by ordinance of the City Council.

Compliance

By July 15th, the City Manager submits an annual tax budget for the following fiscal year to City Council for consideration and passage. The adopted budget is submitted to the County Auditor, as secretary of the County Budget Commission, by July 20th of each year, for the period January 1st to December 31st of the following year.

The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Budget Commission then certifies its action to the City by September 1st of each year. As part of the certification process, the City receives an official certificate of estimated

resources that states the projected receipts by fund. Prior to December 31st, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. On or about January 1, the certificate of estimated resources is amended to include any unencumbered fund balances from the preceding year. The certificate may be further amended during the year if a new source of revenue is identified or actual receipts exceed current estimates.

A temporary appropriation ordinance to control expenditures may be passed on or about January 1st of each year for the period January 1st through March 31st. By charter, the City Manager must submit an annual appropriation ordinance, for the period January 1st through December 31st, to City Council by March 31st of each year. The appropriation ordinance establishes spending controls at the fund, program and object level. For the past several years City Council has adopted the subsequent year's budget prior to December 31st of the previous year.

The appropriation ordinance may be amended during the year as additional information becomes available, provided that total fund appropriations do not exceed the current estimated resources as certified. During the year, several supplemental appropriations may be necessary. The budget has traditionally been reviewed at the middle of the year and end of the year for adjustments. Budget meetings are conducted with each department to review and determine the status of their budget and make recommendations for increases and reductions to the original budget. During the review the rationale for the changes are evaluated with the department head, the Director of Finance, and the City Manager. The final recommendations are submitted by the City Manager to City Council for approval.

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the subsequent fiscal year and need not be reappropriated.

The Policy

Understanding the budgeting process and compliance requirements of the Ohio Revised Code, the City of Painesville has adopted the following budget policy statements:

- Annual operating budgets will be adopted for the General Fund, Special Revenue Funds, Trust Funds, Proprietary Funds, and Debt Service Funds. Project-length budgets will be adopted for all capital projects.
- Annual operating budgets will be adopted on a balanced basis, where operating revenues (estimated revenues) are used to fund operating expenditures/expenses (appropriations). Operating revenues include taxes, charges for services, interest earnings, license and permit fees, fines and forfeitures, regularly recurring governmental aid, debt proceeds and transfers in from other funds for operating (non-capital) purposes. Operating expenditures/expenses include salaries and wages, employee benefits, non-capital equipment and improvements, depreciation (proprietary funds only), materials, supplies, contractual costs, and transfers out to other funds for operating (non-capital) purposes. Fund balance should not be considered a source of funds for operating expenditures/expenses. Nothing in this policy shall prohibit the use of operating revenues for capital expenditures/expenses.
- The City will adopt an annual budget for the General Fund that includes a contingency equal to at least \$100,000. This contingency will be used to provide for expenditures that exceed or revenues that do not meet budget estimates, and/or for new or increased program requirements required by law or desired.
- Unreserved and undesignated fund balance may be appropriated as part of the adopted budget to capital projects or pay for emergency expenditures/expenses. Unreserved and undesignated fund balance should not be used to fund operating expenditures/expenses in the adopted budget.
- The City's fiscal year shall be the calendar year and its budget calendar will be as provided for the City of Painesville, as follows:

- On or about August 31st of each year, the City Manager will submit a calendar outlining the budget process for the upcoming year.
- On or before November 30th of each year, the City Manager will meet with each department head to obtain operating initiatives for the upcoming budget year.
- The City Manager, with the assistance of the Director of Finance, will determine if a temporary budget is warranted and submit either a temporary or a final budget by December 31st of the current year.
- An operating budget will be presented to City Council at a public meeting at such time as will permit its adoption by City Council and transmittal to the County Budget Commission as required by Ohio Revised Code.
- After the public meeting, the Council may adopt the proposed budget with or without amendment. In amending the proposed budget, it may add or increase programs or amounts, and may decrease or delete programs or amounts, except expenditures required by law, or for debt service or for an estimated cash deficit, provided that it may not increase the estimated revenues or the total proposed expenditures without the affirmative vote of at least five members of the Council.
- The Council shall adopt the proposed or temporary budget and determine the tax rate for the ensuing year on or before December 31st of the current fiscal year.
- The City Manager may at any time during the fiscal year transfer part or all of any available appropriation balance among programs or accounts within any fund. The Council may, by ordinance, transfer part or all of any available appropriation balance among programs or accounts within and/or between any funds.
- No appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the available balance thereof.

2007 Budget Results

Comparison of Original Budget to Final Budget

	2007 Original Budget	2007 Final Budget	Change \$	%
General Funds	13,744,650	16,020,994	2,276,344	14.21%
Special Revenue Funds	4,687,589	5,010,847	323,258	6.45%
Debt Service Funds	904,225	1,230,651	326,426	26.52%
Capital Projects Funds	3,969,281	4,354,567	385,286	8.85%
Proprietary Funds	39,772,565	49,865,529	10,092,964	20.24%
Internal Service Funds	3,069,528	3,165,528	96,000	3.03%
Fiduciary Funds	83,835	437,709	353,874	80.85%
Total All Fund Groups	66,231,673	80,085,825	13,854,152	17.30%

The table above outlines the results of the 2007 budget. The original budget was 17.26% smaller than the final budget. Generally, the overall plans for 2007 were accomplished. Major reductions were made to the Capital Improvement Plan. Increases were made to the proprietary funds and internal service fund groups. The proprietary fund group increase is based on additional costs for the capital improvement plans. The increase in internal service fund group cost is for increases in fuel costs. Special revenue fund increases are the result of FEMA reimbursement revenue resulting from the July 28, 2006 flood.

The comparison of the 2006 budget to the 2007 budget can be found in the final analysis section of this document.

2008 BUDGET CALENDAR

Monday, May 14 th , 2007	Prepare revenue estimates for 2008
Thursday, May 24 th , 2007	Complete Tax Budget 2008
Thursday, May 31 st , 2007	Advertise for Tax Budget Public Hearing.
Monday, June 18 th , 2007	Tax Budget Public Hearing and Tax Budget legislation to City Council
Monday, August 13 th , 2007	Distribute 2008 Departmental Budget Manuals
Tuesday, September 4 th , 2007	Departmental plans due back to Finance from Budget Manuals
September 5 th – September 19 th , 2007	Prepare preliminary budget
Monday, September 24 th , 2007	Preliminary budget summary to City Manager
September 25 th – October 05 th , 2007	Budget Hearings with departments
Friday, October 19 th , 2007	First Draft of 2008 Budget to City Manager
October 22 nd – 25 th , 2007	Review and balance budget with City Manager
Friday, October 26 th , 2007	Final Draft of 2008 Budget to City Manager
October 29 th – November 2 nd , 2007	Update and balance Draft Budget Document
Friday, November 2 nd , 2007	Draft Budget Document to City Council
Saturday, November 10 th , 2007	Special Budget Session with City Council
November 12 th – 14 th , 2007	Prepare Budget Ordinance to City Council for 2008
Monday, November 19 th , 2007	2008 Budget Ordinance to City Council

Cash Management Policy

The receipt and deposit of the City monies is governed by the provisions of the Charter and Codified Ordinances of the City of Painesville. Article VI of the City Charter, as well as Chapter 137 of the Codified Ordinances of the City of Painesville, states that it is the Director of Finance’s responsibility to:

- Supervise the receipt and recording of all fees and revenues due the City; and
- Have custody of all public funds belonging to or under control of the City or any office, department or agency of the City government and deposit said funds in such depositories as may be designated by resolution of City Council.

Effective cash management is recognized as essential to good fiscal managements and is a vital component in the City of Painesville’s overall financial strategy. The Investment Policy and Revenue Policy provided detailed guidance on how to manage the cash collected and held for deposit for the City of Painesville.

Designation of Depositories

The banks and trust companies authorized for the deposit of money are as follows:

Chase Bank	Charter One Bank	Huntington Bank
Fifth Third Bank	First Merit Bank	Key Bank National Association
National City Bank		

The City Council will review and approve this list every five years.

Collateralizing of Deposits

The deposit and investment of City monies is governed by the provisions of the Charter and Codified Ordinances of the City as well as the Ohio Revised Code. Accordingly, only financial institutions approved by City Council are eligible to hold the City’s cash deposits. In addition, investments may only be purchased, after competitive quotations are obtained, through financial institutions located within Ohio or through “primary securities dealers” as designated by the Federal Reserve Bank.

Ohio law requires the classifications of funds held by the City into three categories:

Category 1 consists of “active” funds – those funds required to be kept in a “cash” or “cash equivalent” status for immediate use by the City. Such funds must be maintained either as cash in the City treasury or in depository accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts.

Category 2 consists of “inactive” funds – those funds not required for use within the current five year period of designation of depositories. Inactive funds may be deposited or invested only as certificates of deposit maturing not later than the end of the current period of designation of depositories.

Category 3 consists of “interim” funds – those funds which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim funds may be invested or deposited in the following securities:

- United States treasury notes, bills, bonds or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal or interest by the United States;
- Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Governmental National Mortgage Association, and Student Loan Marketing Association. All federal agency securities will be direct issuances of federal government agencies or instrumentalities;
- Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at

- least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- Interim deposits in eligible institutions applying for interim funds;
- Bonds and other obligations of the State of Ohio;
- No-load money market funds consisting exclusively of obligations described in the first two bullets of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions, and
- The State Treasury Asset Reserve of Ohio (STAR Ohio).

Ohio Revised Code requires that deposits be placed in eligible banks or savings and loan associations located in Ohio. Any public depository in which the City of Painesville places deposits must pledge as collateral eligible securities of aggregate market value equal to the excess of deposits not insured by the Federal Deposit Insurance Corporation (FDIC). The securities pledged as collateral are pledged to a pool for each individual financial institution in amounts equal to at least 105% of the carrying value of all public deposits held by each institution. Obligations that may be pledged as collateral are limited to obligations of the United States and its agencies and obligations of any state, county, municipal corporation or other legally constituted authority of any other state or any instrumentality of such state, county, municipal corporation or other legally constituted authority of any other state or any instrumentality of such county, municipal corporation or other authority. Based upon criteria described in GASB Statement No. 3 *“Deposits With Financial Institutions, Investments (including Repurchase Agreements) and Reverse Repurchase Agreements,”* collateral held in single financial collateral pools with securities being held by the pledging financial institutions’ agent in the pool’s name is classified as Category 3.

Governmental Accounting Standards Board Statement Number 3 (GASB No. 3) has established risk categories for deposits and investments as follows:

Deposits:

- Category 1 Insured or collateralized with securities held by the City or by its agent in the City’s name.
- Category 2 Collateralized with securities held by the pledging financial institution’s trust department or agent in the City’s name.
- Category 3 Uncollateralized as defined by the GASB (securities pledged with the pledging financial institution’s trust department or agent, but not in the City’s name).

Investments:

- Category 1 Insured or registered, or securities held by the City or its agent in the City’s name.
- Category 2 Uninsured or unregistered, with securities held by the counterparty’s trust department or agent in the City’s name.
- Category 3 Uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the City’s name.

Internal Controls

It is the policy of the City for all money collected by any officer or employee of the City to transfer those funds to the Department of Finance as soon as is practicable, but in any event within one business day of receipt, or within the time period specified by law, whichever is shorter.

Management should establish standard internal controls that are properly documented and followed by affected department(s) generating cash management controls:

- Segregation of duties – authorization, recordation, custodian functions, and reconciliation.
- Daily processing – daily cash/collection total reconciled to subsequent deposit.

- Timely depositing of funds received – For those governmental entities that have centralized cash collection points with direct supervision by treasury management, daily processing procedures should be developed and adhered to including daily deposit to financial institutions.
- Reconciliation to the general ledger and other supporting accounting ledgers will be performed in a timely manner.
- Physical security procedures during work hours and non-working hours for all funds received and change drawers maintained.
- Automated system resources should be utilized where practical to provide better processing and reconciliation support as well as providing a more efficient and effective manner to manage receipts.

Investment Policy

The purpose of this investment policy, in conjunction with the Ohio Revised Code, as amended, will govern the investments and the investment activities of the City of Painesville.

Scope

This investment policy applies to the investment of all funds of the City of Painesville both short-term operating funds and longer-term funds, including investments of proceeds from certain bond issues.

General Objectives

The City's investment portfolio is designed and managed in a manner responsive to the public trust and consistent with state and local statutes. Investments are made on the basis of the following list of objectives which are listed in the order of importance:

1. Security of City funds and investments.
2. Preservation of capital and protection of principal.
3. Maintenance of sufficient liquidity to meet operating needs.
4. Diversification of investments to avoid unreasonable or avoidable risks.
5. Market rate of return on the portfolio within the above constraints.

The City is generally restricted to investing in certificates of deposit, savings accounts, money market accounts, the State Treasury Asset Reserve (STAR Ohio), obligations of the State of Ohio and obligations of the United States government or certain agencies thereof. All investment transactions will be completed on a competitive basis, whenever possible.

Investments will be made with care and judgment which persons of prudence, discretion, and intelligence exercise in the management of their own affairs. Additionally, purchases will be executed, not for speculation, but for investment, considering the safety of the capital as well as the probable income to be derived.

Standards of Care

1. Delegation of Authority

In accordance with City Charter Article VI Section 5.8, responsibility for administration of the cash management and investment program is delegated to the Director of Finance, who shall establish written procedures for the operation of the investment program consistent with the investment policy. Such procedures shall include an internal control structure adequate to provide a satisfactory level of accountability, maintaining records incorporating descriptions and amounts of investments, transaction dates, and other relevant information, and regulating the activities of subordinate employees. The Director of Finance in conjunction with the City Manager utilizing the advice of a licensed or a designated agent is fully authorized to buy or sell investments in accordance with the goals and objectives of this policy and to sign investment-related agreements with authorized financial institutions, and broker/dealers on behalf of the City of Painesville.

2. Prudence

All participants in the cash management and investment process will act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the City.

Investment officers acting in accordance with written procedures and this policy and exercising due diligence will be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action which may include the liquidation or sale of securities is carried out in accordance with terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

3. Ethics and Conflicts of Interest

All participants involved in the investment process will refrain from personal business activity that could conflict or appear to conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials will disclose to Council any material interests in financial institutions with which the City of Painesville conducts business. They will further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers will refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City of Painesville.

Safekeeping and Custody

1. Authorized Financial Institutions and Dealers

A list will be maintained of financial institutions authorized to provide investment services. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness (e.g. a minimum capital requirement of \$10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers with which the City conducts business must supply the following as appropriate:

- a. Audited financial statements,
- b. Proof of National Association of Securities Dealers (NASD) certification,
- c. Proof of State of Ohio registration,
- d. Certification of having read the City's Investment Policy.

The Director of Finance is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the Director of Finance.

In accordance with Ohio Revised Code, a copy of this policy will be forwarded to each investment advisor, financial institution and broker/dealer doing investment business with the City of Painesville. Their signature will be required indicating that they have received, read, comprehend and will abide by its content when recommending or selling any investment security of the City.

2. Internal Controls

The Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City of Painesville are protected from loss, theft or misuse. The internal control structure will be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits

likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

The internal controls will address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping
- Custodial safekeeping
- Avoidance of physical delivery securities
- Clear delegation of authority to subordinate staff members
- Written confirmation of transactions for investments and wire transfers
- Development of a wire transfer agreement

Accordingly, the Director of Finance will establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures.

4. Delivery vs. Payment

All deliverable securities will be settled by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidenced by safekeeping receipts.

Suitable and Authorized Investments

1. Permitted Investments

The Director of Finance will be permitted to invest in any security specifically authorized by the Ohio Revised Code, Section 135.14 or other relevant sections as amended. Eligible obligations include but are not limited to:

- a. Obligation of the United States Government:
 - ◆ United States Treasury Bills
 - ◆ United States Treasury Notes
 - ◆ United States Treasury Bonds
1. U. S. Government agency and instrumentality obligations including but not limited to:
 - ◆ Federal Farm Credit Bank
 - ◆ Federal Home Loan Bank
 - ◆ Federal Home Loan Mortgage Corporation
 - ◆ Federal National Mortgage Association
- c. Up to twenty-five percent of interim moneys available for investment in either of the following:
 - ◆ Commercial Paper notes issued by an entity that is defined in division (D) of Section 1705.01 of the Revised Code and that has assets exceeding five hundred million dollars, to which notes all of the following apply:
 - The notes are rated at the time of purchase in the highest classification established by at least two nationally recognized standard rating services.
 - The aggregate value of the notes does not exceed ten percent of the aggregate value of the outstanding commercial paper of the issuing corporation.
 - ◆ Bankers Acceptances of banks that are insured by the Federal Deposit Insurance Corporation and to which both of the following apply:
 - The obligations are eligible for purchases by the Federal Reserve system.
 - The obligations mature no later than 270 days after purchases.
- d. The Ohio State Treasurer's Asset Reserve Fund (STAR Ohio).
- e. Repurchase Agreements with eligible institutions.
- f. Bank certificates of deposit with eligible institutions.
- g. No-load money market mutual funds consisting exclusively of obligations described in a. and b. above or repurchase agreements secured by such obligations, provided such investments are

made only through banks and savings and loan institutions authorized by Ohio Revised Code 135.03.

- h. Bonds and other obligations of the State of Ohio.

All investment obligations will be payable, saleable or redeemable at the option of the City within such times as the proceeds will be needed to meet expenditures for purposes for which the monies were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable, saleable or redeemable at the option of the City within three years of the date of purchase.

2. Collateralization

All deposits will be collateralized pursuant to the requirements of the Ohio Revised Code. Eligible securities used for collateralizing deposits will be held by the depository and/or a third party bank or trust company, subject to security and custodial agreements.

The security agreement will provide that eligible securities are being pledged to secure City deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released providing collateral values are maintained, and, the events which will enable the City to exercise its rights against the pledged securities including failure to meet deposit repayment or collateral terms, or the deposit institution's insolvency. In the event that the securities are not registered or inscribed in the name of the City, such securities will be delivered in a form suitable for transfer or with an assignment in blank to the City or its custodial bank.

The custodial agreement will provide that securities held by the bank or trust company, as agent of and custodian for the City, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement will also describe how the custodian will confirm the receipt, substitution or release of the securities. The agreement will provide for daily revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. The agreement will provide that the custodian will exercise the City's rights to the security or as instructed by the City. Such agreement will include all provisions necessary to provide the City with a perfected interest in the securities.

3. Repurchase Agreements

Repurchase agreements are authorized subject to the following restrictions:

- All repurchase agreements must be entered into subject to a Master Repurchase agreement providing for the terms outlined below and satisfactory to the Law Director of the City of Painesville.
- The City may only be the initial purchaser in such agreements.
- Trading partners are limited to authorized financial institutions or primary government securities dealers reporting to the Federal Reserve Bank of New York.
- Obligations shall be limited to obligations of the United States of America and obligations guaranteed as to principal and interest by the United States of America.
- No substitution of securities will be allowed.
- The custodian of the purchased securities shall be a party other than the trading partner, satisfactory to the City.
- Tenure of the repurchase agreement should be no longer than 3 months.
- Tenure of the securities to be purchased should be no longer than 10 years.
- The market value of the securities purchased shall exceed the purchased funds by at least 102%; and, the securities will be revalued daily, and the stated margin will be maintained by the initial seller during the life of the transaction:
 1. No one repurchase agreement may exceed \$2,000,000, and,
 2. The City retains the right to terminate the agreement and sell the securities outside the repurchase agreement if any of the above items are not met after adequate notice to the initial seller.

Investment Parameters1. Diversification

It is the policy of the City to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

The following diversification limitations shall be imposed on the City's portfolio of deposits and investments at the time of purchase of each deposit or security:

Institution - No more than 55% of the overall portfolio may be deposited in a single bank.

Instrument:

- a. No more than 55% of the overall portfolio may be invested in cooperative or pooled investment programs, and,
- b. No more than 25% of the overall portfolio may be invested in the securities of a single issuer, except the U.S. Treasury.

2. Maturity

To the extent possible, the City of Painesville will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase or in accordance with state and local statutes and ordinances. The City will adopt a weighted average maturity limitation, consistent with the investment objectives.

Maturities guidelines will be as follows:

- a. No more than 10% of the portfolio may have a maturity beyond twelve months,
- b. The average maturity of the portfolio will never exceed one year, and,
- c. At least 10% of the portfolio will be invested in liquid instruments or marketable securities that can be sold to raise cash on one business day's notice.

Reserve funds and other funds with longer-term investments horizons may be invested in securities exceeding five (5) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds. The intent to invest in securities with longer maturities will be disclosed in writing to City Council.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as STAR Ohio, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

Reporting1. Methods

The Director of Finance will prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City of Painesville to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the City Manager, City Council and any pool participants.

2. Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return throughout budgetary and economic cycles. A series of appropriate benchmarks shall be established against which portfolio performances will be compared on a regular basis.

3. Marking to Market

The market value of the portfolio will be calculated at least quarterly and a statement of the market value of the investment portfolio will be issued at least quarterly. This will ensure that review of the investment portfolio, in term of value and price volatility, has been performed consistent with the GFOA Recommended practices.

Capital Asset Policy

Introduction

This is the capital asset accounting policy issued for the City of Painesville. The capital asset system is an accounting and management system that coordinates policies and procedures with various methods for recording and reporting monetary amounts associated with fixed asset acquisitions, transfers and dispositions. The capital asset system is an integrated module within the City's financial management package and is maintained independently from the financial data of the City.

Each department and/or division of the City of Painesville is required to maintain an independent subsystem of the fixed assets it controls or owns. Quarterly, the subsystem of the individual departments/divisions must be reconciled to the capital asset system maintained by the Department of Finance to ensure accuracy of the financial records.

Purpose

The capital asset management system is designed to facilitate:

1. Financial statement information
 - a. Control and accountability
 - b. Accounting for depreciation
 - c. Audit compliance
 - d. Track information technology hardware and software for management purposes only

Definition of Fixed Asset

A fixed asset is defined as a financial resource that meets all of the following characteristics:

1. Tangible or intangible in nature, possesses physical substance or a contract agreement outlining a defined scope; and
2. Expected useful life of five (5) years or more.

Reporting Thresholds

For purposes of budgetary reporting, fixed assets are:

1. Equipment and vehicles with a cost of \$5,000.00 or more; and
2. Infrastructure with a cost of \$10,000.00 or more.

For purposes of management control reporting, fixed assets are:

1. All computer hardware costs; and
2. Computer software costs with a value of \$1,000.00 or more.

Reporting Policy

Fixed asset purchases of \$5,000 or more are reasonable and represent at least 80% of the total value of assets owned by the City of Painesville. Assets having values under \$5,000, regardless of their useful life, will not be reported as a fixed asset on the financial reports of the City as they do not meet the reporting threshold. Land and land improvements, buildings and building betterments are always a fixed asset. The term "nominal asset" will be used for assets purchased and tracked in the capital asset system that do not meet the reporting threshold established by the City. Nominal assets may or may not be tracked and will be reported separate from fixed assets. The tracking and reporting of nominal assets is for management control or insurable purposes.

Capital assets should be reported using the definitions outlined below and the thresholds above. The cost of a capital asset should include capitalized interest and ancillary charges necessary to place the asset into its intended location and condition for use. Ancillary charges include costs that are directly attributable to asset acquisition – such as freight and transportation charges, site preparation costs, and professional fees.

Definitions of Fixed Asset Infrastructure

Infrastructure assets are long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets.

A network of assets is composed of all assets that provide a particular type of service for a government. A network of infrastructure assets may be only one infrastructure asset that is composed of many components.

A subsystem of a network of assets is composed of all assets that make up a similar portion or segment of a network of assets.

Fixed Asset Classifications

1. **Land** – includes all land parcels acquired for municipal or resale purposes.
2. **Buildings** – includes all buildings (or structures which serve as buildings, such as permanently established trailers). Permanently attached fixtures installed during construction are considered a part of the building. The subsequent addition of equipment will be recorded as machinery and equipment. Major improvements, such as additions to buildings, are capitalized.
3. **Improvements Other than Buildings** – includes improvements such as park facilities, parking lots, baseball fields, tennis courts, swimming pools and infrastructures associated with City owned utilities (water, sanitary sewers, and electrical distribution).
4. **Machinery and Equipment** – includes all motor vehicles (licensed and non-licensed), trailers, construction and maintenance equipment and furniture and fixtures.
 - A. Office Machinery & Equipment – includes all office equipment such as typewriters, computers, printers, terminals, calculators, etc. which meet the criteria previously established for classification as a fixed asset and furniture and fixtures.
 - B. Licensed Vehicles – includes all motor vehicles that are licensed for on-road use such as automobiles, trucks, vans, buses, etc.
 - C. Non-Licensed Vehicles – includes vehicles such as tractors, mowers, backhoes, graders, rollers, etc.
5. **Construction in Progress** – includes all partially completed projects except roads and bridges. Buildings of various types will be the main component in this area. Upon completion, these assets are transferred to one of the other fixed asset classifications.
6. **Computer Purchases** - All computer purchases must comply with the computer standards sheet which can be obtained from the Department of Finance. In order to have system consistency and compatibility with the existing system/network, all computer purchases must be approved by the information technology consultant. Please refer to the Purchasing Policy for proper procedures.

Networks and Subsystems

1. **Roadway Network** consist of roads, right of ways, bridges, ramps, and state routes all located within the City limits. Subsystems of the roadway network include the curb, gutter, pavement, base and land that make a street, roadway, or state route.

2. **Electric Distribution Network** system includes infrastructure improvements essential to the production and distribution of electricity from the City's electric generating facility. Subsystems of the electric distribution network include residential and industrial transformers, poles, wires, and voltage regulators.
3. **Water Distribution Network** system includes infrastructure improvements required for delivery of potable water which is produced at the City's water treatment facility. Subsystems of the water distribution network include the water main, fire hydrant assembly, valves, fittings, service connections and meters.
4. **Sanitary Sewer Network** system includes infrastructure improvements required for the transportation of sanitary sewers, pumping facilities, taps, etc. Subsystems of the sanitary sewer network include sanitary sewers, forced mains, and pump stations.
5. **Storm Sewer Network** includes infrastructure improvements required for the transportation of storm sewer and drains. Subsystems of the storm sewer network include open drainage ways, piped drainage, roadside drainage ditches, flood control facilities, storm drains, and open drainage swales.

Fixed Asset Valuation

1. **Historical Cost** – fixed assets are valued at historical cost. Historical cost includes the purchase price as well as other costs incurred to prepare the asset for its intended use such as freight and insurance. See Acquisition Cost for more examples.
2. **Estimated Original Cost** – when historical costs are unavailable, fixed asset costs are estimated by using the cost of similar items acquired around the same time.
3. **Donations** – gifts and donations are valued at fair market value at the time of the donation.

Acquisition Cost

The following costs associated with the acquisition of a fixed asset are to be capitalized:

1. Purchase costs before trade-in allowance and less discounts; or a qualified appraisal of value at the time of acquisition if the asset is contributed.
2. Assembled costs if constructed by personnel of the government unit.
3. Professional fees of attorneys, architects, engineers, appraisers, surveyors, etc. which are necessary to make the asset functional (ready to be placed in service).
4. Site preparation costs such as clearing, leveling, filling and demolition of unwanted structures.
5. Fixtures attached to a building or other structure.
6. Transportation and installation charges.
7. Any other expenditure required to put the asset into its intended state of use.

Each Department must complete a Fixed Asset Acquisition Form to report the purchase of a Fixed Asset to the Department of Finance (see Appendix B).

Asset Purchases under a Capital Lease in accordance with FASB Statement No. 13, any non-cancelable lease agreement which meets one or more of the following criteria should be capitalized:

1. The lease transfers ownership of the property to the City at the end of the term of the lease.
2. The lease contains a bargain purchase option. A bargain exists where the cost of acquisition is less than market value.

3. The lease term is equal to 75% or more of the estimated economic life of the lease asset.
4. The present value of the minimum lease payments equals or exceeds 90% of the fair value of the leased asset.

When none of the criteria for a capital lease are met, the lease is an operating lease. If the operating lease is material, a note disclosure must be made in the notes to the financial statements.

If a capital asset is acquired under a capital lease agreement, the capital asset must be identified in the same manner as purchased assets. Lease agreements must be analyzed by the Department and coordinated with the Finance Department through the Capital Improvement Plan for the Department. The capital asset should be capitalized based upon the same determination, as of the date originally placed in service. The present value of the amounts owed by the City for future lease payments will be used as the capitalized value.

Costs Subsequent to Acquisition

After fixed assets are in use, additional costs are incurred that range from maintenance to significant additions. These costs should be capitalized if any of the following conditions exist.

- The useful life of the asset is increased.
- The quantity of services produced from the asset is increased.
- The quality of the units produced is enhanced.

The distinction between an expense and a capital expenditure is not always readily apparent and may require careful consideration and analysis before a decision can be made. Proper routine maintenance is considered a normal operating expense necessary for the continued efficient operation of a fixed asset during its estimated useful life. Certain forms of routine maintenance activity require large expenditures, but cost alone does not justify capitalization. For example, the replacement of a major section of tubing in a boiler which will allow the boiler to continue efficient operation during its useful life is a maintenance expense and should not be capitalized.

Another important consideration is the determination of the property unit with which costs are associated. When a fully equipped fire pumper is recorded as a single fixed asset item in the fixed asset system the replacement of a pump may represent a maintenance expense. However, if the pump is initially considered a separate property unit (a separate fixed asset in the system) then its replacement would be capitalized.

The following are major types of expenditures that should be capitalized:

- Additions – Any additions to assets are capitalized because a new asset with a distinct useful life has been created which will increase the ability to provide service.
- Improvements (betterments) and replacements – Represents the substitution of one asset, typically a better or improved asset, for another asset already in use.
- Reinstallations and rearrangements – Costs associated with moving and reinstalling a fixed asset in a new location or rearrangement of fixed asset components which results in an improved operation should be capitalized.

Composite Grouping for Asset Valuation

Fixed assets that are purchased in larger quantities may be grouped as one item if the cost of the individual item is more than \$5,000.00.

1. In order for assets to be grouped when recorded on the fixed asset system they must also meet the following criteria:

- All items must be exactly the same (Make, Model, Color)
- All items must have the same cost
- All items must have been purchased at the same time or within six months of one another.
- All items must be physically located in the same area
- All items must be the responsibility of one Department/Division.

2. Items bought under a composite group purchase will be recorded at the allocated purchase cost for one item.

Transfers of Fixed Assets

Transfer of property within the same fund is merely a change in location, department responsibility, etc. The transfer of an asset will not change the depreciation schedule. The fixed asset will be disposed by the originating department and acquired by the new department at its book value. An item will remain on the fixed asset list of the original department until the transfer is fully documented for the new department.

Transfers of property between funds are fully disposed at book value. The new department will receive the fixed asset at current fair market value at the date of transfer. The transfer of a fixed asset will change the depreciation schedule for both departments.

Transfers will be documented and recorded on the respective ledgers of the Transferor and Transferee Departments at the time of transfer. Transferor Department must complete a Fixed Asset Transfer Form to report the transfer to the Department of Finance. Transferee Department must complete a Fixed Asset Acquisition Form. All forms noted above can be obtained from the Department of Finance.

Disposals

Fixed Assets are retired through several means including sale, trade-in, and loss by theft, etc. All disposals by any means must be reported on a Fixed Asset Disposal Form to the Department of Finance. The form can be obtained from the Department of Finance.

Any item with a value in excess of \$1,000 requires the approval of City Council prior to its disposal. Assets disposed of by sale at auction will be itemized in a full report of the auction results and the related fixed assets disposed of in the ledger.

Construction in Progress

Construction in Progress (CIP) is used to account for expenditures accumulated at the statement of net assets or balance sheet date relative to the construction of capital assets. Work in Progress (WIP) has a meaning similar to Construction in Progress. Construction in Progress refers to a specific Capital Asset that is a Fixed Asset recorded on the ledger. Work in Progress refers to Capital Projects that are not substantially completed (greater than 70%) and not in use as a fixed asset. Expenditures include construction cost, contractor payments, interest costs (incurred applicable to the period of construction) and other costs required to finish the project.

Construction in Progress is an accounting valuation of assets that is typically supported by capital projects to track and record construction expenses until such time as the asset is substantially completed (greater than 70%) and placed into service. Completed and placed into service refers to the date at which all contingencies and retainages are resolved.

Depreciation

Depreciation expense should be measured by allocating the net cost of depreciable assets (historical cost less estimated salvage value) over their estimated useful lives in a systematic and rational manner. It may be calculated for (a) a class of assets, (b) a network of assets, (c) a subsystem of a network, or (d) individual assets. Composite depreciation methods refer to depreciating a grouping of similar assets or dissimilar assets of the same class using the same depreciation rate. Initially, a depreciation rate for the composite is determined. Annually, the

determined rate is multiplied by the cost of the grouping of assets to calculate depreciation expense. A composite depreciation rate may also be calculated based on an assessment of the useful lives of the grouping of assets. This assessment could be based on condition assessments or experience with the useful lives of the grouping of assets.

The composite depreciation rate is generally used throughout the life of the grouping of assets. However, it should be recalculated if the composition of the assets or the estimate of average useful lives changes significantly. The average useful lives of assets may change as assets are capitalized or taken out of service.

Depreciation will be calculated in the first year for a half year, in the final year for a half year and all other years will be for one full year. Each Department will be responsible for accurately reporting the date the fixed asset is placed in service. All depreciation is calculated using the straight-line method.

Salvage Value

It is the policy of the City of Painesville to exhaust the usefulness of a fixed asset before its disposition; therefore, salvage value on all assets is considered to be insignificant and is generally not exceeded by the cost of disposition.

Should the occasion arise where an asset is disposed of prior to the exhaustion of its useful life and since the book value is determined by the cost of the asset spread over its useful life less salvage value, appropriate adjustments will be made to account for the proper gain or loss on the sale of the asset at the time of disposition.

Tagging of Fixed Assets

All fixed assets will be assigned a unique fixed asset number by the originating department/division that will not change during the time that the asset is the property of that department. After an asset is disposed, the fixed asset number will not be reassigned to a newly acquired asset.

All fixed assets with the exception of the following categories should be physically tagged by the originating department:

-  Land
-  Land Improvements
-  Buildings
-  Live Animals
-  Vegetation
-  Equipment of a sensitive nature, in cases where a tag might impair the functional ability of the asset.
-  Works of art
-  Any other fixed assets on which it is physically impossible to affix the tag

There may be cases in which a tag cannot be affixed to the fixed asset; however, the fixed asset number can be either marked or imprinted on the asset. This should be done whenever possible.

Physical Inventory of Fixed Assets

A periodic physical inventory of fixed assets is necessary for accountability and control. It confirms the reliability (or lack of reliability) that can be placed on the capital asset system by verifying the actual existence of the items represented by the fixed asset ledgers.

A detailed ledger of fixed assets will be maintained by each department and reconciled on a regular basis to the detailed ledgers maintained by the Department of Finance in the capital asset system. If a discrepancy occurs between the departmental ledger and the capital asset system it will be resolved and the proper adjustments will be made to both ledgers to keep them in agreement. The ledgers of the capital asset system will be given to the auditors as the record of fixed assets maintained by the City of Painesville.

Debt Management Policy

Introduction

This Debt Policy is a companion document to the City Capital Improvement Plan. The purpose of this policy is to guide City officials as they consider the proper use of debt to fund capital projects. The primary objective is to establish conditions for the use of debt and to create policies that minimize the City's debt service and issuance costs, retain the highest credit rating and maintain full and complete financial disclosure and reporting. The debt policy is intended to guide the prudent use of resources to provide the needed services to the citizens of the City of Painesville and to maintain sound financial management practices. These policies, therefore, are flexible in design to allow for exceptions under changing and extraordinary circumstances.

Overview

One of the primary decisions made regarding financing the City's Capital Improvement Plan is whether to use cash on hand, interim debt financing or debt, including notes and bonds, as the funding source. This policy sets forth guidelines for this decision by identifying the parameters within each funding source that is considered appropriate. These parameters are defined below. The second part of this policy establishes recommended administrative procedures for managing the City's debt.

Cash Funding

City policy encourages funding capital projects with cash, on a "pay as you go" basis, to the extent possible and prudent. The City will allocate at least 5% of its income tax collections to capital projects each year and that money is used first for annual debt payments, and the amount remaining after paying debt service is available for cash funded projects. Cash funding is recommended under the following circumstances:

- To finance purchases of assets whose lives are shorter than five years.
- To finance recurring maintenance expenditures (i.e. street repair vs. street construction)
- When market conditions are unstable or present difficulties in achieving acceptable interest rates.

Debt Financing

Short term debt financing:

Short-term bond anticipation notes may be issued to finance projects or portions of projects. Short-term debt is appropriate under the following conditions:

- Short-term notes (with final maturities of five years or less) are suitable as a source of permanent financing for projects with useful lives of less than five years.
- Notes are used as a temporary funding source prior to and in anticipation of the completion of a bond sale.
- The immediate need for financing is less than \$5 million.

Long-term Debt Financing:

It is prudent policy to use notes and bonds for capital asset funding under the parameters set forth below. No single parameter stands alone; they must all be considered under the then current circumstances and in relation to the others. The parameters are as follows:

- Variable rate bonds or short-term notes are suitable as long term financing tools designed to manage interest costs. When either is used for long-term financing, the City must schedule annual principal payments similar to a fixed rate financing that will not exceed 20% of the City's outstanding debt.
- Long-term bonds are recommended for projects with useful lives of ten years or longer and for amounts of \$5 million or greater.
- Debt is recommended when the fiscal year's beginning balance of the General Fund is \$3 million or less.
- Debt is acceptable as long as the ratio of available capital fund dollars to income tax supported debt payments, projected forward five years, does not fall below 2 to 1.
- Long-term bonds are considered especially appropriate when average long-term interest rates, as indicated by the Bond Buyer General Obligation 20 Bond Index, are at or below eighty-five percent of the index's

twenty-year average. Long-term bonds are considered less appropriate when average rates for the index are at or above one hundred and fifteen percent of the twenty-year average. The City will make every effort to structure the terms of its bonds to match the status of the market at the time.

- Debt funding is not recommended if it causes certain debt burden measurements to exceed maximum acceptable levels consistent with the City's A3 Moody's bond rating.
- Debt funding is recommended for projects where the burden of payment rests more directly on a selected group of taxpayers or beneficiaries, such as for project revenue bonds, special assessment projects, tax increment financing, or economic development projects. Any financing of this type must receive a rating in the single A category or higher to receive City approval.

Revenue Bonded Debt

- It will be a long-term goal that each utility or enterprise will ensure future capital financing needs are met by using a combination of current operating revenues and revenue bond financing. Therefore a goal is established that 15% of total project costs should come from operating funds of a utility or enterprise.
- It is City policy that each utility or enterprise should provide adequate debt service coverage. A specific factor is established by City Council that projected operating revenues in excess of operating expenses less capital expenditures, depreciation and amortization in the operating fund should be at least 1.25 times the annual debt service costs.

Capital Lease Debt

- Capital lease debt will be considered to finance certain vehicle and equipment purchases when the aggregate cost of equipment to be purchased exceeds \$15,000. Adequate funds for the repayment of principal and interest must be included in the requesting department's approved budget.
- The term of short-term financing will be limited to the usual useful life period of the vehicle or equipment, but in no case will exceed ten years.
- Departments requesting capital financing must have an approved budget appropriation. Departments will submit documentation for approved purchases to the Finance Department each year within sixty days after the annual budget is adopted. The Finance Department will consolidate all requests and may solicit competitive or negotiated proposals for capital financing to insure the lowest possible interest costs.

The following table provides a simple reference source for these policies.

PARAMETERS	FUNDING SOURCES		
	Cash	Short-term Notes	Long-term Bonds
Project life is less than 10 years	✓	✓	
Project life is 10 years or greater		✓	✓
Recommended temporary funding prior to a bond sale	✓	✓	
Recommended variable rate funding mechanism		✓	
The amount borrowed is less than \$5,000,000		✓	
The amount borrowed is \$5,000,000 or larger			✓
Estate tax beginning balance is less than \$5,000,000		✓	✓
Estate tax beginning balance is greater than \$5,000,000	✓	✓	
Ratio of available capital fund dollars to income tax supported debt payments is 2 to 1 or greater		✓	✓
Bond Buyer 20-Bond Index is at 85% of 20-year average			✓
Bond Buyer 20-Bond Index is at 115% of 20-year average	✓	✓	
Debt funding will cause debt measurement to exceed target measurements consistent with the City's "A3" Moody's rating	✓		
Payment for debt will be made by a select group of taxpayers or other beneficiaries		✓	✓

Revenue Policy

To ensure strong financial management practices, the proper controls over revenues are imperative to determining budget, forecasting reconciliations and general oversight over the various revenues collected. Management will provide for appropriate mechanisms automated and manual to collect all funds for services and ensure the proper controls exist over all receipts. The internal controls set must abide by authoritative standards and practices as they pertain to Governmental Accounting Standards Board (GASB) pronouncements and Ohio Revised Code. To ensure that our revenues are balanced and capable of supporting our desired levels of services, the City of Painesville has adopted the following revenue policy statements.

- A process to review diversified and stable revenues will be maintained to shelter us from short-run fluctuations in any one revenue source.
- Each year and whenever appropriate, existing revenues will be re-examined and possible new sources of revenues will be explored to ensure that we are maximizing our revenue potential.
- Each year, major revenues will be projected for at least the next three years.
- Legally restricted revenues will be avoided when they adversely affect the short or long-term financial health of our government.
- We will strive to be informed and aware of all grants and other aid that may be available to us. All potential grants and other aid will be carefully examined for matching requirements (both dollar and level-of-effort) and restrictive covenants, to ensure that our participation in such grants will be beneficial and cost-effective.
- Each year and whenever appropriate, intergovernmental revenues will be reviewed to determine their short and long-term stability, to minimize the impact of any adverse changes. Intergovernmental revenues will be used as legally prescribed or otherwise set forth by policy.
- A balance will be sought in the revenue structure between elastic and inelastic revenues, to minimize any adverse effects caused by inflationary or economic changes.
- One-time revenues will be used for capital improvements or as legally restricted to a specific purpose.
- We will carefully and routinely monitor any amounts due to us. An aggressive policy of collection will be followed for all receivables, including property taxes.
- Proprietary funds will generate revenue sufficient to support the full direct and indirect costs of these funds.
- Revenue forecasts will be conservative, using generally accepted forecasting techniques and appropriate data.
- Each year and whenever appropriate, we will review our schedule of fees and related administrative procedures.

Expenditure/Expense Policy

Expenditure/expense is a rough measure of a local government's service output. While many expenditures/expenses can be easily controlled, emergencies, unfunded mandates, and unanticipated service demands may strain our ability to maintain a balanced budget. To ensure the proper control of expenditures/expenses and provide for a quick and effective response to adverse financial situations, the City of Painesville adopted the following expenditure/expense policy statements.

- Expenditures/expenses and purchase commitments will be made in a form and process that is legal, appropriate, funded, authorized and sufficiently documented.
- Expenditures/expenses and purchase commitments will be recorded in an accurate and timely fashion.
- The review and approval process for all claims made against the City will be as follows:
 - Departments must issue purchase orders as required under our Purchasing Policy. Departments are encouraged to issue purchase orders whenever practical, even if they are not required.
 - Properly completed claims must be prepared and submitted to the Finance Department by the department responsible for originating the claim. A "properly completed claim" must include, but is not limited to, the vendor's name and address, date of claim, explanation, and accounts to be charged, department authorization signature and sufficient documentation. "Sufficient documentation" means that a person unfamiliar with the transaction could understand what was ordered, when, by whom,

from what vendor, at what price, when the goods or services were delivered, who accepted delivery, and who authorized payment. Typical documentation includes copies of purchase orders, invoices and/or statements, City Council resolutions authorizing bids or state contracts, records of quotes received, receiving slips, correspondence and other communications.

- Finance will issue checks promptly for all claims properly completed and submitted.
- The balances in appropriation accounts will be monitored regularly to ensure that the total of expenditures/expenses and purchase commitments in any account do not exceed the authorized budget for that account.
- Requests for competitive bids, proposals, formal and informal quotes, and other methods of seeking and encouraging vendor competition will be obtained as required by law or otherwise established by the City Manager or Director of Finance.
- Arrangements will be encouraged with other governments, private individuals, and firms, to contract out or cooperatively deliver services, in a manner that reduces cost and/or improves efficiency and effectiveness while maintaining service quality.
- The full direct and indirect costs will be calculated for any service provided for a fee or charge, or where there is a potential for the reimbursement of such costs.
- We will maintain an effective risk management program that provides adequate coverage, minimizes losses, and reduces costs.
- Expenditures/Expenses are to be made for a purpose that is in compliance with operational or capital activities with the related department/division in the City (proper public purpose).
- All appropriations shall lapse at the close of the fiscal year to the extent that they shall not have been expended or encumbered.

Operating Position Policy

Operating position refers to the City's ability to balance its budget on a current basis, maintain reserves for emergencies, and maintain sufficient cash to pay its bills on a timely basis. Our operating position policy requires that:

- The City will pay all current operating expenditures with current operating revenues.
- Encumbrances represent commitments related to unperformed contracts for goods or services, and will be recorded when incurred. Encumbrances outstanding at year-end will be reported as reservations of fund balance.
- The City will strive to maintain the unreserved, undesignated fund balance of the General Fund at a level at least equal to 5% of the total General Fund appropriations.
- General Fund unreserved and undesignated fund balances should be used for capital or emergency expenditures.
- The City will prepare a cash-flow analysis of all major funds on a regular basis. Disbursements, collections and investments will be managed to provide sufficient cash for daily financial needs.

The City will prepare quarterly financial reports of the financial position and results of operations, and an analysis thereof, for the major funds of the City.

BASIS OF ACCOUNTING

The City of Painesville maintains a cash basis of accounting throughout the year; consequently, revenue is recognized when it is received and expenditures *are* recognized when they are paid. Fund liabilities are recorded only in terms of encumbrances, as dictated by the Ohio Revised Code and the Auditor of State. The City of Painesville recognizes that most governmental units within the State of Ohio accomplish their basis of accounting as meeting "GAAP" (i.e., Generally Accepted Accounting Principles) for reporting. This provides the users of their financial statements with a method of good comparison, both for current operations and future estimates. Therefore, the City of Painesville's cash basis accounting statements are converted to meet Generally Accepted Accounting Principles as presented in the City's audited year end General Purpose Financial Statements.

BASIS OF BUDGETING

The City of Painesville's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The budgetary basis (Non-GAAP Basis) provides a meaningful comparison of actual results with the budget and to demonstrate compliance with State statute. The major differences between the budgetary basis and the GAAP basis (financial statement presentation) are:

1. Revenues are recorded when received in cash (budget) as opposed to when susceptible to accrual (GAAP)
2. Expenditures are recorded when paid in cash (budget) as opposed to when the liability is incurred (GAAP)
3. Encumbrances are treated as expenditures (budget) rather than as a reservation of fund balance (GAAP)

FUND STRUCTURE

For accounting purposes, the City is divided into smaller separate entities known as funds. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular services. These funds are divided into seven types within three broad categories.

Governmental Funds

Governmental funds are used to account for the governmental-type activities of the City. In accordance with generally accepted accounting principles (GAAP), these funds are accounted for and budgeted on a modified accrual basis. This means that revenues are recorded when they are both measurable and available, and expenditures are recorded when they are expected to draw on current spendable resources. These funds are required by Ohio Revised Code to be budgeted on a cash basis. The City has five Governmental Fund types:

General Fund accounts for most of the day-to-day operating expenditures of the City. This fund and its reserves account for all revenues and expenditures to carry out basic governmental activities of the City such as general government, public safety, public works, culture and recreation, municipal court and community environment. Revenues are received from municipal income tax, general property taxes, licenses and permits, charges for services, fines and forfeits, interest earnings, etc. The General Fund and its reserves account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds account for proceeds of revenues that are "earmarked" for particular purposes. By law these revenues are designated to finance a particular function or activity of the government. The City has eighteen Special Revenue Funds.

Debt Service Funds are used to account for the accumulation of resources for, and the payment of general long-term debt principal, interest, and related costs of general obligations and special assessments. The City has three Debt Service Funds.

Capital Projects Funds account for financial resources used to acquire or construct major capital facilities other than those financed by enterprise funds. The City has eight Capital Project Funds.

Permanent Funds are the newest governmental fund type. They were first introduced as part of the governmental financial reporting model established by GASB 34. They are to be used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the government's programs or benefit the government or its citizenry.

In compliance with GASB 34, funds that have historically been reported as expendable trust will be reclassified at conversion to special revenue funds and nonexpendable trusts will be reported as permanent funds. The expendable portions of the permanent funds will be reported as part of the permanent funds. But, for budgetary presentation purposes, the funds maintain the historic fund type of expendable and non-expendable trust funds.

Proprietary Funds

Proprietary Funds are used to account for the City’s business-type activities. In accordance with generally accepted accounting principles (GAAP), these funds are accounted for on an accrual basis that records revenues and expenses at the time they are earned or incurred rather than when cash is actually received or spent. However, for budgetary purposes, the City shows items such as debt principal payments, capital outlay, and capital improvements as expenses. Depreciation is not shown as a budget expense but is recorded as an audit adjustment. The City has two Proprietary Fund types:

Enterprise Funds account for business-type activities that are provided to residents and businesses and financed and operated in a manner similar to private business. They are established to account for the financing, operation and maintenance of the City activities where the intent is that the costs of providing the services to the public is financed through user charges or where the City would have a periodic determination of revenues earned, expenses incurred and net income available for capital maintenance, public policy, management control or accountability for activity. The City has sixteen Enterprise Funds.

Internal Service Funds are used to account for expenses provided centrally for all departments on a cost-reimbursement basis. There are four Internal Service Funds.

Fiduciary Funds

Fiduciary Funds are used to account for financial resources that the City holds or manages as an agent or fiduciary. There is only one type of fiduciary fund – Agency Funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The City has five Fiduciary Funds.



FUNDS LISTED BY CATEGORY

The following is a list of all active funds by category within the fund structure:

GOVERNMENTAL FUND TYPES

100 GENERAL FUND

- 101 GENERAL FUND
- 151 GENERAL FUND RESERVE
- 152 EMPLOYEE HEALTH INSURANCE RESERVE
- 153 WORKERS COMPENSATION RESERVE
- 154 COMPENSATED BALANCE RESERVE

200 SPECIAL REVENUE FUNDS

- 201 STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND
- 202 STATE HIGHWAY IMPROVEMENT FUND
- 204 CEMETERIES FUND
- 208 POLICE PENSION TRANSFER FUND
- 210 FIRE PENSION TRANSFER FUND
- 212 LAW ENFORCEMENT FUND
- 215 MUNICIPAL MOTOR VEHICLE LICENSE TAX FUND
- 217 INDIGENT DRIVERS ALCOHOL TREATMENT FUND
- 218 ENFORCEMENT AND EDUCATION FUND
- 219 CITY MOTOR VEHICLE LIC. TAX FUND
- 220 FIRE LEVY FUND
- 221 UNDERGROUND STORAGE TANK FUND
- 222 PROBATION SERVICES FUND
- 223 COPS FUND
- 224 CLEVELAND FOUNDATION GRANT FUND
- 225 MUNI COURT CAPITAL PROJECTS
- 226 SKATE FACILITY FUND
- 227 FIRE SPECIAL REVENUE FUND
- 228 FEDERAL EMERGENCY MANAGEMENT AGENCY FUND
- 229 EMERGENCY MEDICAL SERVICES FUND
- 230 MUNI COURT COMPUTERIZATION FUND

300 DEBT SERVICE FUNDS

- 301 GENERAL BOND RETIREMENT FUND
- 303 SPECIAL ASSESSMENT BOND RETIREMENT FUND
- 304 LAND ACQUISITION NOTE RETIREMENT FUND (LANR FUND)

400 CAPITAL PROJECT FUNDS

- 415 MUNI COURT CAPITAL PROJECTS FUND
- 424 CAPITAL IMPROVEMENT FUND
- 425 GIRDLED ROAD WATER IMPROVEMENT FUND
- 426 SHAMROCK BLVD. ROAD PROJECT FUND
- 427 JACKSON STREET INTERCHANGE PROJECT FUND
- 428 INDUSTRIAL PARK PROJECT FUND
- 429 MUNI COURT SPECIAL PROJECTS FUND
- 430 CAPITAL EQUIPMENT RESERVE FUND
- 431 MILLSTONE ACQUISTION FUND
- 432 GRISTMILL FMA ACQUISTION FUND
- 433 GRISTMILL HMGP ACQUISITION FUND

PERMANENT FUNDS

600 EXPENDABLE TRUST FUNDS

- 601 DEPOSIT TRUST FUND
- 602 PLAN REVIEW TRUST FUND
- 603 ZONING APPLICATION TRUST FUND
- 605 CEMETERY TRUST - OPERATIONS FUND
- 606 SPECIAL ENDOWMENT – OPERATIONS FUND
- 607 COLUMBARIUM TRUST FUND
- 610 PAINESVILLE SAFETY TOWN FUND
- 613 LAW ENFORCEMENT TRUST FUND

PROPRIETARY FUND TYPES

700 ENTERPRISE (UTILITIES) FUNDS

- 710 WATER REVENUE FUND
- 711 WATER DEPOSIT FUND
- 712 WATER CONSTRUCTION FUND
- 720 SEWER REVENUE FUND
- 722 SEWER CONSTRUCTION FUND
- 730 ELECTRIC REVENUE FUND
- 731 ELECTRIC DEPOSIT FUND
- 732 ELECTRIC CONSTRUCTION FUND
- 733 ELECTRIC REPLACEMENT AND IMPROVEMENT FUND
- 734 ELECTRIC UTILITY RESERVE FUND
- 740 REFUSE FUND
- 750 OFF-STREET PARKING REVENUE FUND
- 751 OFF-STREET PARKING DEBT SERVICE FUND
- 752 OFF-STREET PARKING DEPOSIT FUND
- 760 STORM WATER UTILITY FUND
- 770 COMMUNITY PROGRAMS

800 INTERNAL SERVICE FUND

- 801 FUEL AND OIL ROTARY FUND
- 802 SUPPLIES ROTARY FUND
- 803 EMPLOYEE HEALTH INSURANCE FUND
- 805 WORKERS' COMPENSATION RETROSPECTIVE FUND

PERMANENT FUNDS

900 NON-EXPENDABLE TRUST FUNDS

- 901 EVERGREEN CEMETERY TRUST FUND
- 902 RIVERSIDE CEMETERY TRUST FUND
- 903 SPECIAL ENDOWMENT TRUST FUND

FIDUCIARY FUNDS

950 AGENCY FUNDS

- 952 STATE PATROL TRANSFER FUND
- 953 ELECTRONIC LICENSE FORFEITURE FUND
- 960 LAND BANK FUND
- 990 GENERAL FIXED ASSETS
- 998 GENERAL LONG TERM DEBT



DESCRIPTION OF EACH FUND

<i>FUND NAME</i>	<i>DESCRIPTION OF THE FUND</i>
General Fund	Used to account for government resources not accounted for in any other fund. The General Fund balance is available to the City for any purpose provided it is expended or transferred according to the Charter and/or the general laws of Ohio.
General Fund Reserve Fund	Accumulate funds that may be used for future unanticipated expenses of a devastating nature to the General Fund.
Employee Health Insurance Reserve Fund	Accumulate funds that may be used for future unanticipated expenses regarding healthcare claims for the City.
Workers' Compensation Reserve Fund	Accumulate funds that may be used to make required payoff for the retrospective rating program in which the City participates.
Compensated Balances Reserve Fund	Accumulate funds that may be used to make payment for employee's separating service with the City of Painesville due to retirement or termination.
Street Construction, Maintenance & Repair Fund	Required by the Ohio Revised Code to account for 92.5% of the state gasoline tax and motor vehicle registration fees designated for maintenance of state highways within the City.
State Highway Improvement Fund	Required by the Ohio Revised Code to account for 7.5% of the state gasoline tax and motor vehicle registration fees designated for maintenance of state highways within the City.
Cemeteries Fund	To account for revenue received from the operation of the City's two municipal cemeteries.
Police Pension Transfer Fund	To accumulate property taxes levied for the partial payment of the current and accrued liability for police disability and pension.
Fire Pension Transfer Fund	To accumulate property taxes levied for the partial payment of the current and accrued liability for fire disability and pension.
Municipal Motor Vehicle License Tax Fund	To account for County-levied motor vehicle registration fees designated for street construction, maintenance and repair.
Indigent Drivers Alcohol Treatment Fund	To account for funds received pursuant to Ohio Revised Code Section 4511.191 (M) to be used for the incarceration and/or treatment of alcohol abuse by individuals that are determined by the court to be indigent.
Enforcement and Education Fund	To account for funds received pursuant to Ohio Revised Code Section 4511.99 (A) to be used by the Painesville Police to pay the costs of educating the public about laws governing operation of a motor vehicle while under the influence of alcohol.

<i>FUND NAME</i>	<i>DESCRIPTION OF THE FUND</i>
City Motor Vehicle License Tax Fund	To account for City-levied motor vehicle registration fees designated for street construction, maintenance and repair.
Fire Levy Fund	To account for property tax revenues derived from a voted tax levy for the purchase of fire fighting apparatus.
Underground Storage Tank Fund	To account for monies to pay for the deductible amount of costs of third party damages and corrective actions necessary to clean up petroleum release from an underground storage tank.
Probation Services Fund	To account for monies received pursuant to Ohio Revised Code Section 2951.021 to be used for operating expenses of the Probation Department.
Community Oriented Policing (COPS) Fund	To account for federal grant monies designated for the cost of additional police officers.
Skate Facility Fund	To account for monies designated for the costs to construct and maintain a skate facility.
Fire Fund	To account for grants and donated monies received for funding the operations of the Fire Division.
Federal Emergency Management Agency Fund	To account for disbursement of federal funds received pursuant to Auditor of State Bulletin 98-013 that addresses how to handle federal funds.
Emergency Medical Services Fund	To account for revenue received from the operation of the City's Emergency Medical Service costs.
Municipal Court Computerization Fund	To account for the costs relating to the maintenance and improvements to the courts computer network and the related technology infrastructure.
General Bond Retirement Fund	To account for the accumulation of resources for the payments of general obligation debt of the City including self-supporting obligations not otherwise paid from proprietary funds.
Special Assessment Bond Retirement Fund	To accumulate special assessment revenues collected by the County Treasurer and remitted to the City by the County Auditor for payment of assessment bonds.
Land Acquisition Note Retirement Fund	To account for the accumulation of resources for the payments of land acquisition notes of the City. (The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balances are not presented because there are no liabilities.)
Municipal Court Improvement Fund	To account for the capital costs to maintain and upgrade to current municipal court facilities. Costs include remodeling and furnishing of the existing facilities financed by unvoted general obligation bond anticipation notes.
Capital Improvement Fund	To account for the costs associated with design/construction of City-owned capital improvements
Shamrock Boulevard Road Project Fund	To account for the costs associated with the construction of Shamrock Boulevard.

<i>FUND NAME</i>	<i>DESCRIPTION OF THE FUND</i>
Industrial Park Project Fund	To account for the costs associated with the construction of the Renaissance Industrial Park for street construction and the development of lots for reselling.
Municipal Court Special Projects Fund	To account for the accumulation of funds for the general use of the Municipal Court.
Capital Equipment Reserve Fund	To account for the costs associated with the purchase and maintenance of capital equipment.
Millstone Acquisition Fund	To account for costs associated with the acquisition and demolition of Millstone Condominiums
Gristmill FMA Acquisition Fund	To account for costs associated with the acquisition and demolition of 24 Gristmill Condominiums
Gristmill HMGP Acquisition Fund	To account for costs associated with the acquisition and demolition of 18 Gristmill Condominiums
Water Fund	To account for the operation of the City's water treatment and distribution systems.
Sewer Fund	To account for the operation of the City's sewage treatment and collection systems.
Electric Fund	To account for the operation of the City's electric generation and distribution systems.
Refuse Fund	To account for the operation of the City's solid waste collection and transmission systems.
Off-Street Parking Fund	To account for the operation of the City's off-street parking garage.
Storm Water Utility Fund	To account for the operation of the City's storm water utility.
Fuel and Oil Rotary Fund	To account for the accumulation and allocation of costs associated with petroleum products.
Community Programs	To account for community cultural and recreational activities that are funded by an established user-fee.
Supplies Rotary Fund	To account for the accumulation and allocation of costs associated with operating supplies.
Employee Health Insurance Fund	To account for the expenses related to employee health insurance coverage provided by the City. This program is partially self-funded by the City as well as through a 'stop-loss' cap arrangement with an outside contractor.
Workers' Compensation Retrospective Fund	To account for expenses for workers' compensation coverage provided by the Ohio Bureau of Workers' Compensation.
Deposit Trust Fund	To account for monies received and held by the City for various deposits.

<i>FUND NAME</i>	<i>DESCRIPTION OF THE FUND</i>
Plan Review Trust Fund	To account for monies received and held by the City for various deposits for review of construction plans.
Zoning Application Trust Fund	To account for monies received and held by the City for zoning application requests.
Special Endowment Operations Fund	To account for income earned from the investment of special endowment (non-resident) principal. The interest portion of the trust can be used to maintain the City's two cemeteries.
Columbarium Trust Fund	To account for monies received and held by the City for charges related to columbarium burial site.
Painesville Safety Town Fund	To account for the receipt of monies received from registration fees and contributions and disbursed exclusively for the safety activities for children of the community. (The Balance Sheet is not presented because there are no assets or liabilities at year end.)
Law Enforcement Trust Fund	To account for monies received by the police division from the sale of drug related contraband.
Evergreen Cemetery Trust Fund	To account for the principal, acquired from contributions and endowments, for the City's Evergreen Cemetery.
Riverside Cemetery Trust Fund	To account for the principal, acquired from contributions and endowments, for the City's Riverside Cemetery.
Special Endowment Trust Cemetery	To account for the principal, acquired from contributions and endowments, from non-residents, for the City's two cemeteries.
Municipal Court Fund	To account for funds that flow through the municipal court.
State Patrol Transfer Fund	To account for the receipt from the City's municipal court and disbursement to the City and County Law Library of fines and forfeitures for State Highway Patrol cases in accordance with provisions of the Ohio Revised Code.
Electric License Fund	To account for funds from the fifteen percent (15%) fees as required by Ohio Revised Code.
Land Bank Fund	To account for the receipt of monies from the sale of property under the Land Bank Program and the disbursement to the County for back taxes.
General Fixed Assets Fund	To account for current year capital acquisitions and depreciation by functional area. To accumulate historical costs for capital expenditures.
General Long Term Debt Fund	To record capital debt issues, capital debt payments, accrued interest on long-term debt and related changes.

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FINANCIAL ANALYSIS

BUDGET SUMMARY

Total expenditures for all funds is \$80,282,806, a 21.2% increase over last year's original budget of \$66,231,673. Over \$8 million of the increase is budgeting for the acquisition of the Millstone and Gristmill Condominiums which are significantly offset by additional revenue. Total estimated resources for all funds is \$71,819,586 a 20.6% increase over last year's estimated resources of \$59,559,666. On pages 76-77 is a 2008 budget summary presentation. It is important that each fund be looked at to analyze where the expenditures have changed significantly and to examine the offsetting revenue sources for those expenditures. At the end of this section is a series of schedules that detail various aspects of the 2008 budget that include the prior three years actual data and the budgets for the prior two years.

ASSUMPTIONS FOR REVENUE ESTIMATES

Revenues are estimated based on the following factors:

1. Legislative action: The City continues to monitor the legislature when in session to determine potential bills which would directly affect the amount of revenue received from the state.
2. Consultation with departments directly involved in evaluating potential and existing revenues: Department heads are required to review the estimated resources and their revenue streams during the budget process and make recommendations to the Director of Finance.
3. Review of revenue history: The City reviews previous years revenues to determine revenue projections for the upcoming budget year. A statistical analysis is prepared by the Director of Finance and reviewed with the City Manager and other administrators to determine a reasonable revenue projection..
4. Economic trends: To some degree, the City reviews how the economy is doing as a whole in the area.
5. Consulting with outside sources: The City consults with surrounding communities, County government, financial advisors and third-party administrators to assist in determining revenue forecasts and trends.



The table below lists the City's revenues by source from 2002 to 2007.

**Revenue By Source
2002 to 2007**

	2002	2003	2004	2005	2006	2007
Taxes	10,260,476	10,122,727	10,423,685	11,008,772	11,464,395	11,323,002
Intergovernmental Revenue	2,459,571	434,391	257,076	1,616,720	1,246,260	547,918
Charges for Services (Except Utilities)	301,709	449,196	592,861	595,889	530,091	657,837
User Fees - Charges for Services	25,576,687	25,795,612	26,425,120	29,857,670	28,667,722	30,644,219
License, Permit, Inspection & Other Fees	143,400	178,545	256,613	340,865	349,161	399,505
Municipal Court Receipts-Fines & Forfeits	1,085,280	1,097,884	1,121,670	1,147,239	1,313,988	1,351,012
Other Revenues	1,592,481	1,294,774	1,682,741	1,945,588	2,548,962	3,313,512
Other Financing Sources	7,236,966	6,010,631	7,301,579	9,411,921	10,231,434	13,264,592
TOTAL REVENUE	48,656,570	45,383,760	48,061,345	55,924,664	56,352,013	61,501,597

ASSUMPTIONS FOR APPROPRIATIONS

This budget has been constructed with the following assumptions:

- This year's primary objective was to maintain costs within a conservative revenue estimate for the current year especially within the General Fund.
- The 2008 budget reflects an increase in General Fund supported expenditures. However expenditures for 2008 were limited to current year revenue. This will maintain a year-end balance of approximately 16% of expenditures. We are within the desired carry-over balance between 15-20%.
- Increases in the General Fund focus on Public Safety Departments.
- All funds were to control operational expenditures and if possible remain within current year revenues.
- The budget includes all wage increases negotiated in 2006 Union contracts, except for IBEW where Union negotiations are to occur in 2008.
- Incorporated into the budget are step increases and longevity increases for the eligible employees
- The budget includes staffing several positions that have been vacant in recent years. Vacant positions will only be filled if estimated resources are available. The goal is to work toward re-establishing service levels where it is deemed necessary.
 - ❖ New positions are proposed in the Safety Forces:
 - Two full-time Firefighter in the Fire Department.
 - One full time Police Officer in the Police Department.
 - ❖ Several vacant positions continue to be funded in the General Fund supported functions:
 - One vacant Community Service Officer in the Police Department.
 - Two vacancy in the Engineering Division, On full time Engineering Technician and a part – time Secretary.
 - One full-time and one part-time vacancies in the Department of Community Development.
 - ❖ Two vacancies in the Water Revenue supported functions.
 - ❖ Four vacancies in the Electric Revenue support Functions.
- Maintain where possible public outreach programs to further the citywide goals.
- Continue with the most essential capital improvements throughout the City.
- Maintaining and enhancing cash reserves for the major funds.
- Revenue estimates are conservative yet reasonable based on current knowledge of the tax base and expected changes in development, grant sources or user fees.
- Revenue adjustments will be necessary in the Water and Sewer funds to continue to make capital improvements at the Plants and in the systems.

BUDGET PREPARATION

The 2008 budget preparation incorporated the above assumptions to formulate the current year's budget. The estimated resources were prepared initially by reviewing the prior five year's revenue to calculate three analyses—trend, ratio and sensitivity. The calculations are reviewed by the Director of Finance followed by a recommendation each line item of revenue in the revenue forecast. Each department head reviews the revenue forecasts and makes recommendation to the City Manager utilizing their own resources and expertise to formulate a revenue forecast. The forecasts were discussed at the budget hearings and a mutual consensus was made as to the final estimated resource amounts. The City Manager makes a final recommendation as it appears in this proposed budget.

Every department was requested to maintain their budget at an approximate to that which was budgeted for 2007 and only request increases where offsetting revenue was identified. Each department was asked to re-evaluate programs and staffing, if additional revenue was available public safety was given first priority, followed by other positions and lastly new positions. All recommendations were made in consideration of the citywide goals and objectives and the departments ability to achieve the goals. The funding of capital items also considered City Council's directives and priorities. Each department submits its budget on-line to the Finance Department in the financial management software package. The presentations on the following pages are the results of the efforts of the administrators of the City of Painesville.

ECONOMIC OUTLOOK

Fiscal year 2007 was a year of economic growth for the City of Painesville. We again successfully controlled the amount expended from the General Fund to less than the revenue collected by the fund. This permitted the increase in the year end balance to a reasonable amount as predicted in the 2007 budget. This increase was bolstered by the revenue generated by the construction of the new City schools. However in July of 2007 the Hospital Administrative Offices relocated to Concord Township resulting a slight decrease in income tax revenue. Once again the city faced a disaster, the CSX train derailment which had budgetary impacts.

The General Fund for the City of Painesville appears to have stabilized. The enterprise funds saw an increase in most areas influenced by the dry and hot summer. They will continue to be unsubsidized by the General Fund as they have for the past three years. However declining carry-over balances and continued demand for infrastructure improvements at all plants and the distribution systems raise the question of rate increases if we are going to be able to make those investments. It is critical to implement rate adjustments for our water and sewer funds if the systems are to continue to remain unsubsidized by the General fund. Previous years conservative approach to spending have permitted the increase in the carry-over balance in the General Fund to be within the 15-20% guideline of expenditure established by the Financial Policies, which is 16% for 2008. This year we can once again present a balanced budget with no deficit spending in the General Fund.

The City needs to prepare for future growth and the service needs related to a thriving community. The residential economy has grown considerably over the past four years and is expected to continue. In 2007, the City continued to see increased industrial and commercial investment, which is expected to continue into 2008. Continued growth in those sectors is critical to offset the project losses from the relocation of Lake Hospital System in 2009. Increased interest on investments is reflected in the increased revenue estimates.

The City has taken a very aggressive approach with its economic development and recruitment programs. It makes a concerted effort to acquaint new businesses with the advantages of locating in the City of Painesville. The City is expecting continual interest in economic and community development in the years to come. Recent surveys indicated that 23% of our largest employers have located in the city since 2000, a testimony to the fact that Economic Development programs do work. The management team in the City of Painesville, at the direction of City Council, is preparing the City for future growth and is charged with the task of anticipating obstacles and hindrances that would or could prevent the City from accomplishing the goals and objectives set forth by City Council. The City has seen the benefit of this program in 2007 with the sale of the 10 acre parcel of property in Renaissance Business Park to PCC Airfoils for the construction of a manufacturing plant. The result is increase income and property tax for the city.

The 2008 budget includes capital outlay for all the funds in the City. The capital outlay plans are made over a five year horizon and delays in expenditures now will cost the City in the future. The approach to capital this year was very conservative. Revenues in the three major utilities were better than expected in 2007 however not adequate to cover continued growing expenses. Debt capacity and debt planning options were reviewed in 2007 and several changes occurred. Street construction projects were shifted from short-term or annual notes to a long term bond payment. This improved the cash flow in the Street Construction Maintenance and Repair Fund. The debt in Water and Sewer funds was also evaluated. However the issuance of revenue bonds has been rejected since required reserves would further stretch to already struggling fund balances. Instead the Johnson Controls Performance contract and the state assisted Water Pollution Control Loan Fund were explored for Water and Sewer respectively. However the need for additional revenue to make needed improvements in the Water and Sewer system still demands the implementation of rate increases to meet the growing demand of capital investment. The details of specific projects and plans are outlined in the capital budget section of this document.

General Fund in 2007 again out performed its expectations, however a conservative spending approach is still the mantra for operations. The enterprise funds continued to be charged with reviewing cost so that their expenditures were in line with revenue estimates. However even with better than expected revenue in 2007 deficit spending occurs in the Water and Electric Funds in this year's budget. The Electric Revenue Fund continues to struggle to meet increasing regulatory requirements and demands for improvements which are quickly draining the reserve. While it is not projected to encounter any financial distress over the next four years, that cannot be said for the Water or Water Pollution Control Funds. The Water Fund continues to delay much needed infrastructure improvements to the distribution system. The same is occurring in the collection and transmission wastewater system and the treatment plant. The City cannot continue to delay its maintenance and enhancement issues or to perform them at the current "snail's" pace. Specifically rate increases are needed in 2008 to continue the necessary improvement.

**SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES
ALL FUNDS COMBINED**

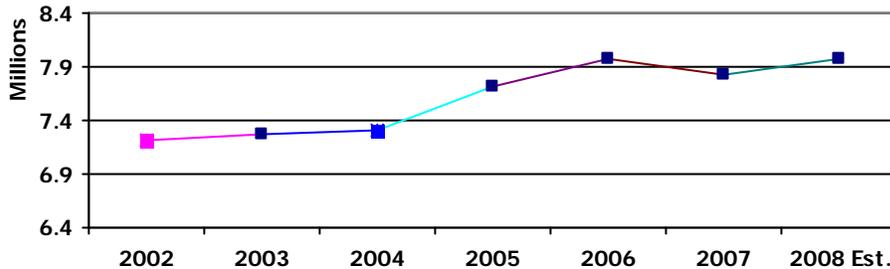
	Actual 2005	Actual 2006	Budgeted 2007	Budgeted 2008
REVENUES:				
40 Taxes	\$ 11,008,772	\$ 11,464,395	\$ 10,947,270	\$ 11,272,881
41 Intergovernmental Revenue	1,616,720	1,246,260	615,500	12,015,643
42 Charges for Services (except Utilities)	595,889	530,091	531,690	542,548
43 User Fees - Charges for Services	29,857,670	28,667,722	27,527,391	28,581,680
44 License, Permit, Inspection and Other Fees	340,865	349,161	289,365	313,300
45 Municipal Court Receipts-Fines and Forfeits	1,147,239	1,313,988	1,293,870	1,273,703
46 Other Revenues	1,945,588	2,548,962	2,292,827	3,887,793
48 Other Financing Sources	9,411,921	10,231,434	10,023,405	9,009,038
Total Revenues	\$ 55,924,664	\$ 56,352,013	\$ 53,521,318	\$ 66,896,586
EXPENDITURES:				
51 Personal Services	\$ 22,010,300	\$ 20,943,443	\$ 24,260,284	\$ 24,956,890
52 Materials and Supplies	8,319,833	9,088,678	9,996,721	10,693,799
53 Other Services and Charges	4,829,075	5,381,488	5,596,109	6,734,391
54 Utilities	5,287,557	4,553,753	4,877,970	5,411,906
55 Other Operating Charges	1,465,605	1,499,010	1,481,890	1,763,588
56 Capital Outlay	4,814,980	5,985,182	7,948,045	20,346,209
57 Debt Service	6,258,334	9,987,707	6,768,124	5,888,398
58 Other Nonoperating Charges	2,599,733	2,887,589	2,204,530	2,844,625
Total Expenditures	\$ 55,585,417	\$ 60,326,850	\$ 63,133,673	\$ 78,639,806
Transfers:				
47 Transfers-In (Governmental Fund Types)	\$ 2,364,630	\$ 2,570,799	\$ 1,310,821	\$ 1,673,000
49 Transfers-In (Proprietary Fund Types)	3,393,660	6,689,498	4,727,527	3,250,000
59 Operating Transfers/Reserves-Transfer Out	2,465,819	6,399,180	3,098,000	1,643,000
	\$ 3,292,471	\$ 2,861,117	\$ 2,940,348	\$ 3,280,000
EXCESS REVENUE OVER EXPENDITURES				
	\$ 3,631,718	\$ (1,113,720)	\$ (6,672,007)	\$ (8,463,220)
CASH CARRYOVER BALANCE	29,677,951	33,649,975	21,833,144	21,544,583
TOTAL GOVERNMENTAL FUN	\$ 33,309,669	\$ 32,536,255	\$ 15,161,137	\$ 13,081,363

REVENUES

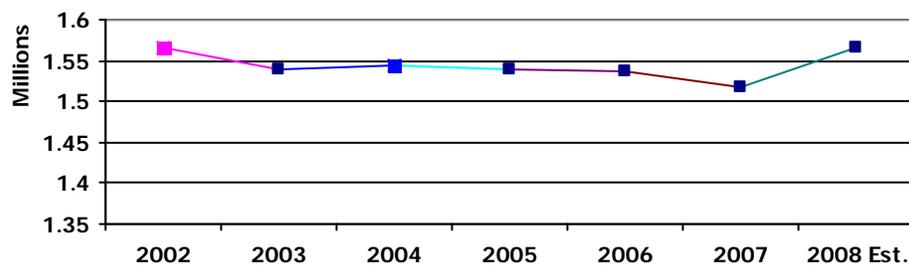
The City has five major funds that represent approximately 62% of the total estimated resources of the City and 60% of the City’s appropriations. These funds are the General Fund, Water Revenue Fund, Sewer Revenue Fund, Electric Revenue Fund and Storm Water Fund. The General Fund is the chief operating fund of the City. The Water Revenue, Water Pollution Revenue, Electric Revenue Funds and Storm Water Fund are all enterprise funds. The Electric Revenue Fund is the largest single fund in the City.

The revenue used to support the City programs and projects comes from a variety of sources. The pie chart on page 66 shows the distribution of these revenues by major categories. The two largest revenue generators for the City are Taxes and User-Fees. The three major taxes that makeup the 12.8% of the total estimated resources of the City are municipal income tax, local government tax and property tax. These three taxes are defined below along with the key user-fees of the City:

Municipal Income Tax is assessed to all individuals who are 16 years of age and older. It is generated by a 2% tax on wages and earnings, not only of Painesville residents but also of those working within the City, regardless of place of residence. The City has contracted with a third-party to assess and collect the tax on its behalf. It is the primary source of income to the General Fund.



Local Government Taxes 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 which in turn divide them 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’s distribution formula, 4.2% of total tax collection is allocated to the Local Government Fund and 5.7% of total collection is allocated to the Revenue Assistance Fund. This is the second largest revenue source to the General Fund.

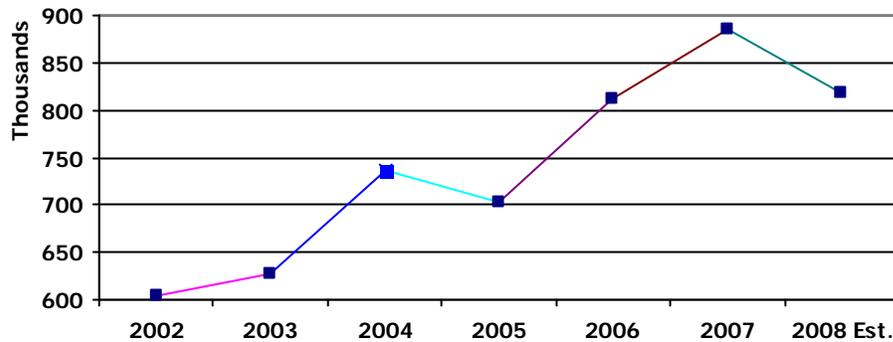


Property Taxes include amounts levied against all real estate and public utility property. It also includes tangible personal property used in business and located in the City. Real property taxes (other than public utility) collected during 2006 were levied October 1, 2005 on assessed values as of January 1, 2005, the lien date. Assessed values are established by the County Auditor at 35% of appraised market value. Real property taxes are payable annually or semi-annually. The first payment is due January 20th; the remainder is payable by June 20th.

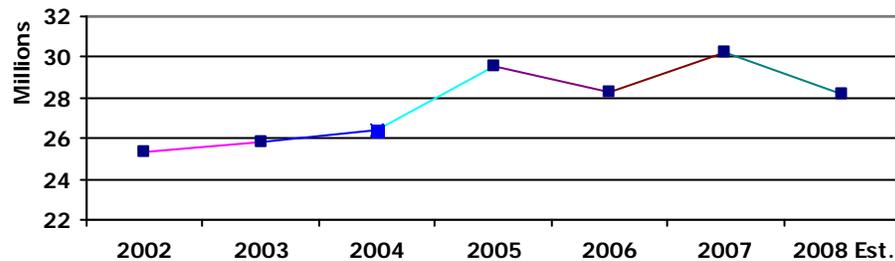
Taxes collected from tangible personal property (other than public utility) in one calendar year are levied in the prior calendar year on assessed values during and at the close of the most recent fiscal year of the taxpayer that ended on or before March 31st of that calendar year, and at the tax rates determined in the preceding year. Tangible personal property used in business (except for public utilities was previously assessed for ad valorem taxation purposes at 25% of its true value. Amounts paid by multi-county taxpayers are due September 20th of the year assessed. Single county taxpayers may pay annually or semi-annually. The first payment is due April 30th; the remainder is payable by September 20th. Under Ohio law, personal property taxes do not attach as a lien on the personal property. Changes in Ohio law passed in 2005 are to gradually eliminate this tax by 2008. In future years the City revenue will decline as result of the new law.

Public utility and tangible personal property taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31st of the second year preceding the tax collection year, the lien date. Public utility tangible personal property is currently assessed at 25% of its true value and real property is assessed at 35% of its true (market) value. Public utility property taxes are payable on the same dates as real property taxes described previously.

The County Treasurer collects property taxes on behalf of all taxing districts in the County, including the City of Painesville. The County Auditor periodically remits to the City its portion of the taxes collected. Property taxes are the key revenue source for the General Fund, Police Pension Transfer Fund, Fire Pension Transfer Fund and General Bond Retirement Fund.



User-Fees are derived primarily from the four main enterprise activities of the City water, sewer, electric and storm utilities. The fees are determined from consumption of water, flow of waste water, consumption of electricity and existence of impervious surface space. User fees are combined in a monthly bill sent to residents and businesses. Meters are read every month to determine consumptions.

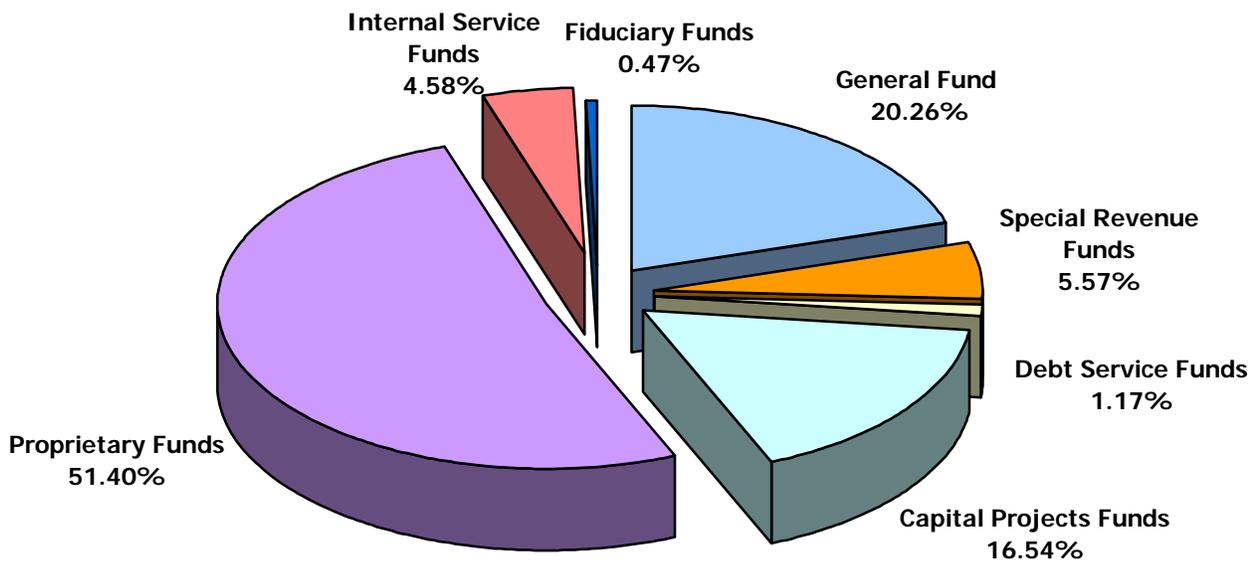


Revenues

Total for 2008 Budget \$71,819,586

Summary of Revenue by Fund Group

	2008 Budget	%	2007 Budget	%
General Fund	14,552,190	20.26%	13,890,261	23.32%
Special Revenue Funds	3,999,742	5.57%	4,014,382	6.74%
Debt Service Funds	838,113	1.17%	917,252	1.54%
Capital Projects Funds	11,878,433	16.54%	3,631,838	6.10%
Proprietary Funds	36,918,378	51.40%	33,948,913	57.00%
Internal Service Funds	3,292,130	4.58%	3,069,528	5.15%
Fiduciary Funds	340,600	0.47%	87,492	0.15%
Total All Fund Groups	71,819,586	100.00%	59,559,666	100.00%



The 2008 Estimated Resources Budget are projected at a 2% overall increase. Transfers-In are budgeted at an overall decrease of \$1,115,348, less resources are being redistributed to balance other funds. The majority of the decrease in the proprietary fund transfers is the reduction in the transfers in water, sewer and electric.

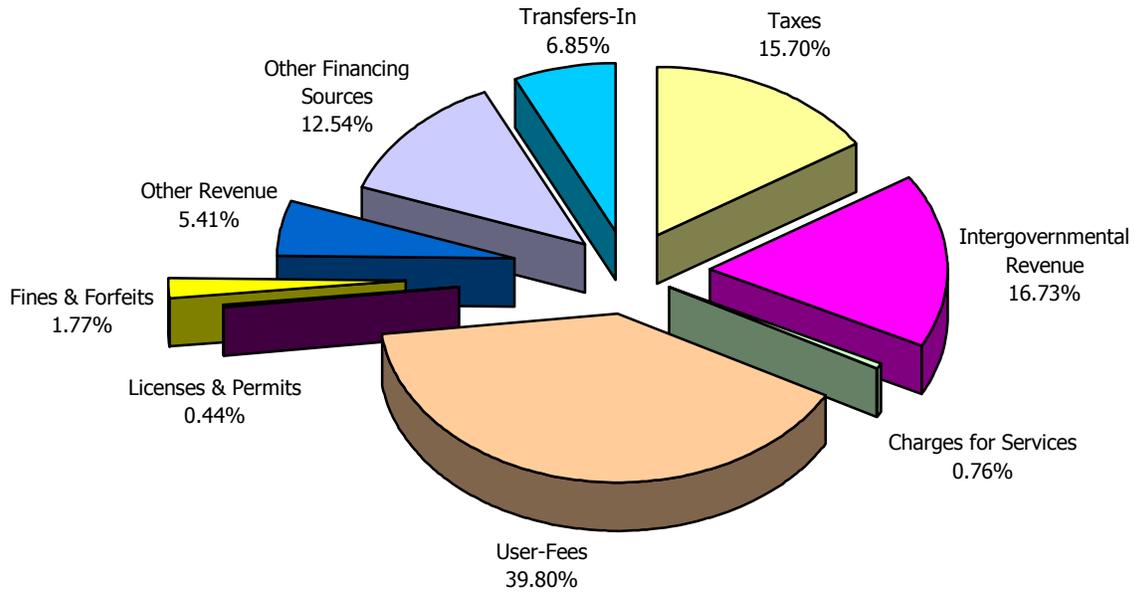
The increase budget for Intergovernmental Revenue is the result of a number of grants and loans from the State and Federal government. This is year funds includes the \$ 8 million for Millstone and Gristmill, 594 funds and OPWC (Issue 2) for the Jackson Street waterline project and ODOT funding. The estimates for User-Fees is estimated at a very slight increase. While some growth is expected in the enterprise funds from increased customer base it is not expected to off set a flat or decreased consumption from existing customers. All other fund groups are consistent with the prior years revenue estimate. The reduction in the Other Financing Sources reflects the continued payment of the debt across all the funds of the City. The table below is a summary comparison of the prior two years of budgets by sources

Summary of Revenues by Source

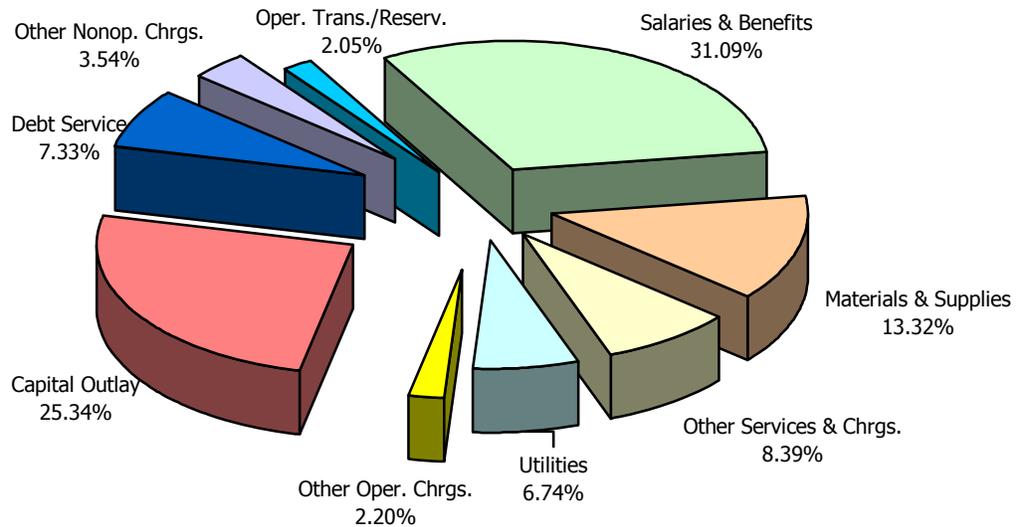
	2008 %	2008 Budget	2007 Budget	Change \$	%
Taxes	15.70%	11,272,881	10,947,270	325,611	2.97%
Intergovernmental	16.73%	12,015,643	615,500	11,400,143	1852.18%
Charges for Services	0.76%	542,548	531,690	10,858	2.04%
User Fees	39.80%	28,581,680	27,527,391	1,054,289	3.83%
Licenses & Permits	0.44%	313,300	289,365	23,935	8.27%
Fines & Forfeitures	1.77%	1,273,703	1,293,870	(20,167)	-1.56%
Other Revenues	5.41%	3,887,793	2,292,827	1,594,966	69.56%
Other Financing Sources	12.54%	9,009,038	10,023,405	(1,014,367)	-10.12%
Transfer-In-Governmental	6.85%	4,923,000	6,038,348	(1,115,348)	-18.47%
	100.00%	71,819,586	59,559,666	12,259,920	20.58%

- The 2.97% increase in taxes is a result of a growing tax base in the City. The increase is in the forecasted estimate for municipal income tax and real property tax. Consideration was made for the phasing-out of personal property tax and estate taxes as well.
- The increase in other revenues is the anticipation of the continued increase in interest earning income. All interest revenue continues to be deposited in the General Fund
- User Fees, primarily in the form of utility charges, continue to be the largest share of the revenue received by the City.
- The largest increase in revenue is from the significant amount of grant funds projected for 2008.
- Total Revenue is greater than 2007 budgeted.

WHERE IT COMES FROM



WHERE IT GOES



EXPENDITURES

The increase in expenditures is the result of additional expenditures for personnel from contractually obligated increases and the addition of Police and Fire personnel in the Public Safety sector. A major factor in the increase in the materials and supplies cost is the continued increase in fuel costs that is allocated to all the service functions within the City. Large increases are also projected in the utilities as the costs of chemicals, particularly petroleum based items, and copper have reached all time highs. Lastly, the cost of purchased power and coal at the electric plant affects this increase.

However the city continues to pay-off its outstanding debt and is not incurring any significant new debt at this time which reflects the 13.00% decrease in debt service expenditures. The expenditures for transfers and reserves is also decreased primarily a result of no budgeted transfers in the Sewer and Electric funds and only minimal transfers from the General Fund to Cemeteries and Off-Street parking. The most significant increase is in the capital expenditures which reflect the acquisition costs of both the Millstone and Gristmill projects, the installation of the first phase of Shamrock Boulevard, and the improvements to the WPCP based on the Water Pollution Control Loan Fund approval.

The table below is comparison summary of the current budget for 2008 to the prior year-end budget for 2007:

Summary of Expenditures by Cost Center

	2008 %	2008 Budget	2007 Budget	Change \$	%
Personnel Services	31.09%	24,956,890	24,260,284	696,606	2.87%
Materials & Supplies	13.32%	10,693,799	9,996,721	697,078	6.97%
Other Services & Charges	8.39%	6,734,391	5,596,109	1,138,282	20.34%
Utilities	6.74%	5,411,906	4,877,970	533,936	10.95%
Other Operating Charges	2.20%	1,763,588	1,481,890	281,698	19.01%
Capital Outlay	25.34%	20,346,209	7,948,045	12,398,164	155.99%
Debt Service	7.33%	5,888,398	6,768,124	-879,726	-13.00%
Other Nonoperating Charges	3.54%	2,844,625	2,204,530	640,095	29.04%
Operating Transfers/Reserves	2.05%	1,643,000	3,098,000	-1,455,000	-46.97%
Total	100.00%	80,282,806	66,231,673	14,051,133	21.22%

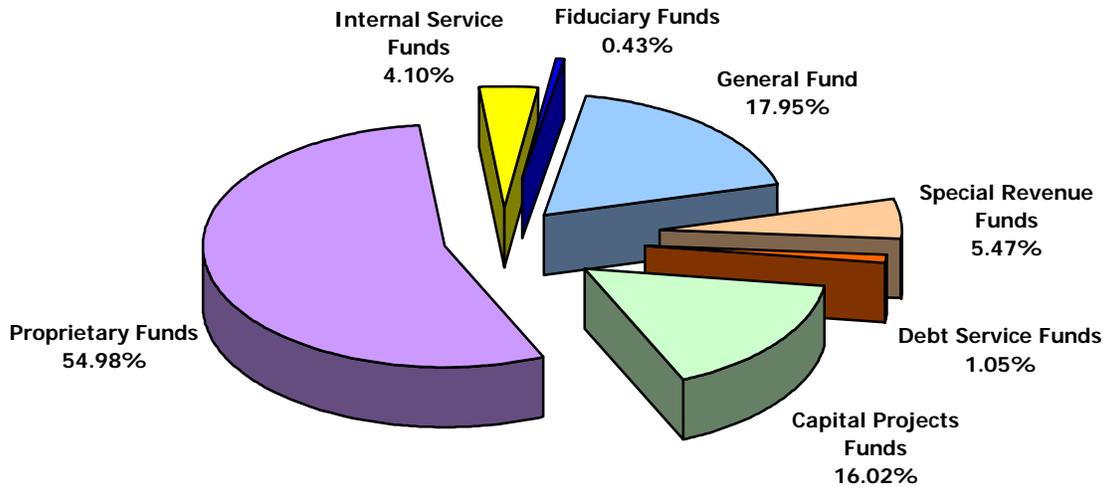
- The increase in Personnel Services includes negotiated wage increases as well as the inclusion of 3 full-time personnel, one part-time person and increased health care costs of 6.3% over last year.
- Personnel costs also reflect several anticipated retirements in 2008.
- The cost of utilities will increase reflecting a nominal increase for the natural gas costs.
- Capital outlay reflects detailed scrutiny of projects outside of those previously identified while the decrease in debt service reflects the planned pay down of debt. The capital budget section of this document outlines the details of the various projects and funding sources and methods of the plan.

Expenditures

Total for 2008 Budget \$80,282,806

	2008 Budget	%	2007 Budget	%
General Fund	14,414,341	17.95%	13,744,650	22.42%
Special Revenue Funds	4,392,910	5.47%	4,687,589	8.37%
Debt Service Funds	841,216	1.05%	904,225	1.97%
Capital Projects Funds	12,861,345	16.02%	3,969,281	5.14%
Proprietary Funds	44,136,939	54.98%	39,772,565	56.49%
Internal Service Funds	3,292,130	4.10%	3,069,528	5.50%
Fiduciary Funds	343,925	0.43%	83,835	0.12%
Total All Fund Groups	80,282,806	100.00%	66,231,673	100.00%

Summary of Expenditures by Fund Group

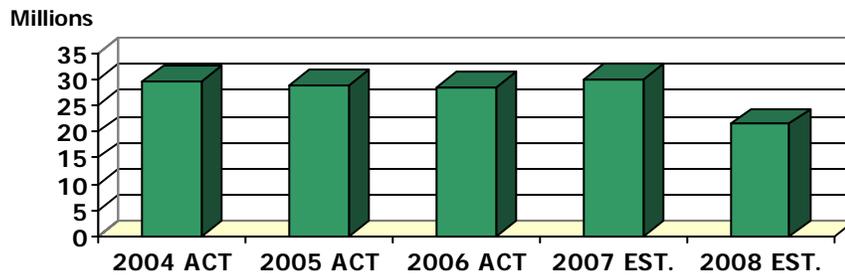


FUND BALANCES

A review of the overall beginning and ending cash balances of the funds shows that the effect of this year's budget is that the City will again rely on cash reserves to make up the shortfall in revenues in the overall budget. The major change from this year compared to prior year's is that the governmental funds, especially the General Fund are presenting a balanced budget. The consumption is occurring in the enterprise funds, primarily the Electric and Water funds. A statement estimating the fund cash flow can be found on pages 69 and 70 of this document.

Every department is still challenged to find alternative funding to maintain services. Cash reserves have improved in the general fund but are approaching more critical levels in the utility funds. All balances will continue to be monitored. The administration realizes that we cannot continue to rely upon cash carry-over balances to meet current and future budget shortfalls, this particularly critical in user fee support funds such as the utilities. Each one of the Enterprise funds must be self-supporting. The General Fund appears to have stabilized but will continue to be monitored. The Water Pollution Control funds are stable for now but do not contain adequate resources to meet the long-term infrastructure improvements required by their systems. An increase in the revenue stream to make major improvements over the next several years will be necessary this year. The Electric Fund continues to have a sizeable balance, however it is estimated that it will be reduced by over \$3 million at the end of 2008 if revenues do not exceed expected projections. The continued aggressive storm water program will also not permit any increase to the reserves in the storm water utility. Most critical will be the Water Fund which is expected to reduce its carry-over balance to about two-thirds of what we will start 2008 with by the end of the year. This fund is in critical need of additional revenue and a rate increase needs to be considered by Council. Administrators will continue to monitor and control spending while looking for innovative methods to stretch a dollar.

Year-End Cash Balances



CAPITAL IMPROVEMENTS

Capital projects are designed to be funded primarily through note issuances and cash. This year the only lease proposed is for the purchase of the Fire engine. The details of the capital budget are outlined in a separate section of the budget. A few of the key projects are the resurfacing of Mentor Avenue, Main Street, Nelson Street in addition to the annual paving program. The purchase of three new police vehicles, a fire arm replacement program, various truck replacements in Public Works and Parks are included in the Capital Equipment replacements. Additional paved parking in Recreation Park and the repair of restroom are also included. In the enterprise funds the major projects are the Jackson Street water line replacement, the facility improvements at the WPCP; Storm improvements on various areas of the city and storm sewer reconstruction projects for as part of the Main Street improvements. The key projects for the Electric Division are to comply with an Environmental Protection Agency regulation to meet new air pollution standards at the plant and completion of substation upgrades, extension of the new circuit to Renaissance Park as well as ongoing equipment replacements.

REVENUE BUDGET SUMMARY ALL FUNDS

FUND	NAME	ACTUAL 2004	ACTUAL 2005	ACTUAL 2006	BUDGETED 2007	BUDGET 2008
<u>GENERAL FUNDS</u>						
101	General Fund	\$ 12,702,824	\$ 13,228,859	\$ 14,428,416	\$ 13,735,261	\$ 14,472,190
151	General Fund Reserve	75,000	75,000	50,000	25,000	50,000
152	Employee Health Insurance Reserve	25,000	100,000	100,000	100,000	-
153	Workers' Compensation Reserve	300,000	-	-	10,000	10,000
154	Compensated Balance Reserve	25,000	100,000	50,000	20,000	20,000
TOTAL FOR GENERAL FUNDS		\$ 13,127,824	\$ 13,503,859	\$ 14,628,416	\$ 13,890,261	\$ 14,552,190
<u>SPECIAL REVENUE FUNDS</u>						
201	Street Construction, Maintenance and Repair	\$ 1,343,454	\$ 2,316,048	\$ 4,308,655	\$ 2,301,052	\$ 2,020,948
202	State Highway Improvement	45,458	49,052	52,546	49,000	52,000
204	Cemeteries	502,670	541,109	490,306	498,950	536,433
208	Police Pension Transfer	74,088	71,211	77,949	83,307	85,680
209	Fire Pension Transfer	74,088	71,211	77,949	83,307	85,680
212	Law Enforcement	25,303	5,665	12,544	14,500	6,000
215	Municipal Motor Vehicle License Tax	35,499	34,113	33,872	33,500	33,500
217	Indigent Drivers Alcohol Treatment	22,059	23,736	26,003	23,000	21,040
218	Enforcement and Education	1,004	1,065	1,368	1,500	1,200
219	City Motor Vehicle License Tax	70,998	68,226	67,744	67,000	67,000
220	Fire Levy	377,741	611,987	515,136	303,204	511,261
221	Underground Storage Tank	-	5,000	3,750	-	-
222	Probation Services	136,799	168,867	172,837	133,562	130,000
223	COPS	63,365	83,340	60,181	-	-
226	Skate Facility	245	6,351	606	5,000	5,000
227	Fire Special Revenue	16,355	1,350	51,926	2,500	19,000
228	Federal Emergency Management Agency	10,329	-	310,674	-	-
229	Emergency Medical Services	-	317,010	343,567	320,000	330,000
230	Municipal Court Computerization	-	-	353,291	95,000	95,000
TOTAL FOR SPECIAL REVENUE FUNDS		\$ 2,799,455	\$ 4,375,341	\$ 6,960,904	\$ 4,014,382	\$ 3,999,742
<u>DEBT SERVICE FUNDS</u>						
301	General Bond Retirement	\$ 209,554	\$ 448,945	\$ 263,107	\$ 201,723	\$ 138,613
303	Special Assessment Bond Retirement	65,447	66,077	57,399	103,529	137,500
304	Land Acquisition Note Retirement	695,275	695,275	668,100	612,000	562,000
TOTAL FOR DEBT SERVICE FUNDS		\$ 970,276	\$ 1,210,297	\$ 988,606	\$ 917,252	\$ 838,113
<u>CAPITAL PROJECT FUNDS</u>						
415	Municipal Court Capital Projects	\$ 426,281	\$ 457,086	\$ 247,074	\$ 203,000	\$ 43,000
424	Capital Improvement	504,155	741,623	675,970	620,000	150,000
425	Girdled Road Water Improvements	-	-	-	-	100,000
426	Shamrock Boulevard Road Project	80,000	100,000	-	1,700,000	2,900,000
427	Jackson St. Interchange Project	25,000	500,002	249,946	330,000	450,000
428	Industrial Park Project	1,087,954	1,089,490	529,494	460,000	-
429	Muni Court Special Projects	99,935	93,205	110,082	107,500	105,500
430	Capital Equipment Reserve	162,325	326,424	319,043	211,338	100,000
431	Millstone Acquisition					3,984,701
432	Gristmill FMA Acquisition					2,245,304
433	Gristmill HMGP Acquisition					1,799,928
TOTAL FOR CAPITAL PROJECT FUNDS		\$ 2,385,650	\$ 3,307,830	\$ 2,131,609	\$ 3,631,838	\$ 11,878,433

REVENUE BUDGET SUMMARY ALL FUNDS (Continued)

FUND	NAME	ACTUAL 2004	ACTUAL 2005	ACTUAL 2006	BUDGETED 2007	BUDGET 2008
<u>PROPRIETARY FUNDS</u>						
710	Water Revenue	\$ 4,529,114	\$ 5,226,856	\$ 4,637,195	\$ 4,429,790	\$ 4,535,250
711	Water Deposit	5,694	2,040	13,890	3,000	2,654
712	Water Construction	1,019,705	2,286,332	1,557,458	1,423,000	2,324,300
720	Sewer Revenue	3,190,441	3,335,766	3,261,506	3,155,210	3,233,000
722	Sewer Construction	979,376	1,074,295	2,043,773	1,305,000	4,060,500
730	Electric Revenue	19,899,083	23,050,766	21,565,947	20,499,000	21,166,600
731	Electric Deposit	6,426	6,052	8,208	10,500	5,114
732	Electric Construction	2,026,684	137,433	4,205,043	1,820,000	-
740	Refuse	21,448	37,461	48,542	2,440	2,500
750	Off-Street Parking Revenue	221,011	199,521	180,033	171,450	169,550
751	Off-Street Parking Debt Service	444	-	6,057	-	-
752	Off-Street Parking Deposit	201	174	156	100	200
760	Storm Water Utility	566,488	778,798	630,521	947,267	1,237,250
770	Community Programs	-	-	99,757	182,156	181,460
TOTAL FOR PROPRIETARY FUNDS		\$ 34,851,765	\$ 39,443,324	\$ 40,389,695	\$ 37,580,751	\$ 36,918,378
<u>INTERNAL SERVICES</u>						
801	Fuel and Oil Rotary	155,025	305,339	200,139	171,000	194,693
802	Supplies Rotary	43,176	40,609	44,336	49,001	47,437
803	Employee Health Insurance	2,498,021	2,442,168	1,772,300	2,389,427	2,550,000
805	Workers' Compensation Retrospective	335,028	275,851	354,815	460,100	500,000
TOTAL FOR INTERNAL SERVICES FUNDS		\$ 3,031,250	\$ 3,063,967	\$ 2,371,590	\$ 3,069,528	\$ 3,292,130
<u>FIDUCIARY FUNDS</u>						
601	Deposit Trust	\$ 195,911	\$ 13,479	\$ 128,159	\$ 9,222	\$ 55,500
602	Plan Review Trust	518	325	-	400	210,000
603	Zoning Application Trust	3,175	851	384	450	300
605	Cemetery Trust - Operations	7,393	12,775	31,741	2,000	3,500
606	Special Endowment - Operations	4,599	12,775	24,725	-	-
607	Columbarium Trust	-	-	-	-	1,000
613	Law Enforcement Trust	1,992	1,875	1,430	420	5,000
901	Evergreen Cemetery Trust	4,540	19,655	1,560	2,300	2,300
902	Riverside Cemetery Trust	7,080	7,500	8,220	6,500	7,300
903	Special Endowment Trust	7,140	8,640	1,620	1,200	1,200
952	State Patrol Transfer	52,752	68,295	75,259	65,000	54,500
953	Electronic License Forfeiture	-	-	-	-	-
960	Land Bank	-	-	-	-	-
TOTAL FOR FIDUCIARY FUNDS		\$ 285,100	\$ 146,170	\$ 273,098	\$ 87,492	\$ 340,600
TOTAL REVENUES/ESTIMATED RESOURCES		\$ 22,599,555	\$ 25,607,464	\$ 27,354,223	\$ 25,610,753	\$ 71,819,586

EXPENDITURE BUDGET SUMMARY ALL FUNDS

FUND	NAME	ACTUAL 2004	ACTUAL 2005	ACTUAL 2006	BUDGET 2007	BUDGET 2008
<u>GENERAL FUNDS</u>						
101	General Fund	\$ 12,883,316	\$ 14,048,805	\$ 12,496,956	\$ 13,734,650	\$ 14,404,341
151	General Fund Reserve	-	-	-	-	-
152	Employee Health Insurance Reserve	-	-	-	-	-
153	Workers' Compensation Reserve	-	-	-	10,000	10,000
154	Compensated Balance Reserve	-	-	-	-	-
TOTAL FOR GENERAL FUNDS		\$ 12,883,316	\$ 14,048,805	\$ 12,496,956	\$ 13,744,650	\$ 14,414,341
<u>SPECIAL REVENUE FUNDS</u>						
201	Street Construction, Maintenance and Repair	\$ 1,371,147	\$ 2,466,520	\$ 4,350,343	\$ 2,758,374	\$ 2,280,234
202	State Highway Improvement	40,000	39,851	130,000	40,000	40,000
204	Cemeteries	574,898	573,377	388,676	498,939	524,220
208	Police Pension Transfer	74,000	71,500	77,500	78,292	85,680
209	Fire Pension Transfer	74,000	71,500	77,500	78,292	85,680
212	Law Enforcement	15,861	9,934	14,424	20,000	20,000
215	Municipal Motor Vehicle License Tax	40,000	33,000	32,000	33,000	33,000
217	Indigent Drivers Alcohol Treatment	30,000	20,000	30,000	30,000	30,000
218	Enforcement and Education	-	-	-	-	-
219	City Motor Vehicle License Tax	80,000	63,500	65,000	65,000	65,000
220	Fire Levy	303,611	600,127	378,140	344,493	569,997
221	Underground Storage Tank	5,511	1,000	1,999	2,500	2,500
222	Probation Services	149,741	139,632	148,608	147,420	118,439
223	COPS	64,649	69,341	78,779	-	-
226	Skate Facility	-	-	-	10,000	5,000
227	Fire Special Revenue	12,327	7,986	45,913	8,500	19,500
228	Federal Emergency Management Agency	10,329	-	310,674	-	-
229	Emergency Medical Services	-	212,873	282,618	339,836	344,079
230	Municipal Court Computerization	-	-	151,473	232,943	169,581
TOTAL FOR SPECIAL REVENUE FUNDS		\$ 2,846,074	\$ 4,380,141	\$ 6,563,647	\$ 4,687,589	\$ 4,392,910
<u>DEBT SERVICE FUNDS</u>						
301	General Bond Retirement	\$ 198,120	\$ 387,979	\$ 336,766	\$ 199,450	\$ 125,100
303	Special Assessment Bond Retirement	58,000	54,800	88,538	92,775	154,116
304	Land Acquisition Note Retirement	695,275	695,275	668,100	612,000	562,000
TOTAL FOR DEBT SERVICE FUNDS		\$ 951,395	\$ 1,138,054	\$ 1,093,404	\$ 904,225	\$ 841,216
<u>CAPITAL PROJECT FUNDS</u>						
415	Municipal Court Capital Projects	\$ 486,923	\$ 413,899	\$ 489,119	\$ 209,000	\$ 59,128
424	Capital Improvement	788,034	698,686	692,626	700,874	808,375
425	Girdled Road Water Improvements	118,905	118,905	118,905	118,905	118,906
426	Shamrock Boulevard Road Project	109,738	81,880	-	1,725,000	2,900,000
427	Jackson St. Interchange Project	73,000	373,000	280,000	330,000	450,000
428	Industrial Park Project	1,173,080	1,105,380	566,594	522,500	15,371
429	Muni Court Special Projects	5,409	22,302	105,705	95,129	70,908
430	Capital Equipment Reserve	322,428	140,735	288,494	267,873	329,405
431	Millstone Acquisition	-	-	-	-	4,063,948
432	Gristmill FMA Acquisition	-	-	-	-	2,245,376
433	Gristmill HMGP Acquisition	-	-	-	-	1,799,928
TOTAL FOR CAPITAL PROJECT FUNDS		\$ 3,077,517	\$ 2,954,787	\$ 2,541,443	\$ 3,969,281	\$ 12,861,345

EXPENDITURE BUDGET SUMMARY ALL FUNDS (continued)

FUND	NAME	ACTUAL 2004	ACTUAL 2005	ACTUAL 2006	BUDGET 2007	BUDGET 2008
PROPRIETARY FUNDS						
710	Water Revenue	\$ 4,660,596	\$ 4,414,902	\$ 4,479,825	\$ 5,099,457	\$ 5,089,933
711	Water Deposit	1,701	-	-	12,000	12,000
712	Water Construction	1,693,996	1,744,844	1,800,863	1,935,082	2,942,956
720	Sewer Revenue	3,025,758	3,046,177	2,957,662	3,142,442	3,239,714
722	Sewer Construction	1,335,079	1,170,272	1,894,279	1,700,285	4,103,552
730	Electric Revenue	21,324,232	20,864,164	25,712,108	24,213,716	24,565,814
731	Electric Deposit	3,242	-	-	43,000	43,000
732	Electric Construction	681,084	402,177	3,239,435	2,267,209	2,650,756
734	Electric Utility Reserve	-	-	-	-	-
740	Refuse	47,019	45,646	50,950	2,200	2,000
750	Off-Street Parking Revenue	207,812	181,710	172,021	157,151	163,478
751	Off-Street Parking Debt Service	-	-	-	-	-
752	Off-Street Parking Deposit	-	-	-	100	100
760	Storm Water Utility	263,299	742,353	938,806	1,023,613	1,142,176
770	Community Programs	-	-	88,549	176,310	181,460
TOTAL FOR PROPRIETARY FUNDS		\$ 33,243,818	\$ 32,612,245	\$ 41,334,498	\$ 39,772,565	\$ 44,136,939
INTERNAL SERVICES FUNDS						
801	Fuel and Oil Rotary	179,385	209,004	272,122	171,000	194,693
802	Supplies Rotary	42,069	42,441	41,720	49,001	47,437
803	Employee Health Insurance	2,498,021	2,320,516	1,928,877	2,389,427	2,550,000
805	Workers' Compensation Retrospective	634,411	275,851	354,815	460,100	500,000
TOTAL FOR INTERNAL FUNDS		\$ 69,841,522	\$ 68,072,302	\$ 85,266,530	\$ 82,614,658	\$ 3,292,130
FIDUCIARY FUNDS						
601	Deposit Trust	\$ 866	\$ 9,270	\$ 21,498	\$ 15,000	\$ 68,500
602	Plan Review Trust	-	-	-	1,400	210,000
603	Zoning Application Trust	94	222	200	300	300
605	Cemetery Trust - Operations	8,816	2,034	1,564	3,000	3,500
606	Special Endowment - Operations	6,000	-	-	-	-
607	Columbarium Trust	-	-	-	10	-
613	Law Enforcement Trust	-	855	-	2,000	5,000
901	Evergreen Cemetery Trust	100	-	-	1,000	1,000
902	Riverside Cemetery Trust	120	360	-	1,000	1,000
903	Special Endowment Trust	-	-	-	25	25
952	State Patrol Transfer	52,752	56,653	75,285	60,000	54,500
953	Electronic License Forfeiture	-	-	-	-	-
960	Land Bank	15,000	-	-	100	100
TOTAL FOR FIDUCIARY FUNDS		\$ 83,748	\$ 69,394	\$ 98,547	\$ 83,835	\$ 343,925
TOTAL EXPENDITURES/APPROPRIATIONS		\$ 89,683,572	\$ 90,663,483	\$ 108,060,527	\$ 106,004,238	\$ 80,282,806

FUND REVENUE & EXPENDITURE SUMMARY

Fund	Fund No.	Estimated Beginning Balance	FY 2008 Revenue	FY 2008 Expenses	Estimated Ending Balance	% Change in End Bal. to Beg. Bal.
General	101	2,323,337	14,472,190	14,404,341	2,391,186	2.92%
General Fund Reserve	151	225,000	50,000	-	275,000	22.22%
Employee Health Insurance	152	325,000	-	-	325,000	0.00%
Workers' Comp Reserve	153	300,000	10,000	10,000	300,000	0.00%
Compensated Balances Reserve	154	195,000	20,000	-	215,000	10.26%
Subtotal Special Revenue Funds		3,368,337	14,552,190	14,414,341	3,506,186	
<u>Special Revenue Funds</u>						
Street Const., Maint. & Repair	201	792,312	2,020,948	2,280,234	533,026	-32.73%
State Highway	202	22,740	52,000	40,000	34,740	52.77%
Cemeteries	204	153,644	536,433	524,220	165,857	7.95%
Police Pension Transfer	208	5,903	85,680	85,680	5,903	0.00%
Fire Pension Transfer	209	5,903	85,680	85,680	5,903	0.00%
Law Enforcement Fund	212	20,459	6,000	20,000	6,459	-68.43%
Municipal Motor Vehicle Tax	215	5,369	33,500	33,000	5,869	9.31%
Indigent Drivers Alcohol Treat. Enforcement & Education	217	59,311	21,040	30,000	50,351	-15.11%
City Vehicle License Tax	218	43,003	1,200	-	44,203	2.79%
Fire Levy	219	10,509	67,000	65,000	12,509	19.03%
Underground Storage Tank	220	270,947	511,261	569,997	212,211	-21.68%
Probation Services	222	42,706	130,000	118,439	54,267	27.07%
COPS	223	1,750	-	-	1,750	0.00%
Skate Facility	226	4,376	5,000	5,000	4,376	0.00%
Fire Special Revenue	227	13,442	19,000	19,500	12,942	-3.72%
Emergency Medical Services	229	168,373	330,000	344,079	154,294	-8.36%
Municipal Court Computerization	230	107,122	95,000	169,581	32,541	-69.62%
Subtotal Special Revenue Funds		1,732,044	3,999,742	4,392,910	1,338,876	
<u>Debt Service Funds</u>						
General Bond Retirement	301	2,477	138,613	125,100	15,990	545.54%
Special Assessment Bond Retirement	303	465,678	137,500	154,116	449,062	-3.57%
Land Acquisition Note Retirement	304	-	562,000	562,000	-	0.00%
Subtotal Debt Service Funds		468,155	838,113	841,216	465,052	
<u>Capital Projects Funds</u>						
Municipal Court Capital Projects	415	55,413	43,000	59,128	39,285	-29.11%
Capital Improvement	424	777,179	150,000	808,375	118,804	-84.71%
Girdled Road Water Improvements	425	100,192	100,000	118,906	81,286	-18.87%
Shamrock Blvd Road Project	426	164,323	2,900,000	2,900,000	164,323	0.00%
Jackson St. Interchange Project	427	14,797	450,000	450,000	14,797	0.00%
Industrial Park Project	428	130,612	-	15,371	115,241	-11.77%
Municipal Court Special Projects	429	179,299	105,500	70,908	213,891	19.29%
Capital Equipment Reserve	430	550,401	100,000	329,405	320,996	-41.68%
Millstone Acquisition	431	250,000	3,984,701	4,063,948	170,753	-31.70%
Gristmill FMA Acquisition	432	100,000	2,245,304	2,245,376	99,928	-0.07%
Gristmill HMGP Acquisition	433	50,000	1,799,928	1,799,928	50,000	0.00%
Subtotal Capital Projects Funds		2,372,216	11,878,433	12,861,345	1,389,304	
<u>Expendable Trust Funds</u>						
Deposit Trust	601	220,075	55,500	68,500	207,075	-5.91%
Plan Review Trust	602	35,169	210,000	210,000	35,169	0.00%
Zoning Application Trust	603	8,556	300	300	8,556	0.00%
Cemetery Trust - Operations	605	41,443	3,500	3,500	41,443	0.00%
Special Endowment - Operations	606	38,935	-	-	38,935	0.00%
Columbarium Trust	607	79	1,000	-	1,079	1265.82%
Law Enforcement Trust	613	6,769	5,000	5,000	6,769	0.00%
Subtotal Expendable Funds		351,026	275,300	287,300	339,026	

FUND REVENUE & EXPENDITURE SUMMARY (continued)

Fund	Fund No.	Estimated Beginning Balance	FY 2008 Revenue	FY 2008 Expenses	Estimated Ending Balance	% Change in End Bal. to Beg. Bal.
Enterprise Funds						
Water Revenue	710	1,392,099	4,535,250	5,089,933	837,416	-39.85%
Water Deposit	711	113,913	2,654	12,000	104,567	-8.20%
Water Construction	712	667,329	2,324,300	2,942,956	48,673	-92.71%
Sewer Revenue	720	2,044,753	3,233,000	3,239,714	2,038,039	-0.33%
Sewer Construction	722	156,176	4,060,500	4,103,552	113,124	-27.57%
Electric Revenue	730	6,627,244	21,166,600	24,565,814	3,228,030	-51.29%
Electric Deposit	731	305,670	5,114	43,000	267,784	-12.39%
Electric Construction	732	6,335,182	-	2,650,756	3,684,426	-41.84%
Electric Replacement & Improvements	733	-	-	-	-	0.00%
Electric Utility Reserve	734	-	-	-	-	0.00%
Refuse	740	11,211	2,500	2,000	11,711	4.46%
Off-Street Parking Revenue	750	91,554	169,550	163,478	97,626	6.63%
Off-Street Parking Debt Service	751	7,312	-	-	7,312	0.00%
Off-Street Parking Deposit	752	3,136	200	100	3,236	3.19%
Storm Water Utility	760	447,141	1,237,250	1,142,176	542,215	21.26%
Community Programs	770	7,205	181,460	181,460	7,205	0.00%
Subtotal Enterprise Funds		18,209,925	36,918,378	44,136,939	10,991,364	
Internal Service Funds						
Fuel & Oil Rotary	801	4,002	194,693	194,693	4,002	0.00%
Supplies Rotary	802	25,930	47,437	47,437	25,930	0.00%
Employee Health Insurance	803	136,819	2,550,000	2,550,000	136,819	0.00%
Workers' Comp. Retrospective	805	153,777	500,000	500,000	153,777	0.00%
Subtotal Internal Service Funds		320,528	3,292,130	3,292,130	320,528	
Non-Expendable Trust Funds						
Evergreen Cemetery Trust	901	400,367	2,300	1,000	401,667	0.32%
Riverside Cemetery Trust	902	335,832	7,300	1,000	342,132	1.88%
Special Endowment Trust	903	305,711	1,200	25	306,886	0.38%
Subtotal Nonexpendable Trust		1,041,910	10,800	2,025	1,050,685	
Agency Funds						
State Patrol Transfer	952	23,284	54,500	54,500	23,284	0.00%
Electronic License Forfeiture	953	7,206	-	-	7,206	0.00%
Land Bank	960	4,843	-	100	4,743	-2.06%
Subtotal Agency Funds		35,333	54,500	54,600	35,233	
GRAND TOTAL ALL FUNDS		27,899,471	71,819,586	80,282,806	19,436,251	



Revenue Comparison by Fund

Fund	Fund No.	Revenues			
		Budget FY 2008	Budget FY 2007	Increase (Decrease)	Percentage Change
General	101	14,472,190	13,735,261	736,929	5.37%
General Fund Reserve	151	50,000	25,000	25,000	100.00%
Employee Health Insurance Reserve	152	-	100,000	(100,000)	-100.00%
Workers Compensation Reserve	153	10,000	10,000	-	0.00%
Compensated Balance Reserve	154	20,000	20,000	-	0.00%
Subtotal General Funds		14,552,190	13,890,261	661,929	
<u>Special Revenue Funds</u>					
Street Const., Maint. & Repair	201	2,020,948	2,301,052	(280,104)	-12.17%
State Highway	202	52,000	49,000	3,000	6.12%
Cemeteries	204	536,433	498,950	37,483	7.51%
Police Pension Transfer	208	85,680	83,307	2,373	2.85%
Fire Pension Transfer	209	85,680	83,307	2,373	2.85%
Law Enforcement	212	6,000	14,500	(8,500)	-58.62%
Municipal Motor Vehicle Tax	215	33,500	33,500	-	0.00%
Indigent Drivers Alcohol Treat.	217	21,040	23,000	(1,960)	-8.52%
Enforcement & Education	218	1,200	1,500	(300)	-20.00%
City Vehicle License Tax	219	67,000	67,000	-	0.00%
Fire Levy	220	511,261	303,204	208,057	68.62%
Underground Storage Tank	221	-	-	-	0.00%
Probation Services	222	130,000	133,562	(3,562)	-2.67%
COPS	223	-	-	-	0.00%
Skate Facility	226	5,000	5,000	-	0.00%
Fire Special Revenue	227	19,000	2,500	16,500	660.00%
Emergency Medical Services Fund	229	330,000	320,000	10,000	3.13%
Municipal Court Computerization	230	95,000	95,000	-	0.00%
Subtotal Special Revenue Funds		3,999,742	4,014,382	(14,640)	
<u>Debt Service Funds</u>					
General Bond Retirement	301	138,613	201,723	(63,110)	-31.29%
Special Assessment Bond Retirement	303	137,500	103,529	33,971	32.81%
Land Acquisition Note Retirement	304	562,000	612,000	(50,000)	-8.17%
Subtotal Debt Service Funds		838,113	917,252	(79,139)	
<u>Capital Projects Funds</u>					
Municipal Court Capital Projects	415	43,000	203,000	(160,000)	-78.82%
Capital Improvement	424	150,000	620,000	(470,000)	-75.81%
Girdled Road Water Improvements	425	100,000	-	100,000	100.00%
Shamrock Blvd Road Project	426	2,900,000	1,700,000	1,200,000	70.59%
Jackson St. Interchange Project	427	450,000	330,000	120,000	36.36%
Industrial Park Project	428	-	460,000	(460,000)	-100.00%
Municipal Court Special Projects	429	105,500	107,500	(2,000)	-1.86%
Capital Equipment Reserve	430	100,000	211,338	(111,338)	-52.68%
Millstone Acquisition	431	3,984,701	-	3,984,701	100.00%
Gristmill FMA Acquisition	432	2,245,304	-	2,245,304	100.00%
Gristmill HMGP Acquisition	433	1,799,928	-	1,799,928	100.00%
Subtotal Capital Projects Funds		11,878,433	3,631,838	8,246,595	

Revenue Comparison by Fund (continued)

Fund	Fund No.	Revenues			
		Budget FY 2008	Budget FY 2007	Increase (Decrease)	Percentage Change
<u>Expendable Trust Funds</u>					
Deposit Trust	601	55,500	9,222	46,278	501.82%
Plan Review Trust	602	210,000	400	209,600	0.00%
Zoning Application Trust	603	300	450	(150)	0.00%
Cemetery Trust - Operations	605	3,500	2,000	1,500	0.00%
Special Endowment - Operations	606	-	-	-	0.00%
Columbarium Trust	607	1,000	-	1,000	0.00%
Law Enforcement Trust	613	5,000	420	4,580	0.00%
Subtotal Expendable Funds		275,300	12,492	262,808	
<u>Enterprise Funds</u>					
Water Revenue	710	4,535,250	4,429,790	105,460	2.38%
Water Deposit	711	2,654	3,000	(346)	-11.53%
Water Construction	712	2,324,300	1,423,000	901,300	63.34%
Sewer Revenue	720	3,233,000	3,155,210	77,790	2.47%
Sewer Construction	722	4,060,500	1,305,000	2,755,500	211.15%
Electric Revenue	730	21,166,600	20,499,000	667,600	3.26%
Electric Deposit	731	5,114	10,500	(5,386)	-51.30%
Electric Construction	732	-	1,820,000	(1,820,000)	-100.00%
Electric Replacement & Improvement	733	-	-	-	0.00%
Electric Utility Reserve	734	-	-	-	0.00%
Refuse	740	2,500	2,440	60	2.46%
Off-Street Parking Revenue	750	169,550	171,450	(1,900)	-1.11%
Off-Street Parking Debt Service	751	-	-	-	100.00%
Off-Street Parking Deposit	752	200	100	100	0.00%
Storm Water Utility	760	1,237,250	947,267	289,983	30.61%
Community Programs	770	181,460	182,156	(696)	0.00%
Subtotal Enterprise Funds		36,918,378	33,948,913	2,970,161	
<u>Internal Service Funds</u>					
Fuel & Oil Rotary	801	194,693	171,000	23,693	13.86%
Supplies Rotary	802	47,437	49,001	(1,564)	-3.19%
Employee Health Insurance	803	2,550,000	2,389,427	160,573	6.72%
Workers' Comp. Retrospective	805	500,000	460,100	39,900	8.67%
Subtotal Internal Service Funds		3,292,130	3,069,528	222,602	
<u>Non-Expendable Trust Funds</u>					
Evergreen Cemetery Trust	901	2,300	2,300	-	0.00%
Riverside Cemetery Trust	902	7,300	6,500	800	12.31%
Special Endowment Trust	903	1,200	1,200	-	0.00%
Subtotal Nonexpendable Trust		10,800	10,000	800	
<u>Agency Funds</u>					
State Patrol Transfer	952	54,500	65,000	(10,500)	-16.15%
Electronic License Forfeiture	953	-	-	-	0.00%
Land Bank	960	-	-	-	0.00%
Subtotal Agency Funds		54,500	65,000	(10,500)	-16.15%
GRAND TOTAL ALL FUNDS		71,819,586	59,559,666	12,335,616	

Expenditure Comparison by Fund

Fund	Fund No.	Expenditures			
		Budget FY 2008	Budget FY 2007	Increase (Decrease)	Percentage Change
General	101	14,404,341	13,734,650	669,691	4.88%
General Fund Reserve	151	-	-		
Employee Health Insurance Reserve	152	-	-		
Workers Compensation Reserve	153	10,000	10,000	-	0.00%
Compensated Balance Reserve	154	-	-		
Subtotal General Funds		14,414,341	13,744,650	669,691	
<u>Special Revenue Funds</u>					
Street Const., Maint. & Repair	201	2,280,234	2,758,374	(478,140)	-17.33%
State Highway	202	40,000	40,000	-	0.00%
Cemeteries	204	524,220	498,939	25,281	5.07%
Police Pension Transfer	208	85,680	78,292	7,388	9.44%
Fire Pension Transfer	209	85,680	78,292	7,388	9.44%
Law Enforcement	212	20,000	20,000	-	100.00%
Municipal Motor Vehicle Tax	215	33,000	33,000	-	0.00%
Indigent Drivers Alcohol Treat.	217	30,000	30,000	-	0.00%
Enforcement & Education	218	-	-	-	0.00%
City Vehicle License Tax	219	65,000	65,000	-	0.00%
Fire Levy	220	569,997	344,493	225,504	65.46%
Underground Storage Tank	221	2,500	2,500	-	0.00%
Probation Services	222	118,439	147,420	(28,981)	-19.66%
COPS	223	-	-	-	0.00%
Skate Facility	226	5,000	10,000	(5,000)	100.00%
Fire Special Revenue	227	19,500	8,500	11,000	129.41%
Emergency Medical Services Fund	229	344,079	339,836	-	0.00%
Municipal Court Computerization	230	169,581	232,943		
Subtotal Special Revenue Funds		4,392,910	4,687,589	(235,560)	
<u>Debt Service Funds</u>					
General Bond Retirement	301	125,100	199,450	(74,350)	-37.28%
Special Assessment Bond Retirement	303	154,116	92,775	61,341	66.12%
Land Acquisition Note Retirement	304	562,000	612,000	(50,000)	-8.17%
Subtotal Debt Service Funds		841,216	904,225	(63,009)	
<u>Capital Projects Funds</u>					
Municipal Court Capital Projects	415	59,128	209,000	(149,872)	-71.71%
Capital Improvement	424	808,375	700,874	107,501	15.34%
Girdled Road Water Improvements	425	118,906	118,905	1	0.00%
Shamrock Blvd Road Project	426	2,900,000	1,725,000	1,175,000	68.12%
Jackson St. Interchange Project	427	450,000	330,000	120,000	100.00%
Industrial Park Project	428	15,371	522,500	(507,129)	-97.06%
Municipal Court Special Projects	429	70,908	95,129	(24,221)	-25.46%
Capital Equipment Reserve	430	329,405	267,873	61,532	22.97%
Millstone Acquisition	431	4,063,948	-	4,063,948	100.00%
Gristmill FMA Acquisition	432	2,245,376	-	2,245,376	100.00%
Gristmill HMGP Acquisition	433	1,799,928	-	1,799,928	100.00%
Subtotal Capital Projects Funds		12,861,345	3,969,281	8,892,064	

Expenditure Comparison by Fund (continued)

Fund	Fund No.	Expenditures			
		Budget FY 2008	Budget FY 2007	Increase (Decrease)	Percentage Change
Expendable Trust Funds					
Deposit Trust	601	68,500	15,000	53,500	356.67%
Plan Review Trust	602	210,000	1,400	208,600	14900.00%
Zoning Application Trust	603	300	300	-	0.00%
Cemetery Trust - Operations	605	3,500	3,000	500	16.67%
Special Endowment - Operations	606	-	-	-	0.00%
Columbarium Trust	607	-	10	(10)	-100.00%
Law Enforcement Trust	613	5,000	2,000	3,000	150.00%
Subtotal Expendable Funds		287,300	21,710	265,590	
Enterprise Funds					
Water Revenue	710	5,089,933	5,099,457	(9,524)	-0.19%
Water Deposit	711	12,000	12,000	-	0.00%
Water Construction	712	2,942,956	1,935,082	1,007,874	52.08%
Sewer Revenue	720	3,239,714	3,142,442	97,272	3.10%
Sewer Construction	722	4,103,552	1,700,285	2,403,267	141.34%
Electric Revenue	730	24,565,814	24,213,716	352,098	1.45%
Electric Deposit	731	43,000	43,000	-	0.00%
Electric Construction	732	2,650,756	2,267,209	383,547	16.92%
Electric Replacement & Improvement	733	-	-	-	0.00%
Electric Utility Reserve	734	-	-	-	0.00%
Refuse	740	2,000	2,200	(200)	-9.09%
Off-Street Parking Revenue	750	163,478	157,151	6,327	4.03%
Off-Street Parking Debt Service	751	-	-	-	100.00%
Off-Street Parking Deposit	752	100	100	-	0.00%
Storm Water Utility	760	1,142,176	1,023,613	118,563	11.58%
Community Programs	770	181,460	176,310	5,150	2.92%
Subtotal Enterprise Funds		44,136,939	39,772,565	4,364,374	
Internal Service Funds					
Fuel & Oil Rotary	801	194,693	171,000	23,693	13.86%
Supplies Rotary	802	47,437	49,001	(1,564)	-3.19%
Employee Health Insurance	803	2,550,000	2,389,427	160,573	6.72%
Workers' Comp. Retrospective	805	500,000	460,100	39,900	8.67%
Subtotal Internal Service Funds		3,292,130	3,069,528	222,602	
Non-Expendable Trust Funds					
Evergreen Cemetery Trust	901	1,000	1,000	-	0.00%
Riverside Cemetery Trust	902	1,000	1,000	-	0.00%
Special Endowment Trust	903	25	25	-	0.00%
Subtotal Nonexpendable Trust		2,025	2,025	-	
Agency Funds					
State Patrol Transfer	952	54,500	60,000	(5,500)	-9.17%
Electronic License Forfeiture	953	-	-	-	0.00%
Land Bank	960	100	100	-	0.00%
Subtotal Agency Funds		54,600	60,100	(5,500)	
GRAND TOTAL ALL FUNDS		80,282,806	66,231,673	14,110,252	

**CITY OF PAINESVILLE
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES - BY FUND
GOVERNMENTAL FUNDS
BUDGET FISCAL YEAR 2008**

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Expendable Trust Funds	Non-Expendable Trust Funds	Total Governmental Fund
REVENUES:							
40 Taxes	\$10,231,899	\$ 972,369	\$ 68,613	\$ -	\$ -	\$ -	\$ 11,272,881
41 Intergovernmental Revenue	10	\$ 103,000	-	7,639,933	-	-	7,742,943
42 Charges for Services (except Utilities)	64,398	478,150	-	-	-	-	542,548
43 User Fees-Charges for Services	-	-	-	-	-	-	-
44 License, Permit, Inspection and Other Fees	303,300	-	-	-	10,000	-	313,300
45 Municipal Court Receipts-Fines and Forfeits	823,463	247,240	-	148,500	-	-	1,219,203
46 Other Revenues	1,922,600	35,783	137,500	840,000	265,300	10,800	3,211,983
48 Other Financing Sources	361,520	1,685,200	632,000	2,900,000	-	-	5,578,720
Total Revenue	\$13,707,190	\$ 3,521,742	\$ 838,113	\$11,528,433	\$ 275,300	\$ 10,800	\$ 29,881,578
EXPENDITURES:							
51 Personal Services	\$10,253,835	\$ 1,449,912	\$ -	\$ 19,808	\$ -	\$ -	\$ 11,723,555
52 Materials and Supplies	470,698	299,605	-	9,100	3,000	-	782,403
53 Other Services and Charges	1,127,835	120,826	-	936,252	36,800	-	2,221,713
54 Utilities	184,324	13,800	-	-	-	-	198,124
55 Other Operating Charges	667,627	126,350	12,800	-	220,000	-	1,025,777
56 Capital Outlay	22,390	1,543,000	-	11,015,386	-	-	12,580,776
57 Debt Service	124,132	742,417	266,416	880,799	-	-	2,013,764
58 Other Nonoperating Charges	653,500	-	562,000	-	17,500	2,025	1,235,025
Total Expenditures	\$13,504,341	\$ 4,294,910	\$ 841,216	\$12,861,345	\$ 277,300	\$ 2,025	\$ 31,781,137
TRANSFERS:							
47 Transfers-In (Governmental Fund Types)	\$ 845,000	\$ 478,000	\$ -	\$ 350,000	\$ -	\$ -	\$ 1,673,000
49 Transfers-In (Proprietary Fund Types)	(910,000)	(98,000)	-	-	(10,000)	-	(1,018,000)
59 Operating Transfers-Out/Reserves	(65,000)	380,000	-	350,000	(10,000)	-	655,000
Total Transfers	\$ (65,000)	\$ 380,000	\$ -	\$ 350,000	\$ (10,000)	\$ -	\$ 655,000
EXCESS REVENUE OVER EXPENDITURES	\$ 137,849	\$ (393,168)	\$ (3,103)	\$ (982,912)	\$ (12,000)	\$ 8,775	\$ (1,244,559)
BUDGETED CASH CARRYOVER BALANCE	-	393,168	3,103	982,912	12,000	-	1,391,183
TOTAL GOVERNMENTAL FUNDS	\$ 137,849	\$ -	\$ -	\$ -	\$ -	\$ 8,775	\$ 146,624

**CITY OF PAINESVILLE
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES - BY FUND
ENTERPRISE & PROPRIETARY FUNDS
BUDGET FISCAL YEAR 2008**

	Water Funds	Sewer Funds	Electric Funds	Refuse Fund	Off-Street Parking Funds	Storm Water Fund	Community Programs	Internal Service Funds	Agency Funds	TOTAL Enterprise & Proprietary Funds
REVENUES:										
40 Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41 Intergovernmental Revenue	1,102,200	3,170,500	-	-	-	-	-	-	-	4,272,700
42 Charges for Services (except Utilities)	-	-	-	-	-	-	-	-	-	-
43 User Fees-Charges for Services	4,109,000	3,200,000	20,460,000	1,000	69,550	410,000	90,000	242,130	-	28,581,680
44 License, Permit, Inspection and Other Fees	-	-	-	-	-	-	-	-	-	-
45 Municipal Court Receipts-Fines and Forfeits	413,250	33,000	134,600	1,500	-	2,000	91,460	-	54,500	54,500
46 Other Revenues	1,237,754	790,000	577,114	-	200	825,250	-	-	-	675,810
48 Other Financing Sources	-	-	-	-	-	-	-	-	-	3,430,318
Total Revenue	\$ 6,862,204	\$ 7,193,500	\$ 21,171,714	\$ 2,500	\$ 69,750	\$ 1,237,250	\$ 181,460	\$ 242,130	\$ 54,500	\$ 37,015,008
EXPENDITURES:										
51 Personal Services	2,397,711	1,896,334	6,339,976	-	69,122	91,913	108,280	2,330,000	-	13,233,336
52 Materials and Supplies	397,667	233,523	8,997,941	2,000	6,650	18,585	14,900	242,130	-	9,913,396
53 Other Services and Charges	772,249	557,269	2,323,494	-	55,266	24,120	58,280	720,000	-	4,510,678
54 Utilities	364,803	305,124	4,516,515	-	27,340	-	-	-	-	5,213,782
55 Other Operating Charges	19,000	11,312	592,299	-	5,100	110,000	-	-	100	737,811
56 Capital Outlay	1,430,586	3,254,065	2,655,782	-	-	425,000	-	-	-	7,765,433
57 Debt Service	2,475,873	885,640	40,563	-	-	472,558	-	-	-	3,874,634
58 Other Nonoperating Charges	12,000	-	1,543,000	-	100	-	-	-	54,500	1,609,600
Total Expenditures	\$ 7,869,899	\$ 7,143,267	\$ 27,009,570	\$ 2,000	\$ 163,578	\$ 1,142,176	\$ 181,460	\$ 3,292,130	\$ 54,600	\$ 46,858,670
TRANSFERS:										
47 Transfers-In (Governmental Fund Types)	-	-	-	-	-	-	-	-	-	-
49 Transfers-In (Proprietary Fund Types)	-	100,000	-	-	100,000	-	-	3,050,000	-	3,250,000
59 Operating Transfers-Out/Reserves	(175,000)	(200,000)	(250,000)	-	-	-	-	-	-	(625,000)
Total Net Transfers	\$ (175,000)	\$ (100,000)	\$ (250,000)	\$ -	\$ 100,000	\$ -	\$ -	\$ 3,050,000	\$ -	\$ 2,625,000
EXCESS REVENUE OVER EXPENDITURES	\$ (1,182,685)	\$ (49,767)	\$ (6,087,856)	\$ 500	\$ 6,172	\$ 95,074	\$ -	\$ -	\$ (100)	\$ (7,218,662)
BUDGETED CASH CARRYOVER BALANCE	1,182,685	49,767	6,087,856	-	-	-	-	-	100	7,320,408
TOTAL ENTERPRISE & PROPRIETARY FUNDS	\$ -	\$ -	\$ -	\$ 500	\$ 6,172	\$ 95,074	\$ -	\$ -	\$ -	\$ 101,746

**CITY OF PAINESVILLE
THREE-YEAR FORECAST**

	<u>2007 Actual</u>	<u>2008 Estimate</u>	<u>2009 Estimate</u>
Beginning Cash Balance	\$ 39,757,403	\$ 44,545,088	\$ 36,419,820
Revenues			
Taxes	\$ 11,323,002	\$ 11,610,833	\$ 12,017,212
Intergovernmental Revenue	547,918	11,955,571	700,000
Charges for Services (Except Utilities)	657,837	542,548	610,000
User Fees	30,644,219	28,581,680	31,000,000
License, Permit, and Other Fees	399,505	313,300	350,000
Municipal Court Revenues - Fines & Forfeits	1,351,012	1,273,703	1,300,000
Other Revenues	3,313,512	3,947,865	4,575,000
Transfers-In (Governmental Fund Types)	2,916,343	1,673,000	2,000,000
Other Financing Sources	13,264,592	9,009,038	10,000,000
Transfers-In (Proprietary Fund Types)	8,485,726	3,250,000	4,000,000
Total Revenues	\$ 72,903,666	\$ 72,157,538	\$ 66,552,212
Expenditures			
Personal Services	\$ 21,772,239	\$ 24,956,890	\$ 27,500,000
Materials and Supplies	8,675,835	10,693,799	11,000,000
Other Services and Charges	4,722,079	6,888,117	7,250,000
Utilities	5,188,795	5,411,906	5,500,000
Other Operating Charges	1,635,405	1,763,588	1,800,000
Capital Outlay	8,041,107	20,192,483	10,517,320
Debt Service	6,982,928	5,888,398	5,005,138
Other Nonoperating Charges	2,740,317	2,844,625	2,929,964
Transfers Out/Reserves	8,357,276	1,643,000	2,000,000
Total Expenditures	\$ 68,115,981	\$ 80,282,806	\$ 73,502,422
Ending Cash Balance	<u>\$ 44,545,088</u>	<u>\$ 36,419,820</u>	<u>\$ 29,469,610</u>

PERSONNEL SUMMARY

The Personnel Summary is based on all full- and part-time employees.

FISCAL YEARS 2005 through 2008

	ACTUALS		BUDGETED	
	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Legislative				
<u>City Council</u>				
Council President	1	1	1	1
Council Members	6	6	6	6
Clerk of Council (Part-Time)	1	1	0	0
Clerk of Council (Full-Time)	0	0	1	1
Total Legislative	8	8	8	8
Judicial				
<u>Municipal Court:</u>				
Municipal Court Judge	1	1	1	1
Bailiffs	2	2	2	2
Security Officers (Part-Time)	4	4	4	4
Clerk of Court	1	1	1	1
Civil Division Supervisor	1	1	1	1
Chief Deputy Clerk	1	0	0	0
Deputy Clerk Supervisor	0	0	1	1
Deputy Court Clerk II	2	2	3	3
Deputy Court Clerk I	10	9	7	7
Deputy Clerk (Part-Time)	1	1	1	1
Chief Probation Officer	1	1	0	0
Probation Officer II	2	1	0	0
Secretary I	1	1	1	1
Probation Supervisor	0	0	1	1
Probation Officer	0	0	1	1
Probation Officer I	0	1	1	1
Probation Officer I (Part-Time)	2	2	2	2
Total Judicial	29	27	27	27
Executive				
<u>City Manager's Office</u>				
City Manager	1	1	1	1
Assistant City Manager	0	1	1	1
Administrative Secretary	1	1	1	1
Communications Coordinator(Full-Time)	0	0	0	0
Communications Coordinator(Part-Time)	0	0	0	0
Network Technician (Part-Time)	0	0	0	0
Economic Development Coordinator	1	1	1	1
Secretary I (Part-Time)	1	1	1	1
Public Lands and Buildings Custodian II	1	1	1	1
Switchboard Operators (Part-Time)	2	2	2	2
Law Director	1	1	1	1
Assistant Law Director (Part-Time)	2	2	2	2
Total City Manager's Office	10	11	11	11

PERSONNEL SUMMARY (continued)

FISCAL YEARS 2005 through 2008

	ACTUALS		BUDGETED	
	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
<u>Human Resources</u>				
Human Resources Director	1	1	1	1
Fiscal Clerk II	2	2	2	2
Total Human Resources	3	3	3	3
<u>Finance</u>				
Director of Finance	1	1	1	1
Finance Analyst	1	1	1	1
Administrative Analyst	1	1	1	1
Fiscal Clerk II	3	3	3	3
Fiscal Clerk III	1	1	1	1
Store Clerk/Building & Ground Work	1	1	1	1
Utility Office Manager	1	1	1	1
Collections Supervisor	1	0	0	0
Utility Office Supervisor	1	1	0	0
Utility Field Supervisor	1	1	1	1
Collections Analyst	0	1	1	1
Fiscal Clerk I	6	6	6	6
Utilities Service Worker	1	1	1	1
Meter Reader	4	4	4	4
Meter Reader Floater (Part-Time)	1	0	1	0
Total Finance	24	23	23	22
<u>Public Services</u>				
Service Director	1	1	1	1
City Engineer/Service Director	0	0	0	0
Public Works Superintendent	1	0	0	0
Supervisor		1	1	1
Maintenance Supervisor II	1	1	0	0
Maintenance Supervisor I	0	0	1	1
Secretary I	1	1	1	1
Automotive Maintenance Mechanic	1	1	2	2
Automotive Maintenance Worker	1	1	0	0
Main Crew Leader	3	3	2	2
Maintenance Worker II	9	9	11	11
Heavy Equipment Operator	1	1	0	0
Parking & Traffic Technician	1	1	1	1
Sign Fabricator	1	1	1	1
Parking Enforcement/Cashier	1	1	1	1
Parking Cashier, Perm (Part-Time)	1	1	1	0
Maintenance Worker I	1	0	0	0
Public Works Guard	0	0	0	0
Total Public Services	24	23	23	22

PERSONNEL SUMMARY (continued)
 FISCAL YEARS 2005 through 2008

	ACTUALS		BUDGETED	
	2005	2006	2007	2008
<u>Engineering</u>				
City Engineer	0	0	1	1
Senior Engineer	0	1	1	1
Engineering Technician	0	1	2	2
Secretary I (Part-Time)	0	0	0	1
Total Engineering	0	2	4	5
<u>Police</u>				
Police Chief	1	1	1	1
Lieutenants	4	4	4	4
Sergeants	4	4	4	4
Police Officer	27	26	28	29
Police Office Supervisor	1	1	1	1
Parking Control Officer	0	0	0	0
Community Service Officer	2	1	2	2
Police Records Clerk I	3	3	3	3
Police Officer (Grant Funded)	1	1	0	0
School Resource Officer (COPS Fund)	1	1	1	1
Special Court Officer	0	1	1	1
Total Police	44	43	45	46
<u>Fire</u>				
Fire Chief	1	1	1	1
Fire Captains	4	4	4	4
Fire Lieutenants	3	3	3	3
Firefighters/EMTs	18	18	18	20
Secretary I (Part-Time)	1	1	1	1
Training Coordinator (Part-Time)			1	1
Firefighters (Part-Time)			3	3
Fire Inspector (Part-Time)	1	1	1	1
Total Fire	28	28	32	34
<u>Recreation & Public Lands</u>				
Recreation & Public Lands Director	1	1	1	1
Recreation Supervisor	1	0	0	0
Recreation Coordinator	1	2	2	2
Secretary I (Part-Time)	2	1	0	0
Secretary I (Full-Time)	0	1	1	1
Parks & Cemeteries Supervisor	1	1	1	1
Maintenance Supervisor I	2	2	2	2
Administrative Secretary	1	1	1	1
Maintenance Worker II (Cem/Parks)	1	2	2	2
Maintenance Worker I (Cem/Parks)	2	4	8	8
Automotive Maintenance Mechanic	0	0	1	1
Automotive Service Worker	1	1	0	0
Maintenance Worker I (Cemeteries)	5	0	0	0
Maintenance Worker II (Cemeteries)	1	0	0	0
Total Recreation & Public Lands	19	16	19	19

PERSONNEL SUMMARY (continued)
 FISCAL YEARS 2005 through 2008

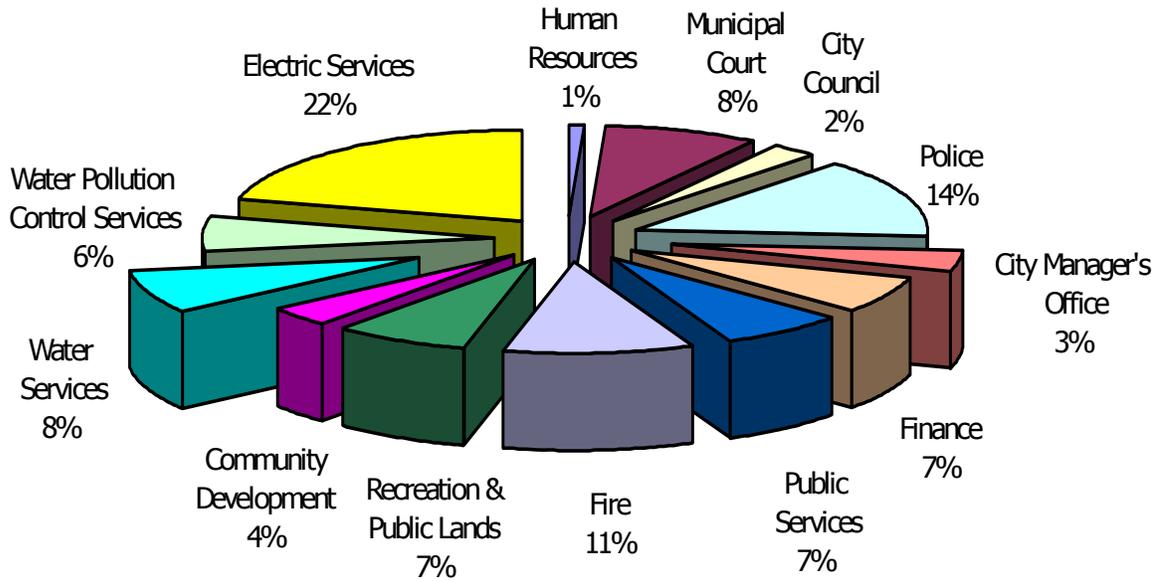
	ACTUALS		BUDGETED	
	2005	2006	2007	2008
<u>Community Programs</u>				
Counselors (Part-Time)	3	3	3	3
Recreation Assistant (Part-Time)	2	2	2	2
Total Community Programs	5	5	5	5
<u>Community Development</u>				
Planner	1	1	1	1
Secretary (Part-Time)	1	1	1	1
Building Official	1	1	1	1
Building Inspector	1	1	1	1
Housing Inspector	2	1	2	2
Secretary I	1	1	1	1
	7	6	7	7
<u>Water</u>				
Water Superintendent	1	1	1	1
Water Treatment Plant Supervisor	1	1	1	1
Chief Operator	0	0	1	1
Water Treatment Plant Operator II	4	3	2	2
Water Treatment Plant Operator I	2	1	0	0
Laboratory Technician II	3	3	3	3
Treatment Plant Mechanic II	1	1	1	1
Treatment Plant Mechanic I	1	1	0	0
Maintenance Technician II	0	1	4	0
Maintenance Technician	0	0	0	3
Water Distribution Supervisor	1	1	1	1
Secretary I	1	1	1	1
Engineering Technician	1	1	1	1
Maintenance Supervisor I	2	2	2	2
Assistant Water Engineering Technician	2	2	2	2
Heavy Equipment Operator	1	1	1	1
Utility Service/Maintenance Worker	5	5	5	5
Total Water	26	25	26	25
<u>Water Pollution Control Service</u>				
Water Pollution Superintendent	1	1	1	1
Assistant Water Pollution Superintendent	1	0	0	0
Secretary I	1	1	1	1
WPCP Operations Supervisor	0	1	1	1
WPCP Maintenance Supervisor	1	1	1	1
Lab Tech Services Supervisor	1	1	1	1
WPCP Operator II	5	5	5	5
WPCP Operator I	6	5	5	5
Laboratory Technician II	1	0	0	0
Laboratory Technician I	1	1	1	1
Mechanic, Electrician, WPCP	1	1	1	1
Mechanic II, WPCP	1	1	1	1
Mechanic I, WPCP	1	1	1	1
Total Water Pollution Control Service	21	19	19	19

PERSONNEL SUMMARY (continued)
 FISCAL YEARS 2005 through 2008

	ACTUALS		BUDGETED	
	2005	2006	2007	2008
<u>Electric Services</u>				
Electric Superintendent	1	1	1	1
GSI Coordinator		0	1	1
Electric Generation Supervisor	1	1	1	1
Secretary I	1	1	1	1
Building Custodian II	1	1	1	0
Senior Engineer-Maintenance	1	1	1	1
Stationery Engineer	8	8	8	8
Mechanic/Welder, EP	3	3	3	3
Maintenance Worker II, EP	9	9	9	10
Utility Worker	5	5	5	5
Heavy Equipment Operator	2	2	2	2
Mechanic, EP	2	2	2	2
Senior Engineer-Operations	1	1	1	1
Operating Engineer	5	5	5	5
Electrician	3	3	3	3
Electric Distribution Supervisor	1	0	1	0
Assistant Electric Distribution Supervisor	1	1	1	1
Secretary I	1	1	1	1
Field Supervisor, Electric Distribution	2	2	2	2
Electric Distribution Worker I	7	7	7	7
Electric Distribution Worker II	1	3	3	3
Apprentice Electric Distribution Worker	2	2	2	2
Tree Trimmer	1	1	1	1
Assistant Tree Trimmer	1	1	1	1
Electric Meter Repair Worker	1	1	1	1
Electric Ground Worker	6	4	4	4
Public Works Guard	1	1	1	1
Total Electric Services	68	67	69	68
Total Executive	274	269	286	287
Total Personnel Summary	311	304	321	321



Annual Personnel for 2008

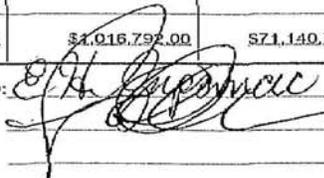


AMENDED CERTIFICATE OF ESTIMATED RESOURCES

Office of the Budget Commission, Lake County, Ohio.
Painesville, Ohio, January 24, 2008
To the Council of the City of Painesville:

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1, 2008, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year:

FUND	FUND NO.	UNENCUMBERED BALANCE JANUARY 1, 2008	PROPERTY TAX	OTHER SOURCES	TOTAL
General Fund	101	\$3,466,862.46	\$643,762.00	\$14,011,475.78	\$18,122,100.24
General Fund Reserve	151	225,000.00		50,000.00	275,000.00
Employee Health Insurance Reserve	152	325,000.00		0.00	325,000.00
Workers compensation Reserve	153	310,000.00		10,000.00	320,000.00
compensated Balance Reserve	154	195,000.00		20,000.00	215,000.00
Street Construction, Maint. & Repair	201	1,341,601.28		2,020,948.00	3,362,549.28
State Highway	202	50,490.02		52,000.00	102,490.02
Cemeteries	204	186,048.47		536,433.00	722,481.47
Police Pension Transfer	208	10,399.58	89,420.00	0.00	99,819.58
Fire Pension Transfer	209	10,399.59	89,420.00	0.00	99,819.59
Law Enforcement	212	13,619.64		6,000.00	19,619.64
Muny Motor Vehicle Tax	215	6,009.77		33,500.00	39,509.77
Indigent Drivers Alcohol Treatment	217	91,351.90		21,040.00	112,391.90
Enforcement Education	218	42,872.38		1,200.00	44,072.38
City Vehicle License Tax	219	11,791.43		67,000.00	78,791.43
Fire Protection	220	373,001.43	122,587.00	395,200.00	890,788.43
Underground Storage Tank	221	5,423.22		0.00	5,423.22
Probation Services	222	85,218.94		130,000.00	215,218.94
COPS Fund	223	1,749.72		0.00	1,749.72
Skate Facility	226	68.80		5,000.00	5,068.80
Fire Special Revenue	227	29,823.40		19,000.00	48,823.40
FEMA Fund	228	0.00		137,908.20	137,908.20
Emergency Medical Services Fund	229	269,723.30		330,000.00	599,723.30
Municipal Court Computerization	230	143,028.90		95,000.00	238,028.90
General Bond Retirement	301	10,252.06	71,603.00	70,000.00	151,855.06
Special Assessment Bond Retirement	303	154,675.60		137,500.00	292,175.60
Land Acquisition Note Retirement	304	0.00		562,000.00	562,000.00
Muni Court Capital Project #415	415	48,918.32		43,000.00	91,918.32
Capital Improvement Fund	424	1,137,221.39		150,000.00	1,287,221.39
Girdled Road Water Improvement	425	100,191.44		100,000.00	200,191.44
Shamrock Blvd Road Project	426	164,323.41		2,900,000.00	3,064,323.41
Jackson St. Interchange Project	427	134,909.94		450,000.00	584,909.94
Industrial Park Project	428	65,952.32		0.00	65,952.32
Mun. Court Capital Projects	429	228,379.93		105,500.00	333,879.93
Capital Equipment Reserve	430	629,303.06		100,000.00	729,303.06
Millstone Acquisition	431	250,000.00		3,984,701.00	4,234,701.00
Gristmill FMA Acquisition	432	100,000.00		2,245,304.00	2,345,304.00
Gristmill HMPG Acquisition	433	50,000.00		1,790,928.00	1,840,928.00
Deposit Trust	601	258,593.41		55,500.00	314,093.41
Plan Review Trust	602	25,871.89		210,000.00	235,871.89
Zoning Application Trust	603	8,833.96		300.00	9,133.96
Cemetery Trust - OPRS	605	41,171.28		3,500.00	44,671.28
Special Endowment OPRS	606	38,935.44		0.00	38,935.44
Columbarium Trust	607	85.55		1,000.00	1,085.55
Law Enforcement Trust	613	9,320.89		5,000.00	14,320.89
Water Revenue	710	1,857,170.61		4,535,250.00	6,392,420.61
Water Deposit	711	125,825.34		2,654.00	128,479.34
Water Construction	712	411,876.38		2,324,300.00	2,736,176.38
Sewer Revenue	720	2,289,466.18		3,233,000.00	5,522,466.18
Sewer Construction	722	250,707.77		4,060,500.00	4,311,207.77
Electric Light Revenue	730	8,351,638.38		21,166,600.00	29,518,238.38
Electric Deposits	731	307,986.21		5,114.00	313,100.21
Electric Construction	732	6,106,584.20		0.00	6,106,584.20
Electric Replace. and Improvement	733	300,000.00		0.00	300,000.00
Electric Utility Reserve	734	100,000.00		0.00	100,000.00
Refuse	740	16,713.69		2,500.00	19,213.69
Off Street Parking Revenue	750	108,012.35		169,550.00	277,562.35
Off Street Parking Debt Service	751	7,311.73		0.00	7,311.73
Off Street Parking Deposits	752	3,290.00		200.00	3,490.00
Storm Water Utility	760	267,428.47		1,237,250.00	1,504,678.47
Community Programs	770	3,792.14		181,460.00	185,252.14
Fuel and Oil Rotary	801	16,641.95		194,693.00	211,334.95
Supplies Rotary	802	27,746.48		47,437.00	75,183.48
Employee Health Insurance	803	26,383.19		2,550,000.00	2,576,383.19
Worker's Comp. Retrospective	805	153,776.61		500,000.00	653,776.61
Evergreen Cemetery Trust	901	399,047.35		2,300.00	401,347.35
Riverside Cemetery Trust	902	337,984.07		7,300.00	345,284.07
Special Endowment Cemetery Trust	903	305,615.81		1,200.00	307,815.81
State Patrol Transfer Trust	952	15,766.28		54,500.00	70,266.28
Electronic License Forfeiture	953	7,206.00		0.00	7,206.00
Land Bank Fund	960	4,942.83		0.00	4,942.83
TOTALS		\$32,465,241.14	\$1,016,792.00	\$71,140,745.98	\$104,622,779.12

SIGNED: 
BUDGET COMMISSION

ORDINANCE NO. 25-07

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE
 CURRENT EXPENSES AND OTHER EXPENDITURES OF THE
 CITY OF PAINESVILLE, STATE OF OHIO DURING THE
 FISCAL YEAR BEGINNING JANUARY 1, 2008, AND
 ADOPTING THE 2008 OPERATING BUDGET,
 AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PAINESVILLE, LAKE COUNTY,
 OHIO:

SECTION I. That there be appropriated from the GENERAL FUND, FUND NO. 101:

GENERAL GOVERNMENT:
 LEGISLATIVE:
 COUNCIL:
 FUNCTION NO. 111:

PERSONAL SERVICES		\$	10,127.00
MATERIALS AND SUPPLIES		\$	10.00
OTHER SERVICES AND CHARGES		\$	<u>1,610.00</u>
TOTAL -	COUNCIL:	\$	11,747.00

CLERK OF COUNCIL:
 FUNCTION NO. 112:

PERSONAL SERVICES		\$	8,265.00
MATERIALS AND SUPPLIES		\$	250.00
OTHER SERVICES AND CHARGES		\$	<u>3,068.00</u>
TOTAL -	CLERK OF COUNCIL:	\$	11,583.00

TOTAL -	LEGISLATIVE:	\$	23,330.00
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JUDICIAL - MUNICIPAL COURT:
 JUDICIAL ACTIVITIES:
 FUNCTION NO. 121:

PERSONAL SERVICES		\$	236,408.00
MATERIALS AND SUPPLIES		\$	1,150.00
OTHER SERVICES AND CHARGES		\$	<u>5,960.00</u>
TOTAL -	JUDICIAL ACTIVITIES:	\$	243,518.00

CLERK OF COURT:
 FUNCTION NO. 122:

PERSONAL SERVICES		\$	745,194.00
MATERIALS AND SUPPLIES		\$	5,423.00
OTHER SERVICES AND CHARGES		\$	<u>85,619.00</u>
TOTAL -	CLERK OF COURT:	\$	836,236.00

PROBATION:
FUNCTION NO. 123:

PERSONAL SERVICES		\$	171,567.00
TOTAL -	PROBATION:	\$	171,567.00
TOTAL -	JUDICIAL - MUNICIPAL COURT:	\$	1,251,321.00

EXECUTIVE:
CITY MANAGER:
FUNCTION NO. 131:

PERSONAL SERVICES		\$	52,787.00
MATERIALS AND SUPPLIES		\$	1,075.00
OTHER SERVICES AND CHARGES		\$	7,480.00
CAPITAL OUTLAY		\$	480.00
TOTAL -	CITY MANAGER:	\$	61,822.00

PROMOTIONS, COMMUNICATIONS AND PR ACTIVITY:
FUNCTION NO. 133:

MATERIALS AND SUPPLIES		\$	640.00
OTHER SERVICES AND CHARGES		\$	11,855.00
TOTAL -	PROMOTIONS, COMMUNICATIONS AND PR ACTIVITY:	\$	12,495.00

INFORMATION TECHNOLOGY:
FUNCTION NO. 134:

MATERIALS AND SUPPLIES		\$	350.00
OTHER SERVICES AND CHARGES		\$	24,700.00
CAPITAL OUTLAY		\$	1,500.00
TOTAL -	INFORMATION TECHNOLOGY:	\$	26,550.00

HUMAN RESOURCES:
FUNCTION NO. 135:

PERSONAL SERVICES		\$	39,763.00
MATERIALS AND SUPPLIES		\$	955.00
OTHER SERVICES AND CHARGES		\$	12,385.00
TOTAL -	HUMAN RESOURCES:	\$	53,103.00

ECONOMIC DEVELOPMENT:
FUNCTION NO. 137:

PERSONAL SERVICES		\$	20,185.00
MATERIALS AND SUPPLIES		\$	1,621.00
OTHER SERVICES AND CHARGES		\$	12,508.00
TOTAL -	ECONOMIC DEVELOPMENT:	\$	34,314.00

TOTAL -	EXECUTIVE:	\$	188,284.00
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FINANCE:
ADMINISTRATION:
FUNCTION NO. 141:

PERSONAL SERVICES	\$	47,811.00
MATERIALS AND SUPPLIES	\$	620.00
OTHER SERVICES AND CHARGES	\$	13,590.00
CAPITAL OUTLAY	\$	<u>260.00</u>
TOTAL - ADMINISTRATION:	\$	62,281.00

ACCOUNTING:
FUNCTION NO. 142:

PERSONAL SERVICES	\$	33,309.00
MATERIALS AND SUPPLIES	\$	651.00
OTHER SERVICES AND CHARGES	\$	<u>23,046.00</u>
TOTAL - ACCOUNTING:	\$	57,006.00

PURCHASING AND WAREHOUSING:
FUNCTION NO. 143:

PERSONAL SERVICES	\$	24,813.00
MATERIALS AND SUPPLIES	\$	150.00
OTHER SERVICES AND CHARGES	\$	<u>2,269.00</u>
TOTAL - PURCHASING AND WAREHOUSING:	\$	27,232.00

INCOME TAX COLLECTION:
FUNCTION NO. 144:

OTHER SERVICES AND CHARGES	\$	<u>151,460.00</u>
TOTAL - INCOME TAX COLLECTION:	\$	151,460.00
TOTAL - FINANCE:	\$	297,979.00

LAW:
ADMINISTRATION:
FUNCTION NO. 151:

PERSONAL SERVICES	\$	29,546.00
OTHER SERVICES AND CHARGES	\$	<u>34,160.00</u>
TOTAL - LAW:	\$	63,706.00

ENGINEERING:
ADMINISTRATION:
FUNCTION NO. 161:

PERSONAL SERVICES	\$	150,303.00
MATERIALS AND SUPPLIES	\$	2,690.00
OTHER SERVICES AND CHARGES	\$	21,315.00
CAPITAL OUTLAY	\$	<u>7,750.00</u>
TOTAL - ENGINEERING:	\$	182,058.00

PUBLIC LANDS AND BUILDINGS:
 BUILDING OPERATIONS, MAINTENANCE AND REPAIRS:
 FUNCTION NO. 171:

PERSONAL SERVICES		\$	72,803.00
MATERIALS AND SUPPLIES		\$	15,900.00
OTHER SERVICES AND CHARGES		\$	210,500.00
CAPITAL OUTLAY		\$	<u>114,384.00</u>
TOTAL -	PUBLIC LANDS AND BUILDINGS:	\$	413,587.00

BOARDS AND COMMISSIONS:
 CIVIL SERVICE COMMISSION:
 FUNCTION NO. 181:

OTHER SERVICES AND CHARGES		\$	<u>4,442.00</u>
TOTAL -	BOARDS AND COMMISSIONS:	\$	4,442.00

MISCELLANEOUS:
 INSURANCE:
 FUNCTION NO. 191:

OTHER SERVICES AND CHARGES		\$	<u>72,759.00</u>
TOTAL -	INSURANCE:	\$	72,759.00

TAX SETTLEMENT DEDUCTIONS:
 FUNCTION NO. 192:

OTHER SERVICES AND CHARGES		\$	<u>19,600.00</u>
TOTAL -	TAX SETTLEMENT DEDUCTIONS:	\$	19,600.00

OTHER MISCELLANEOUS:
 FUNCTION NO. 199:

OTHER SERVICES AND CHARGES		\$	<u>2,000.00</u>
TOTAL -	OTHER MISCELLANEOUS:	\$	<u>2,000.00</u>

TOTAL -	MISCELLANEOUS:	\$	<u>94,359.00</u>
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TOTAL -	GENERAL GOVERNMENT:	\$	2,519,066.00
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PUBLIC SAFETY :
 POLICE:
 LAW ENFORCEMENT-SWORN OFFICERS:
 FUNCTION NO. 211:

PERSONAL SERVICES		\$	<u>3,494,197.00</u>
TOTAL -	LAW ENFORCEMENT-SWORN OFFICERS:	\$	3,494,197.00

LAW ENFORCEMENT-OTHER:
FUNCTION NO. 212:

PERSONAL SERVICES		\$	457,211.00
MATERIALS AND SUPPLIES		\$	97,450.00
OTHER SERVICES AND CHARGES		\$	<u>161,760.00</u>
TOTAL -	LAW ENFORCEMENT-OTHER:	\$	716,421.00
TOTAL -	POLICE:	\$	4,210,618.00

FIRE:
FIRE FIGHTING, PREVENTION AND INSPECTION:
FUNCTION NO. 221:

PERSONAL SERVICES		\$	2,572,828.00
MATERIALS AND SUPPLIES		\$	64,300.00
OTHER SERVICES AND CHARGES		\$	<u>129,601.00</u>
TOTAL -	FIRE FIGHTING, PREVENTION AND INSPECTION:	\$	2,766,729.00

FIRE SERVICE-OTHER:
FUNCTION NO. 222:

PERSONAL SERVICES		\$	169,369.00
MATERIALS AND SUPPLIES		\$	13,000.00
OTHER SERVICES AND CHARGES		\$	<u>9,000.00</u>
TOTAL -	FIRE SERVICE-OTHER:	\$	<u>191,369.00</u>
TOTAL -	FIRE:	\$	2,958,098.00

POLICE AND FIRE COMMUNICATIONS:
CONTROL CENTER:
FUNCTION NO. 231:

OTHER SERVICES AND CHARGES		\$	<u>431,527.00</u>
TOTAL -	CONTROL CENTER:	\$	431,527.00
TOTAL -	PUBLIC SAFETY :	\$	7,600,243.00

HIGHWAYS AND STREETS:
PUBLIC WORKS:
ADMINISTRATION:
FUNCTION NO. 311:

PERSONAL SERVICES		\$	174,410.00
MATERIALS AND SUPPLIES		\$	4,670.00
OTHER SERVICES AND CHARGES		\$	38,836.00
CAPITAL OUTLAY		\$	<u>1,000.00</u>
TOTAL -	ADMINISTRATION:	\$	218,916.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

MATERIALS AND SUPPLIES		\$	<u>37,000.00</u>
TOTAL -	STREET MAINTENANCE AND REPAIR:	\$	37,000.00

SIDEWALKS:
FUNCTION NO. 314:

MATERIALS AND SUPPLIES		\$	2,570.00
OTHER SERVICES AND CHARGES		\$	<u>12,000.00</u>
TOTAL -	SIDEWALKS:	\$	14,570.00

BUILDING MAINTENANCE:
FUNCTION NO. 318:

MATERIALS AND SUPPLIES		\$	10,500.00
OTHER SERVICES AND CHARGES		\$	53,153.00
DEBT SERVICE		\$	<u>3,638.00</u>
TOTAL -	BUILDING MAINTENANCE:	\$	67,291.00

EQUIPMENT MAINTENANCE:
FUNCTION NO. 319:

PERSONAL SERVICES		\$	132,190.00
MATERIALS AND SUPPLIES		\$	111,800.00
OTHER SERVICES AND CHARGES		\$	<u>8,075.00</u>
TOTAL -	EQUIPMENT MAINTENANCE:	\$	252,065.00

EMPLOYEE BENEFITS:
FUNCTION NO. 320:

PERSONAL SERVICES		\$	<u>365,848.00</u>
TOTAL -	EMPLOYEE BENEFITS:	\$	365,848.00

SIDEWALKS-SNOW REMOVAL:
FUNCTION NO. 322:

OTHER SERVICES AND CHARGES		\$	<u>4,200.00</u>
TOTAL -	SIDEWALKS-SNOW REMOVAL:	\$	4,200.00

LEAF/YARD WASTE REMOVAL:
FUNCTION NO. 323:

OTHER SERVICES AND CHARGES		\$	<u>3,620.00</u>
TOTAL -	LEAF/YARD WASTE REMOVAL:	\$	<u>3,620.00</u>

TOTAL -	PUBLIC WORKS:	\$	963,510.00
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PARKING:
 PARKING METERS:
 FUNCTION NO. 331:

PERSONAL SERVICES	\$	53,579.00
MATERIALS AND SUPPLIES	\$	1,780.00
OTHER SERVICES AND CHARGES	\$	<u>1,900.00</u>
TOTAL -	PARKING METERS:	\$ 57,259.00

PARKING LOTS:
 FUNCTION NO. 333:

MATERIALS AND SUPPLIES	\$	25.00
OTHER SERVICES AND CHARGES	\$	<u>12,600.00</u>
TOTAL -	PARKING LOTS:	\$ <u>12,625.00</u>

TOTAL -	PARKING:	\$ 69,884.00
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TRAFFIC SIGNS, MARKINGS, SIGNALS:
 FUNCTION NO. 341:

PERSONAL SERVICES	\$	76,178.00
MATERIALS AND SUPPLIES	\$	32,970.00
OTHER SERVICES AND CHARGES	\$	23,600.00
CAPITAL OUTLAY	\$	10,000.00
DEBT SERVICE	\$	<u>528.00</u>

TOTAL -	TRAFFIC SIGNS, MARKINGS, SIGNALS:	\$ <u>143,276.00</u>
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TOTAL -	HIGHWAYS AND STREETS:	\$ 1,176,670.00
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PUBLIC HEALTH AND WELFARE:
 SUPPORT OF PRISONERS:
 PRISONER EXPENSE:
 FUNCTION NO. 411:

MATERIALS AND SUPPLIES	\$	74.00
OTHER SERVICES AND CHARGES		<u>12,000.00</u>

TOTAL -	PRISONER EXPENSE:	\$ 12,074.00
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PAYMENT TO COUNTY HEALTH BOARD:
 COUNTY HEALTH DISTRICT ASSESSMENT:
 FUNCTION NO. 431:

OTHER SERVICES AND CHARGES	\$	<u>134,710.00</u>
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TOTAL -	COUNTY HEALTH DISTRICT ASSESSMENT:	\$ 134,710.00
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ASSISTANCE TO NEEDY/AGED:
 POOR RELIEF:
 FUNCTION NO. 441:

OTHER SERVICES AND CHARGES		\$	<u>2,500.00</u>
TOTAL -	POOR RELIEF:	\$	<u>2,500.00</u>
TOTAL -	PUBLIC HEALTH AND WELFARE:	\$	149,284.00

CULTURE-RECREATION:
 PARKS:
 ADMINISTRATION:
 FUNCTION NO. 511:

PERSONAL SERVICES		\$	139,051.00
MATERIALS AND SUPPLIES		\$	745.00
OTHER SERVICES AND CHARGES		\$	<u>14,246.00</u>
TOTAL -	ADMINISTRATION:	\$	154,042.00

PARKS SYSTEM:
 FUNCTION NO. 512:

PERSONAL SERVICES		\$	377,071.00
MATERIALS AND SUPPLIES		\$	39,789.00
OTHER SERVICES AND CHARGES		\$	47,117.00
DEBT SERVICE		\$	<u>728.00</u>
TOTAL -	PARKS SYSTEM:	\$	464,705.00

BUILDINGS MAINTENANCE:
 FUNCTION NO. 513:

MATERIALS AND SUPPLIES		\$	1,135.00
OTHER SERVICES AND CHARGES		\$	<u>22,150.00</u>
TOTAL -	BUILDINGS MAINTENANCE:	\$	23,285.00

MORSE AVENUE COMMUNITY CENTER:
 FUNCTION NO. 514:

MATERIALS AND SUPPLIES		\$	550.00
OTHER SERVICES AND CHARGES		\$	<u>11,900.00</u>
TOTAL -	MORSE AVENUE COMMUNITY CENTER:	\$	<u>12,450.00</u>
TOTAL -	PARKS:	\$	654,482.00

RECREATION ACTIVITIES:
 FUNCTION NO. 521:

PERSONAL SERVICES		\$	189,391.00
MATERIALS AND SUPPLIES		\$	3,825.00
OTHER SERVICES AND CHARGES		\$	<u>32,390.00</u>
TOTAL -	RECREATION ACTIVITIES:	\$	225,606.00

OTHER LEISURE TIME ACTIVITIES:
 SENIOR CITIZENS CENTER:
 FUNCTION NO. 531:

OTHER SERVICES AND CHARGES		\$	<u>25,000.00</u>
TOTAL -	SENIOR CITIZENS CENTER:	\$	<u>25,000.00</u>

COMMUNITY FUNCTIONS:
 FUNCTION NO. 532:

MATERIALS AND SUPPLIES		\$	2,500.00
OTHER SERVICES AND CHARGES		\$	<u>30,000.00</u>
TOTAL -	COMMUNITY FUNCTIONS:	\$	<u>32,500.00</u>
TOTAL -	OTHER LEISURE TIME ACTIVITIES:	\$	<u>57,500.00</u>
TOTAL -	CULTURE-RECREATION:	\$	937,588.00

COMMUNITY ENVIRONMENT:
 COMMUNITY PLANNING AND ZONING:
 PLANNING COMMISSION:
 FUNCTION NO. 611:

PERSONAL SERVICES		\$	3,156.00
MATERIALS AND SUPPLIES		\$	200.00
OTHER SERVICES AND CHARGES		\$	<u>2,575.00</u>
TOTAL -	PLANNING COMMISSION:	\$	5,931.00

DEMOLITION:
 FUNCTION NO. 621:

OTHER SERVICES AND CHARGES		\$	<u>11,750.00</u>
TOTAL -	DEMOLITION:	\$	11,750.00

PLANNING AND DEVELOPMENT:
 FUNCTION NO. 631:

PERSONAL SERVICES		\$	31,186.00
MATERIALS AND SUPPLIES		\$	1,080.00
OTHER SERVICES AND CHARGES		\$	<u>3,660.00</u>
TOTAL -	PLANNING AND DEVELOPMENT:	\$	35,926.00

HOUSING AND BUILDING CODE ENFORCEMENT:
 CODE ENFORCEMENT:
 FUNCTION NO. 641:

PERSONAL SERVICES		\$	365,289.00
MATERIALS AND SUPPLIES		\$	8,400.00
OTHER SERVICES AND CHARGES		\$	14,240.00
CAPITAL OUTLAY		\$	<u>1,400.00</u>
TOTAL -	CODE ENFORCEMENT:	\$	389,329.00

TREE CARE AND WEED CONTROL:
 TREE CARE:
 FUNCTION NO. 651:

OTHER SERVICES AND CHARGES		\$	<u>3,000.00</u>
TOTAL -	TREE CARE:	\$	3,000.00

WEED CONTROL:
 FUNCTION NO. 652:

MATERIALS AND SUPPLIES		\$	200.00
OTHER SERVICES AND CHARGES		\$	<u>7,000.00</u>
TOTAL -	WEED CONTROL:	\$	<u>7,200.00</u>

TOTAL -	TREE CARE AND WEED CONTROL:	\$	<u>10,200.00</u>
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TOTAL -	COMMUNITY ENVIRONMENT:	\$	453,136.00
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OTHER:
 OTHER FINANCING USES:
 FUNCTION NO. 901:

REFUNDS/REIMBURSEMENTS - OPERATING		\$	<u>91,500.00</u>
TOTAL -	OTHER FINANCING USES:	\$	91,500.00

TRANSFERS-OUT:
 FUNCTION NO. 910:

TRANSFERS-OUT:		\$	<u>810,000.00</u>
TOTAL -	TRANSFERS-OUT:	\$	810,000.00

NON-DEPARTMENTAL:
 FUNCTION NO. 970:

DEBT SERVICE		\$	4,854.00
OTHER NON-OPERATING CHARGES		\$	<u>562,000.00</u>
TOTAL -	NON-DEPARTMENTAL:	\$	566,854.00

RESERVES:
 FUNCTION NO. 999:

RESERVES:		\$	<u>100,000.00</u>
TOTAL -	RESERVES:	\$	<u>100,000.00</u>

TOTAL -	OTHER:	\$	<u>1,568,354.00</u>
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TOTAL -	GENERAL FUND	\$	14,404,341.00
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SECTION II. That there be appropriated from the WORKERS COMPENSATION RESERVE.
FUND NO. 153:

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES		\$	<u>10,000.00</u>
TOTAL -	WORKERS COMPENSATION RESERVE	\$	10,000.00

SECTION III. That there be appropriated from the STREET CONSTRUCTION,
MAINTENANCE AND REPAIR FUND, FUND NO. 201:

HIGHWAYS AND STREETS:
 PUBLIC WORKS:
 ADMINISTRATION:
FUNCTION NO. 311:

PERSONAL SERVICES		\$	<u>31,727.00</u>
TOTAL -	ADMINISTRATION:	\$	31,727.00

STREET CONSTRUCTION AND RECONSTRUCTION:
FUNCTION NO. 312:

PERSONAL SERVICES		\$	<u>325,164.00</u>
TOTAL -	STREET CONSTRUCTION AND RECONSTRUCTION:	\$	325,164.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

MATERIALS AND SUPPLIES		\$	20,800.00
OTHER SERVICES AND CHARGES		\$	5,500.00
DEBT SERVICE		\$	<u>7,803.00</u>
TOTAL -	STREET MAINTENANCE AND REPAIR:	\$	34,103.00

SNOW AND ICE REMOVAL:
FUNCTION NO. 316:

MATERIALS AND SUPPLIES		\$	141,000.00
OTHER SERVICES AND CHARGES		\$	<u>56,550.00</u>
TOTAL -	SNOW AND ICE REMOVAL:	\$	<u>197,550.00</u>
TOTAL -	HIGHWAYS AND STREETS:	\$	588,544.00

HIGHWAY/STREET IMPROVEMENT:
FUNCTION NO. 791:

CAPITAL OUTLAY		\$	<u>990,000.00</u>
TOTAL -	HIGHWAY/STREET IMPROVEMENT:	\$	990,000.00

OTHER IMPROVEMENTS/EQUIPMENT:
FUNCTION NO. 799:

CAPITAL OUTLAY		\$	178,000.00
TOTAL -	OTHER IMPROVEMENTS/EQUIPMENT:	\$	178,000.00

DEBT SERVICE FUNCTIONS:
DEBT SERVICE-UNVOTED:
FUNCTION NO. 801:

DEBT SERVICE		\$	439,868.00
TOTAL -	DEBT SERVICE	\$	439,868.00

DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE		\$	10,000.00
TOTAL -	DEBT SERVICE-OTHER:	\$	10,000.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		\$	73,822.00
TOTAL -	OTHER FINANCING USES:	\$	73,822.00

TOTAL -

STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND \$ 2,280,234.00

SECTION IV. That there be appropriated from the STATE HIGHWAY IMPROVEMENT FUND,
FUND NO. 202:

HIGHWAYS AND STREETS:
PUBLIC WORKS:
STATE HIGHWAY MAINTENANCE:
FUNCTION NO. 321:

OTHER SERVICES AND CHARGES		\$	40,000.00
TOTAL -	STATE HIGHWAY IMPROVEMENT FUND	\$	40,000.00

SECTION V. That there be appropriated from the CEMETERIES FUND, FUND NO. 204:

PUBLIC HEALTH AND WELFARE:
CEMETERIES:
ADMINISTRATION:
FUNCTION NO. 421:

PERSONAL SERVICES		\$	196,965.00
MATERIALS AND SUPPLIES		\$	1,820.00
OTHER SERVICES AND CHARGES		\$	9,918.00
TOTAL -	ADMINISTRATION:	\$	208,703.00

EVERGREEN/RIVERSIDE:
FUNCTION NO. 422:

PERSONAL SERVICES		\$	264,787.00
MATERIALS AND SUPPLIES		\$	28,050.00
OTHER SERVICES AND CHARGES		\$	<u>5,145.00</u>
TOTAL -	EVERGREEN/RIVERSIDE:	\$	297,982.00

BUILDINGS MAINTENANCE:
FUNCTION NO. 423:

MATERIALS AND SUPPLIES		\$	1,135.00
OTHER SERVICES AND CHARGES		\$	<u>16,400.00</u>
TOTAL -	BUILDINGS MAINTENANCE:	\$	<u>17,535.00</u>

TOTAL -	CEMETERIES FUND	\$	524,220.00
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SECTION VI. That there be appropriated from the POLICE PENSION TRANSFER FUND,
FUND NO. 208:

LAW ENFORCEMENT-SWORN OFFICERS:
FUNCTION NO. 211:

PERSONAL SERVICES		\$	<u>85,680.00</u>
TOTAL -	POLICE PENSION TRANSFER FUND	\$	85,680.00

SECTION VII. That there be appropriated from the FIRE PENSION TRANSFER FUND,
FUND NO. 209:

FIRE FIGHTING, PREVENTION AND INSPECTION:
FUNCTION NO. 221:

PERSONAL SERVICES		\$	<u>85,680.00</u>
TOTAL -	FIRE PENSION TRANSFER FUND	\$	85,680.00

SECTION VIII. That there be appropriated from the LAW ENFORCEMENT FUND,
FUND NO. 212:

PUBLIC SAFETY :
POLICE:
LAW ENFORCEMENT-OTHER:
FUNCTION NO. 212:

MATERIALS AND SUPPLIES		\$	<u>20,000.00</u>
TOTAL -	LAW ENFORCEMENT FUND	\$	20,000.00

SECTION IX. That there be appropriated from the MUNICIPAL MOTOR VEHICLE LICENSE FUND, FUND NO. 215:

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

OPERATING TRANSFERS/RESERVES		\$	<u>33,000.00</u>
TOTAL -	MUNICIPAL MOTOR VEHICLE LICENSE TAX FUND	\$	33,000.00

SECTION X. That there be appropriated from the INDIGENT DRIVERS ALCOHOL TREATMENT FUND, FUND NO. 217:

GENERAL GOVERNMENT:
JUDICIAL - MUNICIPAL COURT:
JUDICIAL ACTIVITIES:
FUNCTION NO. 121:

OTHER SERVICES AND CHARGES		\$	<u>30,000.00</u>
TOTAL -	INDIGENT DRIVERS ALCOHOL TREATMENT FUND	\$	30,000.00

SECTION XI. That there be appropriated from the CITY MOTOR VEHICLE LICENSE TAX FUND, FUND NO. 219:

OTHER:
TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES		\$	<u>65,000.00</u>
TOTAL -	CITY MOTOR VEHICLE LICENSE TAX FUND	\$	65,000.00

SECTION XII. That there be appropriated form the FIRE LEVY FUND, FUND NO. 220:

PUBLIC SAFETY :
FIRE SERVICE-OTHER:
FUNCTION NO. 222:

MATERIALS AND SUPPLIES		\$	49,000.00
CAPITAL OUTLAY		\$	<u>320,000.00</u>
TOTAL -	FIRE SERVICE-OTHER:	\$	369,000.00

DEBT SERVICE FUNCTIONS:
DEBT SERVICE-UNVOTED:
FUNCTION NO. 801:

DEBT SERVICE-UNVOTED:		\$	<u>93,825.00</u>
TOTAL -	DEBT SERVICE-UNVOTED:	\$	93,825.00

OTHER:
OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		\$	<u>107,172.00</u>
TOTAL -	OTHER FINANCING USES:	\$	<u>107,172.00</u>
TOTAL -	FIRE LEVY FUND	\$	569,997.00

SECTION XIII. That there be appropriated from the UNDERGROUND STORAGE TANK FUND,
FUND NO. 221:

HIGHWAYS AND STREETS:
PUBLIC WORKS:
FUNCTION NO. 319:

OTHER SERVICES AND CHARGES		\$	<u>2,500.00</u>
TOTAL -	UNDERGROUND STORAGE TANK FUND	\$	2,500.00

SECTION XIV. That there be appropriated form the PROBATION SERVICES FUND,
FUND NO. 222:

GENERAL GOVERNMENT:
JUDICIAL - MUNICIPAL COURT:
PROBATION:
FUNCTION NO. 123:

PERSONAL SERVICES		\$	80,339.00
MATERIALS AND SUPPLIES		\$	9,200.00
OTHER SERVICES AND CHARGES		\$	<u>28,900.00</u>
TOTAL -	PROBATION:	\$	<u>118,439.00</u>
TOTAL -	PROBATION SERVICES FUND	\$	118,439.00

SECTION XV. That there be appropriated from the SKATE FACILITY FUND, FUND 226:

CULTURE-RECREATION:
RECREATION:
RECREATION ACTIVITIES:
FUNCTION NO. 521:

OTHER SERVICES AND CHARGES		\$	<u>5,000.00</u>
TOTAL -	SKATE FACILITY FUND	\$	5,000.00

SECTION XVI. That there be appropriated from the FIRE SPECIAL REVENUE FUND,
FUND NO. 227:

FIRE:
 FIRE SERVICE-OTHER:
 FUNCTION NO. 222:

MATERIALS AND SUPPLIES		\$	9,500.00
CAPITAL OUTLAY		\$	<u>10,000.00</u>
TOTAL -	FIRE SERVICE-OTHER:	\$	<u>19,500.00</u>
TOTAL -	FIRE SPECIAL REVENUE FUND	\$	19,500.00

SECTION XVII. That there be appropriated from the EMERGENCY MEDICAL SERVICES
FUND, FUND 229:

FIRE:
 FIRE FIGHTING, PREVENTION AND INSPECTION:
 FUNCTION NO. 221:

PERSONAL SERVICES		\$	287,155.00
MATERIALS AND SUPPLIES		\$	6,800.00
OTHER SERVICES AND CHARGES		\$	<u>33,505.00</u>
TOTAL -	FIRE FIGHTING, PREVENTION AND INSPECTION:	\$	327,460.00

FIRE SERVICE-OTHER:
 FUNCTION NO. 222:

PERSONAL SERVICES		\$	<u>12,736.00</u>
TOTAL -	FIRE SERVICE-OTHER:	\$	12,736.00

OTHER FINANCING USES:
 FUNCTION NO. 901:

DEBT SERVICE		\$	<u>3,883.00</u>
TOTAL -	OTHER FINANCING USES:	\$	<u>3,883.00</u>
TOTAL -	EMERGENCY MEDICAL SERVICES FUND	\$	344,079.00

SECTION XVIII. That there be appropriated from the MUNICIPAL COURT COMPUTERIZATION
FUND, FUND NO. 230:

CLERK OF COURT:
 FUNCTION NO. 122:

PERSONAL SERVICES		\$	56,819.00
MATERIALS AND SUPPLIES		\$	12,300.00
OTHER SERVICES AND CHARGES		\$	26,558.00
CAPITAL OUTLAY		\$	<u>45,000.00</u>
TOTAL -	CLERK OF COURT:	\$	140,677.00

PROBATION:
FUNCTION NO. 123:

PERSONAL SERVICES		\$	<u>22,860.00</u>
TOTAL -	PROBATION:	\$	22,860.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		\$	<u>6,044.00</u>
TOTAL -	OTHER FINANCING USES:	\$	6,044.00
TOTAL -	MUNICIPAL COURT COMPUTERIZATION FUND	\$	169,581.00

SECTION XIX. That there be appropriated from the GENERAL BOND RETIREMENT FUND,
FUND NO. 301:

DEBT SERVICE FUNCTIONS:
DEBT SERVICE-REVENUE SUPPORTED:
FUNCTION NO. 803:

DEBT SERVICE		\$	<u>125,100.00</u>
TOTAL -	GENERAL BOND RETIREMENT FUND	\$	125,100.00

SECTION XX. That there be appropriated from the SPECIAL ASSESSMENT BOND
RETIREMENT FUND, FUND NO. 303:

NON-DEPARTMENTAL:
FUNCTION NO. 195:

OTHER OPERATING CHARGES		\$	<u>12,800.00</u>
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DEBT SERVICE FUNCTIONS:
DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE		\$	<u>141,316.00</u>
TOTAL -	SPECIAL ASSESSMENT BOND RETIREMENT FUND	\$	154,116.00

SECTION XXI. That there be appropriated from the LAND ACQUISITION NOTE
RETIREMENT FUND, FUND NO. 304:

OTHER:
NON-DEPARTMENTAL:
FUNCTION NO. 970:

OTHER NON-OPERATING CHARGES		\$	<u>562,000.00</u>
TOTAL -	LAND ACQUISITION NOTE RETIREMENT FUND	\$	562,000.00

SECTION XXII. That there be appropriated from the MUNICIPAL COURT CAPITAL PROJECTS
FUND, FUND NO. 415:

DEBT SERVICE-UNVOTED:
 FUNCTION NO. 801:

DEBT SERVICE		\$	<u>59,128.00</u>
TOTAL -	MUNICIPAL COURT CAPITAL PROJECTS FUND	\$	59,128.00

SECTION XXIII. That there be appropriated from the CAPITAL IMPROVEMENT FUND,
FUND NO. 424:

FIRE FIGHTING, PREVENTION AND INSPECTION:
 FUNCTION NO. 221:

CAPITAL OUTLAY		\$	<u>75,000.00</u>
TOTAL -	FIRE FIGHTING, PREVENTION AND INSPECTION:	\$	75,000.00

PARKS SYSTEM:
 FUNCTION NO. 512:

CAPITAL OUTLAY		\$	<u>160,000.00</u>
TOTAL -	PARKS SYSTEM:	\$	160,000.00

DEBT SERVICE-UNVOTED:
 FUNCTION NO. 801:

DEBT SERVICE		\$	<u>573,375.00</u>
TOTAL -	DEBT SERVICE-UNVOTED:	\$	<u>573,375.00</u>
TOTAL -	CAPITAL IMPROVEMENT FUND	\$	808,375.00

SECTION XXIV. That there be appropriated from the GIRDLED ROAD WATER IMPROVEMENT
FUND, FUND NO. 425:

DEBT SERVICE FUNCTIONS:
 DEBT SERVICE-OTHER:
 FUNCTION NO. 805:

DEBT SERVICE		\$	<u>118,906.00</u>
TOTAL -	GIRDLED ROAD WATER IMPROVEMENT FUND	\$	118,906.00

SECTION XXV. That there be appropriated from the SHAMROCK BLVD. ROAD PROJECT FUND, FUND NO. 426:

CAPITAL PROJECTS:

HIGHWAY/STREET IMPROVEMENT:

FUNCTION NO. 791:

CAPITAL OUTLAY		\$	2,900,000.00
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TOTAL -	SHAMROCK BLVD. ROAD PROJECT FUND	\$	2,900,000.00
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SECTION XXVI. That there be appropriated from the JACKSON STREET INTERCHANGE PROJECT FUND, FUND NO. 427:

HIGHWAY/STREET IMPROVEMENT:

FUNCTION NO. 791:

CAPITAL OUTLAY		\$	450,000.00
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TOTAL -	JACKSON STREET INTERCHANGE PROJECT FUND	\$	450,000.00
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SECTION XXVII. That there be appropriated from the INDUSTRIAL PARK PROJECT FUND, FUND NO. 428:

DEBT SERVICE FUNCTIONS:

DEBT SERVICE-UNVOTED:

FUNCTION NO. 801:

DEBT SERVICE		\$	15,371.00
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TOTAL -	INDUSTRIAL PARK PROJECT FUND	\$	15,371.00
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SECTION XXVIII. That there be appropriated from the MUNI COURT SPECIAL PROJECTS FUND, FUND NO. 429:

GENERAL GOVERNMENT:

JUDICIAL - MUNICIPAL COURT:

JUDICIAL ACTIVITIES:

FUNCTION NO. 121:

PERSONAL SERVICES		\$	12,110.00
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MATERIALS AND SUPPLIES		\$	8,400.00
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OTHER SERVICES AND CHARGES		\$	8,000.00
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CAPITAL OUTLAY		\$	31,000.00
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TOTAL -	JUDICIAL ACTIVITIES:	\$	59,510.00
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CLERK OF COURT:
FUNCTION NO. 122:

PERSONAL SERVICES		\$	7,698.00
MATERIALS AND SUPPLIES		\$	700.00
OTHER SERVICES AND CHARGES		\$	<u>3,000.00</u>
TOTAL -	PROBATION:	\$	<u>11,398.00</u>

TOTAL -	MUNI COURT SPECIAL PROJECTS FUND	\$	70,908.00
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SECTION XXIX. That there be appropriated from the CAPITAL EQUIPMENT RESERVE

FUND, FUND NO. 430:

LAW ENFORCEMENT-SWORN OFFICERS:
FUNCTION NO. 211:

CAPITAL OUTLAY		\$	<u>20,000.00</u>
TOTAL -	LAW ENFORCEMENT-SWORN OFFICERS:	\$	20,000.00

LAW ENFORCEMENT-OTHER:
FUNCTION NO. 212:

CAPITAL OUTLAY		\$	<u>135,686.00</u>
TOTAL -	LAW ENFORCEMENT-OTHER:	\$	135,686.00

PARKS SYSTEM:
FUNCTION NO. 512:

CAPITAL OUTLAY		\$	<u>59,700.00</u>
TOTAL -	PARKS SYSTEM:	\$	59,700.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		\$	<u>114,019.00</u>
TOTAL -	OTHER FINANCING USES:	\$	<u>114,019.00</u>
TOTAL -	CAPITAL EQUIPMENT RESERVE FUND	\$	329,405.00

SECTION XXX. That there be appropriated from the MILLSTONE ACQUISITION FUND,

FUND NO. 431:

DEMOLITION:
FUNCTION NO. 621:

OTHER SERVICES AND CHARGES		\$	<u>364,648.00</u>
TOTAL -	DEMOLITION:	\$	<u>364,648.00</u>

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

OTHER SERVICES AND CHARGES		\$	165,300.00
CAPITAL OUTLAY		\$	<u>3,534,000.00</u>
TOTAL -	PLANNING AND DEVELOPMENT:	\$	<u>3,699,300.00</u>
TOTAL -	MILLSTONE ACQUISITION FUND	\$	4,063,948.00

SECTION XXXI. That there be appropriated from the GRISTMILL FMA ACQUISITION FUND,
FUND NO. 432:

DEMOLITION:
FUNCTION NO. 621:

OTHER SERVICES AND CHARGES		\$	<u>299,250.00</u>
TOTAL -	DEMOLITION:	\$	<u>299,250.00</u>

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

OTHER SERVICES AND CHARGES		\$	9,950.00
CAPITAL OUTLAY		\$	<u>1,936,176.00</u>
TOTAL -	PLANNING AND DEVELOPMENT:	\$	<u>1,946,126.00</u>
TOTAL -	GRISTMILL FMA ACQUISITION FUND	\$	2,245,376.00

SECTION XXXII. That there be appropriated from the GRISTMILL HMGP ACQUISITION FUND,
FUND NO. 433:

DEMOLITION:
FUNCTION NO. 621:

OTHER SERVICES AND CHARGES		\$	<u>225,750.00</u>
TOTAL -	DEMOLITION:	\$	<u>225,750.00</u>

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

OTHER SERVICES AND CHARGES		\$	14,080.00
CAPITAL OUTLAY		\$	<u>1,560,098.00</u>
TOTAL -	PLANNING AND DEVELOPMENT:	\$	<u>1,574,178.00</u>
TOTAL -	GRISTMILL HMGP ACQUISITION FUND	\$	1,799,928.00

SECTION XXXIII. That there be appropriated from the DEPOSIT TRUST FUND, FUND NO. 601:

ADMINISTRATION:
FUNCTION NO. 161:

OTHER NON-OPERATING CHARGES		\$	<u>500.00</u>
TOTAL -	ADMINISTRATION:	\$	500.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

OTHER SERVICES AND CHARGES		\$	<u>25,000.00</u>
TOTAL -	STREET MAINTENANCE AND REPAIR:	\$	25,000.00

ADMINISTRATION:
FUNCTION NO. 421:

OTHER SERVICES AND CHARGES		\$	<u>1,000.00</u>
TOTAL -	ADMINISTRATION:	\$	1,000.00

CODE ENFORCEMENT:
FUNCTION NO. 641:

OTHER OPERATING CHARGES		\$	<u>10,000.00</u>
TOTAL -	CODE ENFORCEMENT:	\$	10,000.00

TREE CARE:
FUNCTION NO. 651:

OTHER SERVICES AND CHARGES		\$	<u>7,000.00</u>
TOTAL -	TREE CARE:	\$	7,000.00

OTHER FINANCING USES:
FUNCTION NO. 901:

OTHER NON-OPERATING CHARGES		\$	<u>15,000.00</u>
TOTAL -	OTHER FINANCING USES:	\$	15,000.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES		\$	<u>10,000.00</u>
TOTAL -	TRANSFERS-OUT:	\$	<u>10,000.00</u>

TOTAL -	DEPOSIT TRUST FUND	\$	68,500.00
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SECTION XXXIV. That there be appropriated from the PLAN REVIEW TRUST FUND,
FUND NO. 602:

ADMINISTRATION:
 FUNCTION NO. 161:

OTHER OPERATING CHARGES \$ 90,000.00

TOTAL - ADMINISTRATION: \$ 90,000.00

NON-DEPARTMENTAL:
 FUNCTION NO. 195:

OTHER OPERATING CHARGES \$ 120,000.00

TOTAL - PLAN REVIEW: \$ 120,000.00

TOTAL - PLAN REVIEW TRUST FUND \$ 210,000.00

SECTION XXXV. That there be appropriated from the ZONING APPLICATION TRUST FUND
FUND NO. 603:

COMMUNITY ENVIRONMENT:
 ZONING APPLICATION:
 FUNCTION NO. 612:

OTHER SERVICES AND CHARGES \$ 300.00

TOTAL - ZONING APPLICATION TRUST FUND \$ 300.00

SECTION XXXVI. That there be appropriated from the CEMETERY TRUST - OPERATIONS
FUND, FUND NO. 605:

PUBLIC HEALTH AND WELFARE:
 CEMETERIES:
 EVERGREEN/RIVERSIDE:
 FUNCTION NO. 422:

OTHER SERVICES AND CHARGES \$ 3,500.00

TOTAL - CEMETERIES: \$ 3,500.00

TOTAL - CEMETERY TRUST - OPERATIONS FUND \$ 3,500.00

SECTION XXXVII. That there be appropriated from the LAW ENFORCEMENT TRUST FUND,
FUND NO. 613:

PUBLIC SAFETY :
 POLICE:
 LAW ENFORCEMENT-OTHER:
 FUNCTION NO. 212:

MATERIALS AND SUPPLIES \$ 3,000.00

OTHER NON-OPERATING CHARGES \$ 2,000.00

TOTAL - LAW ENFORCEMENT TRUST FUND \$ 5,000.00

SECTION XXXVIII. That there be appropriated from the WATER REVENUE FUND, FUND NO. 710:

WATER SERVICE:
ADMINISTRATION:
FUNCTION NO. 711:

PERSONAL SERVICES	\$	595,019.00
MATERIALS AND SUPPLIES	\$	10,747.00
OTHER SERVICES AND CHARGES	\$	199,756.00
CAPITAL OUTLAY	\$	<u>7,106.00</u>
TOTAL - ADMINISTRATION:	\$	812,628.00

UTILITIES OFFICE:
FUNCTION NO. 712:

PERSONAL SERVICES	\$	155,677.00
MATERIALS AND SUPPLIES	\$	5,780.00
OTHER SERVICES AND CHARGES	\$	25,260.00
CAPITAL OUTLAY	\$	<u>8,380.00</u>
TOTAL - UTILITIES OFFICE:	\$	195,097.00

FILTRATION AND PUMPING:
FUNCTION NO. 713:

PERSONAL SERVICES	\$	754,823.00
MATERIALS AND SUPPLIES	\$	154,910.00
OTHER SERVICES AND CHARGES	\$	<u>592,100.00</u>
TOTAL - FILTRATION AND PUMPING:	\$	1,501,833.00

SUPERVISION-DISTRIBUTION OPERATIONS:
FUNCTION NO. 714:

PERSONAL SERVICES	\$	151,612.00
MATERIALS AND SUPPLIES	\$	12,530.00
OTHER SERVICES AND CHARGES	\$	<u>51,330.00</u>
TOTAL - SUPERVISION-DISTRIBUTION OPERATIONS:	\$	215,472.00

DISTRIBUTION OPERATIONS:
FUNCTION NO. 715:

PERSONAL SERVICES	\$	724,846.00
MATERIALS AND SUPPLIES	\$	193,700.00
OTHER SERVICES AND CHARGES	\$	<u>133,600.00</u>
TOTAL - DISTRIBUTION OPERATIONS:	\$	1,052,146.00

FIRE HYDRANTS:
FUNCTION NO. 716:

PERSONAL SERVICES	\$	15,734.00
MATERIALS AND SUPPLIES	\$	<u>20,000.00</u>
TOTAL - FIRE HYDRANTS:	\$	35,734.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 719:

OTHER SERVICES AND CHARGES		\$	<u>127,006.00</u>
TOTAL -	INSURANCE AND MISCELLANEOUS:	\$	<u>127,006.00</u>
TOTAL -	WATER SERVICE:	\$	3,939,916.00

DEBT SERVICE FUNCTIONS:
DEBT SERVICE-REVENUE SUPPORTED:
FUNCTION NO. 803:

DEBT SERVICE		\$	<u>656,198.00</u>
TOTAL -	INSURANCE AND MISCELLANEOUS:	\$	656,198.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER SERVICES AND CHARGES		\$	27,000.00
DEBT SERVICE		\$	<u>291,819.00</u>
TOTAL -	OTHER NONOPERATING EXPENSES:	\$	318,819.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES		\$	<u>100,000.00</u>
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RESERVES:
FUNCTION NO. 999:

OPERATING TRANSFERS/RESERVES		\$	<u>75,000.00</u>
TOTAL -	OTHER:	\$	<u>493,819.00</u>
TOTAL -	WATER REVENUE FUND	\$	5,089,933.00

SECTION XXXIX. That there be appropriated from the WATER DEPOSIT FUND, FUND NO. 711:

UTILITIES DEPOSITS:
FUNCTION NO. 770:

OTHER NON-OPERATING CHARGES		\$	<u>12,000.00</u>
TOTAL -	WATER DEPOSIT FUND	\$	12,000.00

SECTION XL. That there be appropriated from the WATER CONSTRUCTION FUND,
FUND NO. 712:

CAPITAL PROJECTS:
WATER PLANT IMPROVEMENT:
FUNCTION NO. 796:

CAPITAL OUTLAY		\$	<u>14,000.00</u>
TOTAL -	WATER PLANT IMPROVEMENT:	\$	14,000.00

WATER DISTRIBUTION IMPROVEMENT:
FUNCTION NO. 797:

CAPITAL OUTLAY		\$	<u>1,401,100.00</u>
TOTAL -	WATER DISTRIBUTION IMPROVEMENT:	\$	1,401,100.00

DEBT SERVICE FUNCTIONS:
DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE		\$	<u>1,500,497.00</u>
TOTAL -	DEBT SERVICE-OTHER:	\$	1,500,497.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE		\$	<u>27,359.00</u>
TOTAL -	OTHER NONOPERATING EXPENSES:	\$	<u>27,359.00</u>

TOTAL -	WATER CONSTRUCTION FUND	\$	2,942,956.00
<u>SECTION XLI.</u>	That there be appropriated from the <u>SEWER REVENUE FUND, FUND NO. 720:</u>		

SANITARY SEWER SERVICE:
ADMINISTRATION:
FUNCTION NO. 721:

PERSONAL SERVICES		\$	502,928.00
MATERIALS AND SUPPLIES		\$	8,598.00
OTHER SERVICES AND CHARGES		\$	159,804.00
CAPITAL OUTLAY		\$	<u>5,685.00</u>
TOTAL -	ADMINISTRATION:	\$	677,015.00

UTILITIES OFFICE:
FUNCTION NO. 722:

PERSONAL SERVICES		\$	155,677.00
MATERIALS AND SUPPLIES		\$	5,780.00
OTHER SERVICES AND CHARGES		\$	25,260.00
CAPITAL OUTLAY		\$	<u>8,380.00</u>
TOTAL -	UTILITIES OFFICE:	\$	195,097.00

SUPERVISION-PLANT AND SYSTEM:
FUNCTION NO. 723:

PERSONAL SERVICES		\$	50,974.00
MATERIALS AND SUPPLIES		\$	2,730.00
OTHER SERVICES AND CHARGES		\$	<u>11,850.00</u>
TOTAL -	SUPERVISION-PLANT AND SYSTEM:	\$	65,554.00

PLANT AND PUMPING OPERATIONS:
FUNCTION NO. 724:

PERSONAL SERVICES	\$	1,116,567.00
MATERIALS AND SUPPLIES	\$	209,690.00
OTHER SERVICES AND CHARGES	\$	<u>535,612.00</u>
TOTAL - PLANT AND PUMPING OPERATIONS:	\$	1,861,869.00

SANITARY SEWER-COLLECTION AND TRANSMISSION:
FUNCTION NO. 725:

PERSONAL SERVICES	\$	70,187.00
MATERIALS AND SUPPLIES	\$	3,000.00
OTHER SERVICES AND CHARGES	\$	<u>35,000.00</u>
TOTAL - SANITARY SEWER-COLLECTION AND TRANSMISSION:	\$	108,187.00

SANITARY SEWER-EQUIP. OPERATIONS & MAINTENANCE:
FUNCTION NO. 726:

MATERIALS AND SUPPLIES	\$	3,725.00
OTHER SERVICES AND CHARGES	\$	<u>2,200.00</u>
TOTAL - MAINTENANCE:	\$	5,925.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 729:

OTHER SERVICES AND CHARGES	\$	<u>102,179.00</u>
TOTAL - INSURANCE AND MISCELLANEOUS:	\$	<u>102,179.00</u>
TOTAL - SANITARY SEWER SERVICE:	\$	3,015,826.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER SERVICES AND CHARGES	\$	1,800.00
DEBT SERVICE	\$	<u>22,088.00</u>
TOTAL - OTHER NONOPERATING EXPENSES:	\$	23,888.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES	\$	<u>100,000.00</u>
TOTAL - TRANSFERS-OUT:	\$	100,000.00

RESERVES:
FUNCTION NO. 999:

OPERATING TRANSFERS/RESERVES		\$	<u>100,000.00</u>
TOTAL -	RESERVES:	\$	<u>100,000.00</u>
TOTAL -	OTHER:	\$	<u>223,888.00</u>
TOTAL -	SEWER REVENUE FUND	\$	3,239,714.00

SECTION XLII. That there be appropriated from the SEWER CONSTRUCTION FUND.

FUND NO. 722:

CAPITAL PROJECTS:
SANITARY SEWER IMPROVEMENT:
FUNCTION NO. 793:

CAPITAL OUTLAY		\$	<u>100,000.00</u>
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WATER POLLUTION CONTROL PLANT IMPROVEMENT:
FUNCTION NO. 798:

CAPITAL OUTLAY		\$	<u>3,140,000.00</u>
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DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE		\$	<u>839,970.00</u>
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OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE		\$	<u>23,582.00</u>
TOTAL -	OTHER NONOPERATING EXPENSES:	\$	23,582.00
TOTAL -	SEWER CONSTRUCTION FUND	\$	4,103,552.00

SECTION XLIII. That there be appropriated from the ELECTRIC REVENUE FUND.
FUND NO. 730:

ELECTRIC SERVICE:
TRAFFIC SIGNS, MARKINGS, SIGNALS:
FUNCTION NO. 341:

MATERIALS AND SUPPLIES		\$	5,900.00
OTHER SERVICES AND CHARGES		\$	<u>42,750.00</u>
TOTAL -	TRAFFIC SIGNS, MARKINGS, SIGNALS:	\$	48,650.00

TREE CARE:
FUNCTION NO. 651:

OTHER SERVICES AND CHARGES	\$	<u>15,000.00</u>
TOTAL - TREE CARE:	\$	15,000.00

ADMINISTRATION:
FUNCTION NO. 731:

PERSONAL SERVICES	\$	744,597.00
MATERIALS AND SUPPLIES	\$	13,551.00
OTHER SERVICES AND CHARGES	\$	267,816.00
CAPITAL OUTLAY	\$	<u>5,642.00</u>
TOTAL - ADMINISTRATION:	\$	1,031,606.00

UTILITIES OFFICE:
FUNCTION NO. 732:

PERSONAL SERVICES	\$	467,030.00
MATERIALS AND SUPPLIES	\$	17,340.00
OTHER SERVICES AND CHARGES	\$	75,780.00
CAPITAL OUTLAY	\$	<u>25,140.00</u>
TOTAL - UTILITIES OFFICE:	\$	585,290.00

SUPERVISION-PLANT OPERATIONS:
FUNCTION NO. 733:

PERSONAL SERVICES	\$	171,802.00
MATERIALS AND SUPPLIES	\$	37,000.00
OTHER SERVICES AND CHARGES	\$	490,112.00
OTHER NON-OPERATING CHARGES	\$	<u>1,500,000.00</u>
TOTAL - SUPERVISION-PLANT OPERATIONS:	\$	2,198,914.00

BOILER OPERATIONS AND MAINTENANCE:
FUNCTION NO. 734:

PERSONAL SERVICES	\$	2,328,966.00
MATERIALS AND SUPPLIES	\$	509,000.00
OTHER SERVICES AND CHARGES	\$	<u>1,053,900.00</u>
TOTAL - BOILER OPERATIONS AND MAINTENANCE:	\$	3,891,866.00

GENERATION OPERATIONS AND MAINTENANCE:
FUNCTION NO. 735:

PERSONAL SERVICES	\$	822,008.00
MATERIALS AND SUPPLIES	\$	383,000.00
OTHER SERVICES AND CHARGES	\$	<u>779,500.00</u>
TOTAL - GENERATION OPERATIONS AND MAINTENANCE:	\$	1,984,508.00

FUEL AND PURCHASED POWER:
FUNCTION NO. 736:

MATERIALS AND SUPPLIES	\$	7,665,000.00
OTHER SERVICES AND CHARGES	\$	<u>4,378,799.00</u>
TOTAL - FUEL AND PURCHASED POWER:	\$	12,043,799.00

SUPERVISION-DISTRIBUTION OPERATIONS:
FUNCTION NO. 737:

PERSONAL SERVICES	\$	244,480.00
MATERIALS AND SUPPLIES	\$	12,200.00
OTHER SERVICES AND CHARGES	\$	<u>45,323.00</u>
TOTAL - SUPERVISION-DISTRIBUTION OPERATIONS:	\$	302,003.00

DISTRIBUTION OPERATIONS:
FUNCTION NO. 738:

PERSONAL SERVICES	\$	1,561,093.00
MATERIALS AND SUPPLIES	\$	354,950.00
OTHER SERVICES AND CHARGES	\$	<u>98,300.00</u>
TOTAL - DISTRIBUTION OPERATIONS:	\$	2,014,343.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 739:

OTHER SERVICES AND CHARGES	\$	<u>183,828.00</u>
TOTAL - INSURANCE AND MISCELLANEOUS:	\$	<u>183,828.00</u>
TOTAL - ELECTRIC SERVICE:	\$	24,299,807.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER SERVICES AND CHARGES	\$	1,200.00
DEBT SERVICE	\$	<u>14,807.00</u>
TOTAL - OTHER NONOPERATING EXPENSES:	\$	<u>16,007.00</u>

OPERATING TRANSFERS/RESERVES	\$	<u>250,000.00</u>
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TOTAL - OTHER:	\$	<u>266,007.00</u>
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TOTAL - ELECTRIC REVENUE FUND	\$	24,565,814.00
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SECTION XLIV. That there be appropriated from the ELECTRIC DEPOSIT FUND, FUND NO. 731

UTILITIES DEPOSITS:
FUNCTION NO. 770:

OTHER NON-OPERATING CHARGES		\$	<u>43,000.00</u>
TOTAL -	UTILITIES DEPOSITS:	\$	<u>43,000.00</u>
TOTAL -	ELECTRIC DEPOSIT FUND	\$	43,000.00

SECTION XLV. That there be appropriated from the ELECTRIC CONSTRUCTION FUND, FUND NO. 732:

ELECTRIC SERVICE:
TRAFFIC SIGNS, MARKINGS, SIGNALS:
FUNCTION NO. 341:

CAPITAL OUTLAY		\$	<u>142,000.00</u>
TOTAL -	UTILITIES OFFICE:	\$	142,000.00

ELECTRIC PLANT IMPROVEMENT:
FUNCTION NO. 794:

CAPITAL OUTLAY		\$	<u>1,297,000.00</u>
TOTAL -	ELECTRIC PLANT IMPROVEMENT:	\$	1,297,000.00

ELECTRIC DISTRIBUTION IMPROVEMENT:
FUNCTION NO. 795:

CAPITAL OUTLAY		\$	<u>1,186,000.00</u>
TOTAL -	ELECTRIC DISTRIBUTION IMPROVEMENT:	\$	1,186,000.00

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE		\$	<u>25,756.00</u>
TOTAL -	OTHER NONOPERATING EXPENSES:	\$	<u>25,756.00</u>
TOTAL -	ELECTRIC CONSTRUCTION FUND	\$	2,650,756.00

SECTION XLVI. That there be appropriated from the REFUSE FUND, FUND NO. 740:

COLLECTION AND DISPOSAL:
FUNCTION NO. 743:

OTHER SERVICES AND CHARGES		\$	<u>2,000.00</u>
TOTAL -	COLLECTION AND DISPOSAL:	\$	<u>2,000.00</u>
TOTAL -	REFUSE FUND	\$	2,000.00

SECTION XLVII. That there be appropriated from the OFF-STREET PARKING REVENUE FUND,
FUND NO. 750:

PARKING:
 PARKING GARAGE:
 FUNCTION NO. 332:

PERSONAL SERVICES		\$	69,122.00
MATERIALS AND SUPPLIES		\$	6,650.00
OTHER SERVICES AND CHARGES		\$	<u>87,706.00</u>
TOTAL -	PARKING GARAGE:	\$	<u>163,478.00</u>
TOTAL -	OFF-STREET PARKING REVENUE FUND	\$	163,478.00

SECTION XLVIII. That there be appropriated from the OFF-STREET PARKING DEPOSIT FUND,
FUND NO. 752:

OTHER:
 OTHER NONOPERATING EXPENSES:
 FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES		\$	<u>100.00</u>
TOTAL -	OFF-STREET PARKING DEPOSIT FUND	\$	100.00

SECTION XLIX. That there be appropriated from the STORM WATER UTILITY FUND,
FUND NO. 760:

STORM WATER UTILITY SERVICE:
 ADMINISTRATION:
 FUNCTION NO. 761:

PERSONAL SERVICES		\$	10,595.00
MATERIALS AND SUPPLIES		\$	485.00
OTHER SERVICES AND CHARGES		\$	<u>114,820.00</u>
TOTAL -	ADMINISTRATION:	\$	125,900.00

STORM WATER OPERATIONS:
 FUNCTION NO. 763:

PERSONAL SERVICES		\$	81,318.00
MATERIALS AND SUPPLIES		\$	18,100.00
OTHER SERVICES AND CHARGES		\$	<u>19,300.00</u>
TOTAL -	STORM WATER OPERATIONS:	\$	118,718.00

CAPITAL PROJECTS:
 STORM SEWER IMPROVEMENT:
 FUNCTION NO. 792:

CAPITAL OUTLAY		\$	<u>425,000.00</u>
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DEBT SERVICE FUNCTIONS:
 DEBT SERVICE-OTHER:
 FUNCTION NO. 805:

DEBT SERVICE \$ 471,210.00

OTHER NONOPERATING EXPENSES:
 FUNCTION NO. 902:

DEBT SERVICE \$ 1,348.00

TOTAL - ADMINISTRATION: \$ 1,348.00

TOTAL - STORM WATER UTILITY FUND \$ 1,142,176.00

SECTION L. That there be appropriated from the COMMUNITY PROGRAMS FUND.
FUND NO. 770:

ADMINISTRATION:
 FUNCTION NO. 771:

PERSONAL SERVICES \$ 108,280.00

TOTAL - ADMINISTRATION: \$ 108,280.00

SUMMER CAMP:
 FUNCTION NO. 773:

MATERIALS AND SUPPLIES \$ 3,000.00

OTHER SERVICES AND CHARGES \$ 23,280.00

TOTAL - SUMMER CAMP: \$ 26,280.00

ADULT TRIPS:
 FUNCTION NO. 774:

OTHER SERVICES AND CHARGES \$ 9,500.00

TOTAL - ADULT TRIPS: \$ 9,500.00

MORSE AVENUE:
 FUNCTION NO. 776:

MATERIALS AND SUPPLIES \$ 6,900.00

OTHER SERVICES AND CHARGES \$ 1,000.00

TOTAL - MORSE AVENUE: \$ 7,900.00

SPECIAL EVENTS:
 FUNCTION NO. 777:

MATERIALS AND SUPPLIES \$ 5,000.00

OTHER SERVICES AND CHARGES \$ 21,000.00

TOTAL - SPECIAL EVENTS: \$ 26,000.00

RECREATIONAL ACTIVITIES:
FUNCTION NO. 778:

OTHER SERVICES AND CHARGES		\$	<u>3,500.00</u>
TOTAL -	RECREATIONAL ACTIVITIES:	\$	3,500.00
TOTAL -	COMMUNITY PROGRAMS FUND	\$	181,460.00

SECTION LI. That there be appropriated from the FUEL AND OIL ROTARY FUND,
FUND NO. 801:

INTERNAL SERVICE FUNCTIONS:
ROTARY FUEL AND OIL:
FUNCTION NO. 781:

MATERIALS AND SUPPLIES		\$	<u>194,693.00</u>
TOTAL -	FUEL AND OIL ROTARY FUND	\$	194,693.00

SECTION LII. That there be appropriated from the SUPPLIES ROTARY FUND, FUND NO. 802:

INTERNAL SERVICE FUNCTIONS:
ROTARY SUPPLIES:
FUNCTION NO. 782:

MATERIALS AND SUPPLIES		\$	<u>47,437.00</u>
TOTAL -	SUPPLIES ROTARY FUND	\$	47,437.00

SECTION LIII. That there be appropriated from the EMPLOYEE HEALTH INSURANCE FUND,
FUND NO. 803:

INTERNAL SERVICE FUNCTIONS:
ROTARY CONTRACT SERVICES:
FUNCTION NOS. 111. THROUGH 749:

PERSONAL SERVICES		\$	2,190,000.00
OTHER SERVICES AND CHARGES		\$	<u>360,000.00</u>
TOTAL -	EMPLOYEE HEALTH INSURANCE FUND	\$	2,550,000.00

SECTION LIV. That there be appropriated from the WORKERS' COMPENSATION
RETROSPECTIVE FUND, FUND NO. 805:

INTERNAL SERVICE FUNCTIONS:
ROTARY CONTRACT SERVICES:
FUNCTION NOS. 111. THROUGH 763:

PERSONAL SERVICES		\$	140,000.00
OTHER SERVICES AND CHARGES		\$	<u>360,000.00</u>
TOTAL -	WORKERS' COMPENSATION RETROSPECTIVE FUND	\$	500,000.00

SECTION LV. That there be appropriated from the EVERGREEN CEMETERY TRUST FUND,
FUND NO. 901:

OTHER:
 OTHER NONOPERATING EXPENSES:
 FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES		\$	<u>1,000.00</u>
TOTAL -	EVERGREEN CEMETERY TRUST FUND	\$	1,000.00

SECTION LVI. That there be appropriated from the RIVERSIDE CEMETERY TRUST FUND,
FUND NO. 902:

OTHER:
 OTHER NONOPERATING EXPENSES:
 FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES		\$	<u>1,000.00</u>
TOTAL -	RIVERSIDE CEMETERY TRUST FUND	\$	1,000.00

SECTION LVII. That there be appropriated from the SPECIAL ENDOWMENT TRUST FUND,
FUND NO. 903:

OTHER:
 OTHER NONOPERATING EXPENSES:
 FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES		\$	<u>25.00</u>
TOTAL -	SPECIAL ENDOWMENT TRUST FUND	\$	25.00

SECTION LVIII. That there be appropriated from the STATE PATROL TRANSFER AGENCY
FUND, FUND NO. 952:

OTHER:
 OTHER NONOPERATING DISBURSEMENTS:
 FUNCTION NO. 903:

OTHER NON-OPERATING CHARGES		\$	<u>54,500.00</u>
TOTAL -	STATE PATROL TRANSFER FUND	\$	54,500.00

SECTION LIX. That there be appropriated from the LAND BANK FUND, FUND NO. 960:

OTHER:
 OTHER NONOPERATING DISBURSEMENTS:
 FUNCTION NO. 903:

OTHER OPERATING CHARGES		\$	<u>100.00</u>
TOTAL -	LAND BANK FUND	\$	100.00

***GRAND TOTAL - ALL FUNDS \$ 80,282,806.00

SECTION LX. That the Director of Finance is hereby instructed to transmit a certified copy of this ordinance to the Lake County Auditor, and to obtain a Certificate of County Auditor that the total appropriations from each fund do not exceed the Official Estimate of Resources from the County Auditor, in accordance with applicable provisions of the Ohio Revised Code.

SECTION LXI. That the Operating Budget for the City of Painesville, Ohio for the period beginning January 1, 2008 hereto filed with the City Council in preliminary form, and which has been reviewed by this Council, and upon which all of the appropriations contained herein have been based, be and the same hereby is adopted, in accordance with the applicable provisions of Article V, Section I, of the Charter of the City of Painesville, Ohio.

SECTION LXII. That the Director of Finance is hereby authorized to establish line item appropriations accounting records, with the Accounting Division of the Department of Finance, in accordance with the line item expenditure/expense accounts contained in the 2008 Operating Budget of the City of Painesville, Ohio.

SECTION LXIII. That the City Manager is hereby authorized to transfer appropriations among expenditure accounts, within activity account appropriation totals, in order to better meet the operating needs of the activity accounts during the year. Such transfers of personal service appropriation amounts shall be only to or from other personal service accounts. Such transfers shall not exceed the total appropriated for the specific activity account purpose.

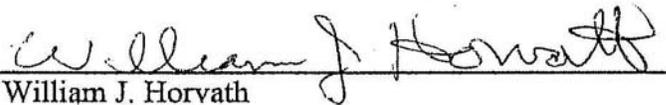
SECTION LXIV. That the City Manager is hereby authorized to transfer appropriations among capital expenditures within the same fund to meet the capital improvement demands of the fund during the year. Such transfers shall not exceed the total appropriated for the capital activities of the fund.

SECTION LXV. That the Director of Finance is hereby authorized to draw his/her checks upon the City treasury for payment from any of the foregoing appropriations upon receiving proper certificates and vouchers approved by officers authorized by law to approve, or authority of Council to make expenditures, provided no checks shall be drawn for salaries or wages except to persons employed by authority of law or ordinance.

SECTION LXVI. That, in addition to expenses for travel and attendance at conferences, seminars and meetings of recognized public interest groups and meetings directly concerned with City business, expenses for the following are deemed to be a public purpose and, subject to appropriation, documentation by invoices or receipts, and approval by the City Manager or President of Council as the appropriate approving authority, may legally be paid from City funds: receptions deemed beneficial to the City, including refreshments, but excluding alcoholic beverages; advertisements in programs, magazines and newspapers; meals and expenses to promote the City; honorariums for service; attendant expenses for official celebrations; and expenses of individuals appointed by Council to City Boards, Commissions and Committees.

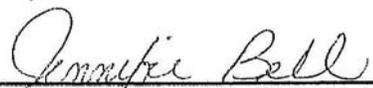
SECTION LXVII. That this ordinance is hereby declared to be and is passed as an emergency measure for the protection and preservation of the peace, health, safety and general welfare of the inhabitants of the City of Painesville, the emergency being that it is necessary that an appropriations ordinance be immediately passed in order to maintain the finances of said City, and therefore, this ordinance shall become effective immediately upon its passage.

PASSED: December 17, 2007



William J. Horvath
President of Council

ATTEST:



Jennifer Bell
Clerk of Council

BUDGET OVERVIEW OF THE MAJOR FUNDS

GENERAL FUND

The General Fund is used to account for all financial transactions which are not accounted for in other funds. The principal sources of revenue of the General Fund are municipal income taxes, property taxes, revenue shared from other governments, municipal court fines and cost reimbursements from other funds.

The 2008 General Fund budget is comprised of \$14,404,341 in expenditures. This represents an increase of \$669,691 or 4.88% over the 2007 original appropriation budget of \$13,734,650. The proposed revenues are estimated at \$14,472,190 which represents an increase of \$736,929 or 5.37% over the 2007 budgeted revenue of \$13,735,261. The proposed 2008 budget is balanced and will not need any supplement from the cash carry-over balance.

The budget presentation for 2008 includes a small capital plan for those capital outlays that can only be funded utilizing General Fund dollars. Many of the capital expenditures are to be funded from the Capital Improvement Fund or the Capital Equipment Reserve. Some of the expenditures that in previous years were transferred to other funds closely associated with the General Fund to alleviate the burden on the General Fund have been transferred back to the General Fund. The Street Construction Maintenance and Repair Fund will cover a large portion of the costs for road improvements, however the General Fund is contributing a larger percentage this year than in years past. The Fire Levy Fund will pay for the capital improvements for the Fire Department. The Municipal Court will utilize its computerization fund to make its technological upgrades. The specific details of the capital projects that are fund by the General Fund are outlined in the Capital Budget section of this document. However the long term financial analysis indicates that both the Street Construction Maintenance and Repair Fund and the Fire Levy Fund will not have adequate resources to provide for significant capital invest that will be needed in the future.

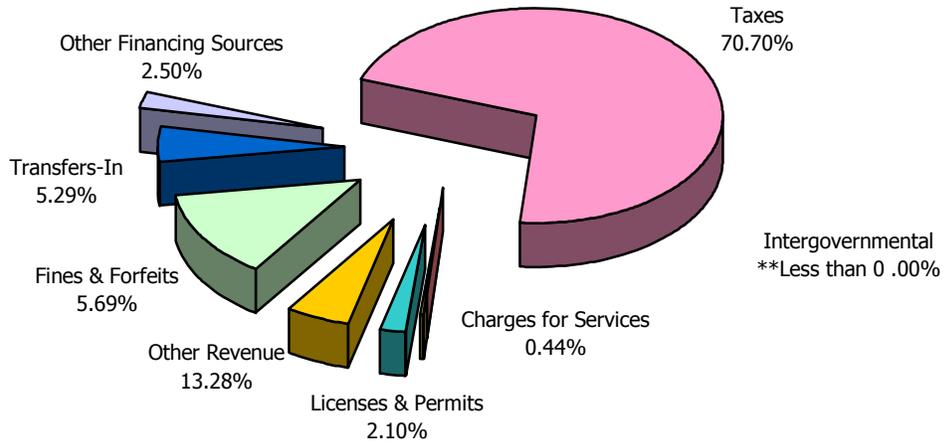
The Fire Levy Fund was established as a result of the passage of the .7 mill fire levy in 1991. It generates approximately \$120,000 annually. The purpose is to purchase capital equipment and associated material. Since that time, we have replaced several pieces of equipment by borrowing against the future revenue. However, the cost of each item, such as the rescue squads and pumper truck, have increased more quickly than the amount of revenue generated. Last year we were forced to begin the process to purchase a new Engine. The actual purchase will occur in 2008. This purchase has strapped the fund and will not permit additional large equipment purchases or additional station improvements for the foreseeable future. Again this year the Capital Improvement Fund is paying for improvements to the Fire Station to meet current operating standards. To continue to support the Fire Departments equipment purchases and to implement the capital portion of the Fire Master Plan additional revenue will be required.

The Street Construction Maintenance and Repair Fund has traditionally been the fund that pays for the street improvements and maintenance operation. Currently 40% of the cost of street maintenance is paid from this fund; the remainder is paid from the General Fund, Storm Water and Sewer Funds. It is the only source of revenue to pay for street repairs and reconstructions. This year 40% of the salary expenditures for Public Works will continue to be paid by the Street Construction Maintenance and Repair Fund, however a majority of the operating material and supplies are now being paid from the General Fund. To continue implementing the street pavement program and upgrade a number of neighborhood streets which require reconstruction, additional revenue will be required. Until that time we will continue to make improvements at our current pace. The City is actively pursuing funding from the Ohio Department of Transportation, the Ohio Public Works Commission and other sources to help offset improvement costs. These funds are also dwindling and all require a match sometimes as much as 50% of the project cost.

While the General Fund has improved the long term stability remains a concern. Issues that will be facing the city over the next year are the loss of the Lake Hospital system income tax by the end of 2009. This represents approximately \$250,000 of annual revenue or over 3% of the expected \$7.9 million in income tax receipts. Since this year's budget expects to use approximately all of the current year's revenue that loss could mean a budget reduction in future years. In addition a significant portion of the General Fund revenue is from interest earnings. This year it translates to over \$1.8 million or 12% of total anticipated revenue. Changes in the market, outside of our control can dramatically impact this revenue stream. Lastly, continuing

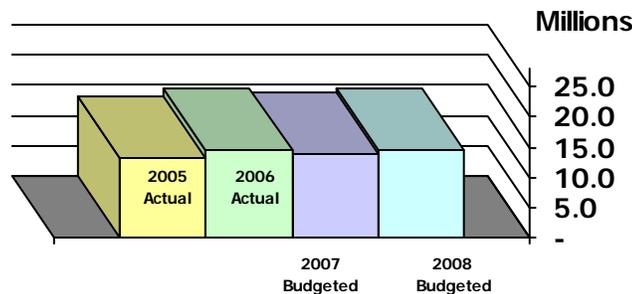
changes in the State legislature and the discussion of the Local Government Fund reallocation and the re-regulation of the electric industry and its impact on the kilowatt hour tax are also unknowns to our general fund. These sources represent over \$2.3 million of the General Fund revenue or 16% of our resources. All of these factors require that we continue to be conservative in our spending and continue to build reserves for the inevitable changes that will occur in our economy.

**GENERAL FUND REVENUE BREAKDOWN
FOR 2008**



The Administration continues a serious investigative approach to research, verify and quantify all possible General Fund revenue streams. This year’s revenue estimates are based on a five year analysis of revenue and a review with each administrator charged with collecting the revenue to forecast achievable amounts that are neither overly conservative or overly liberal. Economic conditions permit the projection of a slight increase in total revenue for the general fund. In this year’s review of the General Fund revenue a 4% increase in other revenue sources is expected. The taxes have decreased from 72.15% of the total in 2007 to 70.70% in 2008. We are continually searching for ways to be less dependent on taxes in the General Fund.

GENERAL FUND REVENUE HISTORICALLY

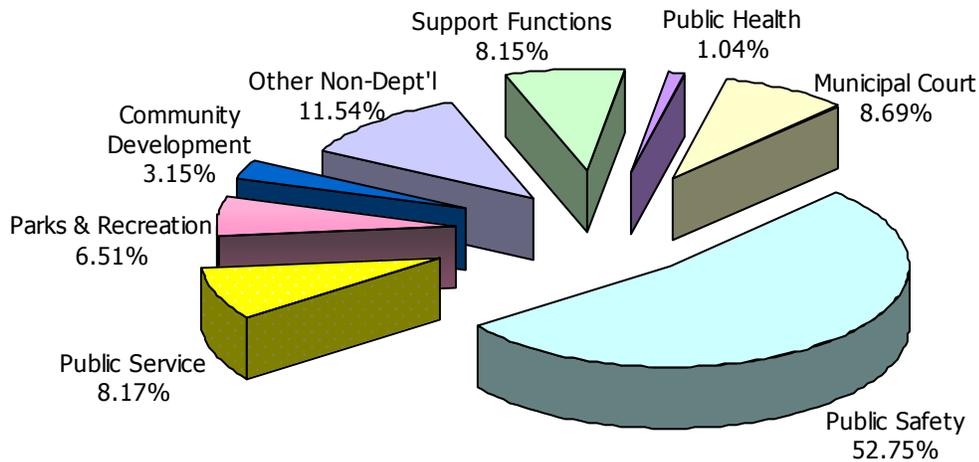


2005 Actual	13,228,859
2006 Actual	14,428,416
2007 Budgeted	13,735,261
2008 Budgeted	14,404,341

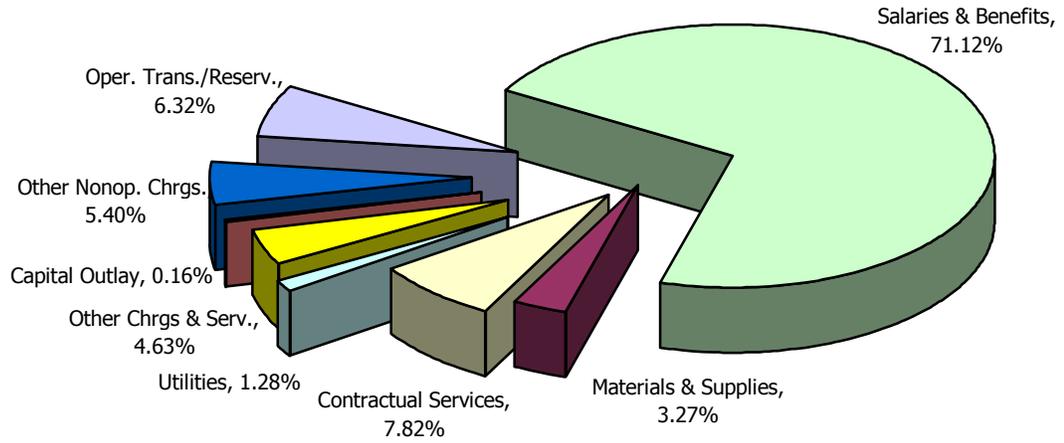
The City delivers tax-supported services to its residents in several basic program areas including Safety Services, Street Maintenance Services, Public Health, Community Development and Economic Development. The following pie chart illustrates the individual departmental allocations of the General Fund. The chart shows that more than half of the General Fund budget (52.75%) is devoted to Public Safety, In 2008, only 11.54% of the budget is not attributable to a specific department, a slight decrease from 2007. These costs are for debt service and lease payments primarily. The expenditures in the general fund on Public Services is approximately 8%, a 1% increase as discussed previously, while the Support Functions continue make up a little over 8% of the budget.

The General Fund is providing the minimal amount to operate only the most vital costs. The administration has made great strides over the past two years to focus the spending in the General Fund on the critical services for the City. This year the budget reflects a continued increase in total expenditures to the Public Safety to improve service to our community. It also reflects the implementation of two additional fulltime fire personnel as Firefighter/Paramedics. In addition a Police Officer is included in the Police Department expenditures. In several other departments, such as Community Development, we are also budgeting to restore personnel to previous levels in order to expand enforcement program in the coming year. The fund will be monitored to determine if filling these positions is appropriate. The 2008 budget is a prudent and efficient spending plan of the estimated resources available to the City.

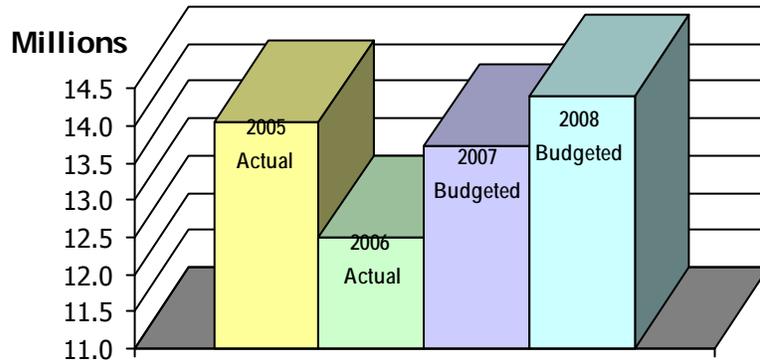
GENERAL FUND EXPENDITURES BY DISTRIBUTION



GENERAL FUND EXPENDITURE BY COST CATEGORY



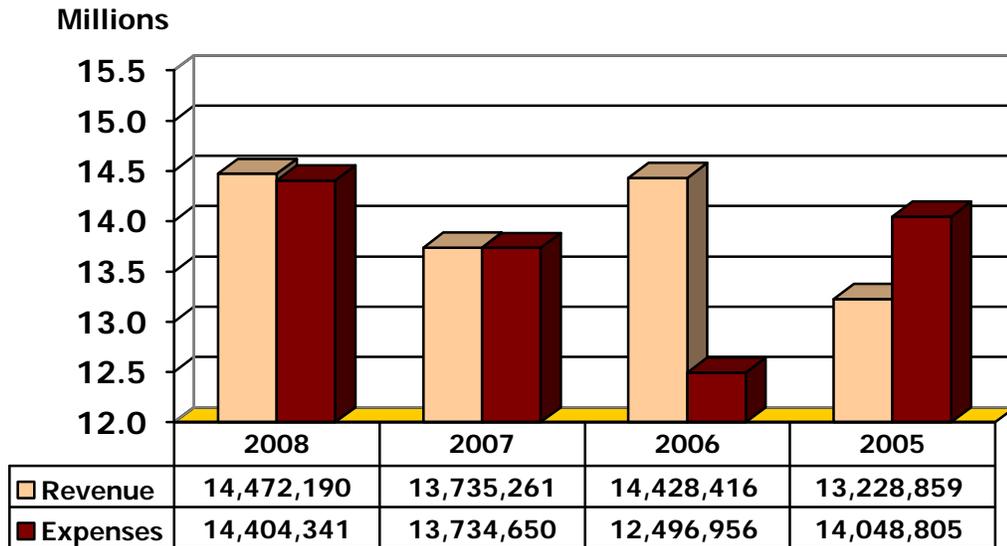
GENERAL FUND EXPENDITURE HISTORICALLY



2005 Actual	14,048,805
2006 Actual	12,496,956
2007 Budgeted	13,734,650
2008 Budgeted	14,404,341

The following two statements are summaries listing the General Fund Revenue by Source and Expenditures by Program for the current proposed budget, as well as last year's budget and the actual expenditures for the two prior years.

GENERAL FUND REVENUES & EXPENSES HISTORICALLY



**GENERAL FUND
REVENUE BY SOURCE - FY 2008**

	2005 Actual Receipts	2006 Actual Receipts	2007 Proposed Budget	2008 Proposed Budget
Taxes	\$ 10,046,409	\$ 10,423,596	\$ 9,911,177	\$ 10,231,899
Intergovernmental Revenue	20	-	60,000	10
Charges for Services	127,770	83,490	62,740	64,398
License, Permit, Insp. & Other Fees	340,878	349,113	289,365	303,300
Fines & Forfeits	735,189	835,261	835,308	823,463
Other Revenue	490,891	1,145,695	1,356,350	1,922,600
Transfers-In	753,568	933,907	665,821	765,000
Other Financing Sources	734,132	657,354	554,500	361,520
TOTAL GENERAL FUND REVENUE	\$ 13,228,857	\$ 14,428,416	\$ 13,735,261	\$ 14,472,190

GENERAL FUND TAX BREAKDOWN

	2005 ACTUALS	2006 ACTUALS	BUDGET 2007	BUDGET 2008
REVENUES:				
Property Taxes	\$ 440,152	\$ 570,468	\$ 559,716	\$ 616,831
Municipal Income Tax	7,709,294	7,977,012	7,645,000	7,965,000
Local Government Taxes	1,538,562	1,538,003	1,545,102	1,565,286
Other	358,402	338,113	161,359	84,782
Taxes	\$ 10,046,410	\$ 10,423,596	\$ 9,911,177	\$ 10,231,899



EXPENDITURES BY PROGRAM AREA

	2005 Actual		2006 Actual		2007 Budget		2008 Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
LEGISLATIVE								
111 Council	\$ 11,733	7.00	\$ 11,802	7.00	\$ 11,731	7.00	\$ 11,747	7.00
112 Clerk of Council	7,482	1.00	7,457	1.00	11,353	1.00	11,583	1.00
Total Legislative	\$ 19,215	8.00	\$ 19,259	8.00	\$ 23,084	8.00	\$ 23,330	8.00
JUDICIAL - MUNICIPAL COURT								
121 Judicial Activities	\$ 193,232	7.00	\$ 191,722	7.00	\$ 213,280	7.00	\$ 243,518	7.00
122 Clerk Of Court	770,485	16.00	713,033	16.00	797,744	14.00	836,236	14.00
123 Probation	159,791	5.00	143,984	5.00	153,964	3.00	171,567	6.00
Total Judicial-Municipal Court	\$ 1,123,508	28.00	\$ 1,048,739	28.00	\$ 1,164,988	24.00	\$ 1,251,321	27.00
EXECUTIVE								
131 City Manager	\$ 85,489	2.00	\$ 110,530	2.00	\$ 74,517	3.00	\$ 61,822	3.00
133 Promo, Comm, PR Activity	2,919	-	2,525	-	12,745	-	12,495	-
134 Information Technology	12,147	1.00	20,656	-	26,675	-	26,550	-
135 Human Resources	45,826	3.00	47,035	3.00	57,603	3.00	53,103	3.00
137 Economic Development	26,190	2.00	24,649	2.00	28,886	2.00	34,314	2.00
Total Executive	\$ 172,571	8.00	\$ 205,395	7.00	\$ 200,426	8.00	\$ 188,284	8.00
FINANCE								
141 Administration	\$ 56,136	3.00	\$ 55,317	3.00	\$ 60,628	3.00	\$ 62,281	3.00
142 Accounting	55,508	3.00	51,861	3.00	56,067	3.00	57,006	3.00
143 Purchasing and Warehousing	23,827	2.00	23,165	2.00	26,129	2.00	27,232	2.00
144 Income Tax Collection	142,835	-	142,121	-	152,200	-	151,460	-
Total Finance	\$ 278,306	8.00	\$ 272,464	8.00	\$ 295,024	8.00	\$ 297,979	8.00
LAW								
151 Administration	\$ 70,942	3.00	\$ 86,228	3.00	\$ 59,812	3.00	\$ 63,706	3.00
Total Law	\$ 70,942	3.00	\$ 86,228	3.00	\$ 59,812	3.00	\$ 63,706	3.00
ENGINEERING								
161 Administration	\$ 69,933	5.00	\$ 49,448	3.00	\$ 93,797	3.00	\$ 182,058	5.00
Total Engineering	\$ 69,933	5.00	\$ 49,448	3.00	\$ 93,797	3.00	\$ 182,058	5.00
PUBLIC LANDS AND BUILDINGS								
171 Bldg Operations, Maint and Repairs	\$ 334,528	3.00	\$ 328,316	3.00	\$ 394,820	3.00	\$ 413,587	3.00
Total Public Lands and Buildings	\$ 334,528	3.00	\$ 328,316	3.00	\$ 394,820	3.00	\$ 413,587	3.00
BOARDS AND COMMISSIONS								
181 Civil Service Commission	\$ 50	-	\$ 2,060	-	\$ -	-	\$ 4,442	-
Total Boards and Commissions	\$ 50	-	\$ 2,060	-	\$ -	-	\$ 4,442	-

EXPENDITURES BY PROGRAM AREA

	2005 Actual		2006 Actual		2007 Budget		2008 Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
MISCELLANEOUS								
181 Insurance	\$ 81,272	-	\$ 87,322	-	\$ 90,275	-	\$ 72,759	-
192 Tax Settlement Deductions	12,114	-	21,811	-	19,600	-	19,600	-
199 Other Miscellaneous	207	-	-	-	1,500	-	2,000	-
Total Miscellaneous	\$ 93,593	-	\$ 109,133	-	\$ 111,375	-	\$ 94,359	-
TOTAL GENERAL GOVERNMENT	\$ 2,162,646	63.00	\$ 2,121,042	60.00	\$ 2,343,326	57.00	\$ 2,519,066	62.00
POLICE								
211 Law Enforcement-Sworn Officers	\$ 2,968,406	36.00	\$ 2,929,135	34.00	\$ 3,476,313	36.00	\$ 3,494,197	38.00
212 Law Enforcement-Other	658,092	9.00	569,543	7.00	713,382	8.00	716,421	8.00
Total Police	\$ 3,626,498	45.00	\$ 3,498,678	41.00	\$ 4,191,695	44.00	\$ 4,210,618	46.00
FIRE								
221 Fire Fighting, Preventions and Inspections	\$ 2,336,306	26.00	\$ 2,322,606	26.00	\$ 2,520,722	26.00	\$ 2,766,729	28.00
222 Fire Service-Other	51,735	3.00	52,995	2.00	196,975	6.00	191,369	6.00
Total Fire	\$ 2,388,041	29.00	\$ 2,375,601	28.00	\$ 2,719,697	32.00	\$ 2,958,098	34.00
POLICE AND FIRE COMMUNICATIONS								
231 Control Center	\$ 480,034	-	\$ 411,115	-	\$ 430,883	-	\$ 431,527	-
Total Police and Fire Communications	\$ 480,034	-	\$ 411,115	-	\$ 430,883	-	\$ 431,527	-
TOTAL PUBLIC SAFETY	\$ 6,494,573	74.00	\$ 6,285,394	69.00	\$ 7,342,275	76.00	\$ 7,600,243	80.00
PUBLIC WORKS								
311 Administration	\$ 166,018	3.00	\$ 168,149	3.00	\$ 188,545	3.00	\$ 218,916	3.00
313 Street Maintenance and Repair	2,191	-	25,549	-	3,500	-	37,000	-
314 Sidewalks	1,712	-	3,353	-	7,070	-	14,570	-
315 Street Cleaning	-	-	-	-	-	-	-	-
317 Storm Sewers and Drains	-	-	-	-	-	-	-	-
318 Building Maintenance	47,316	1.00	52,394	-	60,792	-	67,291	-
319 Equipment Maintenance	203,395	2.00	292,770	2.00	162,590	2.00	252,065	2.00
320 Employee Benefits	338,522	14.00	320,109	13.00	349,838	13.00	365,848	13.00
322 Sidewalks-Snow Removal	2,617	-	2,350	-	2,350	-	4,200	-
323 Leaf/Yard Waste Removal	12,983	-	2,660	-	2,670	-	3,620	-
Total Public Works	\$ 774,754	20.00	\$ 807,334	18.00	\$ 777,355	18.00	\$ 963,510	18.00
PARKING								
331 Parking Meters	\$ 73,389	1.00	\$ 62,219	1.00	\$ 56,957	1.00	\$ 57,259	1.00
333 Parking Lots	15,019	-	11,593	-	12,625	-	12,625	-
Total Parking	\$ 88,408	1.00	\$ 63,812	1.00	\$ 69,582	1.00	\$ 69,884	1.00
TRAFFIC SIGNS, MARKINGS, SIGNALS								
341 Traffic Signs, Markings, Signals	\$ 132,690	2.00	\$ 97,544	1.00	\$ 114,178	1.00	\$ 143,276	1.00
Total Traffic Signs, Markings, Signals	\$ 132,690	2.00	\$ 97,544	1.00	\$ 114,178	1.00	\$ 143,276	1.00
TOTAL HIGHWAYS AND STREETS	\$ 995,852	23.00	\$ 966,690	20.00	\$ 961,115	20.00	\$ 1,176,670	20.00

EXPENDITURES BY PROGRAM AREA

	2005 Actual		2006 Actual		2007 Budget		2008 Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
SUPPORT OF PRISONERS								
411 Prisoners Expense	\$ 4,561	-	\$ 4,865	-	\$ 10,074	-	\$ 12,074	-
Total Support of Prisoners	\$ 4,561	-	\$ 4,865	-	\$ 10,074	-	\$ 12,074	-
PAYMENT TO COUNTY HEALTH BOARD								
431 County Health District Assessment	\$ 116,878	-	\$ 139,792	-	\$ 133,248	-	\$ 134,710	-
Total Payment to County Health Board	\$ 116,878	-	\$ 139,792	-	\$ 133,248	-	\$ 134,710	-
ASSISTANCE TO NEEDY/AGED								
441 Poor Relief	\$ 1,022	-	\$ -	-	\$ 2,500	-	\$ 2,500	-
Total Assistance To Needy/Aged	\$ 1,022	-	\$ -	-	\$ 2,500	-	\$ 2,500	-
TOTAL PUBLIC HEALTH AND WELFARE	\$ 122,461	-	\$ 144,657	-	\$ 145,822	-	\$ 149,284	-
PARKS								
511 Administration	\$ 126,862	4.00	\$ 127,461	4.00	\$ 134,265	4.00	\$ 154,042	4.00
512 Parks System	\$ 170,237	4.00	\$ 292,773	11.00	\$ 418,362	11.00	\$ 464,705	11.00
513 Building Maintenance	\$ 20,139	-	\$ 15,654	-	\$ 16,000	-	\$ 23,285	-
514 Morse Avenue Community Center	\$ 49,104	2.00	\$ 16,910	-	\$ 12,450	-	\$ 12,450	-
Total Parks	\$ 366,342	10.00	\$ 452,798	15.00	\$ 581,077	15.00	\$ 654,482	15.00
RECREATION								
521 Recreation Activities	\$ 259,716	7.00	\$ 164,277	4.00	\$ 212,362	3.00	\$ 225,606	3.00
Total Recreation	\$ 259,716	7.00	\$ 164,277	4.00	\$ 212,362	3.00	\$ 225,606	3.00
OTHER LEISURE TIME ACTIVITIES								
531 Senior Citizens Center	\$ 25,000	-	\$ 18,500	-	\$ 18,500	-	\$ 25,000	-
532 Community Functions	\$ 5,090	-	\$ -	-	\$ -	-	\$ 32,500	-
Total Other Leisure Time Activities	\$ 30,090	-	\$ 18,500	-	\$ 18,500	-	\$ 57,500	-
TOTAL CULTURE-RECREATION	\$ 656,148	17.00	\$ 635,575	19.00	\$ 811,939	18.00	\$ 937,568	18.00
COMMUNITY PLANNING AND ZONING								
611 Planning Commission	\$ 3,316	-	\$ 2,824	-	\$ 5,697	-	\$ 5,931	-
Total Community Planning and Zoning	\$ 3,316	-	\$ 2,824	-	\$ 5,697	-	\$ 5,931	-
DEMOLITION								
621 Demolition	\$ 50	-	\$ 50	-	\$ 11,750	-	\$ 11,750	-
Total Demolition	\$ 50	-	\$ 50	-	\$ 11,750	-	\$ 11,750	-
COMMUNITY DEVELOPMENT								
631 Planning and Development	\$ 36,698	2.00	\$ 25,142	2.00	\$ 37,635	2.00	\$ 35,926	2.00
Total Community Development	\$ 36,698	2.00	\$ 25,142	2.00	\$ 37,635	2.00	\$ 35,926	2.00

EXPENDITURES BY PROGRAM AREA								
	2005 Actual		2006 Actual		2007 Budget		2008 Budget	
	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff
<u>HOUSING AND BUILDING CODE ENFORCEMENT</u>								
641 Code Enforcement	\$ 308,454	5.00	\$ 297,909	5.00	\$ 437,132	5.00	\$ 389,329	5.00
Total Housing and Building Code Enforcement	\$ 308,454	5.00	\$ 297,909	5.00	\$ 437,132	5.00	\$ 389,329	5.00
<u>TREE CARE AND WEED CONTROL</u>								
651 Tree Care	\$ -	-	\$ 561	-	\$ 3,000	-	\$ 3,000	-
652 Weed Control	5,655	-	5,913	-	7,200	-	7,200	-
Total Tree Care and Weed Control	\$ 5,655	-	\$ 6,474	-	\$ 10,200	-	\$ 10,200	-
TOTAL COMMUNITY ENVIRONMENT	\$ 354,173	7.00	\$ 332,399	7.00	\$ 502,414	7.00	\$ 453,136	7.00
<u>OTHER</u>								
901 Other Financing Uses	\$ 375,172	-	\$ 60,130	-	\$ 91,500	-	\$ 91,500	-
910 Transfers-Out	2,035,204	-	1,127,072	-	677,000	-	810,000	-
970 General Fund Debt Service	848,461	-	817,734	-	759,259	-	566,854	-
999 Reserves	4,115	-	4,263	-	100,000	-	100,000	-
Total Other	\$ 3,262,952	-	\$ 2,009,199	-	\$ 1,627,759	-	\$ 1,568,354	-
TOTAL GENERAL FUND	\$ 14,048,805	184.00	\$ 12,496,956	175.00	\$ 13,734,650	178.00	\$ 14,404,341	187.00

WATER FUNDS

The Division of Water is charged with the responsibility of collecting, treating, pumping, and distributing potable water and providing related water service to customers within its service area. The Division of Water operates a public water supply system which services not only the City of Painesville, but also surrounding townships and villages. The City is empowered to establish rates and charges for the services provided by its Division of Water, acquire property and construct facilities to provide for water services throughout the service area, and perform other necessary functions in respect to operation and maintenance of the water works system. The Division of Water is a self-supporting utility.

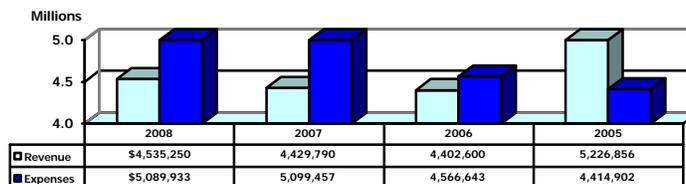
The Water Funds consist of three separate funds: the Water Revenue Fund, the Water Deposit Fund and the Water Construction Fund. The Water Revenue Fund is used to account for the operation of the City's water treatment and distribution systems. The Water Deposit Fund is used to account for customer deposits held by the City for water services. The Water Construction Fund is used to account for capital projects funded with water service revenue to make improvements to the water treatment and distribution systems.

The 2008 Water Revenue Fund budget is comprised of \$5,089,933 in expenses. This represents a decrease of \$9,524 from the 2007 budget. The proposed revenues are estimated at \$4,535,250, this represents an anticipated increase in revenue of 2.3% in this fund over last year's budget. The proposed 2008 budget reflects the usage of \$554,683 in cash carryover to balance the fiscal year budget. The Water Fund should begin 2008 with approximately \$3.2 million in the carry-over balance, but is expected to end the year with only \$2.7 million. The Water Revenue Fund has a planned transfer to the Girdled Road Water Improvement Fund to pay the debt on the capital improvements in that area. The city has been collecting tap in fees in the Water Revenue Fund for this purpose and now need to make a transfer to cover next year's debt service. No transfer is budgeted into the Construction Fund in the 2008 budget since adequate funds will be transferred at the end of 2007 to cover expenditures next year.

Over the past four years the Water Funds have only undertaken projects and performed maintenance that it could obtain intergovernmental aid to complete. This year the only major project is the Jackson street Waterline improvement which is being funded almost entirely by Federal 594 funding and State of Ohio Public Works Commission funds (formerly Issue 2). This project accounts for \$1.3 of the 1.4 million in new capital expenditure for 2008. The remainder of the budget in the Water Construction Fund (\$1,527,856) is for debt service on previous projects primarily at the Water Plant. Other expenditures are on basic equipment such as vehicles and miscellaneous machinery.

This year's uni-directional flushing program emphasized the need to make significant improvements in the distribution system within the City. Delays in major maintenance and repairs cannot continue. In 2007 improvements to the Water Plant were begun using the Johnson Control Performance contract. A systematic plan to upgrade the water lines needs to be developed and funded for both fire safety and water quality purposes. The water fund will not permit the improvements to the system that are necessary for long term stability without consideration of a rate increase. In 2006, the initial rate evaluation was conducted and 2007 the numbers were finalized. Increases of as much as 4% a year for the each of the next five years will be necessary if the improvements to the system identified by the flushing program and the Fire master Plan are to be implemented. The fund cannot continue to budget deficit spending and rely on cash carry over and the hope of an unusually hot and dry summer to continue to support the system.

WATER FUNDS REVENUES & EXPENSES HISTORICALLY



2008-2007 are based on budget and 2006 – 2005 are based on actual data.

WATER POLLUTION CONTROL FUNDS

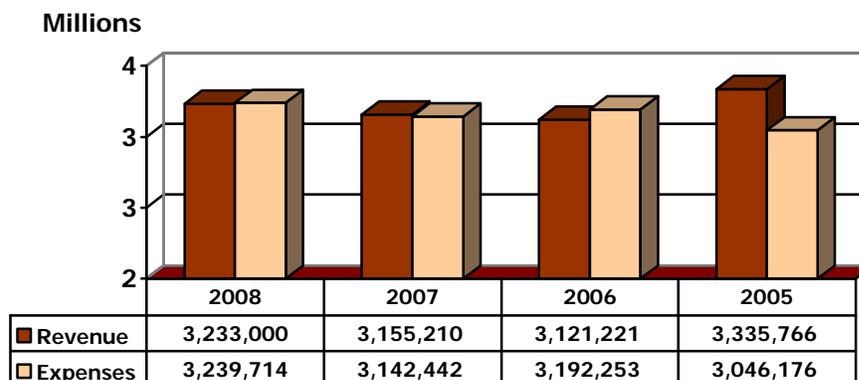
The Division of Water Pollution Control is responsible for the network of sewers conveying sanitary sewage and industrial waste in the City of Painesville from their point of origin to the treatment facility for treatment and disposal. Water Pollution Control maintains, cleans, repairs and improves sewers and their appurtenances.

The Water Pollution Control Funds consist of two funds: the Sewer Revenue Fund and the Sewer Construction Fund. The Sewer Revenue Fund is used to account for the operation of the City’s wastewater treatment, transmission and collection systems. The Sewer Construction Fund is used to account for capital projects funded with wastewater service revenue to make improvements to the wastewater treatment, transmission and collection systems.

The 2008 Sewer Revenue Fund budget is comprised of \$3,239,714 in expenses. This represents a increase of \$97,272 or 3% from the 2007 budget of \$3,142,442. The Sewer Fund expenditures for the operation would be less than last year if a transfer to the Sewer Construction Fund of \$100,000 was not needed. The proposed revenues are estimated at \$3,233,000, an increase of \$77,790 or 2.5% above the 2007 budgeted revenue amount of \$3,155,210. Carry over balance is needed to make this year’s budget balance in the amount of \$6,714. The Water Pollution Construction Fund will pay for the capital improvements needed at the waste water plant and in the waste water distribution system.

There is one significant project at the Sewer Plant planned for next year. This is the \$2.9 million in plant equipment upgrades, which is planned to be funded through a low interest loan through the State of Ohio Water Pollution Control Loan fund (WPCLF). This project would include replacements and upgrades to including but not limited to the tertiary system, aeration, primary clarifiers, secondary settling basin, grit removal, telemetry, and more. This loan will be paid off over a twenty year period. In 2008 Council will need to consider a rate adjustment to continue to cover operating and debt service costs. The Sewer rates have not been changed since 1992. During that time we have had only minor increases in flow. The city has dramatically reduced costs through elimination of personnel through attrition, operational efficiencies through new technology and modified processes. The plant operations however now require significant improvements to the equipment much of which is original from the plant construction in 1980. If these improvements are not made the equipment is slowly fail and operation will not be possible. It is now necessary to invest in the plant infrastructure to remain in operation for another 25 years. In addition, only minimal improvements are being made in the collection and transmission system. Much of our system is over 50 years old which is considered the useful life of the pipes. Breaks are happening more frequently. The Sewer fund is in a similar predicament as the Water Fund. Investment needs to be made today to preserve the system for the future.

WATER POLLUTION FUNDS REVENUES & EXPENSES HISTORICALLY



2008-2007 are based on budget and 2006 – 2005 are based on actual data.

ELECTRIC FUNDS

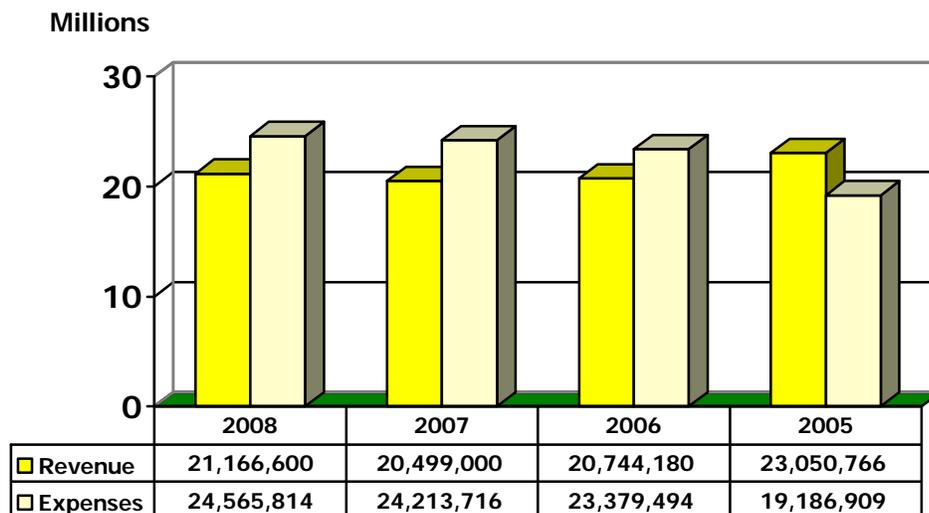
The Division of Electric is responsible for all electrical generation, transmission and distribution facilities owned by the City. Electric provides electricity to residential, commercial, industrial and governmental customers.

The Electric Funds consist of three funds: the Electric Revenue Fund, the Electric Deposit Fund and the Electric Construction Fund. The Electric Revenue Fund is used to account for the operation of the City's electric generation and distribution systems. The Electric Deposit Fund is used to account for customer deposits held by the City for electric services. The Electric Construction Fund is used to account for capital projects funded with electric service revenue to make improvements to the electric generation and distribution systems.

The 2008 Electric Revenue Fund budget is comprised of \$24,565,814 in expenses. This represents an increase in expenses of \$352,098 or 1.45% above the 2007 budget of \$24,213,716. The proposed revenues are estimated at \$21,166,600, a increase of \$667,600 or 3.26% from the 2007 budgeted revenue of \$20,499,000. A carry over balance of \$3,399,214 is needed to make this year's budget balance. The Electric Revenue Fund does not include a transfer to the Electric Construction Fund; however funds will be transferred at the end of 2007 to meet next year's expenditures.

The major capital outlay for the Electric Funds will be to for continued upgrades in the plant for compliance with the new air pollution standards set by the Ohio Environmental Protection Agency and completion of the upgrade of the substation for reliability. There are also projects to construct the necessary infrastructure in the new subdivision to increase to customer base of the Electric Revenue Fund. A major infrastructure improvement is the completion of the line extension into Renaissance Business Park to serve the new manufacturing operation PCC Airfoils. Included in the capital projects are the planned vehicle and equipment replacements for both the plant and distribution operations. The Electric Plant will replace a towmotor and the Distribution Division will purchase new line truck and tractor with a backhoe for the distribution system. Part of this year's capital project list is the installation of the signalization at Maple Elementary and flashers at Elm, Maple and Heritage Schools in anticipation of the City School openings next fall. This is a joint venture with the School system. The total costs for capital outlays funded by the Electric Funds are budgeted at \$2,650,756. The Electric Funds will utilize cash to pay for capital outlay costs. This fund does not currently have any long term capital debt.

ELECTRIC FUNDS REVENUES & EXPENSES HISTORICALLY



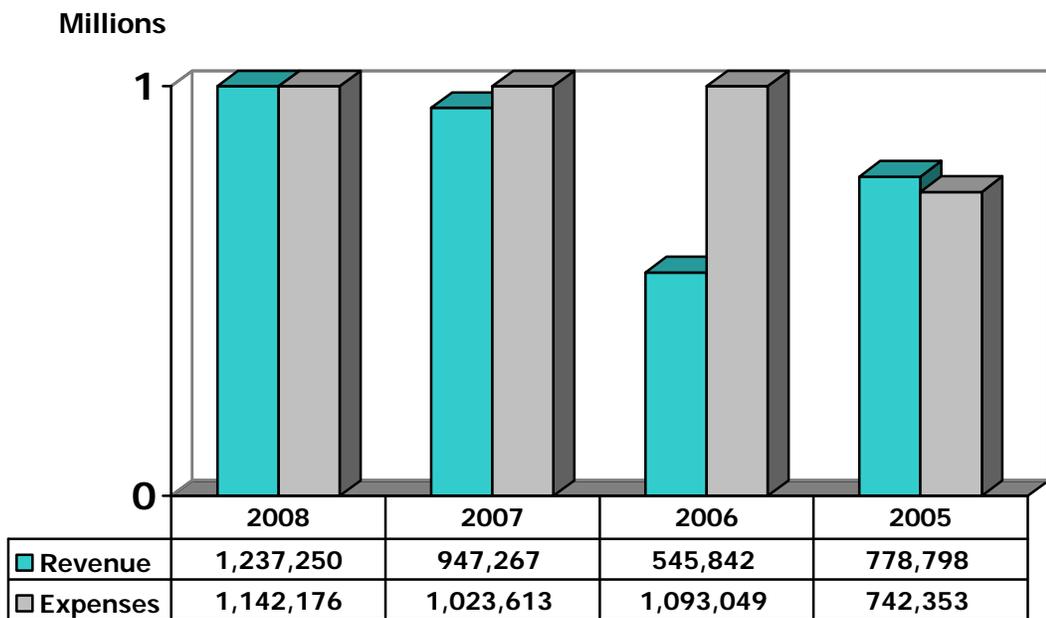
2008-2007 are based on budget and 2006-2005 are based on actual data.

STORM WATER FUND

The Department of Public Service and the Engineering Division jointly have the responsibility for the storm water collection and control systems owned by the City. These include curb and gutter system in existing roadways, retention basin, piped facilities and open ditches. The Storm Water Fund is used to account for the maintenance and repair of the City’s storm water collection and retention systems and for the capital projects associated with improving or repairing those systems.

The 2008 Storm Water Fund budget is comprised of \$1,142,176 in expenses. This represents a increase in expenses of \$118,563 from the 2007 budget of \$1,023,613. The proposed revenue from fees is estimated at \$410,000, an increase of \$8,200 or 2% from the 2007 budgeted fee revenue of \$401,800. The 2008 budget includes the issuance of \$825,000 in notes to pay for various capital improvement projects. No carry over balance is needed to make this year’s budget balance. \$450,000 in new capital improvements are proposed, which includes \$300,000 for improvements in various neighborhood throughout the city and \$150,000 for improvements associated with the street repairs planned for Main Street. Capital projects are detailed in the Capital Improvement section.

STORM WATER FUND REVENUES & EXPENSES HISTORICALLY



2008-2007 are based on budget and 2006 – 2005 are based on actual data.

Legislative

Joseph Hada, Jr., President – At Large
Arlene Becks, Council Member – At Large
Andrew Flock, Council Member – Ward I

Robert Fountain, Vice President – Ward III
Hal G. Werner, Council Member – Ward II
Paul Hach, Jr., Council Member – Ward IV

Abby DelaMotte, Council Member – At Large

Departmental Mission Statement

The Mission of the City Council, as elected officials by the citizens of the City of Painesville is to effectively serve and improve the liaison between City Council, Administration and the Community, and to ensure that all statutory and local requirements for maintaining the official record of the City are kept updated and accessible.

Highlights of the 2008 Departmental Budget

- Continue to evaluate long term financing opportunities
- Identify and participate in training for leadership growth
- Provide policy direction for continued progress in large development projects (i.e., hospital redevelopment, Lake View Bluffs, Shamrock Business Center)
- Expand the focus on Economic Development policy for the City

Major Departmental Objectives of Council

1. Maintain oversight on the financial and operational activities of the City (**City-Wide Goal, Stewardship**)
 - Require and review monthly and quarterly department reports
 - Supervise and direct the activities of City Manager and Clerk of Council to ensure compliance with policy adopted by City Council
 - Request the administration to provide information and program changes to address the concerns of the residents of the community
2. Ensure the financial stability of the community (**City-Wide Goal, Stewardship**)
 - Examine alternative revenue sources to fund increased services
 - Adopt a budget that is fiscally prudent
 - Explore and enact bond and other debt mechanisms to fund capital improvements
3. Provide leadership and policy direction for daily operations of the City (**City-Wide Goal, Communication**)
 - Maintain communications with City Manager and Departments to ensure understanding of the operations of various departments
 - Review information and request update on legislation as it impacts the City of Painesville.
 - Communicate information to the community on the programs and policies of the City
 - Oversee Implementation of the Comprehensive Plan
 - Monitor the re-regulation of electric power in Ohio and the impact on Painesville Power
 - Consistently represent the City positively and professionally to improve the City's image
 - Investigate the possibility of a Rental Housing Inspection Program

4. Provide Additional Training for Council as Appropriate to Improve Leadership Skills and Enhance Professional Growth **(City-Wide Goal, Communication)**
 - Participate in training and seminar activities through Ohio Municipal League, area educational institutions and local agencies to expand knowledge base
 - Identify cost effective mechanisms to bring educational opportunities to City Council Meetings.

5. Provide Policy Direction and Leadership in Economic Development Initiatives **(City-wide Goal, Improve Painesville's Environment and Image)**
 - Provide support and assistance for the Main Street Program
 - Encourage new residential subdivisions and businesses into the City to increase revenue
 - Direct redevelopment of Lake East Hospital ensuring medical services remain in the community
 - Research a wireless network for the City

Accomplishments of the 2007 Departmental Budget

- Ratified continued City participation in AMP-Ohio for cost effective service
- Maintained oversight on flood grants, amended flood legislation and authorized a Tiber Creek drainage study
- Maintained Street Improvement Program
- Approved various bonds
- Established vicious dog legislation
- Adopted balanced budget with enhanced year end fund balances
- Adopted various policies to regulate development process
- Appointed members to various Boards and Commissions
- Authorized Agreement for the Downtown Improvement Plan
- Adopted the Comprehensive Plan
- Acquired additional land for the Public Works complex
- Authorized agreement allowing Lake Erie College football games to be played in the Jack Britt Stadium of Recreation Park and established a partnership with Painesville City Schools and Lake Erie College
- Investigate renewable sources of energy
- Dedicated a new park in honor of Ella Mae Shaw
- Established a forum for residents to speak on Safety concerns holding Safety Committees at different locations throughout the City
- Held monthly community meetings in Ward 1 for input from residents throughout the community.

Council 101.111

Division Description

The City Council consists of seven council members elected by the citizens of Painesville – four elected by ward and three elected at-large. The members of council elect a President of Council to serve a two-year term. The City Council serves as the governing body of the City that sets policy for enactment by the City Manager. Council adopts all ordinances, approves major expenditures and annually adopts the City’s operating budget.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	11,732	11,801	11,731	11,747
Revenue Supported:				
Fund Balance:				
Total Revenue	<u>11,732</u>	<u>11,801</u>	<u>11,731</u>	<u>11,747</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	8,600	8,600	8,600	8,600
Benefits	1,304	2,116	1,536	1,527
Total Personal Services	<u>9,904</u>	<u>10,716</u>	<u>10,136</u>	<u>10,127</u>
Materials & Supplies	4	-	10	10
Other Services and Charges	1,824	1,085	1,585	1,610
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>1,828</u>	<u>1,085</u>	<u>1,595</u>	<u>1,620</u>
Total Budget	<u>11,732</u>	<u>11,801</u>	<u>11,731</u>	<u>11,747</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Council President		583.33/Month	1	1	1	1
Council Members		500.00/Month	6	6	6	6
Total Staff			<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>

Legislative Clerk of Council 101.112

Jennifer Bell, Clerk of Council

Departmental Mission Statement

To effectively serve and improve the liaison between City Council, Administration and the citizens of Painesville, and to ensure that all statutory and local requirements for maintaining the official record of the City are kept updated and accessible.

The City Clerk strives to present a courteous, service-oriented, professional office in partnership with Painesville City Council, other City departments, and the community, to serve the citizens of Painesville at an optimum level.

Highlights of the 2008 Budget

- Continue to organize legislation and increase its accessibility to Citizens, Administration and City Council.
- Placing Newly Adopted City Legislation on the City's website.
- Updating City Council's Presence on the Website.
- Continue the Master Municipal Clerk's Academy.
- Create an Updated Council Brochure on City Council and our City Government

Major Departmental Objectives of the Clerk of Council

Goal 1 - Effectively and efficiently serve as liaison to the Community and Administration
(City-Wide Goals, Communication, Stewardship and Community Engagement)

Strategies:

- Provide the best in customer service when dealing with complaints and inquiries
- Communicate with and inform Council regularly concerning all relevant matters using all the options available; voice mail, email, telephone, regular mail, etc.
- Attend community, City and social functions to represent the City in a positive manner

Goal 2 - Maintain the Official Record of the City of Painesville **(City-Wide Goals, Communication and Community Engagement)**

Strategies:

- Do timely follow-ups after Council Meetings
- Serve as a resource to others for information concerning the public record

Goal 3 - Communicate the Legislative Actions of Council to the Administrative Staff and the citizens of Painesville **(City-Wide Goal, Communication)**

Strategies:

- Post Channel 12
- Council Meeting Handouts

- The Website
- Not only publish the legal ads, but inform residents of new legislation that affects them directly and notify them of any changes with City procedures
- Send out mass emails to media and employees
- Publicize articles and news releases promoting the City's innovation and forward-thinking.

Goal 4 - To receive the training necessary to effectively perform the duties of Clerk of Council (**City-Wide Goal, Communication**)

Strategies:

- Attend Spring Conference
- Attend Career Development Program for Continued Training
- Attend Regional Clerk's Meeting once a Month

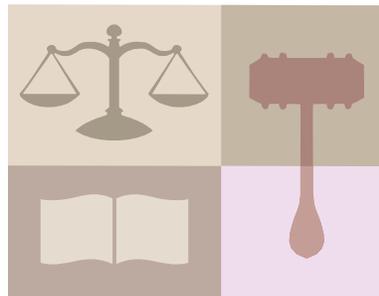
Goal 5 - To organize City Legislation and increase accessibility to facilitate Administration, City Council and the Community (**City-Wide Goals, Communication and Community Engagement**)

Strategies:

- Continue the index of Ordinances and Resolutions on computer dating back to 1970
- Purchase a new legislation book
- Add legislation affecting the City Code to the website

2007 Accomplishments

- Placed Newly Adopted City Legislation on the City's website.
- Created a City Council Brochure for Special City Events.
- Updating Channel 12 using PowerPoint Slideshow and Improved audio.
- Began the Master Municipal Clerk's Academy.
- Increased number of press releases and articles to the media concerning Council actions.
- Promoted the City's innovations at Clerk meetings and conferences.



Legislative Clerk of Council 101.112

Division Description

The Clerk of Council is an appointed position by City Council and is responsible for the recordation, codification and the preservation of City Council meeting minutes, resolutions, ordinances, deeds, contracts, agreements and other documents required by State law. In preparation for City Council meetings, the Clerk prepares legal notices and the agenda, ensuring the public posting at the appropriate times. The Clerk of Council also provides administrative support to the City Manager.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	7,481	7,457	11,353	11,583
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>7,481</u>	<u>7,457</u>	<u>11,353</u>	<u>11,583</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	4,324	4,296	6,145	6,313
Benefits	662	768	2,425	1,952
Total Personal Services	<u>4,986</u>	<u>5,064</u>	<u>8,570</u>	<u>8,265</u>
Materials & Supplies	195	218	280	250
Other Services and Charges	2,300	2,175	2,363	3,068
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	140	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>2,495</u>	<u>2,393</u>	<u>2,783</u>	<u>3,318</u>
Total Budget	<u>7,481</u>	<u>7,457</u>	<u>11,353</u>	<u>11,583</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Clerk of Council-Part-time	UNCL	Set by Council	1	1	0	0
Clerk of Council-Full-Time	UNCL	Set by Council	-	-	1	1
Total Staff			<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>

Municipal Court

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Court/Court Administrator

Departmental Mission Statement

To fulfill the obligations as set forth in Title XIX of the Ohio Revised Code and related statutes.

Highlights of the 2008 Departmental Budget

- In 2008, the court will continue with the schedule for upgrading the court computers and printers.
- A New court server will be purchased.
- The carpet in Courtroom 2 will be replaced, and the law library and back offices near Courtroom 1 will be remodeled.

Major Departmental Objectives of the Municipal Court

GOAL 1: COMMUNICATION

OBJECTIVE – IMPROVE INTERNAL AND EXTERNAL COMMUNICATION

ACTION STEPS:

- Mandate employees to review their E-Mail at the start of the day, before lunch break, and before they leave for the day.
- Continue holding staff meetings, which include all departments (Probation, Bailiffs, and Clerks) on a regular basis.
- Monthly review of the court web site to ensure that it remains current.
- Include acting judges and part time magistrates in all communications that involve court procedures.
- Write an article in the Painesville Pride on a quarterly basis.

GOAL 2: STEWARDSHIP

OBJECTIVE – SAFEGUARDING OF PUBLIC ASSETS

ACTION STEPS:

- Quarterly review of court collection procedures to ensure effectiveness.
- In the first quarter, evaluate the court fines and fee structures.
- Evaluation of all accounts with First Merit Bank.
- Utilization of Court Tool for collections of court fees.

GOAL 3: COMMUNITY ENGAGEMENT

OBJECTIVE - TO INCREASE COURT VOLUNTEERISM AND PARTICIPATION IN COMMUNITY EVENTS

ACTION STEPS:

- Arrange for court staff to participate in various community events.

GOAL 4: CUSTOMER SERVICE

OBJECTIVE - TO BE RESPONSIVE TO THE NEEDS OF THE CUSTOMER

ACTION STEPS:

- A customer survey will be conducted on an annual basis.

- All employees will be required to attend a training session that will focus on customer service.
- Utilization of Court Tool pertaining to customer service.

2007 Accomplishments

The court purchased a new digital audio and video court recording system.

- A dress code policy was implemented for all employees.
- A new credit card machine was purchased.
- The history of Painesville Municipal Court was researched and published by an intern.
- The engineering plans and bid specifications were completed for the court entrance, and the project will be completed by the end of the year.
- The Probation Department scanning and imaging system was purchased and implemented. All files are electronically stored.
- The Civil Division purchased a program for the certified mail, and each station in the civil division is equipped with a laser printer.



Judicial Activities

101.121

Division Description

The judge presides over all traffic and criminal proceedings; presides over all civil and small claims cases; presides over all forcible entry (eviction) cases; and performs marriage ceremonies.

The bailiffs are responsible for courtroom security; escort defendants in and out of the courtroom; serve summons and notices within the court district; supervise eviction proceedings; and place any person in custody as ordered by the court.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	193,232	191,721	213,280	243,518
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	193,232	191,721	213,280	243,518
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	147,254	142,729	160,765	174,474
Benefits	40,635	44,028	48,180	61,934
Total Personal Services	187,889	186,757	208,945	236,408
Materials & Supplies	620	726	1,150	1,150
Other Services and Charges	4,723	4,238	3,185	5,960
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	5,343	4,964	4,335	7,110
Total Budget	193,232	191,721	213,280	243,518

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Municipal Court Judge**	Uncl.	Set by Statute	1	1	1	1
Deputy Bailiff	Uncl.	Set by Judge	1	1	1	1
Bailiff	Uncl.	Set by Judge	1	1	1	1
Part-Time						
Security Officers		12,200 Avg. Annual	4	4	4	4
Total Staff			7	7	7	7

**NOTE: Judge and Baliffs are paid 60% from City and 40% from County

Municipal Court Clerk of Court 101.122

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Court/Court Administrator

Division Description

The Clerk of the Municipal Court administers oaths, takes affidavits and issues execution and judgments rendered. The Clerk issues and signs all writs, processes subpoenas and other papers issued through the court.

This office files and maintains all journals, records, books and papers belonging or appertaining to the court; records its proceedings and performs all other duties that the judge may prescribe. The Clerk's office maintains a ledger reflecting all receipts and disbursements; and receives and collects all costs, fines, fees, bail and other monies payable to the Clerk's office. The Clerk of Court's office prepares and maintains a general index, a docket and other records that the Court requires; reports, verdicts, orders, judgments and proceedings of the Court are entered on to the case record by this office.



Clerk of Court 101.122

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	49,126	-	-	15,473
Revenue Supported:	721,360	713,034	797,744	820,763
Fund Balance:	-	-	-	-
Total Revenue	<u>770,486</u>	<u>713,034</u>	<u>797,744</u>	<u>836,236</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	428,369	436,294	492,113	508,015
Benefits	268,291	189,694	226,419	237,179
Total Personal Services	<u>696,660</u>	<u>625,988</u>	<u>718,532</u>	<u>745,194</u>
Materials & Supplies	4,318	6,837	5,423	5,423
Other Services and Charges	47,508	58,209	51,789	63,619
Utilities	-	-	-	-
Other Operating Charges	22,000	22,000	22,000	22,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>73,826</u>	<u>87,046</u>	<u>79,212</u>	<u>91,042</u>
Total Budget	<u>770,486</u>	<u>713,034</u>	<u>797,744</u>	<u>836,236</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Clerk of Court/Admin. **	UNCL	Set by Judge	1	1	1	1
Civil Division Supervisor	UNCL	Set by Judge	1	1	1	1
Chief Deputy Clerk	UNCL	Set by Judge	1	1	1	0
Deputy Court Clerk II	UNCL	Set by Judge	3	2	3	3
Deputy Court Clerk I	UNCL	Set by Judge	9	10	7	7
Deputy Clerk Supervisor	UNCL	Set by Judge	0	0	0	1
Part-Time						
Deputy Clerk	Uncl	Set by Judge	1	1	1	1
Total Staff			<u>16</u>	<u>16</u>	<u>14</u>	<u>14</u>

**NOTE: Clerk of Court is paid 60% from the City and 40% from the County.

Municipal Court

Probation

101.123

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Court/Court Administrator

Division Description

The Probation Department is responsible for monitoring all individuals that are given a suspended jail sentence where various conditions/sanctions are imposed. Probation supervision helps ensure that the defendants will comply with all orders of the Court. The Probation Department conducts pre-sentence investigations as requested by the Judge; all expungement reports are also conducted by the Probation Department. All post-conviction motions are reviewed and investigated by this department. The Department also oversees the following programs; court community work service, house arrest, and the pre-trial diversion programs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	165,303	141,375	151,239	168,867
Revenue Supported:	1,800	2,609	2,725	2,700
Fund Balance:	-	-	-	-
Total Revenue	167,103	143,984	153,964	171,567
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	108,932	102,047	102,897	110,625
Benefits	49,859	40,937	49,067	60,942
Total Personal Services	158,791	142,984	151,964	171,567
Materials & Supplies	-	-	-	-
Other Services and Charges	1,000	1,000	2,000	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,000	1,000	2,000	-
Total Budget	159,791	143,984	153,964	171,567

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Chief Probation Officer	Uncl.	2,088.14 bi-weekly	1	1	0	0
Probation Officer II	12	17.2984 - 22.0776	2	2	0	0
Probation Officer I	11	16.4740 - 21.0260	1	1	1	1
Probation Officer	12	17.2984 - 22.0776	0	0	1	1
Probation Supervisor	16	21.0260 - 26.8347	0	0	1	1
Total Staff			4	4	3	3

Municipal Court Probation Services 222.123

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Court/Court Administrator

Division Description

To account for monies received pursuant to Ohio Revised Code Section 2951.021 to be used for operating expenses of the Probation Department.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	93,410	101,589	105,620	118,439
Fund Balance:	-	-	-	-
Total Revenue	<u>93,410</u>	<u>101,589</u>	<u>105,620</u>	<u>118,439</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	59,585	64,190	66,075	65,768
Benefits	12,661	13,725	14,395	14,571
Total Personal Services	<u>72,246</u>	<u>77,915</u>	<u>80,470</u>	<u>80,339</u>
Materials & Supplies	795	2,790	3,500	9,200
Other Services and Charges	20,369	20,884	21,650	28,900
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>21,164</u>	<u>23,674</u>	<u>25,150</u>	<u>38,100</u>
Total Budget	<u>93,410</u>	<u>101,589</u>	<u>105,620</u>	<u>118,439</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Secretary I	9	14.5430 - 18.5607	1	1	1	1
Part-Time						
Prob. Officer I (part time	11	16.0331 - 20.4632	1	2	2	2
Total Staff			<u>2</u>	<u>3</u>	<u>3</u>	<u>3</u>

Municipal Court

Indigent Drivers Alcohol Treatment

217.121

Honorable Michael Cicconetti, Judge
 Nick Cindric, Clerk of Court/Court Administrator

Division Description

To account for funds received pursuant to Ohio Revised Code Section 4511.191(M) to be used for the incarceration and/or treatment of alcohol abuse by individuals that are determined by the courts to be indigent.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	20,000	26,003	23,000	21,040
Fund Balance:	-	3,997	7,000	8,960
Total Revenue	<u>20,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	20,000	30,000	30,000	30,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>20,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
Total Budget	<u>20,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Municipal Court Computerization Clerk of Court 230.122

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

To account for the expenses of the Municipal Court that relate to the maintenance, repair, and upgrade of information technology network.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	45,677
Revenue Supported:	-	105,326	95,000	95,000
Fund Balance:	-	-	57,575	-
Total Revenue	-	105,326	152,575	140,677
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	40,276	33,882	37,447
Benefits	-	13,459	18,978	19,372
Total Personal Services	-	53,735	52,860	56,819
Materials & Supplies	-	7,815	10,700	12,300
Other Services and Charges	-	23,856	23,015	26,558
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	19,920	66,000	45,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	51,591	99,715	83,858
Total Budget	-	105,326	152,575	140,677

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Personal Services reflects	-	40% of Clerk of Court				
	-	60% of Chief Deputy Clerk				
	-	25% of Civil Division Supervisor				
	-	25% of Deputy Clerk				

Municipal Court Computerization Probation 230.123

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

To account for the expenses of the Municipal Court that relate to the maintenance, repair, and upgrade of information technology network.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	14,059	50,959	22,860
Fund Balance:	-	-	-	-
Total Revenue	-	14,059	50,959	22,860

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	10,736	15,651	15,986
Benefits	-	3,323	5,308	6,874
Total Personal Services	-	14,059	20,959	22,860
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	30,000	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	30,000	-
Total Budget	-	14,059	50,959	22,860

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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Reflects 15% of salary for Probation Supervisor and 30% for Probation Secretary.

Municipal Court Special Projects

Judicial Activities

429.121

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

To account for the accumulation of funds for the general use of the Municipal Court.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	5,410	45,087	93,129	59,510
Fund Balance:	-	-	-	-
Total Revenue	<u>5,410</u>	<u>45,087</u>	<u>93,129</u>	<u>59,510</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	4,349	21,454	10,000
Benefits	-	825	5,675	2,110
Total Personal Services	<u>-</u>	<u>5,174</u>	<u>27,129</u>	<u>12,110</u>
Materials & Supplies	800	25,350	-	8,400
Other Services and Charges	4,610	14,563	6,000	8,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	60,000	31,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>5,410</u>	<u>39,913</u>	<u>66,000</u>	<u>47,400</u>
Total Budget	<u>5,410</u>	<u>45,087</u>	<u>93,129</u>	<u>59,510</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Municipal Court Special Projects Clerk of Courts 429.122

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

To account for the accumulation of funds for the general use of the Municipal Court.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	13,782	14,283	-	11,398
Fund Balance:	-	-	-	-
Total Revenue	13,782	14,283	-	11,398
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	2,652	9,948	-	6,000
Benefits	246	1,640	-	1,698
Total Personal Services	2,898	11,588	-	7,698
Material & Supplies	10,884	620	-	700
Other Services and Charges	-	2,075	-	3,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	10,884	2,695	-	3,700
Total Budget	13,782	14,283	-	11,398

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

*Note: No computerization projects were scheduled

Municipal Court Special Projects

Probation

429.123

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

To account for the accumulation of funds for the general use of the Municipal Court.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	1,334	2,000	-
Fund Balance:	-	-	-	-
Total Revenue	-	1,334	2,000	-
<hr/>				
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	145	-	-
Total Personal Services	-	145	-	-
<hr/>				
Material & Supplies	-	1,189	2,000	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	1,189	2,000	-
Total Budget	-	1,334	2,000	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Municipal Court State Patrol Transfer Fund 952.903

Honorable Michael Cicconetti, Judge

Division Description

To account for the receipt from the City’s Municipal Court and disbursement to the City and County Law Library of fines and forfeitures for State Highway Patrol cases in accordance with provisions of the Ohio Revised Code.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	52,752	75,259	65,000	54,500
Fund Balance:	-	26	-	-
Total Revenue	52,752	75,285	65,000	54,500
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	52,752	75,285	60,000	54,500
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	52,752	75,285	60,000	54,500
Total Budget	52,752	75,285	60,000	54,500

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

City Manager's Office

Rita C. McMahon, City Manager

Departmental Mission Statement

To ensure that the policies of City Council are followed and implemented by all City employees in a courteous, cost efficient, and progressive manner to enhance the quality of life and growth of the community.

Highlights of the 2008 Departmental Budget

- Identify additional funding strategies for utilities.
- Continue operational efficiency.
- Complete Downtown Master Plan.
- Upgrade City Website.

Major Departmental Objectives of the City Manager's Office

1. **Goal: Communication:**
 - a. Expand communication opportunities with residents
 - i. Develop additional communication mechanisms with residents through web-site and email.
 - ii. Continue quarterly newsletter.
 - iii. Upgrade and expand the use of the city's website.
 - b. Improve internal communications with employees.
 - i. Develop semi-annual sessions for employees on what is new in the community.
 - ii. Create an employees only section to the web-site.
 - c. Foster relationships with News Herald and other media.
2. **Goal: Customer Service:**
 - a. Create service response times for complaints and other service requests by department.
 - b. Respond to resident and Council requests as quickly as possible.
 - c. Oversee annual review of operations to ensure appropriate to address community needs and cost effective.
 - d. Work to develop performance criteria in all departments.
3. **Goal: Improving Painesville's Environment and Image.**
 - a. Image Enhancement
 - i) Establish standards for appearance of all the public facilities.
 - ii) Continue to work with developers and businesses to encourage reinvestment in the downtown.
 - iii) Develop mechanism to improve the entrances to the city.
 - ab Improved Environment
 - i) Continue and expand the City-wide Safety Committee.
 - b. Positive Promotions in the Media
 - i. Provide press release on a regular basis to media outlet of positive changes in the community.
 - ii. Develop new resident packets.
 - iii. Expand the use of the Channel 12 with new technology.
 - iv. Continue realtor packets.

4. Goal: Stewardship

- a. Fiscal Awareness
 - i. Refine the standards for purchasing and train personnel on procedures.
 - ii. Continue to coordinate maintenance operations to eliminate overlap and create efficiencies.
 - iii. Engage management at all levels in budgeting and resource allocation to maintain expenditures within current year resources.
- b. Efficiency of Operations
 - i. Create programs to use personnel appropriately for the needs of the community through cross-training or work groups.
- c. Identify additional resources
 - i. Evaluate all personnel positions that become open for appropriateness of filling.
 - ii. Evaluate current organizational structure for effectiveness in responding to community needs and demands.
 - iii. Evaluate all fee structures.
 - iv. Identify alternate funding mechanisms for long term financing and capital improvements.

5. Goal: Community Engagement

- a. Community Involvement
 - i. Work with each department to expand the use of volunteers.
 - ii. Expand relationship with various civic and community organization to improve awareness and understanding of each other.
 - iii. Engage the communities to educate city employees about their heritage and other cultural aspects.
 - iv. Promote and encourage neighborhood group associations, involvement through block watch groups, block parties, and beautification of their areas.

2007 Accomplishments

- Re-establish quarterly newsletter to residents.
- Re-established the communications position
- Established monthly Employee newsletter
- Revise the Employee Handbook and distributed
- Expand the web-site use with implementation of Web Q&A
- Upgraded City's Bond Rating to highest level ever.
- Issued long term bonds for Street Improvements
- Identified alternate funding (Johnson Controls Performance Contract) for Water Plant improvement.



City Manager 101.131

Division Description

The City Manager, as Chief Administrative Officer, coordinates the operations and activities of all City departments, directs the preparation of the budget, keeps the Governing Body informed of all municipal problems, submits recommendations concerning policies and programs to Council, and develops methods to ensure the efficient operation of City services.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	85,464	110,531	74,517	61,822
Revenue Supported:	25	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	85,489	110,531	74,517	61,822
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EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	25,784	26,235	34,606	35,702
Benefits	9,728	11,856	15,051	17,085
Total Personal Services	35,512	38,091	49,657	52,787
Materials & Supplies	156	300	930	1,075
Other Services and Charges	49,821	72,140	23,340	7,480
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	590	480
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	49,977	72,440	24,860	9,035
Total Budget	85,489	110,531	74,517	61,822

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
City Manager	UNCL	3,593.68 Bi-weekly	1	1	1	1
Assist. City Mgr/Com. Dev. Dir.**	27	31.3448 - 42.2358	0	1	1	1
Administrative Secretary	12	17.2984 - 22.0776	1	1	1	1
Total Staff			2	3	3	3

**Assistant City Manager/Community Development Director is charged - 50% 101.131
- 50% 101.631

City Manager's Office Communications, Promotions and Public Relations Activities 101.133

Rita C. McMahon, City Manager

Division Description

The Communications Coordinator handles all promotional activities, communications and public relations for the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	2,920	2,453	12,745	12,495
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>2,920</u>	<u>2,453</u>	<u>12,745</u>	<u>12,495</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	780	752	810	640
Other Services and Charges	2,140	1,701	11,795	11,855
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	140	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>2,920</u>	<u>2,453</u>	<u>12,745</u>	<u>12,495</u>
Total Budget	<u>2,920</u>	<u>2,453</u>	<u>12,745</u>	<u>12,495</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

City Manager's Office Information Technology 101.134

Rita C. McMahon – City Manager

Division Description

The Information Technology Consultants provide a single point of review and reporting regarding network implementation, expansion and improvements; purchasing of necessary computer software and hardware; maintaining the security of the City's data. This is accomplished through a vendor contract.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	12,148	17,353	26,675	
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	12,148	17,353	26,675	-
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	229	375	350
Other Services and Charges	12,148	14,133	23,800	24,700
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	2,991	2,500	1,500
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	12,148	17,353	26,675	26,550
Total Budget	12,148	17,353	26,675	26,550

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

City Manager's Office Economic Development

Rita C. McMahon, City Manager
Cathy Bieterman, Economic Development Coordinator

Departmental Mission Statement

To retain, expand and attract businesses to the City of Painesville.

Highlights of the 2008 Departmental Budget

- Work with Downtown Painesville Organization to create a structured management system for the downtown central business district.
- Focus on the image of the "New Painesville" through physical improvements & beautification efforts.
- Review Progress of the ED Strategic Plan and create structure for a new ED Strategic Plan for 2008 – 2011.
- Create a more niche industry attraction campaign through opportunities with new technology advancements within the downtown.
- Implementation of the 2007 Comprehensive Plan and the 2007 Downtown Master Plan.

Major Departmental Objectives of Economic Development

1. **Focus on Comprehensive Plan of 2007**
 - a. Continue to encourage in-fill development on empty lots within the city in collaboration with the zoned uses of those areas.
 - b. Create a thriving Main Street Program through the Downtown Painesville Organization. Hire a main street manager to maintain the Downtown Painesville Organization and create a structures management system for the downtown.
 - c. Work on workforce initiatives and marketing the workforce initiative video locally to attract interest in manufacturing initiatives.
 - d. Create a sense of community within the downtown central business district to enhance the image and ownership in properties.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city.

2. **Website Development**

- a. Work to design a one stop web based resource page for business and industry complete with demographics on city resources, loan programs, labor, employment, utility information, local access to transportation and highways and other resources that are necessary to consider Painesville for additional investment or relocation.
- b. Ensure that website resources are also linked to other community and economic development sites such as the Downtown Painesville Organization, Lake County Economic Development Center, Lake County Home Page, Lake County Port Authority, Painesville Chamber of Commerce and others.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city; also relative to Goal A: Communication: To further improve communication to the public and employees.

3. **Focus in detail on Business Retention & Expansion Initiatives with Key Accounts and potential growth companies.**
 - a. Continue to highlight business openings and business expansions throughout the city. Focus on business expansions & write articles about unique funding mechanisms they used to re-invest and expand within the community.
 - b. Create a web resource guide describing the workforce training programs and incentives with the Ohio Department of Jobs & Family Services, Lakeland College, Auburn Career Center, & CSU.
 - c. Identify growing commercial and industrial companies within Painesville and the surrounding area and market options for expansion and growth along with the benefits of expansion and growth in Painesville.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city; also relative to Goal B: To Improve Community Service.

4. **Create a more niche industry attraction campaign through new technology advancements within the downtown.**
 - a. Identify key technological resources that may assist in the attraction of key commercial and industrial companies.
 - b. Focus on a specific niche industry that will be encouraged by new technological advancements with a downtown.
 - c. Derive a marketing approach that would lend itself to attracting companies in niche industries or those in need of advanced technology infrastructure and connectivity.
 - d. Review and enhance marketing approaches with Inside Business, Crain's, Cleveland Business Magazines and other regional marketing avenues.
 - e. Re-Design the city's advertisements to reflect the image of a "New Painesville" and the reasons businesses are locating in Painesville.
 - f. Continue to reinforce positive stories on projects that businesses have completed in combination with the city.
 - g. Continue to look into innovative approaches and incentives to attract business (i.e. Local Job Creation Tax Credit, Low Interest Building Facade Improvement Loan)
 - h. Work with networking groups of local CEO's and CBRE listings to generate leads on companies looking to relocate or expand.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city; also related to Goal A: Communication: To further improve communication to the public and employees.

5. **Educate Minority Business owners about Business Resources and Programs through the city, county and state.**
 - a. Educate the minority business owners about the PLEDGE Program, Community Reinvestment Area Abatements and other re-investment opportunities.
 - b. Celebrate the success of minority owned businesses and highlight their accomplishments in Works for Business.
 - c. Work in connection with SBA's minority business programs to educate locally about business marketing, financing options, management approaches, and methods for diversifying.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city; and related to Goal E: Community Engagement: To engage the diversity of the community to promote understanding and positive impacts.

6. Focus on City Image Enhancements through Physical Improvements & Beautification Efforts.

- a. Work with the City's Downtown Master Plan to design a streetscape improvements plan, concepts for private property improvements and future parking strategies.
- b. In combination with the Downtown Painesville Organization secure funding for downtown beautification projects such as hanging baskets, flags and additional lights within the downtown trees.
- c. In combination with the Downtown Painesville Organization set a five year strategic plan for making physical improvements within the downtown central business district and the city entrances into the downtown area.

Related to Achieving City Goal C: Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city.

7. Make the city events reflective of the "New Painesville" by including everyone and engaging new residents, the college and the Main Street businesses.

- a. Enhance the Taste of Painesville by adding new event features and advertising in new venues to attract a larger crowd. Engage more city employees, county employees and businesses in this event and other city events.
- b. Re-structure Art in the Park so that the event is once again a dynamic showcase of the local artists that the City of Painesville and Lake County have within the community.
- c. Grow the Farmers Market by working with Farmers more closely to determine their needs, new marketing approaches, and by making sure that the event is broadcast on local organization websites and in local organization newsletters.
- d. Grow the Holiday Open Houses through new advertising venues and focus on a retail shopping night prior to the holiday shopping season more so than a social event.
- e. Grow attendance at the Business Breakfasts by making sure the speakers are great speakers, business networking is occurring, and CEO's of Key Account businesses are in attendance.

Also Related to Achieving City Goal A: Communication: To further improve communication to the public and employees; also related to Goal E: Community Engagement: To engage the diversity of the community to promote understanding and positive impacts.

8. Create a better reporting system for the Economic Development Office

- a. Create a better mechanism for monthly council reports so that council is abreast of economic conditions within the city.
- b. Create monthly press releases highlighting businesses on a consistent basis.
- c. Establish performance measures through Web Q & A and report customer assistance monthly through the system.
- d. Establish a records retention policy

Also Related to Achieving City Goal B: To Improve Community Service

2007 Accomplishments**Downtown Initiatives**

- Established the Downtown Painesville Organization as a 501c3 Organization focused on the Ohio Main Street Approach for Downtown Painesville's Economic Revitalization
- Completed and Finalized the D.A.R.T. Downtown Assessment Resource Team Visit and Report for the Ohio Main Street Approach Implementation
- Working to Make Application to the Ohio Main Street Approach & Secure Funding to establish a Management System within the downtown area.

- Created a Painesville Restaurant Group focused on marketing Painesville's Restaurants and Evening Entertainment Opportunities
- Worked with Lake Erie College on creating connectivity with the Downtown through banners into recreation park and programs with local businesses
- Created a list and notification to key community representatives for Business Openings & Expansions, purchased large scissors & ribbon to highlight event.
- Co-Op Advertising with Downtown Merchants expanded to TGIF in News Herald

Manufacturing/ Workforce Initiatives

- Created a Workforce Initiative Video on Key Accounts with a 2 minute commercial
- Updated Synchronist Survey with Yearly Key Account Visits
- Issued \$150,000 in PLEDGE Funds
- Creating a Resource CD with Complete Business Relocation Information & Brochure
- Created a Resource Page on the Website with all public ED Resources and Information
- Actively participated in Entrepreneurial Programming with Inside Business, Featured High Tech Performance Trailers and Bella Donna Salon & Spa as thriving Entrepreneurial Business in Painesville. Also heavily involved and active in the Lake County Entrepreneurs Club and the DIBS Network of Entrepreneurs.
- Presented two major company proposals for relocation to Renaissance Business Park, both companies are still considering the investment.
- Presented two existing city companies with preliminary site plans and cost estimates for Renaissance Business Park expansions.
- Received an option on Painesville Hotel Property
- Made Application for the US EPA Brownfield Grants
- Working close with Lake County Entrepreneurs Group and the Lake Erie College Department for Entrepreneurialism to encourage entrepreneurialism in Painesville.
- Participated on Team NEO's ED Recognition Committee

Other Project Initiatives

- Facilitated the move of the historic Gage Home, downtown
- Working with Lake East Hospital Redevelopment & Property Re-Use
- Working on Coe Manufacturing Remediation
- Transit Center Stakeholders Meetings
- Worked on various business expansion & attraction projects
- Worked to enhance city events & bring them to a new level of community participation

Economic Development 101.137

Division Description

The Economic Development Coordinator manages the overall comprehensive economic development plan for the City; manages major commercial and/or industrial development in the City; operates business investment lending programs; serves as a liaison for small business within the City; coordinates small business assistance groups; organizes local neighborhood based retention and expansion plans; and provides business development and marketing resources.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	15,875	24,648	21,236	30,814
Revenue Supported:	10,315	-	7,650	3,500
Fund Balance:	-	-	-	-
Total Revenue	26,190	24,648	28,886	34,314
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	13,593	12,917	13,285	14,355
Benefits	4,257	4,015	4,316	5,830
Total Personal Services	17,850	16,932	17,601	20,185
Materials & Supplies	473	527	738	1,621
Other Services and Charges	7,867	7,189	10,547	12,508
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	8,340	7,716	11,285	14,129
Total Budget	26,190	24,648	28,886	34,314

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Economic Development Coordinator	16	21.0260 - 26.8347	1	1	1	1
Secretary I	6	12.9083 - 16.4740	1	1	0	0
Secretary I Part-Time	6	12.9083 - 16.4740	-	-	1	1
Total Staff			2	2	2	2

Human Resources Office

Robert Baetzel, Human Resources Director

Departmental Mission Statement

To provide consistent and timely guidance to management and employees in all human resource functions including retirement, selection, employee enhancement, orientation, development and training, labor relation and to ensure compliance with established policies and procedures, labor contracts and employment laws.

Highlights of the 2008 Departmental Budget

- Develop employee education on healthcare costs and choices and restricted funding
- Educate employees on healthcare costs and restricted funding.
- Management of workers' compensation occurrences and employee safety.

Major Departmental Objectives of Human Resources

Continue to evaluate the cost/benefit of the city's benefits offerings to ensure they are competitive, and that funding is maximized. Determine cost effectiveness of having a 3rd party administrator for the benefit plan. Consider partnering with other entities.

Implement improved performance evaluation systems. Develop a model based on job specific requirements for annual evaluations. Undertake benchmarking/best practices studies to assist in the evaluation process.

Develop methods to assist in improving technology based payroll reporting processes. Expand the use of time clock reporting software to integrate with payroll software.

Implement required, expanded training orientation sequences for employees.

2007 Accomplishments

Employee handbook was distributed and made available online.

Health care costs stabilized and remained within budget. Web cite developed for employees to access health care information.

Human Resources

101.135

Division Description

The Human Resources Division administers the City's recruitment, hiring and termination processes; classification, performance appraisal and compensation plans; employee benefit and safety plans; bargaining unit agreements; personnel transactions and records; grievance investigations; and affirmative action. This Division also assists supervisors and employees with the interpretation and implementation of personnel policies and procedures.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	45,826	47,036	57,603	53,103
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>45,826</u>	<u>47,036</u>	<u>57,603</u>	<u>53,103</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	24,420	25,039	31,821	24,700
Benefits	9,695	11,198	14,432	15,063
Total Personal Services	<u>34,115</u>	<u>36,237</u>	<u>46,253</u>	<u>39,763</u>
Materials & Supplies	301	218	505	955
Other Services and Charges	11,410	10,581	10,845	12,385
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>11,711</u>	<u>10,799</u>	<u>11,350</u>	<u>13,340</u>
Total Budget	<u>45,826</u>	<u>47,036</u>	<u>57,603</u>	<u>53,103</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Human Resources Director	23	26.5481 - 35.7717	1	1	1	1
Fiscal Clerk II	9	14.9429 - 19.0711	2	2	2	2
Total Staff			<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

Human Resources Office Civil Service Commission 101.181

Robert Baetzel, Human Resources Director

Division Description

The Civil Service Commission consists of three residents appointed by City Council to serve six-year terms. The members are charged with responsibility of overseeing the testing and the certification of candidates eligibility lists for entry level police officers and firefighters to the City Manager. Other functions include conducting Police and Fire promotional exams and acting as a Board of Review in matters of civil service employees.

Human Resources Director serves as secretary of the Civil Service Commission.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	50	2,060	-	4,442
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	50	2,060	-	4,442

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	50	2,060	-	4,442
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	50	2,060	-	4,442
Total Budget	50	2,060	-	4,442

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

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Finance

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Departmental Mission Statement

To keep accurate financial records for the City of Painesville; provide financial related information to management; and supply financial support services to all City departments.

Highlights of the 2008 Departmental Budget

1. Renovation of the counter and workstation area in the Utilities Division where customers pay their utility bills.
2. Purchase and use of check imaging machine to expedite cash flow and posting to customer accounts improving overall efficiency.
3. Implementation of new collection processes as part of our Continuous Improvement Plan.

Major Departmental Objectives of Finance

1. **Enhance Communication to both the public and employees**
 - Utilize WebQ&A, attached to the City's website whereby the public can access the City's website and find answers to frequently asked questions or pose questions for quick response by designated personnel. The public can access all City departments as well as Finance and Utilities.
 - Conduct in-house training sessions on various practices and procedures for departments including but not limited to the purchasing and budgeting function.
 - Partake in the City Department Head Speakers Bureau.
 - Maintain a presence at all City / Community functions to answer any financial and utilities questions and provide useful handout information for both Utilities and Finance.
2. **Improve Community Services**
 - Review and update our internal procedures to enhance efficiency and customer service as part of our continuous improvement plan.
 - Explore other venues for utility bill paying.
3. **Improving Painesville's Environment and Image**
 - Make capital improvements to our Utility bill paying area to enhance and improve customer service through the implementation of more ergonomically designed workstations.

4. Stewardship

- Continue to monitor and update where necessary our Internal Controls which encompasses the safeguarding of all City assets.
- Continue to employ cross training in both Utilities and Finance to ensure adequately trained personnel in a multi-tasked environment to facilitate vacations, employee growth and to maintain good customer service.
- Earn the Government Finance Officers Association awards for both the Distinguished Budget Presentation Award as well as the Certificate of Achievement for Excellence in Financial Reporting.

5. Community Engagement

- Maintain a presence at Community functions with both Utility and Finance personnel with implements used to read utility meters and with handouts explaining procedures etc.
- Assist and / or complete City Income Tax Returns for residents during the Income Tax season.
- Conduct several tax clinics for City of Painesville citizens to obtain help, advice or to have their local income tax returns prepared in conjunction with the Central Collection Agency.

2007 Accomplishments**Finance**

1. Implemented Cross-Training Program for certain Fiscal Clerk II personnel.
2. Reviewed and updated internal procedures.
3. Organized operational aspects to ensure overall departmental efficiency.

Utilities

1. Streamlined reporting system for Utilities Division for preparation of Finance Department Monthly Report to Council.
2. Developed and instituted Procedures Manual for Utilities Division.
3. Set measurement parameters for Meter Readers.
4. Implemented the use of new hand-held meter reading equipment to expedite utility billing.
5. Coordinated with billing and meter reading to decrease misreads.
6. Researched procedures and coordinated with other Departments to uncover non-billed accounts.
7. Implemented Cross-Training program for certain Fiscal Clerk I personnel.
8. Implemented a "No Card" system to effectuate real-time processing of customer data at the counter.

Administration

101.141

Division Description

Coordinate and supervise all financial functions of the City. Provide administrative support and advice to management, department heads and personnel, and complete special projects as requested by management. Assist the City Manager in the preparation of the annual budget; monitor internal controls to ensure the reliability of reports and all financial activities. Manage the preparation of the Comprehensive Annual Financial Report. Manage all active and idle funds for the City to maximize investment with minimum risk.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	56,136	55,317	60,628	62,281
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	56,136	55,317	60,628	62,281
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	29,517	30,040	30,673	31,258
Benefits	14,132	15,372	14,171	16,553
Total Personal Services	43,649	45,412	44,844	47,811
Supplies	1,171	691	564	620
Other Services and Charges	11,316	9,214	14,740	13,590
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	480	260
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	12,487	9,905	15,784	14,470
Total Budget	56,136	55,317	60,628	62,281

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Director of Finance	25	28.4307 - 38.3091	1	1	1	1
Finance Analyst	12	17.2984 - 22.0776	0	0	1	1
Administrative Analyst	11	16.4740 - 21.0260	2	2	1	1
Total Staff			3	3	3	3

Finance Accounting 101.142

Andrew A. Unetic, Director of Finance

Division Description

Accounting is responsible for the processing, recording and reporting of all financial transactions involving the general ledger, accounts receivable, accounts payable, payroll and investments; and managing interfaces with other divisions' financial information into the City's ledger. This function is also responsible for the City's fixed asset accounting system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	55,508	51,861	56,067	57,006
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	55,508	51,861	56,067	57,006
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	19,344	21,385	21,481	20,482
Benefits	9,313	7,947	11,581	12,827
Total Personal Services	28,657	29,332	33,062	33,309
Supplies	1,614	581	445	651
Other Services and Charges	25,237	21,661	22,560	23,046
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	287	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	26,851	22,529	23,005	23,697
Total Budget	55,508	51,861	56,067	57,006

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Fiscal Clerk II	9	14.9067 - 19.0250	3	3	3	3
Total Staff			3	3	3	3

Finance

Purchasing and Warehouse

101.143

Andrew A. Unetic, Director of Finance

Division Description

Goods and services required for all departments of the City are requisitioned through the Purchasing and Warehousing Division. The Purchasing Division obtains competitive bids in accordance with City policy. This division also maintains and stocks a central warehouse operation from which departments can requisition standard supplies. The stores clerk also assists with the City's records destruction program.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	23,828	23,165	26,129	27,232
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	23,828	23,165	26,129	27,232
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	14,866	15,122	15,455	15,767
Benefits	7,428	6,408	7,607	9,046
Total Personal Services	22,294	21,530	23,062	24,813
Supplies	93	187	130	150
Other Services and Charges	683	568	1,468	895
Utilities	758	880	1,229	1,374
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	240	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,534	1,635	3,067	2,419
Total Budget	23,828	23,165	26,129	27,232

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Fiscal Clerk III	11	16.4740 - 21.0260	1	1	1	1
Store Clerk/Bldg & Ground	8	14.1965 - 18.1192	1	1	1	1
Total Staff			2	2	2	2

Finance

Income Tax Collection

101.144

Andrew A. Unetic, Director of Finance

Division Description

The monthly administrative and overhead charges assessed by the Central Collection Agency of Cleveland, Ohio for the collection of the City's income tax are expended against this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	142,835	142,121	152,200	151,460
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	142,835	142,121	152,200	151,460

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	-	-	-	-
Other Services and Charges	142,835	142,121	152,200	151,460
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	142,835	142,121	152,200	151,460
Total Budget	142,835	142,121	152,200	151,460

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Finance

Utilities Office - Water

710.712

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for billing and collection of all City of Painesville utility services. Activities include meter reading, bill preparation and mailing, delinquent notices and collection activity. New accounts and applications for new services are included in the scope of operations. This is the Water Revenue Fund portion of the budget that is cost allocated at 20%

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	284,382	189,538	214,290	195,097
Fund Balance:	-	-	-	-
Total Revenue	<u>284,382</u>	<u>189,538</u>	<u>214,290</u>	<u>195,097</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	155,715	106,384	102,453	95,588
Benefits	90,967	59,791	55,554	60,089
Total Personal Services	<u>246,682</u>	<u>166,175</u>	<u>158,007</u>	<u>155,677</u>
Supplies	5,258	4,192	5,750	5,780
Other Services and Charges	26,592	19,171	24,110	25,260
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	5,850	-	26,423	8,380
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>37,700</u>	<u>23,363</u>	<u>56,283</u>	<u>39,420</u>
Total Budget	<u>284,382</u>	<u>189,538</u>	<u>214,290</u>	<u>195,097</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Utility Office Manager	16	21.0260 - 26.8347	1	1	1	1
Collections Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Office Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Field Supervisor	13	18.1631 - 23.1809	1	1	1	1
Collections Analyst	11	16.4740 - 21.0260	0	0	1	1
Fiscal Clerk I	6	12.9083 - 16.4740	6	6	6	6
Utilities Service Worker	10	15.6518 - 19.9764	1	1	1	1
Meter Reader	8	14.1965 - 18.1192	4	4	4	4
Part-Time						
Meter Reader Floater	8	14.2311 - 18.1631	1	1	1	0
Total Staff			<u>16</u>	<u>16</u>	<u>15</u>	<u>14</u>

Finance

Water Utility Deposits

711.770

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for receiving and maintaining records on water utility deposits for all of the active utility accounts in the service area of the Water Division.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-			-
Revenue Supported:	-	3,753	3,000	2,654
Fund Balance:	-	-	9,000	9,346
Total Revenue	<u>-</u>	<u>3,753</u>	<u>12,000</u>	<u>12,000</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	12,000	12,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>-</u>	<u>-</u>	<u>12,000</u>	<u>12,000</u>
Total Budget	<u>-</u>	<u>-</u>	<u>12,000</u>	<u>12,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Finance

Utilities Office – Water Pollution

720.722

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for billing and collection of all City of Painesville utility services. Activities include meter reading, bill preparation and mailing, delinquent notices and collection activity. New accounts and applications for new services are included in the scope of operations. This is the Water Pollution Control Revenue Fund portion of the budget that is cost allocated at 20%.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	284,246	186,230	214,290	195,097
Fund Balance:	-	-	-	-
Total Revenue	284,246	186,230	214,290	195,097
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	155,536	106,240	102,453	95,588
Benefits	91,030	56,629	55,554	60,089
Total Personal Services	246,566	162,869	158,007	155,677
Supplies	5,238	4,191	5,750	5,780
Other Services and Charges	26,592	19,170	24,110	25,260
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	5,850	-	26,423	8,380
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	37,680	23,361	56,283	39,420
Total Budget	284,246	186,230	214,290	195,097

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Utility Office Manager	16	21.0260 - 26.8347	1	1	1	1
Collections Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Office Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Field Supervisor	13	18.1631 - 23.1809	1	1	1	1
Collections Analyst	11	16.4740 - 21.0260	0	0	1	1
Fiscal Clerk I	6	12.9083 - 16.4740	6	6	6	6
Utilities Service Worker	10	15.6518 - 19.9764	1	1	1	1
Meter Reader	8	14.1965 - 18.1192	4	4	4	4
Part-Time						
Meter Reader Floater	8	14.2311 - 18.1631	1	1	1	0
Total Staff			16	16	15	14

Finance

Utilities Office - Electric

730.732

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for billing and collection of all City of Painesville utility services. Activities include meter reading, bill preparation and mailing, delinquent notices and collection activity. New accounts and applications for new services are included in the scope of operations. This is the Electric Revenue Fund portion of the budget that is cost allocated at 60%.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	380,099	529,779	645,749	585,290
Fund Balance:	-	-	-	-
Total Revenue	380,099	529,779	645,749	585,290
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	208,215	305,010	307,358	286,765
Benefits	121,602	159,438	169,543	180,265
Total Personal Services	329,817	464,448	476,901	467,030
Supplies	7,003	11,740	17,250	17,340
Other Services and Charges	35,479	53,591	72,330	75,780
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	7,800	-	79,268	25,140
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	50,282	65,331	168,848	118,260
Total Budget	380,099	529,779	645,749	585,290

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Utility Office Manager	16	21.0260 - 26.8347	1	1	1	1
Collections Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Office Supervisor	13	18.1631 - 23.1809	1	1	0	0
Utility Field Supervisor	13	18.1631 - 23.1809	1	1	1	1
Collections Analyst	11	16.4740 - 21.0260	0	0	1	1
Fiscal Clerk I	6	12.9083 - 16.4740	6	6	6	6
Utilities Service Worker	10	15.6518 - 19.9764	1	1	1	1
Meter Reader	8	14.1965 - 18.1192	4	4	4	4
Part-Time						
Meter Reader Floater	8	14.2311 - 18.1631	1	1	1	0
Total Staff			16	16	15	14

Finance

Electric Utility Deposits

731.770

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for receiving and maintaining records on electric utility deposits for all the active utility accounts in the service area of the Electric Division.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	5,114
Fund Balance:	-	-	43,000	37,886
Total Revenue	-	-	43,000	43,000

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	43,000	43,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	43,000	43,000
Total Budget	-	-	43,000	43,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Finance

Utilities Office - Refuse

740.742

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The Utilities Office is responsible for billing and collection of all City of Painesville utility services. Activities include meter reading, bill preparation and generation, delinquent notices and collection activity. New accounts and applications for new services are included in the scope of operations.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	3,461	4,850	2,440	-
Fund Balance:	-	-	-	-
Total Revenue	3,461	4,850	2,440	-
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	-	-	-	-
Other Services and Charges	1,200	1,600	2,200	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	1,200	1,600	2,200	-
Total Budget	1,200	1,600	2,200	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Water Construction Fund

Utilities Office - Water

712.712

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The cost for capital outlays related to the Finance Department's Utilities Office. This is the Water Construction Fund portion of the budget that is cost allocated at 20%

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	3,335	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	3,335	-	-
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	3,335	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	3,335	-	-
Total Budget	-	3,335	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Water Pollution Construction Fund

Utilities Office – Water Pollution

722.722

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The cost for capital outlays related to the Finance Department’s Utilities Office. This is the Water Pollution Construction Fund portion of the budget that is cost allocated at 20%

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	3,335	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	3,335	-	-

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	3,335	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	3,335	-	-
Total Budget	-	3,335	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Electric Construction Fund Utilities Office - Electric 732.732

Andrew A. Unetic, Director of Finance
Cheryl Altizer, Utilities Office Manager

Division Description

The cost for capital outlays related to the Finance Department's Utilities Office. This is the Electric Construction Fund portion of the budget that is cost allocated at 60%

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	10,005	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	10,005	-	-
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	10,005	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	10,005	-	-
Total Budget	-	10,005	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Supplies Rotary Fund

Rotary Supplies

802.782

Andrew A. Unetic, Director of Finance

Division Description

To account for the accumulation and allocation of costs associated with operating supplies maintained at the Cities warehouse.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	42,441	41,720	49,001	47,437
Fund Balance:	-	-	-	-
Total Revenue	<u>42,441</u>	<u>41,720</u>	<u>49,001</u>	<u>47,437</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Supplies	42,441	41,720	49,001	47,437
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>42,441</u>	<u>41,720</u>	<u>49,001</u>	<u>47,437</u>
Total Budget	<u>42,441</u>	<u>41,720</u>	<u>49,001</u>	<u>47,437</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Law

101.151

Joseph Gurley, Law Director

Departmental Mission Statement

To provide the highest quality legal advice about matters of concern to City Council and staff of the City of Painesville.

Highlights of the 2008 Departmental Budget

Continue to provide expert legal service through in-house and external legal counsel as needed.
Negotiate IBEW union contract

Major Departmental Objectives for Law

Enhance Customer Service:

1. Provide sound legal advice to City Council, City Manager and the administrative staff.
2. Prepare and review legal documents in a timely basis
3. Provide legal representation in the courts
4. Review and inform City departments and City Council of new laws enacted that affect city operations.
5. Provide training as needed to insure legal compliance with City, State and federal regulations.

2007 Accomplishments

- Supported the various departments with legal determinations in a timely manner
- Expanded role in Board of zoning Appeals and Planning Commission activities.



Law 101.151

Division Description

The Law Director provides legal advice and recommendations to the City Council, City Manager, and the administrative staff. The Law Director drafts contracts and real estate documents for the City. He also reviews ordinances, resolutions, and all forms of legal documents for the City. The Law Director represents, coordinates and monitors lawsuits and claims made against the City. He also manages claims handled by outside counsel.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	70,942	86,227	59,812	63,706
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	70,942	86,227	59,812	63,706

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	21,257	21,722	22,202	22,057
Benefits	5,968	5,716	7,375	7,489
Total Personal Services	27,225	27,438	29,577	29,546
Materials & Supplies	-	-	-	-
Other Services and Charges	43,717	58,789	30,235	34,160
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	43,717	58,789	30,235	34,160
Total Budget	70,942	86,227	59,812	63,706

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Law Director	UNCL	2,501.22 Bi-Weekly	1	1	1	1
Part-Time						
Assist. Law Dir./Prosec.	UNCL	1,250.59 Bi-Weekly	1	1	1	1
Assistant Law Director	UNCL	671.23 Bi-Weekly	0	1	1	1
Total Staff			2	3	3	3

Police

Gary Smith, Police Chief

Departmental Mission Statement

To provide quality and community responsive police service.

Highlights of the 2008 Departmental Budget

- Increase staffing by adding one additional patrol officer.
- Maintain a modern, efficient, and well-equipped vehicle fleet.
- Continue to provide directed patrol to problem areas or special concerns.
- Use technology to improve efficiency of operations.
- Develop a specialized volunteer group to assist the department.
- Develop our department web page to interact with the community.

Major Departmental Objectives of Police Division

Goal 1: Provide effective and efficient police response and services.

Department Objectives:

- a. Maintain a modern, efficient, and well equipped vehicle fleet.
- b. Provide directed patrol to problem areas or special problems.
- c. Increase the amount of officers on patrol and the time spent on patrol.
- d. Use technology to improve efficiency of operations.

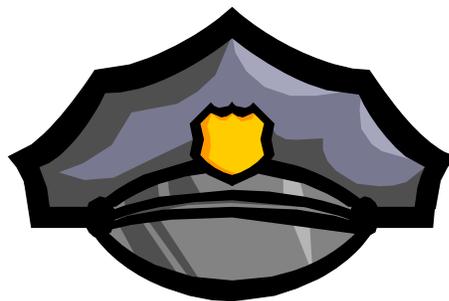
Goal 2: Enhance Police involvement with the community and community responsiveness to the department.

Department Objectives:

- a. Increase involvement of all officers at community events.
- b. Train citizen observers as partners with the police
- c. Develop a specialized volunteer group to assist the department.
- d. Develop our department web page to provide information and promote the accomplishments of the department.

2007 Accomplishments

- Two officers were hired and trained for vacant patrol officer positions and one officer was hired for the position of Community Service Officer.
- Received three patrol cars painted in the traditional black and white colors outfitted with equipment benefiting officers on patrol in the neighborhoods.
- The department continued the use of volunteers in 2007 including Police Chaplains who assisted the families, officers, and community with two major incidents. Two volunteers assisted the Police Clerks in 2007 with clerical duties.
- New legislation was developed dealing with vicious dogs after rulings by the Ohio Supreme Court on the issue.
- The Police Department worked with a coalition of community leaders to develop solutions in dealing with immigration issues.
- Painesville's first "Night Out Against Crime" was held in Painesville Recreation Park. This event was an opportunity for residents to meet various law enforcement and fire personnel, see displays, equipment and literature, and ask questions. Residents were encouraged to leave porch lights on as a stand against crime.
- A Citizen's Police Academy class was held in a new one day format. Several officers presented a variety of topics which provided an opportunity for residents to learn about police work, meet the officers on the department, and participate in a ride along with an officer on patrol.
- An award ceremony was held at a City Council Meeting to honor those officers who had saved lives during 2006. An officer of the year award was also presented.
- A locker room renovation was completed which included, painting, new fixtures, floor tile, and bench storage.
- Crime statistics for 2006 (compiled in 2007) showed a drop in total crime of seventeen percent. CITE (community involved tactical enforcement) operations, directed patrol, and participation from residents contributed to the reduction in total crime incidents.



Law Enforcement – Sworn Officers 101.211

Division Description

Provide continuous full-time services to the community including traffic enforcement, emergency responses, and routine patrol functions, as well as proactive projects aimed at the reduction of serious criminal activity. These services are affected by the increase in drug problems, and the amount of time required to properly handle report and arrest situations.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	2,294,495	2,929,136	3,478,313	3,494,197
Revenue Supported:	673,911	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>2,968,406</u>	<u>2,929,136</u>	<u>3,478,313</u>	<u>3,494,197</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	2,058,421	2,066,105	2,386,803	2,436,836
Benefits	909,985	863,031	1,091,510	1,057,361
Total Personal Services	<u>2,968,406</u>	<u>2,929,136</u>	<u>3,478,313</u>	<u>3,494,197</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Budget	<u>2,968,406</u>	<u>2,929,136</u>	<u>3,478,313</u>	<u>3,494,197</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Police Chief	25	28.4307 - 38.3091	1	1	1	1
Lieutenants	20	31.1378 - 32.6942	4	4	4	4
Sergeants	18	28.2428 - 29.6548	4	4	4	4
Police Officer	17	21.0757 - 26.8981	27	27	27	28
Total Staff			<u>36</u>	<u>36</u>	<u>36</u>	<u>37</u>

Police

Law Enforcement – Other

101.212

Gary Smith, Police Chief

Division Description

The salaries and wages for parking control and clerks are charged against this function. The salaries and wages for the auxiliary police staff are included under this function, i.e. Specials, school crossing guards, etc.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	647,642	556,576	703,582	710,633
Revenue Supported:	10,450	12,968	9,800	5,788
Fund Balance:	-	-	-	-
Total Revenue	658,092	569,544	713,382	716,421
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	283,269	238,737	292,988	300,643
Benefits	135,638	100,440	153,740	156,568
Total Personal Services	418,907	339,177	446,728	457,211
Materials & Supplies	77,352	82,880	99,050	97,450
Other Services and Charges	161,833	147,337	167,604	161,760
Utilities	-	-	-	-
Other Operating Charges	-	150	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	239,185	230,367	266,654	259,210
Total Budget	658,092	569,544	713,382	716,421

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Police Office Supervisor	10	15.6896 - 20.0247	1	1	1	1
Parking Control Officer	7	13.5534 - 17.2984	0	0	0	0
Community Service Officer	10	15.6896 - 20.0247	2	2	2	2
Police Records Clerk I	8	14.2311 - 18.1631	3	3	3	3
School Resource Officer	12	17.2984 - 22.0776	1	1	1	1
Part-Time						
Special Court Officer	Flat	12.40	0	0	1	1
Total Staff			7	7	8	8

Police Control Center 101.231

Gary Smith, Police Chief

Division Description

The Control Center operation dispatched all emergency calls and non-emergency calls for service for Painesville Police and Fire. The Control Center also takes calls for City services not staffed after hours, weekends, and holidays. This is a contractual service through Lake County.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	480,035	411,115	430,883	431,527
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	480,035	411,115	430,883	431,527

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	8,370	20,742	8,370	8,370
Utilities	-	-	-	-
Other Operating Charges	471,665	390,373	422,513	423,157
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	480,035	411,115	430,883	431,527
Total Budget	480,035	411,115	430,883	431,527

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Police Prisoner Expense 101.411

Gary Smith, Police Chief

Division Description

The expense associated with housing City prisoners in the County jail reflected under this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	4,560	4,865	10,074	12,074
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>4,560</u>	<u>4,865</u>	<u>10,074</u>	<u>12,074</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	74	74
Other Services and Charges	3,494	3,000	5,000	6,000
Utilities	-	-	-	-
Other Operating Charges	1,066	1,865	5,000	6,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>4,560</u>	<u>4,865</u>	<u>10,074</u>	<u>12,074</u>
Total Budget	<u>4,560</u>	<u>4,865</u>	<u>10,074</u>	<u>12,074</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Police Pension Transfer Fund Law Enforcement – Sworn Officers 208.211

Gary Smith, Police Chief

Division Description

To accumulate property taxes levied for the partial payment of the current and accrued liability for police disability and pension.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	71,500	77,500	78,292	85,680
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	71,500	77,500	78,292	85,680
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	71,500	77,500	78,292	85,680
Total Personal Services	71,500	77,500	78,292	85,680
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	-
Total Budget	71,500	77,500	78,292	85,680

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Law Enforcement Fund

Law Enforcement - Other

212.212

Gary Smith, Police Chief

Division Description

To account for the proceeds from the confiscation of contraband and to account for donations and grant revenue received by the Police Department. Cost for current K-9 unit is tracked in this fund.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	6,934	1,880	-	-
Revenue Supported:	3,000	12,544	14,500	6,000
Fund Balance:	-	-	5,500	14,000
Total Revenue	<u>9,934</u>	<u>14,424</u>	<u>20,000</u>	<u>20,000</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	9,934	14,424	20,000	20,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>9,934</u>	<u>14,424</u>	<u>20,000</u>	<u>20,000</u>
Total Budget	<u>9,934</u>	<u>14,424</u>	<u>20,000</u>	<u>20,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

COPS Fund

Law Enforcement – Sworn Officers

223.211

Gary Smith, Police Chief

Division Description

This fund reflects the "Personal Services" expenditures that is related to the one (1) sworn officer that was hired under the COPS grant program. In addition to receiving funds from Federal sources, the City also receives a small portion from the state.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	25,000	64,920	-	-
Revenue Supported:	44,423	13,859	-	-
Fund Balance:	-	-	-	-
Total Revenue	69,423	78,779	-	-
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	48,038	55,534	-	-
Benefits	21,304	23,245	-	-
Total Personal Services	69,342	78,779	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	-
Total Budget	69,342	78,779	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Police Officer	17	20.5116 - 26.1782	1	1	0	0
Total Staff			1	1	0	0

Law Enforcement Trust Fund

Law Enforcement - Other

613.212

Gary Smith, Police Chief

Division Description

To account for the monies received by the police division from the sale of drug-related contraband.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	1,580	-
Revenue Supported:	-	1,430	420	5,000
Fund Balance:	2,000	-	-	-
Total Revenue	<u>2,000</u>	<u>1,430</u>	<u>2,000</u>	<u>5,000</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	2,000	3,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	855	-	-	2,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>855</u>	<u>-</u>	<u>2,000</u>	<u>5,000</u>
Total Budget	<u>855</u>	<u>-</u>	<u>2,000</u>	<u>5,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Fire

Mark Mlachak, Fire Chief

Departmental Mission Statement

"To Protect Life and Property"

Highlights of the 2008 Departmental Budget

- Obtain a secure and on going source of funding
- Increased staffing
- Replacement of fire engine
- Enhance public interaction
- Increased focus placed on Health, Wellness and Safety
- Increased training

Major Departmental Objectives for the Fire Division

Goal 1 **To secure an ongoing source of funding (stewardship)**

Departmental objectives

- Educate council and the public on the needs and costs associated with the fire service
- Obtain council's support and guidance in obtaining additional funding
- Fund raising to support fire education and prevention

Goal 2 **To provide effective response to fire, rescue, and medical emergencies (customer service, improved image, stewardship)**

Departmental objectives

- Increase operational staffing
- Examine and re-evaluate programs and procedures to insure the most effective and efficient operation
- Provide necessary training to meet the needs of the department
- Continued replacement of equipment and vehicles in a timely manner
- Continued regionalization of operations

Goal 3 **Provide a proactive means of improving the safety of the community (Customer service, image)**

Departmental objectives

- Safety inspections
 - Inspect all educational and institutional occupancies annually
 - Inspect all businesses on a three (3) year cycle
 - Provide necessary staffing to perform inspections within the community
- Insure that every residence in the City has a working smoke detector
- Increased public safety education
 - Year round safety programs
 - Citizens Fire Academy

Goal 4 **Enhance fire department interaction with the community**
(Customer service, image, community engagement)

Departmental objectives

- Provide for opportunities and encourage public involvement within the department
- Increased interaction with the public through open house events and greater participation in events such as block parties and City sponsored events.

Goal 5 **Health and welfare of the personnel of the fire division**
(Customer service (internal), image)

Departmental objectives

- Improve the living and working conditions within the station
- Provide a safe work environment
- Increased training
- Implementation of fitness standards through a combined effort of the administration and the Union

2007 Accomplishments

- Operational
 - Increased staffing through the employment of part-time firefighters
 - Continued to advance the concept of regional operations
 - Completed and presented a closest responder study
 - Increased quality and quantity of training for the department
- Communications
 - Established quarterly Department of Safety meetings with the public held in different wards
- Health and Safety
 - Purchased a fill station to enhance employee safety when filling oxygen cylinders
 - Continued focus on physical fitness
- Remodeling of station
 - Fire separation walls installed
 - Apparatus bay floor and ceiling painted
 - Additional classroom facility provided



Fire Fighting, Prevention & Inspection

101.221

Division Description

Provide a level of protection responsive to the community to control and to manage the emergency incidents within the City including fire, medical, natural and man-made disasters.

Provide quality and effective program services to the community and City personnel, including fire prevention/inspection, the State of Ohio Fire Code and public information and education programs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	2,221,307	2,322,582	2,520,722	2,766,669
Revenue Supported:	115,000	24	-	60
Fund Balance:	-	-	-	-
Total Revenue	<u><u>2,336,307</u></u>	<u><u>2,322,606</u></u>	<u><u>2,520,722</u></u>	<u><u>2,766,729</u></u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	1,412,133	1,442,770	1,611,268	1,740,145
Benefits	763,420	661,914	762,493	832,683
Total Personal Services	<u><u>2,175,553</u></u>	<u><u>2,104,684</u></u>	<u><u>2,373,761</u></u>	<u><u>2,572,828</u></u>
Materials & Supplies	64,950	53,676	43,500	64,300
Other Services and Charges	95,804	164,246	103,401	124,541
Utilities	-	-	-	-
Other Operating Charges	-	-	60	5,060
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u><u>160,754</u></u>	<u><u>217,922</u></u>	<u><u>146,961</u></u>	<u><u>193,901</u></u>
Total Budget	<u><u>2,336,307</u></u>	<u><u>2,322,606</u></u>	<u><u>2,520,722</u></u>	<u><u>2,766,729</u></u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Fire Chief	23	26.5481 - 35.7717	1	1	1	1
Fire Captains	20	21.3513 - 27.2500	4	4	4	4
Fire Lieutenants	18	19.3659 - 24.7163	3	3	3	3
Firefighters/EMTs	17	17.5658 - 22.4184	18	18	18	20
Total Staff			<u><u>26</u></u>	<u><u>26</u></u>	<u><u>26</u></u>	<u><u>28</u></u>

Fire

Fire Service - Other

101.222

Mark Mlachak, Fire Chief

Division Description

The salary of the part-time secretary and the wages of the part-time fire inspector is charged against this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	51,735	52,995	198,975	191,369
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	51,735	52,995	198,975	191,369
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	44,129	45,172	147,852	150,508
Benefits	7,606	7,823	15,873	18,861
Total Personal Services	51,735	52,995	163,725	169,369
Materials & Supplies	-	-	20,000	13,000
Other Services and Charges	-	-	15,250	9,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	35,250	22,000
Total Budget	51,735	52,995	198,975	191,369

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Part-Time						
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Fire Inspector	11	16.4740 - 21.0260	2	1	1	1
Training Coordinator	Flat	9.40 - 12.40	0	0	0	1
Firefighters	Flat	9.40 - 12.40	0	0	0	3
Total Staff			3	2	2	6

Fire Pension Transfer Fund

Fire Fighting, Prevention & Inspection

209.221

Mark Mlachak, Fire Chief

Division Description

To accumulate property taxes levied for the partial payment of the current and accrued liability for fire disability and pension.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	71,500	77,500	78,292	85,680
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>71,500</u>	<u>77,500</u>	<u>78,292</u>	<u>85,680</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	71,500	77,500	78,292	85,680
Total Personal Services	<u>71,500</u>	<u>77,500</u>	<u>78,292</u>	<u>85,680</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Budget	<u>71,500</u>	<u>77,500</u>	<u>78,292</u>	<u>85,680</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Fire Levy Fund Fire Other 220.222

Mark Mlachak, Fire Chief

Division Description

This function is used for the purchase of fire fighting apparatus through levied tax revenue dollars.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	71,315	-	37,000	-
Revenue Supported:	412,685	27,523	180,000	320,000
Fund Balance:	118,128	-	-	49,000
Total Revenue	<u>602,128</u>	<u>27,523</u>	<u>217,000</u>	<u>369,000</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies		27,523	28,000	49,000
Other Services and Charges			-	-
Utilities			-	-
Other Operating Charges			-	-
Capital Outlay	450,141	-	189,000	320,000
Debt Service	88,840	-	-	-
Other Nonoperating Charges	63,147	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>602,128</u>	<u>27,523</u>	<u>217,000</u>	<u>369,000</u>
Total Budget	<u>602,128</u>	<u>27,523</u>	<u>217,000</u>	<u>369,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Fire Special Revenue Fund

Fire Service - Other

227.222

Mark Mlachak, Fire Chief

Division Description

To account for fund donations or grants received by the Painesville Fire Department.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	12,912	2,500	19,000
Fund Balance:	10,400	-	6,000	500
Total Revenue	<u>10,400</u>	<u>12,912</u>	<u>8,500</u>	<u>19,500</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	7,807	5,582	8,500	9,500
Other Services and Charges	179	7,330	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	10,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>7,986</u>	<u>12,912</u>	<u>8,500</u>	<u>19,500</u>
Total Budget	<u>7,986</u>	<u>12,912</u>	<u>8,500</u>	<u>19,500</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Emergency Medical Services Fund

Fire Fighting, Prevention & Inspection

229.221

Mark Mlachak, Fire Chief

Division Description

To account for fire fighting services that relate to emergency medical transports.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	28,000	-	-	-
Revenue Supported:	198,432	273,090	320,000	327,460
Fund Balance:	-	-	898	-
Total Revenue	<u>226,432</u>	<u>273,090</u>	<u>320,898</u>	<u>327,460</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	121,493	162,108	182,861	194,686
Benefits	55,498	68,817	84,720	92,469
Total Personal Services	<u>176,991</u>	<u>230,925</u>	<u>267,581</u>	<u>287,155</u>
Materials & Supplies	4,843	17,625	24,050	6,800
Other Services and Charges	625	24,191	28,767	33,205
Utilities	-	349	-	-
Other Operating Charges	150	-	500	300
Capital Outlay	28,000	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>33,618</u>	<u>42,165</u>	<u>53,317</u>	<u>40,305</u>
Total Budget	<u>210,609</u>	<u>273,090</u>	<u>320,898</u>	<u>327,460</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Emergency Medical Services Fund Fire Fighting, Prevention & Inspection 229.222

Mark Mlachak, Fire Chief

Division Description

To account for fire - other services that relate to emergency medical transports.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	2,540
Fund Balance:	-	-	14,411	10,196
Total Revenue	<u>-</u>	<u>-</u>	<u>14,411</u>	<u>12,736</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	11,261	11,437
Benefits	-	-	1,150	1,299
Total Personal Services	<u>-</u>	<u>-</u>	<u>12,411</u>	<u>12,736</u>
Materials & Supplies			-	-
Other Services and Charges			2,000	-
Utilities			-	-
Other Operating Charges			-	-
Capital Outlay			-	-
Debt Service			-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>-</u>
Total Budget	<u>-</u>	<u>-</u>	<u>14,411</u>	<u>12,736</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

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Public Works

Kevin Lynch, Service Director

Departmental Mission Statement

To ensure that the City’s investment in public works, capital improvements, and municipal infrastructure are effectively and efficiently administered; to maintain the City’s utility delivery and collection systems and traffic system in a manner that is sensitive to community concerns and needs.

Highlights of the 2008 Departmental Budget

- o Continue to streamline departmental management structure to be able to place resources on work crews instead of in offices.
- o Major capital purchases are the 2 1/2 ton dump truck with plow, Sidewalk Snow Plow/Mower Repair some critical areas in the Parking Garage.
- o The Street Construction, Maintenance and Repair and the State Highway Improvements Funds remained the same.

Major Departmental Objectives of Public Works

GOAL 1: Conduct an early Spring clean-up of the downtown area to remove the previous Winter’s heavy accumulation of dirt and debris to enable the Department to implement and maintain a regular schedule of roadway cleanup activities during the remainder of the season.(Refers to goal, To Improve Community Service)

Objective: Downtown area streets may be addressed once-per-week and residential streets, municipal parking garage decks, and City parking lots once-per-month, or as needed to keep all streets and roadways clean and litter-free, using existing manpower and equipment.

* * *

GOAL 2: Maintain and refurbish the Public Works Department complex, keeping the common, open areas free of debris and obsolete equipment, collaborating with neighbor departments to re-asphalt common areas using recycled materials; painting and repairing exterior of Public Works administration building, weeding and trimming green spaces, and adding landscaping. (Refers to Goal, Improving Painesville’s environment and image)

Objective: To improve the overall working environment and ensure on-the-job employee health and safety in the Department complex, and elevate the general neighborhood aesthetics.

* * *

GOAL 3: To raise employee morale and inspire Department employees by empowerment and teamwork. (Refers to goal, Improve and enhance internal communication)

Objective: Achieve maximum employee work performance by positive attitudes and autonomy with management.

* * *

GOAL 4: Qualitative and efficient maintenance of trucks and other equipment using City resources whenever possible.(Refers to goal, To Improve Community Service)

Objective: Routine maintenance of City equipment semi-annually, with preventative maintenance checks annually to maximize use and life of vehicles and equipment, using in-house resources.

* * *

GOAL 5: Replace or repair failed or collapsed sanitary and storm sewers. Jet known problem areas on a weekly basis, and 25% of the entire sewer system, annually. Conduct preventive maintenance on sanitary and storm systems.(Refers to goal, Improve Community Service)

Objective: Respond to, and remedy, sewer-related complaints/concerns as timely and efficiently as possible to reduce impact and minimize inconvenience and ensure health and safety of residents/business owners.

* * *

GOAL 6: Continue Fall Treelawn Planting Program to include installation of 70–100 trees, as well as trimming and pruning of existing healthy trees as needed, and removal of dead old-growth trees in the City’s Rights-of-Way.(Refers to goal, Improving Painesville’s Environment and Image)

Objective: Aesthetic enrichment of the City streets to increase neighborhood pride and property values, and to preserve the Western Reserve character of the City.

* * *

GOAL 7: Continued collaboration with the Engineering Department on street repairs and repairs to concrete sidewalks and curbs by placing at least six tons of asphalt daily.(Refers to goal, Improve Community Service)

Objective: To maintain the integrity of the City’s vehicular by-ways and pedestrian transverses for safety and convenience.

* * *

GOAL 8: Efficiently administrate competitive out-bid services for residential refuse and yard-waste pickup and disposal.(Refers to goal, Stewardship)

Objective: Continue to provide efficient and affordable residential collection and disposal of resident-generated refuse and yard waste.

* * *

GOAL 9: Execute the City-sponsored Spring yard waste clean-up program and Fall leaf collection services using City workforce and equipment at no cost to residents.(Refers to goal, Improve Community Service)

Objective: Provide residents with hauling services in addition to regular refuse/yardwaste pickup, at no additional cost, encouraging property cleanup to maintain health and safety, as well as property curb appeal.

* * *

GOAL 10: Place snow fence and cautionary sidewalk stakes prior to first snowfall. Expand snow and ice control operations into new developments. Identify and train pool of snow plow operators from other departments to utilize, as required.(Refers to goal, Improve Community Service)

Objective: Provide efficient and cost-effective snow and ice control operations for motorist and pedestrian safety.

* * *

GOAL 11: Sealcoat, repair large cracks and broken curbs, and re-stripe all parking stalls and handicap pavement markings in the parking lots.(Refers to goals, Improve Community Service and Enhance Painesville’s Image)

Objective: Implement annual maintenance and repair program vital for continued image enhancement and safety.

* * *

GOAL 12: Re-paint and maintenance 50 meters/posts around Veteran’s Memorial Park to include replacement of the clear Lexan windows and gaskets.(Refers to goal Enhance Painesville’s Image)

Objective: To sustain the City’s image-enhancement program, and ensure customer satisfaction through continued reliable operation.

* * *

GOAL 13: Expand meter enforcement.(Refers to goal, Stewardship)

Objective: Enhanced parking violation revenue.

* * *

GOAL 14: Use of prismatic sheeting for new sign construction in the City’s comprehensive hi-intensity stop sign replacement program.(Refers to goal, Improve Community Service)

Objective: Complete replacement of stop signs throughout the City for easier visibility to contribute to motorist and pedestrian safety.

* * *

GOAL 15: Complete a striping program at all signalized intersections and school zones.(Refers to goal, Improve Community Service)

Objective: Enhanced motorist awareness and pedestrian safety.

* * *

GOAL 16: Refurbish municipal parking garage by power-washing and restriping all stalls, handicapped markings, and traffic directionals; continue with minor repairs of with more emphasis on eye-appeal details. (Refers to goal, Enhancing Painesville's Image)

Objective: To offer a convenient, safe, comfortable alternative to on-street parking that will appeal to business owners and customers.

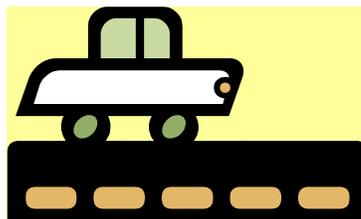
Goal 17: To utilize Web Q&A as a management tool to provide service and complaint resolution within 7 working days of receipt. (Refers to goal Communication to enhance communication to the Public)

Objective: To use Web Q&A in response to inquiries and requests for service. By responding in a reasonable period of time it shows the resident that they are heard, and Public Works is responsive to their needs.

* * *

2007 Accomplishments

- The Public Works Department did all street sweeping in house. This enabled us to begin sooner and do a better job that had been done when outsourcing the spring clean up.
- The Public Work Department entered its third year of the intensive sanitary sewer maintenance program. The city has been broken into sections with the cleaning starting in the most problematic area. This has virtually eliminated sewer blockages in the sanitary main lines.
- Public Works was able to meet its goal of placing 6 tons of asphalt daily.
- With the institution of a 3rd shift Public Works was able to respond to snow emergencies faster and with less overtime cost. Snow clean up in the business district was accelerated due to the 3rd shift.
- The sweeper we purchased for the Parking Garage is used monthly. The garage is much cleaner because of this sweeper.
- In 2007 Public Works rebuilt over 30 catch basins. We also replaced the worn storm sewer line at city hall which flooded every moderate to heavy rainfall.
- Public Works is called upon to provide assistance to all departments. Public Works asphalts all Water Department road repairs. Public Works removes all stump grindings and plants grass for the Electric Department. Public Works provides assistance to the Water Pollution Control Plant monthly to keep the pits cleaned and free flowing. Public Works patches the roadways at the parks and are called upon for various assistance to the Parks and Recreation Department.



Public Works

Street Maintenance and Repair

101.313

Kevin Lynch, Service Director

Division Description

This program primarily is utilized to make physical image enhancements to the City streets by patching, crack and chip sealing, street repairs, concrete repairs of sidewalks and curbs, tree trimming and pruning of existing trees. The Fall Tree Lawn Planting Program is maintained within this budget.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	2,191	25,549	3,500	37,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>2,191</u>	<u>25,549</u>	<u>3,500</u>	<u>37,000</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	1,314	11,579	2,500	37,000
Other Services and Charges	877	13,970	1,000	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>2,191</u>	<u>25,549</u>	<u>3,500</u>	<u>37,000</u>
Total Budget	<u>2,191</u>	<u>25,549</u>	<u>3,500</u>	<u>37,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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NOTE: All personal services reflected in 101.320 for the General Fund positions

Public Works Sidewalks 101.314

Kevin Lynch, Service Director

Division Description

This program replaces sidewalks on City property, installs pedestrian ramps at intersections and replaces deteriorated walks, when necessary, due to property owner neglect.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	1,712	3,353	6,730	14,370
Revenue Supported:	-	-	340	200
Fund Balance:	-	-	-	-
Total Revenue	<u>1,712</u>	<u>3,353</u>	<u>7,070</u>	<u>14,570</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	1,712	2,255	2,070	2,570
Other Services and Charges	-	1,098	5,000	12,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>1,712</u>	<u>3,353</u>	<u>7,070</u>	<u>14,570</u>
Total Budget	<u>1,712</u>	<u>3,353</u>	<u>7,070</u>	<u>14,570</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Public Works Building Maintenance 101.318

Kevin Lynch, Service Director

Division Description

This program employed to maintenance the open green areas of the Storrs street complex to keep it free of debris and obsolete equipment. Included in this program are the wages for one of the two Public Works Guards.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	47,316	52,393	60,792	67,291
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>47,316</u>	<u>52,393</u>	<u>60,792</u>	<u>67,291</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	3,174	4,232	4,575	10,500
Other Services and Charges	7,059	9,652	8,580	9,653
Utilities	37,083	38,509	44,000	43,500
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	3,637	-
Debt Service	-	-	-	3,638
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>47,316</u>	<u>52,393</u>	<u>60,792</u>	<u>67,291</u>
Total Budget	<u>47,316</u>	<u>52,393</u>	<u>60,792</u>	<u>67,291</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Public Works Guard**	7	13.5207 - 17.2565	1	0	0	0
Total Staff			<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>

**** Note**

Public Works Guard is charged to - 50% to 101.318
50% to 720.723

Public Works Equipment Maintenance 101.319

Kevin Lynch, Service Director

Division Description

This program is responsible for the preventive maintenance and repair of vehicles and equipment of the Street, Sewer, and Parking & Traffic sections of the Public Works Department.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	203,395	232,770	162,590	252,065
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	203,395	232,770	162,590	252,065
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	82,510	75,586	81,961	86,462
Benefits	71,582	109,735	39,029	45,728
Total Personal Services	154,092	185,321	120,990	132,190
Materials & Supplies	47,062	44,154	37,300	111,800
Other Services and Charges	2,241	3,295	4,300	8,075
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	49,303	47,449	41,600	119,875
Total Budget	203,395	232,770	162,590	252,065

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Automotive Maintenance Mechanic	13	18.1192 - 23.1247	1	1	2	2
Automotive Maintenance Worker	9	14.9067 - 19.0250	1	1	0	0
Total Staff			2	2	2	2

Public Works Employee Benefits 101.320

Kevin Lynch, Service Director

Division Description

This program is responsible for all benefit charges for the General Fund personnel of the Public Works Division.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	338,522	320,109	349,838	365,848
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	338,522	320,109	349,838	365,848
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	240,918	231,791	242,517	240,954
Benefits	97,604	88,318	107,321	124,894
Total Personal Services	338,522	320,109	349,838	365,848
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	-
Total Budget	338,522	320,109	349,838	365,848

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Crew Leader	10	15.6518 - 19.9764	3	3	2	2
Heavy Equipment Operator	11	16.4340 - 20.9750	1	1	0	0
Maintenance Worker II	9	14.9067 - 19.0250	9	9	11	11
Total Staff			13	13	13	13

Note: All staff is charged

- 45% to 101.320
- 40% to 201.312
- 5% to 720.725
- 10% to 760.763

Public Works

Sidewalks – Snow Removal

101.322

Kevin Lynch, Service Director

Division Description

This program is responsible for plowing of sidewalks in the City whenever there is an accumulation of two or more inches of snow.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	2,617	2,350	2,350	4,200
Revenue Supported:			-	-
Fund Balance:	-	-	-	-
Total Revenue	2,617	2,350	2,350	4,200
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	2,554	1,634	1,850	-
Other Services and Charges	63	716	500	4,200
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,617	2,350	2,350	4,200
Total Budget	2,617	2,350	2,350	4,200

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Public Works

Leaf & Yard Waste Removal

101.323

Kevin Lynch, Service Director

Division Description

This program is responsible for Spring and Fall leaf and yard waste removal for City residents.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	8,924	2,660	2,670	3,620
Revenue Supported:	4,060	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>12,984</u>	<u>2,660</u>	<u>2,670</u>	<u>3,620</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages		-	-	-
Benefits		-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	12,001	940	750	-
Other Services and Charges	983	1,720	1,920	3,620
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>12,984</u>	<u>2,660</u>	<u>2,670</u>	<u>3,620</u>
Total Budget	<u>12,984</u>	<u>2,660</u>	<u>2,670</u>	<u>3,620</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Public Works Tree Care 101.651

Kevin Lynch, Public Service Director

Division Description

This program provides the means to purchase and replace street trees throughout the City that are removed due to age, damage, or construction activity. Approximately 100 trees are planted annually.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	561	3,000	3,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	561	3,000	3,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	561	3,000	3,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	561	3,000	3,000
Total Budget	-	561	3,000	3,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Underground Storage Tank Fund Equipment Maintenance 221.319

Kevin Lynch, Service Director

Division Description

To account for monies to pay for maintenance of underground storage tank at the Storrs Street complex for fuel.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	1,000	1,999	2,500	2,500
Total Revenue	<u>1,000</u>	<u>1,999</u>	<u>2,500</u>	<u>2,500</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	1,000	1,999	2,500	2,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>1,000</u>	<u>1,999</u>	<u>2,500</u>	<u>2,500</u>
Total Budget	<u>1,000</u>	<u>1,999</u>	<u>2,500</u>	<u>2,500</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Fuel and Oil Rotary Fund

Rotary Fuel and Oil

801.781

Kevin Lynch, Service Director

Division Description

This function is used to account for the accumulation and allocation of costs associated with petroleum products.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	209,004	272,122	171,000	194,693
Fund Balance:	-	-	-	-
Total Revenue	<u>209,004</u>	<u>272,122</u>	<u>171,000</u>	<u>194,693</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	209,004	272,122	171,000	194,693
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>209,004</u>	<u>272,122</u>	<u>171,000</u>	<u>194,693</u>
Total Budget	<u>209,004</u>	<u>272,122</u>	<u>171,000</u>	<u>194,693</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Parking & Traffic

Parking Meters

101.331

Kevin Lynch, Service Director

Division Description

This program consists of striping, cleaning and plowing snow from off-street parking areas, installation, maintenance and removal of meters, when appropriate.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	40,391	23,020	26,657	32,259
Revenue Supported:	33,000	29,199	30,300	25,000
Fund Balance:	-	-	-	-
Total Revenue	73,391	52,219	56,957	57,259
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	53,355	38,154	41,029	41,667
Benefits	16,688	10,928	12,477	11,912
Total Personal Services	70,043	49,082	53,506	53,579
Materials & Supplies	2,094	1,321	1,355	1,780
Other Services and Charges	1,254	1,816	2,096	1,900
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	3,348	3,137	3,451	3,680
Total Budget	73,391	52,219	56,957	57,259

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Supervisor II**	16	21.0260 - 26.8347	1	1	0	0
Parking & Traffic Technician	9	14.9067 - 19.0250	1	1	1	1
Total Staff			2	2	1	1

Parking & Traffic

Parking Lots

101.333

Kevin Lynch, Service Director

Division Description

This program consists of striping, cleaning and plowing snow from off-street parking areas, installation, maintenance and removal of meters, when appropriate.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	6,019	4,117	4,925	5,625
Revenue Supported:	9,000	7,476	7,700	7,000
Fund Balance:	-	-	-	-
Total Revenue	15,019	11,593	12,625	12,625
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	26	1,500	25	25
Other Services and Charges	13,400	8,500	11,000	11,000
Utilities	1,593	1,593	1,600	1,600
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	15,019	11,593	12,625	12,625
Total Budget	15,019	11,593	12,625	12,625

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Parking and Traffic Traffic Signs, Markings, Signals 101.341

Kevin Lynch, Service Director

Division Description

This function consists of the fabrication and installation* of regulatory, warning and informational signage within the City. It is also responsible for the striping of traffic lanes, edge lines and parking stalls on City streets.

*Installation of overhead signs is performed by Electric Distribution staff.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	132,690	97,544	114,178	137,476
Revenue Supported:	-	-	-	5,800
Fund Balance:	-	-	-	-
Total Revenue	132,690	97,544	114,178	143,276
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	70,663	41,871	47,811	48,013
Benefits	26,430	16,751	24,547	28,165
Total Personal Services	97,093	58,622	72,358	76,178
Materials & Supplies	22,966	22,221	24,320	32,970
Other Services and Charges	12,631	16,701	17,500	23,600
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	10,000
Debt Service	-	-	-	528
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	35,597	38,922	41,820	67,098
Total Budget	132,690	97,544	114,178	143,276

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Supervisor II**	16	21.0260 - 26.8347	1	1	0	0
Sign Fabricator	11	16.4740 - 21.0260	1	1	1	1
Total Staff			2	2	1	1

Street Construction, Maintenance & Repair Administration 201.311

Kevin Lynch, Service Director

Division Description

This function of this program is to provide supervision for the Streets Construction, Maintenance and Repair operations.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	20,300	32,357	37,778	31,727
Revenue Supported:	4,695	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	24,995	32,357	37,778	31,727
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	18,446	20,022	20,757	21,339
Benefits	6,549	12,335	9,521	10,388
Total Personal Services	24,995	32,357	30,278	31,727
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	7,500	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	7,500	-
Total Budget	24,995	32,357	37,778	31,727

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Service Director	26	29.8523 - 40.2244	0	1	1	1
			0	1	1	1

Service Director is charged:

- 30% - 201.312
- 30% - 710.711
- 30% - 720.721
- 10% - 760.761

Street Construction, Maintenance & Repair

Street Construction and Reconstruction

201.312

Kevin Lynch, Service Director

Division Description

This program provides for funds for street maintenance and reconstruction, which includes resurfacing of streets, widening and curb/apron rehabilitation, drainage improvements, and associated appurtenances; engineering services are also included as required.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	236,450	280,453	755,552	
Revenue Supported:	-	-	-	632,948
Fund Balance:	-	-	-	-
Total Revenue	<u>236,450</u>	<u>280,453</u>	<u>755,552</u>	<u>632,948</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	212,133	197,873	215,571	214,180
Benefits	85,402	78,100	95,396	110,984
Total Personal Services	<u>297,535</u>	<u>275,973</u>	<u>310,967</u>	<u>325,164</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	4,480	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>4,480</u>	<u>-</u>	<u>-</u>
Total Budget	<u>297,535</u>	<u>280,453</u>	<u>310,967</u>	<u>325,164</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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*Note: Reflects 40% of Public Works personnel costs.

**Street Construction, Maintenance & Repair
Street Maintenance & Repair
201.313**

Kevin Lynch, Service Director

Division Description

This program includes purchases of materials for road maintenance, ie. Cold mix, hot mix, guard rails, etc. It also includes the purchase of vehicles and equipment.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	98,305	56,935	46,267	34,103
Revenue Supported:	123,270	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	221,575	56,935	46,267	34,103

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	32,332	35,928	33,975	20,800
Other Services and Charges	2,975	2,766	4,500	5,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	62,998	18,241	7,792	-
Debt Service	-	-	-	7,803
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	98,305	56,935	46,267	34,103
Total Budget	98,305	56,935	46,267	34,103

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Street Construction, Maintenance & Repair Snow and Ice Removal 201.316

Kevin Lynch, Service Director

Division Description

This program includes labor and materials for snow and ice control, i.e. Salt, calcium, etc.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	220,377	180,246	186,550	197,550
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>220,377</u>	<u>180,246</u>	<u>186,550</u>	<u>197,550</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	157,617	124,851	124,000	141,000
Other Services and Charges	7,760	395	7,550	1,550
Utilities	-	-	-	-
Other Operating Charges	55,000	55,000	55,000	55,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>220,377</u>	<u>180,246</u>	<u>186,550</u>	<u>197,550</u>
Total Budget	<u>220,377</u>	<u>180,246</u>	<u>186,550</u>	<u>197,550</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Street Construction, Maintenance & Repair Other Improvement 201.799

Kevin Lynch, Service Director

Division Description

This program contains all costs related to capital projects for the Street Construction, Maintenance and Repair fund.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	101,001	160,000	178,000
Revenue Supported:	76,448	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>76,448</u>	<u>101,001</u>	<u>160,000</u>	<u>178,000</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	72,561	101,001	160,000	178,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>72,561</u>	<u>101,001</u>	<u>160,000</u>	<u>178,000</u>
Total Budget	<u>72,561</u>	<u>101,001</u>	<u>160,000</u>	<u>178,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

State Highway Maintenance Fund

State Highway Maintenance

202.321

Kevin Lynch, Service Director

Division Description

This program includes maintenance of state routes funded through gasoline tax and auto license fees.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	40,000	40,000	40,000	
Revenue Supported:	-	-		52,000
Fund Balance:	-	-	-	-
Total Revenue	40,000	40,000	40,000	52,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	39,851	40,000	40,000	40,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	39,851	40,000	40,000	40,000
Total Budget	39,851	40,000	40,000	40,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Deposit Trust Fund Tree Care 601.651

Kevin Lynch, Service Director

Division Description

This fund is used to account for monies received and held by the City for tree planting.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	7,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	7,000
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	7,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	-	7,000
Total Budget	-	-	-	7,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Sanitary Sewer Collection and Transmission 720.725

Kevin Lynch, Service Director

Division Description

This division is responsible for the efficient maintenance and repair of all wastewater transmission and collection structures, facilities and equipment. The work is performed under the general direction of the Public Works Superintendent and Service Director using equipment and manpower and in the coordination of emergencies and other special projects involving routine maintenance and servicing.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	121,623	93,665	105,172	108,187
Fund Balance:	-	-	-	-
Total Revenue	<u>121,623</u>	<u>93,665</u>	<u>105,172</u>	<u>108,187</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	38,801	54,082	46,717	47,222
Benefits	21,058	14,837	20,455	22,965
Total Personal Services	<u>59,859</u>	<u>68,919</u>	<u>67,172</u>	<u>70,187</u>
Materials & Supplies	3,033	3,771	3,000	3,000
Other Services and Charges	58,731	20,975	35,000	35,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>61,764</u>	<u>24,746</u>	<u>38,000</u>	<u>38,000</u>
Total Budget	<u>121,623</u>	<u>93,665</u>	<u>105,172</u>	<u>108,187</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Note: Personal Services reflects 5% of Public Works staff allocation.

Sanitary Sewer Equipment Operations & Maintenance 720.726

Kevin Lynch, Service Director

Division Description

The costs associate with the repair and maintenance of sewer maintenance equipment are reflected in the function. Costs are for work by outside contractors.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	49,020	5,722	5,925	5,925
Fund Balance:	-	-	-	-
Total Revenue	49,020	5,722	5,925	5,925
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	3,286	3,933	3,725	3,725
Other Services and Charges	15,608	1,789	2,200	2,200
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	18,928	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	37,822	5,722	5,925	5,925
Total Budget	37,822	5,722	5,925	5,925

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Note: Personal Services reflects 5% of Public Works staff allocation.

Electric Revenue Fund

Traffic Signs, Markings, Signalization

730.341

Kevin Lynch, Service Director

Division Description

This function supports the traffic signs maintenance and service, and operation and maintenance of the traffic signal system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	46,155	39,224	49,400	48,650
Fund Balance:	-	-	-	-
Total Revenue	<u>46,155</u>	<u>39,224</u>	<u>49,400</u>	<u>48,650</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	2,671	4,345	4,400	5,900
Other Services and Charges	43,484	34,879	45,000	42,750
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>46,155</u>	<u>39,224</u>	<u>49,400</u>	<u>48,650</u>
Total Budget	<u>46,155</u>	<u>39,224</u>	<u>49,400</u>	<u>48,650</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Electric Revenue Fund

Tree Control

730.651

Kevin Lynch, Service Director

Division Description

This function supports the maintenance and services to replace trees that are cut to make way for the electric distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	3,440	15,000	15,000
Fund Balance:	-	-	-	-
Total Revenue	-	3,440	15,000	15,000

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	3,440	15,000	15,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	3,440	15,000	15,000
Total Budget	-	3,440	15,000	15,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Electric Construction Fund

Traffic Signs, Markings, Signalization

732.341

Kevin Lynch, Service Director

Division Description

This function supports the traffic signalization improvements and upgrades for the traffic signal system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	250,000	142,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	250,000	142,000

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	250,000	142,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	250,000	142,000
Total Budget	-	-	250,000	142,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Refuse Fund Collection and Disposal 740.743

Kevin Lynch, Service Director

Division Description

This function provides for the operating costs for garbage collection and disposal and recycling. This function is contracted to a third-party, Republic Waste.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	1,805	20,000		
Revenue Supported:	42,640	28,542	2,440	2,000
Fund Balance:	-	2,408	-	-
Total Revenue	44,445	50,950	2,440	2,000

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	313	50,950	2,200	2,000
Utilities	-	-	-	-
Other Operating Charges	44,132			
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	44,445	50,950	2,200	2,000
Total Budget	44,445	50,950	2,200	2,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Off-Street Parking Revenue Fund

Parking Garage

750.332

Kevin Lynch, Service Director

Division Description

This function consists of general operational maintenance of the Parking Garage, i.e. cleaning, striping and signage and the collection and deposit of parking fees. These fees are by hourly, monthly parkers and merchant validations.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	100,000	80,000	80,000	93,928
Revenue Supported:	78,209	104,899	91,450	69,550
Fund Balance:	-	-	-	-
Total Revenue	178,209	184,899	171,450	163,478
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	75,887	51,644	55,580	32,441
Benefits	43,721	19,910	32,559	36,681
Total Personal Services	119,608	71,554	88,139	69,122
Materials & Supplies	794	7,937	9,355	6,650
Other Services and Charges	24,239	61,039	27,062	55,266
Utilities	30,101	26,936	27,340	27,340
Other Operating Charges	3,467	3,500	4,200	5,100
Capital Outlay	-	1,055	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	58,601	100,467	67,957	94,356
Total Budget	178,209	172,021	156,096	163,478

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Worker I	7	13.5207 - 17.2565	0	0	0	0
Parking Enforcement/Cashier	6	12.8769 - 16.4340	1	1	1	1
Part-Time						
Parking Cashier	5	12.2636 - 15.6518	1	1	1	0
Total Staff			2	2	2	1

Recreation & Public Lands

Lee Homyock, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Department Mission Statement

To provide a diverse and broad range of leisure activities, parks, facilities and services to improve our communities quality of life.

Highlights of the 2008 Departmental Budget

RECREATION DIVISION:

- Expand programming to include activities at block parties, neighborhood, and community events.
- Improvement of Recreation Page of City Website
- Enhance and improve marketing of programs and special events
- Increase Senior Citizen Center contribution to \$25,000.00

PARKS DIVISION:

- Establish a Parks Capital Improvement Fund using donations, sponsorships, program proceeds, grants, and other means to fund park capital improvements
- Install irrigation on football practice and T-ball fields
- Develop Turf Maintenance Plan at Kiwanis Recreation Park and Rotary Park
- Renovation to Old Restroom Building Kiwanis Recreation Park
- Paved Parking Kiwanis Recreation Park
- Maintain hanging flower baskets in downtown area
- Improve existing entranceway plantings

CEMETERY DIVISION:

- Improve Turf Maintenance Program

BUILDING MAINTENANCE DIVISION:

- Improve and expand parking area at the City Hall Complex

Major Departmental Objectives of Recreation and Public Lands

Goal # 1 Expand marketing efforts meeting the City's goal of improving communications and Improving Painesville's Image

Objectives:

- Improvement of Recreation Page of City Website
- Enhance and improve marketing of programs and special events
- Increase sponsorships to support programs and events which need subsidies
- Continue to grow partnerships with the community to aid in programming of the Recreation Divisions programming, including volunteerism and fund raising.

Goal # 2 Establishment of a Capital Improvement Fund for Parks. Meeting the City wide goals of Responsiveness, Stewardship, and Improving Painesville's Image.

Objectives:

- Establish a Parks Capital Improvement Fund using donations, sponsorships, program proceeds, grants, and other means to fund park capital improvements.

Goal # 3 Improvement of turf areas at Kiwanis Recreation and Rotary Parks. Meeting the City wide goals of Responsiveness, Stewardship, and Improving Painesville's Image.

Objectives:

- Install irrigation on football practice and T-ball fields.
- Develop Turf Maintenance Plan at Kiwanis Recreation Park and Rotary Park.
- Replacement of 5111 Mower by the purchase two (2) Ride on Mowers and Trailer.
- Purchase One (1) Chemical Sprayer/Seeder.
- Purchase One (1) Harley Rake attachment for Bobcat Skidster.

Goal # 4 Improvements to Kiwanis Recreation Park Facilities. Meeting the City wide goals of Responsiveness, Stewardship, and Improving Painesville's Image.

Objectives:

- Renovation to Old Restroom Building.
- Paved Parking.

Goal # 5 Improvement of City Entrances and Down-Town esthetics. Meeting the city Wide Goal of Stewardship and Improving Painesville's Image.

Objectives:

- Maintain hanging flower baskets in downtown area.
- Installation of new entrance sign on east end of City.
- Improve existing entranceway plantings.

Goal # 6 Continued Improvement of the Physical Plant at the City Hall Complex to meet the City's Goal of Service and Stewardship

Objectives:

- Improvement of Maintenance Practices.

2007 Accomplishments

RECREATION DIVISION:

- Continued to improve upon Enterprise fund for Community Programming to insure all programs are either self supporting or supported by programs which are designed to make a profit.
- Continued to improve Special Events such as Gazebo Concert Series, Block Party, and Fall Fest.
- Continued to increase sponsorships to support programs and events which need subsidies.
- Continue to develop partnerships with the community to aid in programming of the Recreation Divisions programming, including volunteerism and fund raising.
- Partnered with City Managers office to produce a City News Letter four time per year to include the Recreation schedule and City news.
- Completed Parks and Recreation Survey.
- Updated Parks and Recreation Master Plan.

- Aided Community Development and Police with programming including Art in the Park, Taste of Painesville, Moving of the Gage House, and National Night Out.

PARKS DIVISION:

- Repairs to Kiwanis Recreation Park to include: Rebuilding of 9 Ball fields, Skate Park, Concessions, Picnic Shelters, Pond, Playgrounds Sand Volleyball and turf areas.
- Repaired and replaced fence at Diamond #9 at Kiwanis Recreation Park.
- Resurfaced Tennis and Basketball Courts.
- Installed Signage at Ella Mae Shaw Park.
- Dedicated Ella Mae Shaw Park.
- Renovated open play area to Lake Erie College Football Practice Field to also be used for Little League T-ball starting 2008.
- Installed Practice Soccer field at Rotary Park for use by Painesville City Local Schools.
- Replaced 4x4 Dump Truck w/plow.
- Replaced Pickup Truck.
- Aided Recreation, Economic Development, and Police with Programming.

CEMETERY DIVISION:

- Improve turf maintenance program.
- Purchased and Installed Columbarium Niche at Riverside Cemetery.

BUILDING MAINTENANCE DIVISION:

- Resurfaced Parking Lot at City Hall.
- Completed Replacement of HVAC at City Hall, Recreation, and Community Development Offices.
- Improvement of Maintenance Practices.
- Roofing Repairs Court's and Judge's offices.
- Repaired and Upgrade Keycard System.



Parks Administration 101.511

Lee Homyock, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This program provides the management framework and organization to plan, schedule and evaluate maintenance activities for parks and other public lands. Includes payroll processing, facility use and reservations, and disseminates information to the public and organizations that use the parks.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	126,864	127,461	134,256	154,042
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	126,864	127,461	134,256	154,042
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	93,719	84,626	85,247	89,553
Benefits	31,322	41,888	46,834	49,498
Total Personal Services	125,041	126,514	132,081	139,051
Materials & Supplies	413	275	795	745
Other Services and Charges	1,410	672	1,380	14,246
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,823	947	2,175	14,991
Total Budget	126,864	127,461	134,256	154,042

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Recreation & Public Lands Dir.	23	26.5481 - 35.7717	1	1	1	1
Administrative Secretary	9	14.9429 - 19.0711	1	1	1	1
Parks & Cem Supervisor	16	21.0260 - 26.8347	1	1	1	1
Maintenance Supervisor I	12	17.2984 - 22.0776	2	2	2	2
Total Staff			5	5	5	5

***Note**

Rec. & Pub. Lnds Director is charged - 25% to 101.511 25% to 101.521 50% to 204.421	Parks & Cem. Supervisor charged 50% to 101.511 50% to 204.421
	Administrative Secretary charged 20% to 101.511 80% to 204.421

Recreation & Public Lands

Parks Systems

101.512

Lee Homyock, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This program provides the manpower, materials and supplies as well as equipment and its care, to accomplish the maintenance and preservation for enhanced public use of the park system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	160,937	271,705	404,162	440,805
Revenue Supported:	9,300	21,068	14,200	23,900
Fund Balance:	-	-	-	-
Total Revenue	170,237	292,773	418,362	464,705
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	67,245	152,316	208,439	227,258
Benefits	29,003	88,253	141,906	149,813
Total Personal Services	96,248	240,569	350,345	377,071
Materials & Supplies	41,026	35,408	35,840	39,789
Other Services and Charges	32,963	16,796	31,450	47,117
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	727	-
Debt Service	-	-	-	728
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	73,989	52,204	68,017	87,634
Total Budget	170,237	292,773	418,362	464,705

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Worker I	9	14.9067 - 19.0250	2	2	8	8
Maintenance Worker II	7	13.5207 - 17.2565	1	1	2	2
Automotive Service Worker	9	14.9067 - 19.0250	1	1	0	0
Automotive Maint. Mechanic*	13	18.1192 - 23.1247	-	-	1	1
Total Staff			4	4	11	11

***Note**

Auto. Maintenance Mech. - chrg. 50% to 101.512
50% to 204.422

Recreation & Public Lands Building Maintenance 101.513

Lee Homyock, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function addresses the basic physical needs and support services for a portion of the shared office and shop area housing of the Parks & Cemeteries Division.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	20,139	15,655	16,000	23,285
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>20,139</u>	<u>15,655</u>	<u>16,000</u>	<u>23,285</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	1,429	1,322	1,250	1,135
Other Services and Charges	2,739	2,541	2,400	7,050
Utilities	15,971	11,792	12,350	15,100
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>20,139</u>	<u>15,655</u>	<u>16,000</u>	<u>23,285</u>
Total Budget	<u>20,139</u>	<u>15,655</u>	<u>16,000</u>	<u>23,285</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Recreation & Public Lands

Morse Avenue Community Center

101.514

Lee Homyock, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function provides for the staffing, maintenance for the staffing, maintenance and utility operations of the only city-owned community/recreation building.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	49,105	16,911	12,450	12,450
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	49,105	16,911	12,450	12,450
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	27,171	403	-	-
Benefits	4,725	2,732	-	-
Total Personal Services	31,896	3,135	-	-
Materials & Supplies	5,760	252	550	550
Other Services and Charges	2,034	3,659	2,150	2,150
Utilities	9,415	9,865	9,750	9,750
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	17,209	13,776	12,450	12,450
Total Budget	49,105	16,911	12,450	12,450

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Part-Time						
Recreation Asst, (PT)	Uncl	9.00	2	2	0	0
Counselor (PT)	Uncl	7.25	2	3	0	0
Total Staff			4	5	0	0

Recreation & Public Lands

Recreation Activities

101.521

Lee Homyock, Director of Recreation & Public Lands

Division Description

This function provides for the administration, development and implementation of recreation-related programs serving all ages of the population.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	202,217	164,126	212,362	222,996
Revenue Supported:	57,500	150	-	2,610
Fund Balance:	-	-	-	-
Total Revenue	259,717	164,276	212,362	225,606
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	135,990	95,881	113,186	121,018
Benefits	42,196	33,097	49,561	68,373
Total Personal Services	178,186	128,978	162,747	189,391
Materials & Supplies	10,112	3,665	3,825	3,825
Other Services and Charges	71,419	31,633	45,790	32,390
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	81,531	35,298	49,615	36,215
Total Budget	259,717	164,276	212,362	225,606

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Recreation & Public Lands Dir	23	26.5481 - 35.7717	1	1	1	1
Recreation Supervisor	16	21.0260 - 26.8347	1	1	0	0
Recreation Coordinator	9	14.9429 - 19.0711	1	1	2	2
Secretary	6	12.9083 - 16.4740	0	0	1	1
			3	3	4	4
Part-Time						
Secretary	6	12.9083 - 16.4740	2	2	0	0
Total Staff			5	5	4	4

***Note**

Rec. & Pub. Lds. Director is charged - 25% to 101.511
 25% to 101.521
 50% to 204.421

Recreation & Public Lands

Senior Citizens Center

101.531

Lee Homyock, Director of Recreation & Public Lands

Division Description

The City's contribution for the operation of the Senior Citizen's Center are reflected in this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	25,000	18,500	18,500	25,000
Revenue Supported:				
Fund Balance:	-			
Total Revenue	25,000	18,500	18,500	25,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	25,000	18,500	18,500	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	25,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	25,000	18,500	18,500	25,000
Total Budget	25,000	18,500	18,500	25,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Recreation & Public Lands County Health District Assessment 101.431

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for the payment issued to Lake County for health services rendered on the City's behalf.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	116,878	139,792	133,248	134,710
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	116,878	139,792	133,248	134,710

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	116,878	139,792	133,248	134,710
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	116,878	139,792	133,248	134,710
Total Budget	116,878	139,792	133,248	134,710

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Recreation & Public Lands

Poor Relief

101.441

Lee Homyock, Director of Recreation & Public Lands

Division Description

This function reflects the cost of indigent burial expenses.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	1,022	-	2,500	2,500
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	1,022	-	2,500	2,500

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	1,022	-	2,500	2,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,022	-	2,500	2,500
Total Budget	1,022	-	2,500	2,500

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Recreation & Public Lands

Public Lands and Buildings

101.171

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function is responsible for the physical maintenance, repairs and improvements of the City Hall complex, including minor alterations. In addition, the switchboard operations and contract building cleaning responsibilities are included in this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	324,428	226,316	294,820	313,587
Revenue Supported:	10,100	102,000	100,000	100,000
Fund Balance:	-	-	-	-
Total Revenue	334,528	328,316	394,820	413,587
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	32,035	39,875	41,435	43,041
Benefits	38,688	33,000	22,851	29,762
Total Personal Services	70,723	72,875	64,286	72,803
Materials & Supplies	7,018	9,640	7,650	15,900
Other Services and Charges	96,382	90,007	96,500	97,500
Utilities	114,403	109,792	112,000	113,000
Other Operating Charges	-	-	-	-
Capital Outlay	46,002	46,002	114,384	-
Debt Service	-	-	-	114,384
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	263,805	255,441	330,534	340,784
Total Budget	334,528	328,316	394,820	413,587

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Custodian II	8	14.1965 - 18.1192	1	1	1	1
Part-Time						
Switchboard Operator	6	12.9083 - 16.4740	3	2	2	2
Total Staff			4	3	3	3

Cemeteries Fund

Cemeteries Administration

204.421

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function provides for planning, mapping, developing, maintaining and selling of cemetery property and related services. Includes extensive record-keeping, account management and payroll processing; assists the public accessing cemetery records and services.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	177,182	176,682	199,242	208,703
Revenue Supported:	12,000	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	189,182	176,682	199,242	208,703
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	129,340	116,013	122,023	128,093
Benefits	45,783	47,603	60,926	68,872
Total Personal Services	175,123	163,616	182,949	196,965
Materials & Supplies	433	298	700	1,820
Other Services and Charges	13,626	12,768	15,543	9,868
Utilities	-	-	-	-
Other Operating Charges	-	-	50	50
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	14,059	13,066	16,293	11,738
Total Budget	189,182	176,682	199,242	208,703

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Rec & Pub Lands Director	23	26.5481 - 35.7717	1	1	1	1
Administrative Secretary	9	14.9429 - 19.0711	1	1	1	1
Parks & Cem Supervisor	16	21.0260 - 26.8347	1	1	1	1
Maintenance Supervisor I	12	17.2984 - 22.0776	2	2	2	2
Total Staff			5	5	5	5

****Note**

Rec & Pub. Lnds Director is charged -	25% - 101.511	Parks & Cem. Suprv. is charged -	50% - 204.421 / 50% - 101.511
	25% - 101.521		
	50% - 204.421	Administrative Sec. is charged -	80% - 204.421 / 20% - 101.511

Cemeteries Fund

Evergreen/Riverside

204.422

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function provides for the daily operation and maintenance of eighty-four acres of cemetery property and their amenities.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	205,861	58,276	137,637	149,832
Revenue Supported:	148,400	140,306	148,950	148,150
Fund Balance:	-	-	-	-
Total Revenue	354,261	198,582	286,587	297,982
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	203,411	113,594	153,836	161,311
Benefits	115,822	65,703	100,001	103,476
Total Personal Services	319,233	179,297	253,837	264,787
Materials & Supplies	19,038	15,569	27,425	28,050
Other Services and Charges	6,547	3,201	5,325	5,145
Utilities	-	-	-	-
Other Operating Charges	-	515	-	-
Capital Outlay	9,443	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	35,028	19,285	32,750	33,195
Total Budget	354,261	198,582	286,587	297,982

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Maintenance Worker I	7	13.5207 - 17.2565	5	5	8	8
Maintenance Worker II	9	14.9067 - 19.0250	1	1	2	2
Automotive Service Worker	9	14.9067 - 19.0250	1	1	0	0
Automotive Maintenance Mech*	13	18.1192 - 23.1247	0	0	1	1
Total Staff			7	7	11	11

***Note**

Auto Maintenance Mech. is charged -	50% - 204.422	Maintenance Workers charged -	40% - 204.422
	50% - 101.512		60% - 101.512

Cemeteries Fund Building Maintenance 204.423

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function provides for a portion of the costs associated with the daily operation and maintenance of the shared office and shop housing the Parks & Cemeteries Division.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	12,086	13,411	13,110	17,535
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	12,086	13,411	13,110	17,535
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	492	171	1,060	1,135
Other Services and Charges	3,628	3,579	3,000	2,600
Utilities	7,966	9,661	9,050	13,800
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	12,086	13,411	13,110	17,535
Total Budget	12,086	13,411	13,110	17,535

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Skate Facility Fund Parks Systems 226.512

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

This function reflects the cost to maintain and improve the Skate Facility in Recreation Park.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	5,000
Fund Balance:	-	-	10,000	-
Total Revenue	-	-	10,000	5,000

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	10,000	5,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	10,000	5,000
Total Budget	-	-	10,000	5,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Cemetery Trust – Operations Fund Evergreen/Riverside 605.422

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for interest income earned from the investment of cemetery trust principal. The interest portion of the trust can be used to maintain the City's two cemeteries.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	3,500
Fund Balance:	1,200	1,564	3,000	-
Total Revenue	<u>1,200</u>	<u>1,564</u>	<u>3,000</u>	<u>3,500</u>

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	1,816	1,564	3,000	3,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>1,816</u>	<u>1,564</u>	<u>3,000</u>	<u>3,500</u>
Total Budget	<u>1,816</u>	<u>1,564</u>	<u>3,000</u>	<u>3,500</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Columbarium Trust Fund Evergreen/Riverside 607.422

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for interest earned from investment of Columbarium Trust principal.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	10	-
Total Revenue	-	-	10	-
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	10	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	10	-
Total Budget	-	-	10	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Community Programs Administration 770.771

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for overhead costs of maintaining a self-supporting recreation enterprise fund.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	45,749	110,356	108,280
Fund Balance:	-	-	-	-
Total Revenue	-	45,749	110,356	108,280
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	39,912	93,768	91,799
Benefits	-	5,837	16,588	16,481
Total Personal Services	-	45,749	110,356	108,280
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Total Other Expenditures	-	-	-	-
Total Budget	-	45,749	110,356	108,280

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
None						
Part-Time						
Counselors	UNCL		0	3	3	3
Recreation Assistant	UNCL		0	2	2	2
Total Staff			0	5	5	5

Community Programs Summer Camp 770.773

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	23,402	25,843	26,280
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>23,402</u>	<u>25,843</u>	<u>26,280</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	2,460	3,200	3,000
Other Services and Charges	-	20,942	22,643	23,280
Total Other Expenditures	<u>-</u>	<u>23,402</u>	<u>25,843</u>	<u>26,280</u>
Total Budget	<u>-</u>	<u>23,402</u>	<u>25,843</u>	<u>26,280</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Community Programs

Adult Trips

770.774

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	8,599	9,500	9,500
Fund Balance:	-	-	-	-
Total Revenue	-	8,599	9,500	9,500
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	8,599	9,500	9,500
Total Other Expenditures	-	8,599	9,500	9,500
Total Budget	-	8,599	9,500	9,500

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Community Programs After School Activities 770.775

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	4,000	-
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>-</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	4,000	-
Other Services and Charges	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>-</u>
Total Budget	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>-</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Community Programs

Morse Avenue Community Center

770.776

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	2,782	7,900	7,900
Fund Balance:	-	-	-	-
Total Revenue	-	2,782	7,900	7,900
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	2,775	6,900	6,900
Other Services and Charges	-	7	1,000	1,000
Total Other Expenditures	-	2,782	7,900	7,900
Total Budget	-	2,782	7,900	7,900

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Community Programs Special Events 770.777

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	6,202	15,211	26,000
Fund Balance:	-	-	-	-
Total Revenue	-	6,202	15,211	26,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	3,498	5,041	5,000
Other Services and Charges	-	2,704	10,170	21,000
Total Other Expenditures	-	6,202	15,211	26,000
Total Budget	-	6,202	15,211	26,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Community Programs Recreation Activities 770.778

Lee Homyock, Director of Recreation & Public Lands

Division Description

To account for specific program costs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	1,706	3,500	3,500
Fund Balance:	-	-	-	-
Total Revenue	-	1,706	3,500	3,500
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	1,706	3,500	3,500
Total Other Expenditures	-	1,706	3,500	3,500
Total Budget	-	1,706	3,500	3,500

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Evergreen Cemetery Trust Fund Other Nonoperating Expenses 901.902

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for the principal acquired from contributions and endowments for the City's Evergreen Cemetery.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	500	-	1,000	1,000
Fund Balance:	-	-	-	-
Total Revenue	<u>500</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	500	-	1,000	1,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>500</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Total Budget	<u>500</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Riverside Cemetery Trust Fund

Other Nonoperating Expenses

902.902

Lee Homyock, Director of Recreation & Public Lands
 Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for the principal acquired from contributions and endowments for the City's Riverside Cemetery.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	120	-	1,000	1,000
Fund Balance:	-	-	-	-
Total Revenue	<u>120</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	120	-	1,000	1,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>120</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Total Budget	<u>120</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Special Endowment Trust Fund Other Nonoperating Expenses 903.902

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for the principal acquired from contributions and endowments from non-residents for the City's two cemeteries.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	25	25
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>25</u>	<u>25</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	25	25
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>-</u>	<u>-</u>	<u>25</u>	<u>25</u>
Total Budget	<u>-</u>	<u>-</u>	<u>25</u>	<u>25</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Community Development

Vacant, Assistant City Manager/Community Development Director

Departmental Mission Statement

To provide high quality community development services that are efficient and responsive to the needs of the community, delivered by knowledgeable staff in a timely fashion with professionalism and common courtesy.

Highlights of the 2008 Departmental Budget

- Implementation of Major Recommendations of 2006-2007 Comprehensive Plan Update.
- Finalize site selection of Laketransit Hub through the Transportation for Livable Communities Initiative (TLCI) Grant.
- Completion of CDBG Paint Program to assist low-income households with painting and siding improvements.
- Implementation of Hazard Mitigation Grant Program (HMGP) for acquisition and demolition of Millstone and Gristmill condominium units due to flood of July 2006.
- Purchase a new vehicle.
- Complete hiring of authorized in the Department for increased effectiveness and response.

Major Departmental Objectives of Community Development

Goal 1: Completion of the TLCI Grant.

Objective: Work with the TLCI committee to finalize site selection and begin design for a downtown Painesville Laketransit hub.

This goal will enhance the citywide goals of Stewardship and the Revitalization of Painesville.

Goal 2: Continue to improve the Department's website with more information.

Objective: Add directory of Community Development staff with email addresses.

Objective: Develop ways to make the website more user friendly.

Objective: Provide a documents link with the Comprehensive Plan Update when completed and adopted.

This goal will enhance citywide goals of Communication and Responsiveness to the Community.

Goal 3: Provide all current GIS data on the Intranet and limited information on the Internet.

Objective: Provide each GIS user in the City with ArcMap to utilize the data.

Objective: Conduct training sessions for City employees on the use of ArcMap.

This goal will enhance citywide goals of Communication and Responsiveness to the Community.

Goal 4: Implement major recommendations of the Comprehensive Plan Update.

Objective: Prioritize list of recommendations and develop action plans for completion.

Objective: Assist neighborhoods develop priority issues to improve quality of life.

Objective: Identify and work with neighborhood leaders for assistance in addressing neighborhood priority issues.

This goal will enhance the citywide goals of Stewardship and the Revitalization of Painesville.

Goal 5: Implement HMGP for acquisition and demolition of Millstone and Gristmill condominium.

Objective: Develop restoration plan for Millstone and Gristmill recreation and open space area with Recreation and Public Lands Director.

Objective: Draft contracts, policies, and procedures utilizing federal and state guidelines and requirements to implement the program.

Objective: Maintain project administration system including financial records, grant file, and individual property owner files.

Objective: Keep property owners, city officials, and public informed of progress during program implementation.

Objective: Ensure property is acquired, cleared, and returned to open space.

This goal will enhance the citywide goals of Communication, Stewardship, and the Revitalization of Painesville.

2007 Accomplishments

- Comprehensive Plan Update approved by the Planning Commission and City Council.
- Worked with remaining East Main Street, Steele Avenue, and Grand River Avenue flood victim property owners to resolve flood damage issues.
- Approved site plans, building, and conditional use permits for several projects including Asper Commons, Station 44, Heisley Park, Liberty Greens, Cobblestone Court, Lakeview Bluffs, Rite Aid, and Core Manufacturing.
- Began meeting staffing needs for Community Development Department including the hiring of planner, engineer, and senior engineer.
- Completed Electric, Streets, and Storm Sewer GIS mapping.
- Obtained major federal, state, and county funding for the acquisition and demolition of the Millstone and Gristmill condominiums.
- Worked with Economic Development Coordinator, local developer, and other City staff to save and relocate the historic Gage House.

Planning Commission

101.611

Vacant, Assistant City Manager/Community Development Director

Division Description

The Planning Commission is responsible for adapting and maintaining a Master Plan for the City, maintaining the City's Official Zoning Map, reviewing capital improvement planning, and managing the City's design review processing the various districts of the City. The Commission is responsible for reviewing and acting upon all legislation referred by the City Council having to do with planning, zoning, capital improvements, or design review.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		2,674	5,197	5,831
Revenue Supported:	5,778	150	500	100
Fund Balance:	-	-	-	-
Total Revenue	5,778	2,824	5,697	5,931
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	788	915	2,293	2,460
Benefits	201	236	629	696
Total Personal Services	989	1,151	2,922	3,156
Materials & Supplies	178	180	200	200
Other Services and Charges	2,148	1,493	2,575	2,575
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,326	1,673	2,775	2,775
Total Budget	3,315	2,824	5,697	5,931

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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**Please note that salary and benefits are charged here for usage of Administrative Secretary in the City Manager's Office.

Community Development Demolition

101.621

Vacant, Assistant City Manager/Community Development Director

Division Description

This function reflects the costs associated with the demolition and removal of buildings and other structures which have been determined to be unsecured, unsafe and structurally defective.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	50	11,750	11,750
Revenue Supported:	50	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	50	50	11,750	11,750
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	50	50	11,750	11,750
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	50	50	11,750	11,750
Total Budget	50	50	11,750	11,750

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Community Development Planning and Development 101.631

Vacant, Assistant City Manager/Community Development Director

Division Description

The City Planner is to provide the necessary planning and development review and administration support related to all public works improvements and development within the city and enhance the quality of life, facilitate and regulate services, facilities and infrastructure for all citizens.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	22,227	25,141	37,635	35,926
Revenue Supported:	14,472	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	36,699	25,141	37,635	35,926
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	15,329	11,408	20,794	22,123
Benefits	6,108	7,362	5,742	9,063
Total Personal Services	21,437	18,770	26,536	31,186
Materials & Supplies	375	130	1,020	1,080
Other Services and Charges	7,255	1,395	2,285	1,660
Utilities	-	-	-	-
Other Operating Charges	7,632	4,846	4,794	2,000
Capital Outlay	-	-	3,000	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	15,262	6,371	11,099	4,740
Total Budget	36,699	25,141	37,635	35,926

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Asst. City Mgr/Com. Dev. Dir.:	27	31.3448 - 42.2358			1	1
Planner	20	22.9338 - 30.9015	1	1	1	1
Part-Time						
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Total Staff			1	1	2	3

*Assistant City Manager/Community Development Director is charged 50% to 101.131
50% to 101.631

Community Development Code Enforcement 101.641

Vacant, Assistant City Manager/Community Development Director

Division Description

This function's responsibility is the enforcement of the City's building, zoning, and property maintenance codes, accomplishing this through systematic inspections, response to complaints and final follow up of the violation with the homeowner or business owner.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	156,706	64,581	188,767	203,329
Revenue Supported:	151,750	233,328	248,365	186,000
Fund Balance:	-	-	-	-
Total Revenue	308,456	297,909	437,132	389,329
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	206,473	209,215	240,282	248,839
Benefits	85,319	73,695	115,460	116,450
Total Personal Services	291,792	282,910	355,742	365,289
Materials & Supplies	5,293	4,490	8,700	8,400
Other Services and Charges	10,571	10,472	72,190	14,140
Utilities	-	-	-	-
Other Operating Charges	800	37	500	100
Capital Outlay	-	-	-	1,400
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	16,664	14,999	81,390	24,040
Total Budget	308,456	297,909	437,132	389,329

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Building Official	18	23.1809 - 29.5855	1	1	1	1
Building Inspector	16	21.0260 - 26.8347	1	1	1	1
Housing Inspector	11	16.4740 - 21.0260	2	2	2	2
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Part-Time						
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Total Staff			6	6	6	6

Community Development Weed Control 101.652

Vacant, Assistant City Manager/Community Development Director

Division Description

This program is responsible for monitoring the growth and height of the weeds within the City's Codified Ordinance No. 917. Property owners are notified of violations and properties are inspected for compliance. If the owner does not comply within the time frame allowed, a contractor is hired to cut said property. The costs are certified to the County Auditor to place the amount on the owner's property tax bill if the owner does not pay. This is 12-month program with majority of the activity in the Spring, Summer and Fall.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	4,462	5,575	6,700	6,450
Revenue Supported:	1,104	338	500	750
Fund Balance:	-	-	-	-
Total Revenue	5,566	5,913	7,200	7,200
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages		-	-	-
Benefits		-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies		200	200	200
Other Services and Charges	5,566	5,713	7,000	7,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	5,566	5,913	7,200	7,200
Total Budget	5,566	5,913	7,200	7,200

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Deposit Trust Fund Code Enforcement 601.641

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for State of Ohio surcharge from issuing of permits.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	10,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	10,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	10,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	10,000
Total Budget	-	-	-	10,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Plan Review Trust Fund

602.642

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received and held by the City for various deposits for review of construction plans.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	1,000	-
Total Revenue	-	-	1,000	-

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	1,000	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	1,000	-
Total Budget	-	-	1,000	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Zoning Application Trust Fund 603.612

Vacant, Assistant City Manager/Community Development Director

Division Description

This fund is used to account for monies received and held by the City for zoning application requests.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	94	200	450	300
Fund Balance:	-	-	-	-
Total Revenue	94	200	450	300
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	94	200	300	300
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	94	200	300	300
Total Budget	94	200	300	300

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Land Bank Fund 960.903

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for the receipt of monies from the sale of property under the Land Bank Program and the disbursement to the County for back taxes.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	100	100	100	-
Total Revenue	100	100	100	-

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	100	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	100	-
Total Budget	-	-	100	-

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Community Development Engineering

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Departmental Mission Statement

To provide the highest quality, professional engineering planning, design, and construction management services to support the best interests of the City’s residents, infrastructure, and facilities, coordinate private development projects, promote economic development, and assure the health, safety, and well-being of the community.

Highlights of the 2008 Departmental Budget

Roadway Improvements:

- Restore flood damaged road surfaces.
- Continue annual paving program.
- Repair/reconstruct select roads identified and prioritized in the city’s annual condition assessment and capital planning efforts.

Sanitary Sewer Improvements:

- Install sewer lining at priority locations to maintain system integrity.

Increase staff size to positively impact document review timeframes and department response time.
Review and support new developments and new school projects.

Major Departmental Objectives of Engineering

Goal 1: To continue to improve and streamline the “Review Process” and “Response Process”

City Core Value: COMMITMENT/INTEGRITY/RESOURCEFULNESS

Citywide Goal: COMMUNICATIONS/COMMUNITY SERVICE

- Actions:
- Further improve the tracking mechanism for documents taken into the Engineering Department and for time requirements.
 - Refine the tracking mechanism to monitor conformance of individual lot site grades to the overall development grading plans
 - Further improve response methods and time frames.
 - Utilize the City network to track and post document review status to share this information with all departments.
 - Further explore utilization of City’s website to share document review status information to owners, developers, engineers, and architects who are keenly interested in such information.
 - Improve the process of condominium plat review and approval.

Goal 2: To continue to improve the management of the City's infrastructure

City Core Value: ALL

Citywide Goal: ALL

- Actions:
- Work with other city departments to refine or develop tracking mechanisms to record and coordinate the condition and/or expansion needs of the various city infrastructure assets.
 - Schedule effective maintenance and repair of the various assets using these records.
 - Facilitate efficient capital project planning and execution using these records.
 - Support funding application efforts with the information contained in these records.
 - Inform, educate and engage residents about infrastructure assets and future improvement and maintenance of them.

Goal 3: Continue to address the National Pollution Discharge Elimination System (NPDES) – Phase 2 requirements and take steps to comply with the requirements.

**City Core Value: RESPECT
COMMITMENT/INTEGRITY**

Citywide Goal: COMMUNITY SERVICE/STEWARDSHIP

- Actions:
- Efficiently and effectively, inspect and coordinate development and construction work within the City.
 - Attend seminars and read literature pertaining to these requirements.
 - Interact with the Lake County Storm Water Management Agency (LCSWMA), the Lake County Soil and Water Conservation District (LCSWCD) and the Ohio EPA, in pursuit of education of, and compliance with, the necessary requirements.
 - Consult with neighboring municipalities to gain an understanding of how they are addressing the EPA mandates and for possible consideration with City policy/procedures.

Goal 4: Work cooperatively with other City Departments to make necessary improvements throughout the City.

City Core Value: RESPECT/COMMITMENT/RESOURCEFULNESS/INTEGRITY

**Citywide Goal: COMMUNICATION
STEWARDSHIP/COMMUNITY SERVICE**

- Actions:
- Meet regularly with other Department Directors to keep abreast of scheduled work.
 - Accomplish timely submissions of applications and reimbursement requests for projects eligible for outside funding, i.e., ODOT, OPWC, CDBG, etc.
 - Continue to utilize contingency bid items in construction projects to allow for problems that are encountered during construction projects, i.e., collapsed sewers, broken waterlines, sub-grade undercuts, utility conflicts, and peripheral work.
 - Work with the Fixed Asset GASB34 procedures and policies to supply the Finance Department with accurate and prompt data required for State of Ohio audit.
 - Determine how each department can better support the other with day-to-day operations and with programmed improvements.

- Develop a protocol between departments that aids in working efficiently and effectively throughout the City.

Goal 5: To acclimate new employees (when hired) in department tasks and procedures while overseeing engineering consultants, delivering capital improvement projects, maintaining production levels, and responding to our customers.

City Core Value: RESPECT/ RESOURCEFULNESS/INTEGRITY/COMMITMENT

Citywide Goal: COMMUNICATION

- Actions:
- Provide a welcoming and professional work atmosphere to new employees.
 - Encourage, increase, and refine communication among Department employees, as well as between management and support staff.
 - Continue to improve interdepartmental cooperation and communication.
 - fostering the "TEAM" effort concept.
 - Maintain regular meetings of supervisory/management staff.
 - Encourage and support employee training to improve communication skills using electronic communication and in data/information gathering on both the City's intranet and the World-Wide Web Internet.
 - Keep open minds to change.
 - Take the necessary time to supervise, train, and provide direction and answers to questions.

2007 Accomplishments

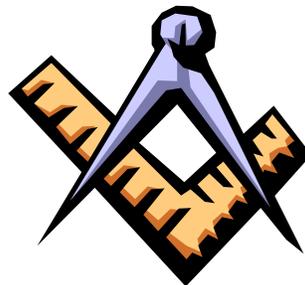
I) Engineering Department Projects

- i) Over 160 Site Reviews, Lot Split Reviews, Plat Reviews, and Inspections (Heisley Park, Liberty Greens, and other developments throughout the City), along with response assistance to utility emergencies and infrastructure maintenance related issues.
 - ii) New Development Infrastructure Project coordination, review, and construction inspection.
 - iii) Shamrock Business Center – Creek Relocation Plan Review
 - iv) Cobblestone Apartments – Phase I inspection, Phase II review and inspection.
 - v) Liberty Greens Phase IV and Phase V review and inspection.
 - vi) Heisley Park Phases IX through XII inspection and Phases XIII through XIV review and inspection.
 - vii) The Villas at Heisley Park – review.
 - viii) Station 44 Condominiums, Winfield Condominiums, Lakeview Bluffs, Asper Commons, LCDC office expansion and Rite Aid -reviews.
- b) City School Projects – site development coordination, review, and construction inspection.
 - i) Chestnut Elementary – inspection.
 - ii) Heritage Middle School – review and inspection.
 - iii) Elm Elementary – review and inspection.
 - iv) Maple Elementary – review and inspection.
 - v) Harvey High School – review and inspection.
 - c) ODOT Project Coordination
 - i) SR 86 Re-Alignment Project
 - ii) Jackson Street/SR 44 Interchange Study

- d) Road and Drainage Projects – Design/Construction
 - i) Construction of South St. Clair Street improvements
 - ii) 2007 Street improvements
 - iii) City Hall parking lot repaving
 - iv) Completion of Second Street construction
 - v) Shamrock Boulevard road and bridge plan updates
 - vi) Design of drainage and roadway improvements for Grand River Avenue and Steele Avenue
- e) Funding Applications
 - i) OPWC Issue II – one application (Jackson Street waterline improvements)
 - ii) State 594 Fund – one application (Jackson Street waterline improvements)
 - iii) FEMA – one application

II) Assistance on Other City Department Projects

- a) Water Pollution Control Plant paving project
- b) Elm Street waterline replacement installation
- c) Traffic Signalization Project



Administration

101.161

Division Description

This department has been restructured and the engineering services provided are performed by a contracted engineering firm. The department is responsible for planning, organizing and directing multi-function activities such as engineering, street repair and maintenance, sewer rehabilitation design and construction, drawing review, project coordination, programming and funding pursuit. Work involves responsibility for providing engineering services and for administering departmental policies, establishing priorities, and implementing programs.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	69,333	51,454	93,407	182,058
Revenue Supported:	600	665	390	-
Fund Balance:	-	-	-	-
Total Revenue	69,933	52,119	93,797	182,058
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	42,002	28,348	63,731	103,755
Benefits	17,021	11,123	18,691	46,548
Total Personal Services	59,023	39,471	82,422	150,303
Supplies	1,188	1,119	2,000	2,690
Other Services and Charges	9,722	11,529	8,700	21,315
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	675	7,750
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	10,910	12,648	11,375	31,755
Total Budget	69,933	52,119	93,797	182,058

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
City Engineer	23	26.5481 - 35.7717	0	0	1	1
Senior Engineer	18	23.1809 - 29.5855	0	0	1	1
Engineering Technician	15	20.0247 - 25.5575	1	1	2	2
			<u>1</u>	<u>1</u>	<u>4</u>	<u>4</u>
Part-Time						
Secretary I	6	12.9083 - 16.4740	0	0	0	1
Total Staff			<u>2</u>	<u>2</u>	<u>4</u>	<u>5</u>

Street Construction, Maintenance & Repair Highway/Street Improvement 201.791

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Division Description

This program contains all cost related to capital projects for the Street Construction, Maintenance and Repair Fund.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	1,249,968	480,547	545,000	730,714
Revenue Supported:	-	-	-	259,286
Fund Balance:	-	-	-	-
Total Revenue	1,249,968	480,547	545,000	990,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	1,249,968	480,547	545,000	990,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,249,968	480,547	545,000	990,000
Total Budget	1,249,968	480,547	545,000	990,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Shamrock Boulevard Road Project Fund

Highway/Street Improvement

426.791

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Division Description

This function is for the road construction for the annexed property in the northwest quadrant of the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	1,700,000	2,900,000
Fund Balance:	-	-	25,000	-
Total Revenue	-	-	1,725,000	2,900,000

EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	1,725,000	2,900,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	1,725,000	2,900,000
Total Budget	-	-	1,725,000	2,900,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Jackson St Interchange Improvement Fund
Highway/Street Improvement
427.791

Vacant, Assistant City Manager/Community
 Development Director
 Richard Lesiecki, City Engineer

Division Description

To account for the costs associated with the construction of an interchange off of State Route 44 and Jackson Street.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	30,054	-	-
Revenue Supported:	373,000	249,946	330,000	450,000
Fund Balance:	-	-	-	-
Total Revenue	373,000	280,000	330,000	450,000
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	280,000	330,000	450,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	280,000	330,000	450,000
Total Budget	-	280,000	330,000	450,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Millstone Acquisition Fund Demolition 431.621

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the demolition of Millstone Condominiums.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		-	-	-
Revenue Supported:	-	-	-	364,648
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>364,648</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	364,648
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>364,648</u>
Total Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>364,648</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Millstone Acquisition Fund Planning and Development 431.631

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the acquisition of Millstone Condominiums.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		-	-	
Revenue Supported:	-	-	-	3,620,053
Fund Balance:	-	-	-	79,247
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,699,300</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	165,300
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	3,534,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,699,300</u>
Total Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,699,300</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Gristmill FMA Acquisition Fund Demolition 432.621

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the demolition of 24 Gristmill Condominium units.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		-	-	-
Revenue Supported:	-	-	-	299,250
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>299,250</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	299,250
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>299,250</u>
Total Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>299,250</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

**Gristmill FMA Acquisition Fund
Planning and Development
432.631**

**Vacant, Assistant City Manager/Community
Development Director**

Division Description

To account for monies received for the acquisition of 24 Gristmill Condominium units.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		-	-	
Revenue Supported:	-	-	-	1,946,054
Fund Balance:	-	-	-	72
Total Revenue	-	-	-	1,946,126
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	9,950
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	1,936,176
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	1,946,126
Total Budget	-	-	-	1,946,126

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Gristmill HMGP Acquisition Fund Demolition 433.621

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the demolition of 18 Gristmill Condominium units.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	225,750
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	225,750
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EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
<hr/>				
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	225,750
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	-	225,750
Total Budget	-	-	-	225,750

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Gristmill HMGP Acquisition Fund Planning and Development 433.631

Vacant, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the acquisition of 18 Gristmill Condominium units.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		-	-	
Revenue Supported:	-	-	-	1,574,178
Fund Balance:	-	-	-	
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,574,178</u>
EXPENDITURES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	14,080
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	1,560,098
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,574,178</u>
Total Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,574,178</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Deposit Trust Fund Street Maintenance and Repair 601.313

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Division Description

To account for monies received by the City for curb cuts and pavement cuts throughout the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	25,000
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	25,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
Total Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Plan Review Trust Fund Administration 602.161

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Division Description

This function is to provide the safekeeping of funds taken on deposit to review site plans.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	400	90,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	400	90,000
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	400	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	90,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	400	90,000
Total Budget	-	-	400	90,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Water Pollution Construction Fund Sanitary Sewer Improvement 722.793

Vacant, Assistant City Manager/Community
Development Director
Richard Lesiecki, City Engineer

Division Description

This function is to provide the capital improvements and to perform infrastructure improvements made to the sanitary sewer system of the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	-	179,639	100,000	100,000
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>179,639</u>	<u>100,000</u>	<u>100,000</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	179,639	100,000	100,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>-</u>	<u>179,639</u>	<u>100,000</u>	<u>100,000</u>
Total Budget	<u>-</u>	<u>179,639</u>	<u>100,000</u>	<u>100,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Water Service

Daniel McGannon, Superintendent of Water

Mark Connor, Water Distribution Supervisor

Robert Johnson, Water Plant Supervisor

Departmental Mission Statement

To have a superlative relationship with our customers, by providing the highest level of water quality and timely service; in addition to increasing efficiency associated with labor, power and chemical cost.

Highlights of the 2008 Departmental Budget

- Replace 2300 feet of 6" cast iron water main on Jackson street with 8" ductile iron pipe.
- Unidirectional flushing starting in April and completed by July 2008.
- Replace and install touch pad meter reading devices.
- Continue to review and modify the backflow prevention program and notification procedures.
- Install 10 new Hydrants in the city of Painesville.
- Install approximately 200 new services.
- Modify Auburn Rd. pumps and piping.
- Complete a hydraulic analysis of distribution system and fluoride tracer study.
- Start monitoring for cryptosporidium and bacteria in raw water source for the long term 2 Enhanced Surface water treatment rule.
- Purchase equipment and train employees to use the hydraulic model of the distribution system.
- Complete electrical upgrades at the treatment plant (Johnson Controls).
- Complete Pump and motor upgrades at the treatment plant (Johnson Controls).
- Install a new Fluoride feed system.

Major Departmental Objectives of Water Service**WATER PLANT GOALS 2008****Goal #1: Improve the Water Plant operations**

(Relates to City goal Communication)

(Relates to City Goal To Improve Community Service)

Objective: To provide Painesville Water Plant with highly trained Supervision & workforce that ensures compliance.

- Actions:
- Continue to profile the filters and adjust backwashing procedures to ensure efficient operations.
 - Re-organization of plant staff optimizing workforce.
 - Continue to perform a sludge handling/disposal study.
 - Send employees to pertinent seminars to stay up on latest developments in water treatment.
 - Provide for required operation re-certification for all employees as required by the Ohio EPA through various training and seminars.
 - Monthly Labor-management/Safety meetings.
 - Quarterly operations meetings.
 - Yearly employee evaluations.

Goal #2: Good working relationship with the EPA and being in compliance with all regulations

(Relates to City goal Improve Community Service)

Objective: Maintain compliance in all regulated areas.

- Actions:
- To stay in compliance with the EPA regulations as specified in the Consumer Confidence Report.
 - Produce and mail the Consumer Confidence Report by July 1, 2008.
 - Maintain all monitoring devices to stay in compliance.
 - Perform additional THM (Disinfection Byproducts) testing as required (Changing from 12 samples to 60 samples) for the DDBP rule.
 - Meet yearly with O.E.P.A district representative.

Goal #3: Maintain the security of the water plant

(Relates to City Goal Stewardship)

Objective: Continue implementation of the Vulnerability Assessment Recommendations, Emergency Response Plan & Risk Management Plan.

- Actions:
- Upgrade water system security in a cost effective and efficient manner.

- Review Contingency/Emergency Response/ Risk Management Plan with employees.

Goal #4: Employee relations and communication
(Relate to City Goal Communication)

Objective: Communicate with and receive feedback from employees regarding City operations and policies.

- Actions:
- Monthly staff meetings with Supervisors & Superintendent.
 - Review 2008 budget with employees.
 - Involve employees in budget process.

Goal #5: Responsiveness to the community
(Relates to City Goal Communication)

Objective: Ensure public trust.

- Actions:
- Distribution of the Consumer Confidence Report.
 - Continue plant tours for schools, etc.
 - Participate in community organized events.
 - . Follow up communications on customer concerns.

WATER DISTRIBUTION GOALS 2008

Goal #1: To maintain a safe, reliable and high quality water supply to all our customers
(Relates to City Goal Stewardship)

Objective: Operate, maintain and upgrade the distribution system.

- Actions:
- Unidirectional Flush entire distribution system.
 - Flush dead-end water mains throughout system.
 - Evaluate tank turnovers and contact times and adjust system operations to ensure cl2 residuals and water quality.
 - Install 200 touch-read meters in existing and new home systems replacing non-touch read meters/coordinate with utilities office.
 - Update Water Contingency/Emergency Response Plan.
 - Install 24" gate valve near Lexington Avenue.
 - Replace water mains as specified in capital budget.
 - Implement precautionary notification to customer during main repair.

-Review consumptions with utilities billing to determine free and leakage amounts.

Goal #2: Provide the highest qualified and professional workforce for Water Distribution Operations
(Relates to City Goal Stewardship)

Objective: Develop employee skills and involvement in operations.

- Actions:
- Provide for required operation Ohio EPA training.
 - Monthly safety meetings.
 - Quarterly meetings with Engineering Technician, Supervisors & Superintendent.
 - Yearly employee evaluations.
 - Monthly labor-management meetings.
 - Computerize record keeping.

Goal #3: Employee relations and communication
(Relates to City Goal Communication)

Objective: Communicate with and receive feedback from employees regarding city operations and policies.

- Actions:
- Monthly staff meetings with supervisors.
 - Review 2008 budget with employees.
 - Implement SOP's for shoring equipment with employees.
 - Implement SOP's for all pumping stations with employees.
 - Involve employees in budget process.
 - Review EPA rule and regulations with employees.
 - Review city safety policies with employees.
 - Inform employees of latest technologies and practices.

Goal #4: Responsiveness to the community
(Relates to City Goal Community Engagement)

Objective: Ensure public trust.

- Actions:
- Have a representative at council meetings (Superintendent).
 - Submit articles to the Painesville Pride.
 - Submit annual report by March 1, 2008.

- Participate in community organized events.
- Follow up communications on customer concerns.
- E-mail strip maps and oups at upon request
- Replace hatch over the underground pump station on Ravenna Rd.

2007 Accomplishments

- Evaluated distribution system and created a written unidirectional flushing program.
- Performed Unidirectional Flushing Program.
- Performed water rate study (B&N).
- Submitted sample plan for the Disinfection by-product rule.
- Rebuilt flocculator basins at the Water Plant.
- Installed water main on Elm street.
- Complied with all federal and state regulations.
- Replaced 16" valve on olive street.
- Implement precautionary notification to customer during main repairs.
- Installed 200 touch-read meters.
- Continued personnel training and recertification of licenses (Shawn Class 1 distribution) (Terry CDL)(Danine Class 3 water supply).
- Started Johnson Controls project to upgrade motor control room and emergency electrical generator project.
- Installed over 100 new services.



Administration 710.711

Division Description

Various departments in the General Fund provide administrative services to the enterprise funds – 25% of the salaries and wages accounts and the other expenses accounts of the following departments are expressed against this function: City Council, Clerk of Council, City Manager, Human Resources, Finance Administration, Accounting, Purchasing & Warehousing, Law, Economic Development and Switchboard; 50% of the salaries and wages for the Engineering Department and 25% of the other expenses for the Engineering Department are expensed against this function; 100% of the Water Superintendent's salary is expensed against this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	582,915	766,240	726,999	812,628
Fund Balance:	164,043	-	51,830	-
Total Revenue	746,958	766,240	778,829	812,628

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	337,764	362,396	387,936	406,534
Benefits	136,492	126,483	157,660	188,485
Total Personal Services	474,256	488,879	545,596	595,019
Materials & Supplies	7,285	5,318	8,377	10,747
Other Services and Charges	225,744	261,677	199,087	195,538
Utilities	132	211	1,536	1,718
Other Operating Charges	9,540	6,058	5,993	2,500
Capital Outlay	-	4,097	18,240	7,106
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	242,701	277,361	233,233	217,609
Total Budget	716,957	766,240	778,829	812,628

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Water Superintendent	23	26.5481 - 35.7717	1	1	1	1
Total Staff			1	1	1	1

Water Service Filtration and Pumping 710.713

Daniel McGannon, Superintendent of Water
Robert Johnson, Water Plant Supervisor

Division Description

This program includes the operation and maintenance of the Water Treatment Plant. Operation of the plant has the following components:

- 1) Treatment – the addition of chemicals to clean and disinfect the water.
- 2) Pumping – the transport of water from the lake through the plant to distribution.
- 3) Filtration – treated water filter for final purification.
- 4) Quality control – laboratory analysis of water.

Maintenance of the plant consists of building, equipment, and grounds maintenance to ensure the operation and appearance of the plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	1,426,889	1,415,257	1,623,777	1,501,833
Fund Balance:	-	-	8,000	-
Total Revenue	1,426,889	1,415,257	1,631,777	1,501,833
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	488,162	468,751	598,322	522,638
Benefits	202,842	194,356	262,444	232,185
Total Personal Services	691,004	663,107	860,766	754,823
Materials & Supplies	120,464	178,243	180,561	154,910
Other Services and Charges	329,917	294,517	332,600	335,350
Utilities	285,504	279,390	257,850	256,750
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	735,885	752,150	771,011	747,010
Total Budget	1,426,889	1,415,257	1,631,777	1,501,833

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Water Treatment Plant Supervisor	18	23.1809 - 29.5855	1	1	1	1
Chief Operator	15	20.0247 - 25.5575	0	0	1	1
Laboratory Technician II	14	19.0711 - 24.3401	3	3	3	3
Maintenance Technican	11	16.4340 - 20.9750	0	0	4	3
Water Treatment Plant, Operator II	14	19.0250 - 24.2813	4	4	2	2
Water Treatment Plant, Operator I	10	15.6518 - 19.9764	3	2	0	0
Treatment Plant Mechanic II	13	18.1192 - 23.1247	2	1	1	1
Treatment Plant Mechanic I	10	15.6518 - 19.9764	1	1	0	0
Total Staff			14	12	12	11

Water Service

Supervision – Distribution Operations

710.714

Daniel McGannon, Superintendent of Water
Mark Connor, Water Distribution Supervisor

Division Description

This program reflects the Water Division services to the Distribution Office located at 459 Storrs Street. The distribution supervisor and secretary are paid from this function. All other expenditures include supplies, services, maintenance and capital improvements necessary to make the office operational.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	173,160	178,090	199,959	215,472
Fund Balance:	-	-	-	-
Total Revenue	173,160	178,090	199,959	215,472
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	101,602	92,524	94,938	99,579
Benefits	37,834	30,456	51,196	52,033
Total Personal Services	139,436	122,980	146,134	151,612
Materials & Supplies	2,798	3,564	7,475	12,530
Other Services and Charges	12,964	33,116	24,475	28,095
Utilities	5,048	5,335	6,575	9,235
Other Operating Charges	12,914	13,095	14,000	14,000
Capital Outlay	-	-	1,300	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	33,724	55,110	53,825	63,860
Total Budget	173,160	178,090	199,959	215,472

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Water Distribution Supervisor	18	23.1809 - 29.5855	1	1	1	1
Secretary I	6	12.8769 - 16.4340	1	1	1	1
Public Works Guard**	7	13.5207 - 17.2565	1	0	0	0
Total Staff			3	2	2	2

Water Service Distribution Operations 710.715

Daniel McGannon, Superintendent of Water
Mark Connor, Water Distribution Supervisor

Division Description

This program handles the operation and maintenance of the distribution system. It includes all water mains and appurtenances as well as outlying facilities and grounds. Capital expenditures are for major improvements to the system and large equipment purchases.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	960,610	977,581	1,094,872	1,052,146
Fund Balance:	-	-	-	-
Total Revenue	960,610	977,581	1,094,872	1,052,146

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	451,415	421,311	475,586	484,204
Benefits	186,063	188,656	248,686	240,642
Total Personal Services	637,478	609,967	724,272	724,846
Materials & Supplies	189,059	186,331	232,150	193,700
Other Services and Charges	41,121	104,429	47,300	34,000
Utilities	92,507	76,364	90,600	97,100
Other Operating Charges	445	490	550	2,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	323,132	367,614	370,600	327,300
Total Budget	960,610	977,581	1,094,872	1,052,146

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Engineering Technician	13	18.1631 - 23.1809	1	1	1	1
Maintenance Supervisor I	12	17.2984 - 22.0776	2	2	2	2
Asst. Engineering Technician	11	16.4740 - 21.0260	2	2	2	2
Heavy Equipment Operator	11	16.4340 - 20.9750	1	1	1	1
Utility Service/Maint. Worker	10	15.6518 - 19.9764	5	5	5	5
Total Staff			11	11	11	11

Water Service Fire Hydrants 710.716

Daniel McGannon, Superintendent of Water

Division Description

This program handles the operation and maintenance of the City's fire hydrants.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	35,673	25,898	500	35,734
Fund Balance:	-	-	35,213	-
Total Revenue	35,673	25,898	35,713	35,734
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	9,211	8,109	12,333	12,265
Benefits	2,325	1,907	3,380	3,469
Total Personal Services	11,536	10,016	15,713	15,734
Materials & Supplies	19,639	15,882	20,000	20,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	19,639	15,882	20,000	20,000
Total Budget	31,175	25,898	35,713	35,734

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Water Construction Fund Water Plant Improvements 712.796

Daniel McGannon, Superintendent of Water

Division Description

This is the Water Construction Fund for infrastructure improvements to the water distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:			-	-
Revenue Supported:	54,756	21,374	67,000	14,000
Fund Balance:	-	-	-	-
Total Revenue	54,756	21,374	67,000	14,000
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	54,756	21,374	67,000	14,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	54,756	21,374	67,000	14,000
Total Budget	54,756	21,374	67,000	14,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Water Construction Fund Water Distribution Improvements 712.797

Daniel McGannon, Superintendent of Water

Division Description

This is the Water Construction Fund for infrastructure improvements to the water distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	586,823	268,968	318,700	782,444
Fund Balance:	-	-	-	618,656
Total Revenue	<u>586,823</u>	<u>268,968</u>	<u>318,700</u>	<u>1,401,100</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	586,823	268,968	318,700	1,401,100
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>586,823</u>	<u>268,968</u>	<u>318,700</u>	<u>1,401,100</u>
Total Budget	<u>586,823</u>	<u>268,968</u>	<u>318,700</u>	<u>1,401,100</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Water Pollution Control Service

Randy Bruback, Superintendent of Water Pollution Control
Joseph Elliott, Operations Supervisor

Departmental Mission Statement

Mission Statement

The mission of the Water Pollution Control Plant is to provide the most effective customer oriented wastewater collection and treatment to the citizens of Painesville.

Highlights of the 2008 Departmental Budget

- Capital Projects – WPCLF
 - Tertiary Control System Upgrade
 - Tertiary Filter Media Replacement/Tertiary Screw Pump Protective
 - Tertiary filter control system upgrade
 - Secondary clarifier tank collection mechanism replacement (3 tanks)
 - Primary clarifier tank collection mechanism replacement (3 tanks)
 - Aeration Control system upgrade
 - Grit removal system replacement
 - Pump Station telemetering system upgrade
 - Polymer feed system replacement
 - Standby generator replacement
 - Sludge Handling improvements

**Projects are contingent on the approval of OEPA's Division of Financial Assistance approving the funding of these capital projects.*

- Capital – Sewer Budget
 - Compact Wheel Loader
 - Superintendent Computer Replacement
 - Laboratory Computer
 - Vactor Truck Dump Station

Major Departmental Objectives of Water Pollution Control Plant Service

Major Departmental Goals and Objectives

Strategic Goal #1

Stewardship

Departmental Objectives

- a. Water Pollution Control Loan Fund (WPCLF) – Obtain funding from OEPA for the equipment replacement, design and construction of WPCP projects. If the loan is approved the WPCP will engineer and construct equipment replacement projects.
- b. Sewer Rates – Review sewer rate study and work with City Council and administration to implement new sewer rates to fund capital project plan.

- c. Water Resource Restoration Sponsor Program (WRRSP) – In conjuncture with the WPCLF obtain funding for the restoration of the flood impacted properties adjacent to the Grand River. It is estimated upon approval of the WPCLF that the interest from the loan from OEPA will be in the neighborhood of \$900,000. These funds will be used to restore the flood impacted area to native species of vegetation.

Strategic Goal #2
Communication

Departmental Objectives

- a. Develop and implement a web page within the City's website that details the operation and management of the WPCP. Provide contacts, links and design criteria that can be used by city residents to gain facts on the WPCP.

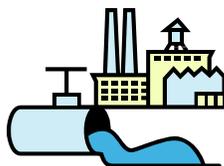
Strategic Goal #3
Improving Painesville's Environment and Image

Departmental Objectives

- a. Redesign the front entrance of the WPCP – We plan to move the existing fence line behind the existing sign and landscaping. This plan will provide an improved line of sight of the plant sign for visitors and city residents.

Accomplishments of the 2007 Departmental Budget

- Greenhouse Operation – Plant staff has implemented the full operation of the greenhouse. The results have been very positive. Belt pressed solids with an average 20% dry cake have been dried further to <50% dry cake. This results in 50% reduction in costs for landfilled solids. Not all of the belt pressed solids go to the greenhouse due to the volume of pressed solids.
- Heating and Air Conditioning – A new boiler and HVAC unit will be in operation before the end of the year. The new energy efficient units will reduce energy costs.
- WPCP Asphaltting - Plant staff worked with Burgess & Niple Engineers in engineering and bidding the asphaltting of the WPCP. New asphalt was applied to the plant in August, 2007.
- Water Pollution Control Loan Fund (WPCLF) and Water Resource Restoration Sponsor Program (WRRSP) - The staff at the WPCP has been working with Burgess & Niple Engineers on two funding applications for future capital projects. We have asked for \$3 million dollars to fund equipment replacement projects at the WPCP. The capital projects include primary clarifier collection mechanisms, secondary clarifier collection mechanisms, tertiary treatment filter replacement, tertiary screw pump coatings, tertiary treatment control system, aeration control system, pump station telemetering, grit removal equipment and polymer mixing equipment.
- Eric MacMichael, Operator I resigned his position with the City and was hired by the City of Bellevue, OH as their new Water Pollution Control Superintendent.
- Kevin Aiken, Operator I was hired to replace E. MacMichael.
- Administration Building – Plant staff have accomplished a major renovation of offices in the administration building. The old conference room was redesigned and the result is a multi-media room that can serve as a conference room, provide tele-conferencing capabilities. The old maintenance office was demolished and the new maintenance supervisor's office was relocated and enlarged. A new file room is underway and should be completed soon. The meter room meter cabinet was demolished and a new floor and multi-media counter was installed by plant personnel.



Administration

720.721

Division Description

Various departments in the General Fund provide administrative services to the enterprise funds –20% of the salaries and wages accounts and the other expenses accounts of the following departments are expressed against this function: City Council, Clerk of Council, City Manager, Human Resources, Finance Administration, Accounting, Purchasing & Warehousing, Law, Economic Development and Switchboard; 15% of the salaries and wages for the Engineering Department and 15% of the other expenses for the Engineering Department are expensed against this function; 20% of the salary of the Public Works Maintenance Supervisor II is expensed against this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	599,570	619,351	650,567	677,015
Fund Balance:	-	-	-	-
Total Revenue	<u>599,570</u>	<u>619,351</u>	<u>650,567</u>	<u>677,015</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	287,176	280,401	328,168	343,780
Benefits	118,274	116,998	134,314	159,148
Total Personal Services	<u>405,450</u>	<u>397,399</u>	<u>462,482</u>	<u>502,928</u>
Materials & Supplies	5,847	4,271	6,702	8,598
Other Services and Charges	180,535	209,388	159,270	156,430
Utilities	106	169	1,229	1,374
Other Operating Charges	7,632	4,846	4,794	2,000
Capital Outlay	-	3,278	16,090	5,685
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>194,120</u>	<u>221,952</u>	<u>188,085</u>	<u>174,087</u>
Total Budget	<u>599,570</u>	<u>619,351</u>	<u>650,567</u>	<u>677,015</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Water Pollution Sup't.	23	26.5481 - 35.7717	1	1	1	1
Total Staff			<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

Water Pollution Control Service Supervision – Plant and System 720.723

Randy Bruback, Superintendent of Water Pollution Control

Division Description

This function provides administrative direction and support to the divisions responsible for maintaining quality service and a safe, efficient wastewater collection system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	108,147	55,777	61,763	65,554
Fund Balance:	-	-	-	-
Total Revenue	<u>108,147</u>	<u>55,777</u>	<u>61,763</u>	<u>65,554</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	75,353	25,927	27,420	29,313
Benefits	24,445	16,509	19,268	21,661
Total Personal Services	<u>99,798</u>	<u>42,436</u>	<u>46,688</u>	<u>50,974</u>
Materials & Supplies	2,732	2,500	3,275	2,730
Other Services and Charges	5,617	10,841	11,800	11,850
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>8,349</u>	<u>13,341</u>	<u>15,075</u>	<u>14,580</u>
Total Budget	<u>108,147</u>	<u>55,777</u>	<u>61,763</u>	<u>65,554</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Asst. Water Pollution Supt.	19	21.8413 - 29.4296	1	0	0	0
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Total Staff			<u>2</u>	<u>1</u>	<u>1</u>	<u>1</u>

Water Pollution Control Service Plant and Pumping Operations 720.724

Randy Bruback, Superintendent of Water Pollution Control

Division Description

This division is responsible for the operation and maintenance of all wastewater pumping facilities, the wastewater sampling in compliance with federal laws.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	
Revenue Supported:	1,762,195	1,684,936	1,881,222	1,861,869
Fund Balance:	55,705	-	1,882	-
Total Revenue	1,817,900	1,684,936	1,883,104	1,861,869
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	770,657	749,853	787,600	737,952
Benefits	418,816	303,539	369,399	378,615
Total Personal Services	1,189,473	1,053,392	1,156,999	1,116,567
Materials & Supplies	181,722	197,158	199,420	209,690
Other Services and Charges	180,344	191,674	233,175	222,550
Utilities	257,683	235,122	284,500	303,750
Other Operating Charges	8,678	7,590	9,010	9,312
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	628,427	631,544	726,105	745,302
Total Budget	1,817,900	1,684,936	1,883,104	1,861,869

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
WPCP Operations Supervisor	16	21.0260 - 26.8347	0	0	1	1
WPCP Maintenance Supervisor	16	21.0260 - 26.8347	1	1	1	1
Lab Tech Services Supervisor	16	21.0260 - 26.8347	1	1	1	1
WPCP Operator II	14	19.0711 - 24.3401	5	5	5	5
WPCP Operator I	10	15.6518 - 19.9764	6	6	5	5
Laboratory Technician II	14	19.0711 - 24.3401	1	1	0	0
Laboratory Technician I	10	15.6518 - 19.9764	1	1	1	1
Mechanic/Electrician, WPCP	14	19.0250 - 24.2813	1	1	1	1
Mechanic II, WPCP	13	18.1192 - 23.1247	1	1	1	1
Mechanic I, WPCP	10	15.6518 - 19.9764	1	1	1	1
Total Staff			18	18	17	17

Water Pollution Control Construction Plant and Pumping Operations 722.798

Randy Bruback, Superintendent of Water Pollution Control
Joseph Elliott, Operations Supervisor

Division Description

This program will provide for infrastructure improvements made to the Water Pollution Control Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	418,760	158,600	430,000	2,996,948
Fund Balance:	-	-	-	143,052
Total Revenue	418,760	158,600	430,000	3,140,000

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	181,220	158,600	430,000	3,140,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	181,220	158,600	430,000	3,140,000
Total Budget	181,220	158,600	430,000	3,140,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Electric Service

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor
Gary Fairbanks, Assistant Electric Distribution Supervisor

Departmental Mission Statement

To provide adequate, reliable and economical power to our customers in an efficient and professional manner.

Highlights of the 2008 Departmental Budget

- Complete the purchase and installation of the relay & SCADA equipment to upgrade the substation as outlined by the "Substation Master Plan."
- Continue the search for and purchase property for a second substation.
- Make repairs to #4 & #5 Cooling Towers, the West Feed Pump on #5 Boiler, #5 ESP, a Feed Pump on #4 Boiler and start the #3 T/G inspection.
- Upgrade the boiler controls and burners on #5 Boiler.
- Purchase and install a new Opacity meter on #4 Boiler.
- Do a Review of and update to our electric rates.
- Continue our work on MACT compliance.
- Replace three computers in the plant & distribution offices.
- Replace Truck #6 in the Distribution Section per our ongoing replacement schedule.
- Continue the installation of transformers and service lines for the new schools.
- Continue the installation of UG facilities in the new subdivisions.
- Continue our street light upgrade program.
- Continue our involvement in the City-wide safety committee and programs.

Major Departmental Objectives of Electric Service

(I) Administrative:

(A) Goal : To improve communications with our customers and the community

- Objective - Review the Web Page quarterly and update as needed so information about the Electric Division is available on the internet.
- Objective - Continue working with our large customers thru the "Key Accounts" program.
- Objective - Obtain or prepare a promotional item to hand out at public events.

- Objective - Expand the annual report with additional information tables or charts.
 - Objective - Provide seminars and programs for our customers through grants obtained by our Key Accounts representative.
- (B) Goal : To maintain the Electric System's status in the present economic market.
- Objective - Review and refine our economic dispatch agreement with AMP-O to take advantage of the fluctuating power market.
 - Objective - Review rates and fees to maintain and enhance our revenue.
 - Objective - Continue our search for reliable and economical power sources.
- (II) Generation Plant:
- (A) Goal : To maintain and improve the safety, reliability, and efficiency in various areas of the Electric Plant.
- Objective - Continue engineering and legal review of MACT compliance requirements.
 - Objective - Continue engineering evaluation of #5 Boiler burner replacement.
 - Objective - Continue the purchase and installation of equipment to upgrade the existing substation.
 - Objective - Inspect and repair #4 and #5 Cooling Towers.
 - Objective - Repair the "Atlantic" Feed Pump for #4 Boiler.
 - Objective - Do full inspection #3 Turbine/Generator.
 - Objective - Repair #5 Boiler ESP Center Field.
 - Objective - Rebuild the west Feed Pump on #5 Boiler.
 - Objective - Replace Opacity Meter on #4 Boiler.
- (B) Goal : To continue and expand our Safety Program.
- Objective - Continue our participation in the City Safety Committee and the Lake County Safety Council.
 - Objective - Continue to update radios, tools and confined space equipment.
- (III) Distribution:
- (A) Goal : Improve the reliability, flexibility and efficiency of the distribution system.
- Objective - Replace truck #6 to keep our fleet in good working condition

- Objective - Continue the construction/extension of circuit H-9 on Jackson St.
- Objective - Construct or relocate feeders and service facilities to new School buildings.
- Objective - Purchase a larger tractor with backhoe to maintain and repair our UG lines.
- Objective - Construct UG electric facilities within the various new subdivisions throughout the City.
- Objective - Continue our present program to replace all MV lights with High Pressure Sodium and thus improve the efficiency and output of our street lights.
- Objective - Continue the cutover of lines in the North end from 4160 volts to 13.2 Kv.
- Objective - Maintain the data for the GIS project and for the development of system maps.
- Objective - Continue our program to repair or replace cable racks in all the manholes within the system.
- Objective - Update or replace aged line sections throughout the system.

(B) Goal : To continue and expand our Safety Program

- Objective - Continue our annual testing of all distribution vehicles.
- Objective - Expand our participation in the city-wide safety program.
- Objective - Continue our program of testing and replacement of all rubber safety products.
- Objective - Purchase AED's and other improved equipment relating to safety.

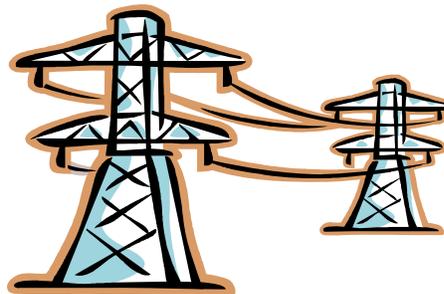
(IV) Long Term:

(A) Goal : Upgrade and streamline the Electric System to maintain readiness to compete in today's economic environment.

- Objective - Investigate alternate fuel supplies to help reduce our costs.
- Objective - Maintain our involvement in AMP-O's Base Load Power Plant.
- Objective - Find and evaluate possible locations for a second substation.
- Objective - Maintain or increase our participation in JV2.
- Objective - Review and evaluate new joint venture projects with AMP-Ohio.
- Objective - Explore the feasibility of wind power and/or other sources of renewable energy.

2007 Accomplishments

- Completely rebuilt #3 Cooling Towers to improve efficiency and rating.
- Completed the replacement of 3600+ tubes in the #7 Turbine condenser.
- Continued work related to MACT Compliance included HCl and Mercury testing.
- Replaced the Front End Loader.
- Inspected and rebuilt the East Boiler Feed Pump on #5 Boiler.
- Inspected and repaired #6 Cooling Tower.
- Completely rebuilt the South Pulverizer.
- Upgraded the software and scanners for the #5 Boiler Flame Safety System.
- Took bids on the installation/construction phase of the Substation Upgrade project.
- Expanded our participation in the Lake County Safety Council.
- Burned obsolete records for other departments and other Cities.
- Purchased three new PC's within the electric division.
- Replaced Truck #2, a Derrick-Digger Line truck.
- Purchased a 'Mini-Derrick' to safely maintain and upgrade our rear lot lines.
- Energized services to the second group of buildings in Cobblestone Apartments.
- Replaced cable racks in three manholes as part of an ongoing program.
- Installed UG infrastructure in Liberty Greens subdivision and energized phases 4a & b.
- Completed installation of UG infrastructure in Heisley Park phases 9 & 10.
- Completed construction of UG facilities in last 4 phases of River's Edge subdivision.
- Completely rebuilt all electric services boxes for Party-in-the-Park.
- Continued our multi-year program to convert all streetlights to HPS.
- Completed the service lines to Chestnut & Heritage schools.
- Installed UG infrastructure in phase 1 of Station 44 subdivision.
- Removed numerous trees for Public Works and Cemeteries.



Administration

730.731

Division Description

Various departments in the General Fund provide administrative services to the enterprise funds – 35% of the salaries and wages accounts and the other expenses accounts of the following departments are expressed against this function: City Council, Clerk of Council, City Manager, Human Resources, Finance Administration, Accounting, Purchasing & Warehousing, Law, Economic Development and Switchboard; 10% of the salaries and wages for the Engineering Department and 10% of the other expenses for the Engineering Department are expensed against this function; 100% of the Electric Superintendent's salary is expensed against this function.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	911,139	934,740	1,010,209	1,031,606
Fund Balance:	-	-	-	-
Total Revenue	<u>911,139</u>	<u>934,740</u>	<u>1,010,209</u>	<u>1,031,606</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	408,773	400,865	499,940	505,127
Benefits	164,913	151,802	200,561	239,470
Total Personal Services	<u>573,686</u>	<u>552,667</u>	<u>700,501</u>	<u>744,597</u>
Supplies	9,600	6,816	10,620	13,551
Other Services and Charges	314,312	360,744	273,889	261,911
Utilities	185	296	2,151	2,405
Other Operating Charges	13,356	8,481	8,390	3,500
Capital Outlay	-	5,736	14,658	5,642
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>337,453</u>	<u>382,073</u>	<u>309,708</u>	<u>287,009</u>
Total Budget	<u>911,139</u>	<u>934,740</u>	<u>1,010,209</u>	<u>1,031,606</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Electric Superintendent	25	28.4307 - 38.3091	1	1	1	1
GSI Coordinator	16	21.0260 - 26.8347	0	0	1	1
Total Staff			<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>

Electric Service Supervision – Plant Operations 730.733

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor

Division Description

This division provides administrative direction and support to the departments maintaining the Electric Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	1,514,295	2,168,426	1,419,818	2,198,914
Fund Balance:	-	-	-	-
Total Revenue	<u>1,514,295</u>	<u>2,168,426</u>	<u>1,419,818</u>	<u>2,198,914</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	136,977	118,359	130,910	106,055
Benefits	56,434	41,928	70,141	65,747
Total Personal Services	<u>193,411</u>	<u>160,287</u>	<u>201,051</u>	<u>171,802</u>
Supplies	29,303	30,394	32,900	37,000
Other Services and Charges	298,256	336,703	163,700	224,850
Utilities	54,704	54,890	55,262	55,262
Other Operating Charges	185,053	197,997	210,000	210,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	753,568	1,388,155	756,905	1,500,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>1,320,884</u>	<u>2,008,139</u>	<u>1,218,767</u>	<u>2,027,112</u>
Total Budget	<u>1,514,295</u>	<u>2,168,426</u>	<u>1,419,818</u>	<u>2,198,914</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Electric Generation Supervisor	21	24.6738 - 32.4460	1	1	1	1
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Building Custodian II	12	14.9106 - 17.8174	1	1	1	0
Total Staff			<u>3</u>	<u>3</u>	<u>3</u>	<u>2</u>

Electric Service

Boiler Operations & Maintenance

730.734

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor

Division Description

This division is responsible for operation and maintenance of the boilers at the Electric Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	3,240,172	3,236,558	3,658,527	3,891,866
Fund Balance:	-	-	-	-
Total Revenue	<u>3,240,172</u>	<u>3,236,558</u>	<u>3,658,527</u>	<u>3,891,866</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	1,381,507	1,404,985	1,481,764	1,540,233
Benefits	670,204	617,605	772,013	788,733
Total Personal Services	<u>2,051,711</u>	<u>2,022,590</u>	<u>2,253,777</u>	<u>2,328,966</u>
Supplies	509,562	449,244	565,250	509,000
Other Services and Charges	606,203	676,095	746,950	966,350
Utilities	72,696	88,629	92,550	87,550
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>1,188,461</u>	<u>1,213,968</u>	<u>1,404,750</u>	<u>1,562,900</u>
Total Budget	<u>3,240,172</u>	<u>3,236,558</u>	<u>3,658,527</u>	<u>3,891,866</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Senior Engineer - Maintenance	18	23.1809 - 29.5855	1	1	1	1
Stationery Engineer	20	19.9698 - 24.2742	8	8	8	8
Mechanic/Welder, EP	19	19.1927 - 23.2978	3	3	3	3
Maintenance Worker II, EP	14	16.0643 - 19.1927	11	9	9	10
Utility Worker	21	20.7462 - 25.2727	5	5	5	5
Heavy Equipment Operator	18	18.4829 - 22.3881	2	2	2	2
Mechanic, EP	18	18.4829 - 22.3881	2	2	2	2
Total Staff			<u>32</u>	<u>30</u>	<u>30</u>	<u>31</u>

Electric Service

Generation Operations & Maintenance

730.735

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor

Division Description

This division is responsible for the operation and maintenance of the turbine generators at the Electric Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	1,797,452	1,958,096	1,874,711	1,984,508
Fund Balance:	-	-	-	-
Total Revenue	<u>1,797,452</u>	<u>1,958,096</u>	<u>1,874,711</u>	<u>1,984,508</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	522,636	530,541	548,387	556,531
Benefits	233,829	211,804	254,824	265,477
Total Personal Services	<u>756,465</u>	<u>742,345</u>	<u>803,211</u>	<u>822,008</u>
Supplies	283,929	296,805	296,250	383,000
Other Services and Charges	407,123	474,307	425,250	429,500
Utilities	349,935	444,639	350,000	350,000
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>1,040,987</u>	<u>1,215,751</u>	<u>1,071,500</u>	<u>1,162,500</u>
Total Budget	<u>1,797,452</u>	<u>1,958,096</u>	<u>1,874,711</u>	<u>1,984,508</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Senior Engineer - Operations	18	23.1809 - 29.5855	1	1	1	1
Operating Engineer	16	21.0260 - 26.8347	5	5	5	5
Electrician	20	19.9698 - 24.2742	3	3	3	3
Total Staff			<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>

Electric Service

Fuel and Purchased Power

730.736

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor

Division Description

This division provides for fuel and purchased power for operation of the Electric Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	7,886,575	6,416,621	7,530,712	8,644,585
Fund Balance:	2,232,661	3,531,175	3,400,976	3,399,214
Total Revenue	<u>10,119,236</u>	<u>9,947,796</u>	<u>10,931,688</u>	<u>12,043,799</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Supplies	5,827,677	6,428,340	7,165,000	7,665,000
Other Services and Charges	-	-	-	-
Utilities	3,935,550	3,145,396	3,500,000	4,000,000
Other Operating Charges	356,009	374,060	266,688	378,799
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>10,119,236</u>	<u>9,947,796</u>	<u>10,931,688</u>	<u>12,043,799</u>
Total Budget	<u>10,119,236</u>	<u>9,947,796</u>	<u>10,931,688</u>	<u>12,043,799</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Electric Service

Supervision – Distribution Operations

730.737

Thomas Green, Superintendent of Electric
Gary Fairbanks, Assistant Electric Distribution Supervisor

Division Description

This division provides administrative direction and support for the general operation of the Electric Distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	318,012	251,811	267,631	302,003
Fund Balance:	-	-	-	-
Total Revenue	<u><u>318,012</u></u>	<u><u>251,811</u></u>	<u><u>267,631</u></u>	<u><u>302,003</u></u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	137,289	153,781	141,371	145,116
Benefits	64,681	67,482	74,987	99,364
Total Personal Services	<u><u>201,970</u></u>	<u><u>221,263</u></u>	<u><u>216,358</u></u>	<u><u>244,480</u></u>
Supplies	5,112	6,078	12,200	12,200
Other Services and Charges	9,670	10,187	20,675	24,025
Utilities	16,218	14,283	18,398	21,298
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u><u>31,000</u></u>	<u><u>30,548</u></u>	<u><u>51,273</u></u>	<u><u>57,523</u></u>
Total Budget	<u><u>232,970</u></u>	<u><u>251,811</u></u>	<u><u>267,631</u></u>	<u><u>302,003</u></u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Electric Distribution Supervisor	21	24.6738 - 32.4460	1	1	1	0
Asst. Electric Distribution Supv.	18	23.1809 - 29.5855	1	1	1	1
Secretary I	6	12.9083 - 16.4740	1	1	1	1
Public Works Guard	7	13.5534 - 17.2984	1	1	1	1
Total Staff			<u><u>4</u></u>	<u><u>4</u></u>	<u><u>4</u></u>	<u><u>3</u></u>

Electric Service Distribution Operations 730.738

Thomas Green, Superintendent of Electric
Gary Fairbanks, Assistant Electric Distribution Supervisor

Division Description

This division provides for the operation, maintenance and new construction projects within the distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	1,858,356	1,783,613	2,025,148	2,014,343
Fund Balance:	-	-	-	-
Total Revenue	1,858,356	1,783,613	2,025,148	2,014,343
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	933,440	989,512	1,079,126	1,052,164
Benefits	389,934	417,289	510,872	508,929
Total Personal Services	1,323,374	1,406,801	1,589,998	1,561,093
Supplies	253,414	322,018	352,450	354,950
Other Services and Charges	49,965	54,794	82,700	98,300
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	303,379	376,812	435,150	453,250
Total Budget	1,626,753	1,783,613	2,025,148	2,014,343

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Full-Time						
Field Supervisor, Electric Distribution	16	21.0260 - 26.8347	2	2	2	2
Electric Distribution Worker I	21	20.7462 - 25.2727	7	7	7	7
Electric Distribution Worker II	19	19.1927 - 23.2978	2	1	3	3
Apprentice Electric Distribution Worker	17	17.8174 - 21.5452	3	2	2	2
Tree Trimmer	20	19.9698 - 24.2742	1	1	1	1
Assistant Tree Trimmer	18	18.4829 - 22.3881	1	1	1	1
Electric Meter Repair Worker	18	18.4829 - 22.3881	1	1	1	1
Electric Ground Worker	15	16.5525 - 19.9698	3	6	4	4
Total Staff			20	21	21	21

Electric Construction Electric Plant Improvement 732.794

Thomas Green, Superintendent of Electric
Paul Morton, Electric Plant Supervisor

Division Description

This program will provide for infrastructure improvements made to the Electric Plant.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	171,737	2,857,956	1,409,000	-
Fund Balance:	-	-	-	1,297,000
Total Revenue	<u>171,737</u>	<u>2,857,956</u>	<u>1,409,000</u>	<u>1,297,000</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	171,737	2,857,956	1,409,000	1,297,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>171,737</u>	<u>2,857,956</u>	<u>1,409,000</u>	<u>1,297,000</u>
Total Budget	<u>171,737</u>	<u>2,857,956</u>	<u>1,409,000</u>	<u>1,297,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

Electric Construction

Electric Distribution Improvement

732.795

Thomas Green, Superintendent of Electric
 Gary Fairbanks, Assistant Electric Distribution Supervisor

Division Description

This program will provide for infrastructure improvements made to the Electric Distribution system.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	212,753	334,620	471,000	-
Fund Balance:	-	-	-	1,186,000
Total Revenue	<u>212,753</u>	<u>334,620</u>	<u>471,000</u>	<u>1,186,000</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	212,753	334,620	471,000	1,186,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>212,753</u>	<u>334,620</u>	<u>471,000</u>	<u>1,186,000</u>
Total Budget	<u>212,753</u>	<u>334,620</u>	<u>471,000</u>	<u>1,186,000</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
None						

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Storm Water Utility

Richard Lesiecki, City Engineer &
Kevin Lynch, Service Director

Departmental Mission Statement

To provide funding for the efficient operation and management of the city's surface water system to decrease flooding, to decrease damage to property, and to increase water quality for the benefit of the community and the natural environment.

Highlights of the 2008 Departmental Budget

Storm drainage improvements:

- Continue implementation of phased improvements of the Tiber Creek and tributary drainage course based upon drainage area study and prioritization.
- Design and construct certain neighborhood drainage improvements in conjunction with roadway improvements.

Major Departmental Objectives of Storm Water Utility

Goal 1: Continue to address the National Pollution Discharge Elimination System (NPDES) – Phase 2 requirements and take steps to comply with the requirements.

**City Core Value: RESPECT
COMMITMENT/INTEGRITY**

Citywide Goal: COMMUNITY SERVICE/STEWARDSHIP

- Actions:
- Efficiently and effectively, inspect and coordinate development and construction work within the City.
 - Attend seminars and read literature pertaining to these requirements.
 - Interact with the Lake County Storm Water Management Agency (LCSWMA), the Lake County Soil and Water Conservation District (LCSWCD) and the Ohio EPA, in pursuit of education of, and compliance with, the necessary requirements.
 - Consult with neighboring municipalities to gain an understanding of how they are addressing the EPA mandates and for possible consideration with City policy/procedures.

GOAL 2: Construct needed storm improvements. (Relates to City Goal Stewardship)

- Design and construct needed storm improvements.

2007 Accomplishments

- Levan Drive storm sewer maintenance
- Stormwater drainage system evaluations
- Stormwater drainage improvements at several locations
- Construction of Nelson Street storm sewer improvements

Storm Water Utility Administration 760.761

Kevin Lynch, Service Director

Division Description

This function is to manage and monitor the general maintenance and provide long-range planning for infrastructure improvements made to the storm sewer system of the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	58,431	194,587	121,694	125,900
Fund Balance:	-	-	-	-
Total Revenue	<u>58,431</u>	<u>194,587</u>	<u>121,694</u>	<u>125,900</u>
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	6,149	6,674	6,920	7,114
Benefits	1,597	4,158	3,269	3,481
Total Personal Services	<u>7,746</u>	<u>10,832</u>	<u>10,189</u>	<u>10,595</u>
Materials & Supplies	34	540	485	485
Other Services and Charges	3,427	25,560	5,520	4,820
Utilities	-	-	-	110,000
Other Operating Charges	47,224	157,655	103,000	-
Capital Outlay	-	-	2,500	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>50,685</u>	<u>183,755</u>	<u>111,505</u>	<u>115,305</u>
Total Budget	<u>58,431</u>	<u>194,587</u>	<u>121,694</u>	<u>125,900</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Service Director	26	29.8523 - 40.2244	0	1	1	1
			<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>
Service Director is charged:						
		30% - 201.312				
		30% - 710.711				
		30% - 720.721				
		10% - 760.761				

Storm Water Utility Storm Water Operations 760.763

Kevin Lynch, Service Director

Division Description

This function is to provide the general maintenance and perform infrastructure improvements made to the storm sewer system of the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	105,224	108,662	130,219	118,718
Fund Balance:	-	-	-	-
Total Revenue	<u>105,224</u>	<u>108,662</u>	<u>130,219</u>	<u>118,718</u>

EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	54,140	49,707	53,894	53,545
Benefits	21,149	19,578	23,850	27,773
Total Personal Services	<u>75,289</u>	<u>69,285</u>	<u>77,744</u>	<u>81,318</u>
Materials & Supplies	21,174	13,262	14,475	18,100
Other Services and Charges	8,761	26,115	38,000	19,300
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	<u>29,935</u>	<u>39,377</u>	<u>52,475</u>	<u>37,400</u>
Total Budget	<u>105,224</u>	<u>108,662</u>	<u>130,219</u>	<u>118,718</u>

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

Note: Personal Services reflects 10% of Public Works staff allocation

Storm Water Utility Storm Water Improvement 760.792

Richard Lesiecki, City Engineer

Division Description

This function is to provide the capital improvements and to perform infrastructure improvements made to the storm sewer system of the City.

Budget Summary

REVENUE	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:	-	-	-	-
Revenue Supported:	385,500	329,902	575,267	425,000
Fund Balance:	-	-	-	-
Total Revenue	385,500	329,902	575,267	425,000
EXPENSES	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	385,500	329,902	575,267	425,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	385,500	329,902	575,267	425,000
Total Budget	385,500	329,902	575,267	425,000

Staffing Summary

Position	Grade	Range	Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
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None

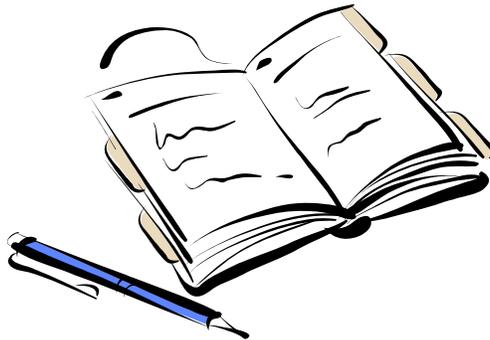
Non-Departmental

Definition of the Section

This section details all the budgets within the City of Painesville that are not part of a particular department. The Director of Finance prepares and manages these budgets. Included in this section are several schedules of expenditures that affect budgets across several different funds, or are unique funds that are for specific purpose (debt service, trust and agency funds).

The following schedules make up the non-departmental section of the 2006 budget:

- Miscellaneous budgets
- Schedule of Health Insurance
- Schedule of Worker's Compensation Insurance
- Schedule of General Insurances
- Schedule of Debt
- Schedule of Other Financing Uses
- Major Fund Reserves



Miscellaneous Budgets

General Fund

Tax Settlement Deductions

101.192

	Actual FY 2005	Actual FY2006	Budget FY2007	Proposed FY 2008
REVENUE				
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENSES				
Other Operating Charges	12,114	21,811	19,600	19,600
Total Budget	<u>12,114</u>	<u>21,811</u>	<u>19,600</u>	<u>19,600</u>

Other Miscellaneous

101.199

	Actual FY 2005	Actual FY2006	Budget FY2007	Proposed FY 2008
REVENUE				
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENSES				
Other Services and Charges	123	-	1,500	2,000
Total Budget	<u>123</u>	<u>-</u>	<u>1,500</u>	<u>2,000</u>

Non-Departmental

101.970

	Actual FY 2005	Actual FY2006	Budget FY2007	Proposed FY 2008
REVENUE				
Tax Supported:	2,337,114	2,447,940	2,266,177	2,266,899
Revenue Supported:	1,227,576	2,087,432	2,007,821	2,676,020
Fund Balance:	-	-	-	-
Total Revenue	<u>3,564,690</u>	<u>4,535,372</u>	<u>4,273,998</u>	<u>4,942,919</u>
EXPENSES				
Other Services and Charges				
Capital Outlay	152,531	149,634	147,259	-
Other Financing Uses	695,930	668,100	612,000	566,854
Total Budget	<u>848,461</u>	<u>817,734</u>	<u>759,259</u>	<u>566,854</u>

Schedule of Health Insurance

Account	Department/Division	# of Emp	Administrative Costs	Claims Estimate	TOTAL
101.112	Clerk of Council	1.00	7	-	7
101.121	Judicial Activities	2.60	3,879	17,592	21,471
101.122	Clerk of Court	12.10	18,053	77,280	95,333
101.123	Probation	2.85	4,252	22,800	27,052
101.131	City Manager	2.50	745	5,400	6,145
101.133	Promotions, Communications	0.00	-	-	-
101.135	Human Resources	3.00	896	6,400	7,296
101.137	Economic Development	1.00	298	1,700	1,998
101.141	Finance Administration	3.00	895	6,200	7,095
101.142	Accounting	3.00	896	5,600	6,496
101.143	Purchasing & Warehousing	2.00	596	3,600	4,196
101.151	Law Administration	1.00	299	1,900	2,199
101.161	Engineering Administration	4.00	2,685	13,950	16,635
101.171	Building Oper, Maint & Rpr	1.00	1,492	14,000	15,492
101.211	Law Enforcement - Sworn Officers	36.00	52,220	203,278	255,498
101.212	Law Enforcement - Other	7.00	10,444	51,056	61,500
101.221	Fire Fighting, Prevention & Inspect	25.20	34,913	177,300	212,213
101.311	Public Works - Administration	2.65	3,954	22,000	25,954
101.318	PW Building Maintenance	0.00	-	-	-
101.319	PW Equipment Maintenance	2.00	2,984	16,973	19,957
101.320	Employee Benefits (313)	5.85	8,728	37,260	45,988
101.331	Parking Meters	1.00	112	50	162
101.341	Traffic Signs, Markings, Signals	1.00	1,492	12,008	13,500
101.511	Parks Administration	1.95	2,909	18,991	21,900
101.512	Parks System	5.50	9,698	42,302	52,000
101.521	Recreation Activities	3.25	4,849	24,501	29,350
101.631	Planning & Development	2.50	746	2,200	2,946
101.641	Code Enforcement	5.00	7,460	37,000	44,460
	GENERAL FUND TOTAL		175,502	821,341	996,843
201.311	Street Const. & Reconst- Admin	0.90	448	3,300	3,748
201.312	Street Const. & Reconstruction	5.20	7,757	33,120	40,877
	STREET CONST., MAINT. TOTAL		8,205	36,420	44,625
204.421	Cemeteries Administration	2.80	4,178	24,022	28,200
204.422	Cemeteries - Evergreen/Riverside	4.50	6,714	28,203	34,917
	CEMETERIES TOTAL		10,892	52,225	63,117
222.123	Probation Services	0.70	25	-	25
	PROBATION TOTAL		25	-	25
229.221	Fire Fighting, Prevention & Inspect	2.80	3,879	19,700	23,579
	EMS TOTAL		3,879	19,700	23,579
230.122	Clerk of Court	0.90	1,343	6,722	8,065
230.123	Probation	0.45	671	1,200	1,871
	MUNI CT CAPITAL PROJ TOTAL		2,014	7,922	9,936
429.121	Municipal Court Special Projects	0.40	-	-	-
	MUNI CT. SPECIAL PROJ. TOTAL		-	-	-

Schedule of Health Insurance

Account	Department/Division	# of Emp	Administrative Costs	Claims Estimate	TOTAL
710.711	Water - Administration	1.00	10,152	60,300	70,452
710.712	Water Utilities Office	2.80	4,178	22,000	26,178
710.713	Water - Filtration & Pumping	11.00	17,904	71,096	89,000
710.714	Water - Supervision-Distribution Op	2.00	2,984	18,516	21,500
710.715	Water - Distribution Operations	11.00	16,412	70,588	87,000
WATER TOTAL			51,630	242,500	294,130
720.721	Sewer Administration	1.00	8,511	50,500	59,011
720.722	Sewer Utilities Office	2.80	4,178	22,000	26,178
720.723	Sewer - Plant & System	1.00	1,492	11,008	12,500
720.724	Sewer - Plant & Pumping	17.00	25,364	129,636	155,000
720.725	Sewer - Collection & Transmission	1.00	1,492	7,140	8,632
SEWER TOTAL			41,037	220,284	261,321
730.731	Electric - Administration	2.00	12,996	80,850	93,846
730.732	Electric Utilites Office	8.40	12,533	66,000	78,533
730.733	Electric - Supervision - Plant Op	3.00	4,476	30,594	35,070
730.734	Electric - Boiler Op & Maintenance	31.00	44,760	245,795	290,555
730.735	Electric - General Op & Maintenance	9.00	13,428	78,522	91,950
730.737	Electric - Supervision - Distrib Op	3.00	4,476	52,024	56,500
730.738	Electric - Distribution Operations	21.00	31,332	155,668	187,000
ELECTRIC TOTAL			124,001	709,453	833,454
750.332	Parking Garage	1.00	1,492	10,008	11,500
PARKING TOTAL			1,492	10,008	11,500
760.761	Storm Water Utility - Admin	0.10	150	1,100	1,250
760.763	Storm Water Utility Operations	1.30	1,940	8,280	10,220
STORM WATER TOTAL			2,090	9,380	11,470
TOTAL		287.00	420,767	2,129,233	2,550,000



Schedule of Worker's Compensation

Account	Department/Division	# of Emp	Administrative Costs	Claims Estimate	TOTAL
101.111	Council	7.00	206	10	216
101.112	Clerk of Council	1.00	147	10	157
101.121	Judicial Activities	6.60	3,856	75	3,931
101.122	Clerk of Court	13.10	11,805	4,000	15,805
101.123	Probation	2.85	2,468	100	2,568
101.131	City Manager	2.50	830	10	840
101.133	Promotions, Communication	-	-	-	-
101.134	Information Technology	-	-	-	-
101.135	Human Resources	3.00	763	10	773
101.137	Economic Development	2.00	319	10	329
101.141	Finance Administration	3.00	736	15	751
101.142	Accounting	3.00	515	15	530
101.143	Purchasing & Warehousing	2.00	371	15	386
101.151	Law Administration	3.00	533	10	543
101.161	Engineering Administration	5.00	2,060	45	2,105
101.171	Building Oper, Maint & Rpr	3.00	990	2,020	3,010
101.211	Law Enforcement - Sworn Officers	38.00	57,254	3,000	60,254
101.212	Law Enforcement - Other	8.00	7,028	500	7,528
101.221	Fire Fighting, Prevention & Inspect	25.20	39,946	4,000	43,946
101.222	Fire Service - Other	4.70	3,547	90	3,637
101.311	Public Works - Administration	2.65	2,588	50	2,638
101.318	PW Building Maintenance	-	-	-	-
101.319	PW Equipment Maintenance	2.00	1,966	100	2,066
101.320	Employee Benefits (313)	5.85	5,817	6,000	11,817
101.331	Parking Meters	1.00	985	75	1,060
101.341	Traffic Signs, Markings, Signals	1.00	1,147	700	1,847
101.511	Parks Administration	1.95	2,045	200	2,245
101.512	Parks System	6.50	5,000	25,000	30,000
101.514	Morse Avenue	-	-	-	-
101.521	Recreation Activities	3.25	2,715	50	2,765
101.631	Planning & Development	2.50	499	10	509
101.641	Code Enforcement	5.00	5,764	100	5,864
	GENERAL FUND TOTAL		161,899	46,220	208,119
201.311	Street Const & Reconst Admin	0.90	552	47	599
201.312	Street Const. & Reconstruction	5.20	5,173	5,300	10,473
	STREET CONST., MAINT.		5,725	5,347	11,072
	TOTAL				
204.421	Cemeteries Administration	2.80	2,927	400	3,327
204.422	Cemeteries - Evergreen/Riverside	4.50	3,690	17,000	20,690
	CEMETERIES TOTAL		6,617	17,400	24,017
222.123	Probation Services	2.70	1,585	70	1,655
	PROBATION TOTAL		1,585	70	1,655
223.211	Law Enforcement - Sworn Officers	-	-	-	-
223.212	Law Enforcement - Other	-	-	-	-
	COPS TOTAL		-	-	-

Schedule of Worker's Compensation

Continued

Account	Department/Division	# of Emp	Administrative Costs	Claims Estimate	TOTAL
229.221	Fire Fighting, Prevention & Inspect	5.60	4,386	445	4,831
229.222	Fire Service - Other	0.30	414	10	424
	EMS TOTAL		4,800	455	5,255
230.122	Clerk of Court	0.90	814	100	914
230.123	Probation	0.45	375	100	475
	MUNI COURT CAPITAL TOTAL		1,189	200	1,389
429.121	Muni Court Special Projects	0.40	515	50	565
	MUNI COURT SPECIAL PRJ		515	50	565
	TOTAL				
710.711	Water - Administration	1.00	9,649	290	9,939
710.712	Water Utilities Office	3.00	2,494	4,500	6,994
710.713	Water - Filtration & Pumping	11.00	14,334	100	14,434
710.714	Water - Supervision-Distribution Op	2.00	2,277	70	2,347
710.715	Water - Distribution Operations	11.00	11,409	4,000	15,409
	WATER TOTAL		40,163	8,960	49,123
720.721	Sewer Administration	1.00	8,158	252	8,410
720.722	Sewer Utilities Office	3.00	2,494	4,500	6,994
720.723	Sewer - Plant & System	1.00	658	200	858
720.724	Sewer - Plant & Pumping	17.00	18,940	10,000	28,940
720.725	Sewer - Collection & Transmission	1.00	1,121	700	1,821
	SEWER TOTAL		31,371	15,652	47,023
730.731	Electric - Administration	2.00	12,498	296	12,794
730.732	Electric Utilites Office	9.00	7,482	13,500	20,982
730.733	Electric - Supervision - Plant Op	2.00	2,610	100	2,710
730.734	Electric - Boiler Op & Maintenance	31.00	36,074	24,000	60,074
730.735	Electric - General Op & Maintenance	9.00	13,155	1,000	14,155
730.737	Electric - Supervision - Distrib Op	4.00	3,390	100	3,490
730.738	Electric - Distribution Operations	21.00	25,888	5,000	30,888
	ELECTRIC TOTAL		101,097	43,996	145,093
750.332	Parking Garage	2.00	1,330	200	1,530
	PARKING TOTAL		1,330	200	1,530
760.761	Storm Water Utility Admin	0.10	167	50	217
760.763	Storm Water Utility - Operations	1.30	1,294	1,350	2,644
	STORM WATER UTILITY		1,461	1,400	2,861
	TOTAL				
771.770	Community Programs	5.00	2,248	50	2,298
	COMMUNITY PROGRAMS		2,248	50	2,298
	TOTAL				
	TOTAL	321.00	360,000	140,000	500,000

Summary of Insurance Coverage

Company	Policy Number	Policy Period	Type	2007-08	%±	2006-07 Amount	2005-06 Amount	2004-05 Amount
GUA/Argonaut	BA-4615338	9/15/07 - 9/15/08	Comprehensive Automobile Liability Single limit \$1,000,000 per occurrence Comprehensive & collision coverage Deductible of \$500 comp/\$1000 coil	75,691	-6.63%	81,065	100,859	96,589
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Comprehensive General Liability Single limit \$1,000,000 per occurrence; \$2,000,000 general aggregate No deductible	19,455	-66.76%	58,537	58,040	57,950
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Ohio Employers Intentional Tort Liability	-	-100.00%	12,510	14,595	7,526
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Property Blanket coverage of: Buildings - \$138,604,000 Business Personal Property - \$12,082,000 Electric Power Plant - \$Included Electric Plant contents - \$Included Deductible of \$5,000 per occurrence; Risk Coverage: Extra Expense \$1,000,000 - City blanket Valuable Papers & Records \$100,000 Accounts/Receivable \$100,000 Deductible - \$500	108,224	-15.73%	128,431	112,008	87,527
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Boiler & Machinery	102,757	26.75%	81,072	81,052	59,146
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Miscellaneous Articles Floater Contractor's equipment coverage of \$1,539,595 Radio & communication equipment of \$708,476 Computer coverage of \$810,000 Deductible of \$250	10,333	-39.52%	17,086	16,688	17,299
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Money & Securities * Blanket coverage for loss inside or outside the premises in the amount of \$5,000	-	-100.00%	300	300	110
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Public Employees Faithful Performance Blanket Position Bond Blanket coverage for \$500,000	3,607	70.62%	2,114	2,114	2,047
GUA/Argonaut	PO-4615338	9/15/07 - 9/15/08	Public Officials & Employees Practices Liability ** Blanket coverage Prior acts coverage - \$1,000,000 per occurrence/\$2M aggregate subject to \$5,000 deductible	-	-100.00%	63,127	27,492	40,849
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Public Officials Errors & Omissions Limits of \$1,000,000 per occurrence; full prior acts included Deductible of \$10,000	7,659	-	-	-	18,835
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Fire Department Umbrella *** Supplemental coverage Coverage of \$10,000,000 per occurrence Limits of \$10,000,000 aggregate No deductible	-	-100.00%	3,156	2,750	2,750
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Fire Legal Liability **** Fire department legal liability subject to \$1,000,000 per occurrence \$2,000,000 aggregate; including excess coverage.	-	-100.00%	6,117	5,330	3,910
GUA/Argonaut	LE-4615338	9/15/07 - 9/15/08	Law Enforcement Professional Liability \$1,000,000 per occurrence/\$2M aggregate Deductible of \$5,000	21,290	-	-	29,414	18,358
GUA/Argonaut	UMB-4615338	9/15/07 - 9/15/08	Excess Liability \$ 5,000,000 per occurrence/aggregate for comprehensive automobile liability, comprehensive general liability, and Ohio Intentional Tort liability/Public Official Liability/Employment practice Liab Fire Legal Liability/Law Enforcement Liability	25,918	-54.58%	57,064	57,876	58,150
GUA/ American Alternative	69A2FF0000001-00	9/15/07 - 9/15/08	Excess Liability \$ 5,000,000 xs \$5,000,000 per occurrence/aggregate for comprehensive automobile liability, comprehensive general liability, and Ohio Intentional Tort liability/Public Official Liability/Employment practice Liab Fire Legal Liability/Law Enforcement Liability	20,000	-	-	-	-
GUA/Argonaut	PE-4615338	9/15/07 - 9/15/08	Terrorism	7,925	-	-	-	-
GRAND TOTAL				402,859		510,579	508,518	471,046
GUA/Argonaut				382,859		438,179	443,532	386,344
GUA/American Alternative				20,000		9,273	8,080	6,660
				-		63,127	56,906	78,042
TOTAL by Company				402,859		510,579	508,518	471,046
Difference					-21.098%	(107,720)		

* Premium included with Crime coverage
 ** Premium included with Public Official Liability
 *** Premium included with Excess Liability coverage
 **** Premium included with General Liability coverage

Schedule of Insurance

Budgets Effectuated

REVENUE		Actual FY 2005	Actual FY 2006	Budgeted FY 2007	Proposed FY 2008
Tax Supported:		145,337	151,873	154,612	139,760
Revenue Supported:		417,029	362,404	374,330	321,346
Fund Balance:		-	-	-	-
Total Revenue		562,366	514,277	528,942	461,106
EXPENSES		Actual FY 2005	Actual FY 2006	Budgeted FY 2007	Proposed FY 2008
Municipal Court	101.122	2,695	2,368	2,592	2,112
General Government	101.191	81,272	87,322	88,361	72,759
Public Works	101.311	14,232	14,626	14,462	11,786
Parks	101.511	-	-	-	13,010
Police	101.212	34,330	35,456	36,446	29,702
Fire	101.221	12,808	12,101	12,751	10,391
Fire - EMS	229.221	-	1,344	1,417	1,155
Cemeteries	204.421	9,559	10,216	9,978	3,472
Water Revenue	710.719	91,830	94,995	107,744	97,006
Water Pollution Revenue	720.729	70,239	84,804	84,740	78,179
Electric Revenue	730.739	238,490	163,725	163,449	135,828
Off-Street Parking Revenue	750.332	6,911	7,320	7,002	5,706
Total Budget		562,366	514,277	528,942	461,106



**CITY OF PAINESVILLE
2008 LONG-TERM DEBT**

PURPOSE	FUND	AMOUNT OUTSTANDING 1/1/2008	INTEREST RATE	MATURITY	2008 PAYMENTS		AMOUNT OUTSTANDING 12/31/2008
					PRINCIPAL	INTEREST	
<u>GENERAL OBLIGATION BONDS</u>							
Various Purpose Bonds	201, 415, 303, 428	2,075,000.00	4.25 - 5%	2028	100,000.00	119,523.29	1,975,000.00
Waterworks	710	1,285,000.00	1.35 - 3.6%	2012	240,000.00	40,572.50	1,045,000.00
Waterworks	710	2,750,000.00	3.25 - 4.6%	2018	250,000.00	125,625.00	2,500,000.00
Joint Venture Agreement	730	2,522,600.51	4.6 - 4.7%	2021	134,556.46	113,750.00	2,388,044.05
TOTAL GENERAL OBLIGATION BONDS		8,632,600.51			724,556.46	399,470.79	7,908,044.05
<u>SPECIAL ASSESSMENT BONDS</u>							
Chicago/Forest/Roosevelt Steet Improv.	303	50,000.00	8 - 8.25%	2008	50,000.00	8,000.00	0.00
Renaissance Parkway	303	385,000.00	4.75%	2021	15,000.00	19,062.50	370,000.00
TOTAL SPECIAL ASSESSMENT BONDS		435,000.00			65,000.00	27,062.50	370,000.00
<u>OWDA LOAN</u>							
Safe Drinking Girdled Road Water Improve.	425	1,084,425.19	4.61%	2019	69,503.42	49,401.96	1,014,921.77
<u>OPWC LOANS</u>							
Raw Well Water Pump Station Replacement	712	300,000.00	0.00%	2012	60,000.00	0.00	240,000.00
Pump Station	712	330,760.00	0.00%	2015	41,357.38	0.00	289,402.62
East Walnut Street Improvements	201	25,000.00	0.00%	2009	10,000.00	0.00	15,000.00
TOTAL OPWC LOANS		655,760.00			111,357.38	0.00	544,402.62
TOTAL LONG TERM DEBT		10,807,785.70			970,417.26	475,935.25	9,837,368.44

Summary of Debt

Account Number	Description	Payee	Final P/O	Type	Total Amount	BUDGET 2008
101.970.58305 101.970.58305	Newell Street Land Acquisition Note [INTERNAL NOTE]	COP	3/15/2008	Principal Interest	\$ 562,000.00	\$ 573,240.00
201.805.57102	East Walnut Ave Improvements	OPWC	7/1/2009	Principal	\$ 45,000.00	\$ 10,000.00
201.801.57102 201.801.57202	Renew Street Resurfacing - 2007	RBC Dain	3/19/2008	Principal Interest	\$ 100,000.00	\$ 104,250.00
201.801.57102 201.801.57202	Street Resurfacing - 2006	RBC Dain	3/19/2008	Principal Interest	\$ 236,000.00	\$ 21,486.15
201.801.57102 201.801.57202	Street Resurfacing - 2004	RBC Dain	3/19/2008	Principal Interest	\$ 103,000.00	\$ 8,888.06
201.801.57102 201.801.57202	Liberty St Resurfacing	RBC Dain	3/19/2008	Principal Interest	\$ 348,000.00	\$ 32,890.98
201.801.57102 201.801.57202	SR84/SR86 Resurfacing	Commerial Capital	3/24/2006	Principal Interest	\$ 205,000.00	\$ -
201.801.57102 201.801.57202	Argonne Dr Improvements	RBC Dain	3/19/2008	Principal Interest	\$ 217,000.00	\$ 16,812.78
201.801.57102 201.801.57202	Renaissance Parkway	RBC Dain	3/19/2008	Principal Interest	\$ 163,000.00	\$ 13,543.03
201.801.57102 201.801.57202	Renew Street Resurfacing - 2007	RBC Dain	3/19/2008	Principal Interest	\$ 230,000.00	\$ 239,775.00
201.801.57102 201.801.57202	West Eagle St. Sidewalk 2006	RBC Dain	3/19/2008	Principal Interest	\$ 21,000.00	\$ 2,221.46
220.801.57102 220.801.57202	Fire Station Drive Improvements	RBC Dain	3/19/2008	Principal Interest	\$ 90,000.00	\$ 93,825.00
301.801.57102 301.801.57202	Park Land Acquisition -Park Property Note	RBC Dain	3/19/2008	Principal Interest	\$ 120,000.00	\$ 125,100.00
301.801.57102 301.801.57202	General Bond Retirement Fund Note	Seasongood	11/15/2006	Principal Interest	\$ 10,000.00	\$ -
303.801.57101 303.801.57201	Street Improvement Bonds, Series 1988	Chase Manhattan	12/1/2008	Principal Interest	\$ 155,000.00	\$ 58,000.00
303.801.57101 303.801.57201	Special Assessment Bonds, Series 2005 Renaissance Pky I	Huntington	12/1/2025	Principal Interest	\$ 410,000.00	\$ 34,062.50
304.970.58305 304.970.58305	Newell Street Land Acquisition Note	COP	3/15/2008	Principal Interest	\$ 562,000.00	\$ 573,240.00
415.801.57102 415.801.57202	Muni Ct. Cap Proj Fd - Muni Ct Renovations	RBC Dain	3/19/2008	Principal Interest	\$ 209,000.00	\$ 59,127.80
303.801.57101 303.801.57201	Colonial Drive Note	Out of Escrow	3/19/2008	Principal Interest	\$ 550,000.00	\$ 573,375.00
425.805.57103 425.805.57203	Girdled Road Water Improvements	OWDA - Direct Pay	7/1/2019	Principal Interest	\$ 1,467,655.68	\$ 118,905.38
303.801.57101 303.801.57201	Colonial Drive	RBC Dain	3/19/2008	Principal Interest	\$ 274,000.00	\$ 22,176.49
428.805.57102 428.805.57202	Industrial Park Fund - Renaissance Parkway (RP)	RBC Dain	3/19/2008	Principal Interest	\$ 164,000.00	\$ 15,370.78
303.801.57101 303.801.57201	Industrial Prk Fund - Renaissance Park Extension (RE)	RBC Dain	3/19/2008	Principal Interest	\$ 340,000.00	\$ 27,075.76
710.803.57101 710.803.57201	Waterworks Improvement Bonds, Series 2003	Huntington National	12/1/2012	Principal Interest	\$ 2,380,000.00	\$ 280,572.50
710.803.57101 710.803.57201	General Obligation Bonds - Water Series 1998	Huntington National	12/1/2018	Principal Interest	\$ 5,000,000.00	\$ 375,625.00

Summary of Debt

(continued)

Account Number	Description	Payee	Final P/O	Type	Total Amount	BUDGET 2008
712.805.57102	Raw Well Pump Sta.Replmnt.	OPWC	7/1/2012	Principal	\$ 600,000.00	\$ 60,000.00
712.805.57102 712.805.57202	Elm St. Water Line	RBC Dain	3/19/2008	Principal Interest	\$ 225,000.00	\$ 234,562.50
712.805.57102	Wtr Trtmnt Plnt Imp/Filter Rehab	OPWC	1/1/2015	Principal	\$ 413,573.80	\$ 41,357.38
722.793.57102	Mentor Ave. W. Jackson St.	OPWC	7/1/2027	Principal	\$ 40,973.75	\$ 2,048.66
201.791.57102	Chester St. Roadway Imp.	OPWC	7/1/2027	Principal	\$ 97,801.41	\$ 4,890.08
712.805.57102 712.805.57202	Filter Rehabilitation Phase II	RBC Dain	3/19/2008	Principal Interest	\$ 500,000.00	\$ 521,250.00
712.805.57102 712.805.57202	Owego St Water Main Replacement	RBC Dain	3/19/2008	Principal Interest	\$ 130,000.00	\$ 135,525.00
712.805.57102 712.805.57202	Argonne Dr Water Main Replacement	RBC Dain	3/19/2008	Principal Interest	\$ 50,000.00	\$ 52,125.00
712.805.57102 712.805.57202.	Chestnut Storage Tank 2006	RBC Dain	3/19/2008	Principal Interest	\$ 247,100.00	\$ 257,601.75
712.805.57102 712.805.57202.	86 & Auburn Rd.	RBC Dain	3/19/2008	Principal Interest	\$ 190,000.00	\$ 198,075.00
722.805.57102 722.805.57202	Tertiary Screw and Back Wash- WPCP Plant	RBC Dain	3/19/2008	Principal Interest	\$ 160,000.00	\$ 165,920.00
722.805.57102 722.805.57202	Green House	RBC Dain	3/19/2008	Principal Interest	\$ 45,000.00	\$ 46,665.00
722.805.57102 722.805.57202	Aeration Diffuser	RBC Dain	3/19/2008	Principal Interest	\$ 15,000.00	\$ 15,555.00
722.805.57102 722.805.57202	Sanitary Interceptor and Septage Receiving-San Swr Imp	RBC Dain	3/19/2008	Principal Interest	\$ 200,000.00	\$ 207,400.00
722.805.57102 722.805.57202	Anaerobic Digester #2 Note-San Swr Imp	RBC Dain	3/19/2008	Principal Interest	\$ 75,000.00	\$ 77,775.00
722.805.57102 722.805.57202	West Jackson Street Pump Station Note -San Swr Imp	RBC Dain	3/19/2008	Principal Interest	\$ 65,000.00	\$ 67,405.00
722.805.57102 722.805.57202	Mentor Ave. & Jackson Street Railroad Crossing Grant 20 yr	RBC Dain	3/19/2008	Principal Only	\$ 120,000.00	\$ 124,440.00
722.805.57102 722.805.57202	Hydrochlorination Generation Equipment	RBC Dain	3/19/2008	Principal Interest	\$ 130,000.00	\$ 134,810.00
730.736.55113	Omega JV2	AMP Ohio	12/31/2021	Prin & Int	\$ 3,347,924.56	\$ 266,798.16
730.804.57101 730.804.57201	Electric Mortgage Revenue Bonds, Series 1992	Chase Manhattan	12/31/2006	Principal Interest	\$ 6,000,000.00	\$ -
760.805.57102 760.805.57202	Storm Water Utility 2004 Projects Note	Commercial Capital	3/24/2006	Principal Interest	\$ 50,000.00	\$ -
760.805.57102 760.805.57202	Argonne Dr Storm Sewers	RBC Dain	3/19/2008	Principal Interest	\$ 107,000.00	\$ 111,547.50
760.805.57102 760.805.57202	Storm Water Management - A	RBC Dain	3/19/2008	Principal Interest	\$ 75,000.00	\$ 78,187.50
760.805.57102 760.805.57202	Storm Water Management - B	RBC Dain	3/19/2008	Principal Interest	\$ 125,000.00	\$ 130,312.50
760.805.57102 760.805.57202	Storm Water Management - C	RBC Dain	3/19/2008	Principal Interest	\$ 100,000.00	\$ 104,250.00
760.805.57102 760.805.57202	Storm Water Management - D	RBC Dain	3/19/2008	Principal Interest	\$ 45,000.00	\$ 46,912.50
Totals						\$ 6,464,977.20

Summary of Debt
(continued)

Account Number	Description	Payee	Final P/O	Type	Total Amount	BUDGET 2008
101.171.57103	Expanets Telephone System 7	Chase	7/30/2008	Principal	\$ 270,000.00	42,638.08
101.171.57203	YR 2002	#1000112967		Interest		3,363.82
					Total	\$ 46,001.90
101.970.57103				Principal		4,683.54
101.970.57203				Interest		169.88
201.313.57103				Principal		7,529.78
201.313.57203				Interest		273.12
220.901.57103				Principal		15,602.22
220.901.57203				Interest		565.92
430.901.57103				Principal		36,692.48
430.901.57203	Citywide Leasing Chase 5YR 2003	Chase	1/30/2009	Interest	\$ 653,780.00	1,330.92
710.902.57103		#1000118520		Principal		410.47
710.902.57203				Interest		14.89
720.902.57103				Principal		410.47
720.902.57203				Interest		14.89
722.902.57103				Principal		8,826.06
722.902.57203				Interest		320.14
730.902.57103				Principal		546.76
730.902.57203				Interest		19.84
					Total	\$ 77,411.38
220.901.57103				Principal		519.55
220.901.57203				Interest		8.10
230.901.57103				Principal		2,770.92
230.901.57203				Interest		43.22
732.902.57103	Citywide Leasing Chase 3YR 2005	Chase	3/25/2008	Principal	\$ 72,000.00	8,659.13
732.902.57203		#1000122129		Interest		135.08
750.902.57103		3.1200%		Principal		519.55
750.902.57203				Interest		8.10
					Total	\$ 12,663.65
201.901.57103				Principal		16,590.15
201.901.57203				Interest		1,255.43
220.901.57103				Principal		1,081.97
220.901.57203				Interest		81.88
710.902.57103	Citywide Leasing 5YR 2005	Chase	3/25/2010	Principal	\$ 116,000.00	973.77
710.902.57203		#1000122130		Interest		73.69
720.902.57103		3.2700%		Principal		973.77
720.902.57203				Interest		73.69
730.902.57103				Principal		1,298.36
730.902.57203				Interest		98.25
					Total	\$ 22,500.96
220.901.57103				Principal		39,065.87
220.901.57203				Interest		5,998.03
229.901.57103				Principal		3,365.69
229.901.57203				Interest		516.76
722.902.57103	Citywide leasing 7YR 2005	Chase #	3/25/2012	Principal	\$ 563,000.00	12,020.28
722.902.57203		1000122131		Interest		1,845.55
732.902.57103		3.3900%		Principal		13,222.30
732.902.57203				Interest		2,030.10
					Total	\$ 78,064.58

Summary of Debt
(continued)

Account Number	Description	Payee	Final P/O	Type	Total Amount	BUDGET 2008
201.901.57103				Principal		31,126.47
201.901.57203				Interest		5,277.00
220.901.57103				Principal		34,584.97
220.901.57203				Interest		5,863.34
430.901.57103				Principal		39,196.30
430.901.57203				Interest		6,645.11
710.902.57103	Chase 5 YR 2007	Chase # 1000130738	9/29/2016	Principal	\$ 609,338.00	1,152.83
710.902.57203		4.0500%		Interest		195.44
712.902.57103				Principal		6,916.99
712.902.57203				Interest		1,172.67
720.902.57103				Principal		1,152.83
720.902.57203				Interest		195.44
760.902.57103				Principal		1,152.83
760.902.57203				Interest		195.44
					Total	\$ 134,827.68
101.171.57103				Principal		47,331.99
101.171.57203				Interest		21,050.04
101.318.57103	Citi Corp 10YR 2007 via Johnson	Citi Corp	10/5/2016	Principal	\$ 587,645.00	2,517.66
101.381.57203	Controls (City Hall)	Escrow		Interest		1,119.68
101.512.57103		4.2500%		Principal		618.15
101.512.57203				Interest		109.32
					Total	\$ 72,746.84
201.901.57103	Key Bank Leasing			Principal	\$ 38,121.00	\$ 17,383.75
201.901.57203				Interest		\$ 2,189.73
220.901.57103	Key Bank Leasing			Principal	\$ 96,209.00	\$ 3,375.48
220.901.57203				Interest		\$ 425.19
230.901.57103	Key Bank Leasing			Principal	\$ 8,605.00	\$ 2,869.16
230.901.57203				Interest		\$ 361.41
430.901.57103	Key Bank Leasing			Principal	\$ 120,870.00	\$ 26,781.36
430.901.57203				Interest		\$ 3,373.56
712.902.57103	Key Bank Leasing			Principal	\$ 21,088.00	\$ 17,112.53
712.902.57203				Interest		\$ 2,155.57
722.902.57103	Key Bank Leasing			Principal	\$ 38,338.00	\$ 506.32
722.902.57203				Interest		\$ 63.78
732.902.57103	Key Bank Leasing			Principal	\$ 36,425.00	\$ 1,518.97
732.902.57203				Interest		\$ 191.34
					Total	\$ 78,308.15
710.902.57103				Principal		126,226.67
710.902.57203				Interest		162,771.35
720.902.57103	Citi Corp 20YR 2007 via Johnson	Citi Corp	6/27/2027	Principal	\$ 4,260,214.00	8,415.11
720.902.57203	Controls (Water 90%,WPCF	Escrow		Interest		10,851.42
730.902.57103	6%,Electric 4%)	4.3500%		Principal		5,610.07
730.902.57203				Interest		7,234.28
					Total	\$ 321,108.90
GRAND TOTALS					\$ 34,977,662.20	\$ 14,617,222.48

Schedule of Debt

Fund Summary for 2008

Fund No.	Note	Bond	Loans	Lease
101	573,240.00			124,132.00
201	344,025.00	95,842.46	14,890.08	81,624.48
220	-			107,172.67
222	-			-
229				3,883.00
230	93,825.00			6,044.57
301	125,100.00			-
303	573,375.00	141,314.75	-	-
304	573,240.00			-
415		59,127.80		-
424				-
425			118,905.38	-
426				-
428		15,370.78		-
430				114,018.92
710		656,197.50	-	291,819.00
712	1,399,139.25		101,357.38	27,358.10
720				22,088.00
722	839,970.00		2,048.66	23,582.10
730		266,798.16	-	14,807.00
732				25,756.31
750				
760	471,210.00			1,348.00
	\$ 4,993,124.25	\$ 1,234,651.45	\$ 237,201.50	\$ 843,634.15
TOTAL	7,308,611.35			



Schedule of Other Financing Uses

Budgets Effected

REVENUE		Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		468,478	197,977	319,517	276,377
Revenue Supported:		224,365	259,069	452,354	573,947
Fund Balance:		-	-	-	-
Total Revenue		692,843	457,046	771,871	850,324
EXPENSES		Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
General Fund	101.901	375,172	60,130	91,500	91,500
Street Construction, Maintenance & Repair Fund	201.901	10,047	37,276	95,997	73,822
Cemeteries Fund	204.901	17,848	-	-	-
Fire Levy Fund	220.901	63,147	96,044	127,493	107,172
Emergency Medical Services Fund	229.901	2,264	4,527	4,527	3,883
Municipal Court Computerization Fund	230.901	-	8,464	9,409	6,044
Capital Equipment Reserve Fund	430.901	140,735	122,553	131,535	114,019
Deposit Trust Fund	601.901	9,270	21,498	15,000	15,000
Water Revenue Fund	710.902	14,179	8,495	2,595	318,819
Water Construction Fund	712.902	9,766	17,010	111,549	27,359
Water Pollution Revenue Fund	720.902	1,529	2,174	2,595	23,888
Water Pollution Construction Fund	722.902	28,274	38,049	36,810	23,582
Electric Revenue Fund	730.902	2,037	2,897	2,139	16,007
Electric Construction Fund	732.902	17,687	36,874	137,209	25,756
Off-Street Parking Revenue Fund	750.902	528	1,055	1,055	
Off-Street Parking Deposit Fund	752.902			100	100
Storm Water Utility Fund	760.902			333	1,348
Evergreen Cemetery Trust Fund	901.902			1,000	1,000
Riverside Cemetery Trust Fund	902.902	360		1,000	1,000
Special Endowment Trust Fund	903.902	-		25	25
Total Budget		692,843	457,046	771,871	850,324



Schedule of Transfers

Transfer From	Amount	Transfer To	Amount
General Fund	50,000	General Fund Reserve Fund	50,000
General Fund	10,000	Workers Compensation Reserve Fund	10,000
General Fund	20,000	Compensated Balance Reserve Fund	20,000
General Fund	380,000	Cemeteries Fund	380,000
General Fund	150,000	Capital Improvement Fund	150,000
General Fund	100,000	Capital Equipment Reserve Fund	100,000
General Fund	100,000	Off-Street Parking Revenue Fund	100,000
Municipal Motor Vehicle License Tax Fund	33,000	Street Const., Maint. & Repair Fund	33,000
City Motor Vehicle License Tax Fund	65,000	Street Const., Maint. & Repair Fund	65,000
Water Revenue Fund	100,000	Girdled Road Water Improvement Fund	100,000
Sewer Revenue Fund	100,000	Sewer Construction Fund	100,000
TOTAL TRANSFERS FROM	<u>1,108,000</u>	TOTAL TRANSFERS TO	<u>1,108,000</u>

Major Fund Reserves

Budgets Effected

REVENUE		Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
Tax Supported:		4,115	4,263	100,000	100,000
Revenue Supported:		-	46,671	425,000	425,000
Fund Balance:		-	-	-	-
Total Revenue		<u>4,115</u>	<u>50,934</u>	<u>525,000</u>	<u>525,000</u>

EXPENSES		Actual FY 2005	Actual FY 2006	Budget FY 2007	Proposed FY 2008
General Fund	101.999	4,115	4,263	100,000	100,000
Water Revenue Fund	710.999	-	9,905	75,000	75,000
Water Pollution Revenue Fund	720.999	-	-	100,000	100,000
Electric Revenue Fund	730.999	-	36,766	250,000	250,000
Total Budget		<u>4,115</u>	<u>50,934</u>	<u>525,000</u>	<u>525,000</u>

The balances listed above are reserved in each of the major funds to appropriate dollars for unexpected and unanticipated costs that can occur. To excess these additional dollars requires the express consent of City Council, the City Manager, and the Director of Finance. These funds are set aside as emergency and contingency funding.



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Capital Budget

Five Year Capital Improvement Plan

The City of Painesville's 2008 - 2012 Capital Improvement Program (CIP) represents a plan of action to ensure that municipal facilities are provided to serve the needs of the citizens of Painesville and that they are maintained in peak condition. The development of this plan marks the continuation of a formal process, *initiated in 1997*, in which a CIP is submitted to City Council in conjunction with the budget process. That initial CIP served as the beginning point of improved infrastructure and capital improvements planning for the future.

The projects included in the Capital Improvement Program address a broad spectrum of municipal facilities ranging from the basic necessities such as the municipal water system to the amenities which make Painesville a very desirable community in which to live and work.

A capital program, which provides for the orderly maintenance and improvement of the City's infrastructure, is essential to the vitality and success of this community. A balanced capital program attempts to assess the needs in all areas within the City's jurisdiction: streets, storm sewers, sanitary sewers, water and electric system projects, public buildings, recreation facilities and economic development projects.

The CIP includes major equipment and economic development projects to assure the proper attention is given to these areas. Major equipment includes such items as computers, police cruisers, trucks, communication equipment, and any other item valued in excess of \$5,000 with a useful life of at least five years. Capital equipment is essential to the efficient and effective delivery of public services; however, this area is frequently ignored when it is located strictly in the operating budget document.

Economic development includes projects undertaken to assist in the acquisition and retention of private businesses, thus enhancing our tax base and revenue stream. Economic development projects reflect the extension of City utilities to potential development sites and redevelopment of critical areas downtown.

The capital improvement plan attempts to satisfy as many of the capital needs of the community as possible within the limited resources available. Because these types of projects tend to be not only long-lived investments but also big-ticket items, it is imperative that the City plan ahead to insure that we will be able to afford them when the time comes. The Capital Improvement Plan contains three major sections:

- ◆ **Funding Methods for Capital Improvements:**
This section outlines the various funding mechanisms available to the City to finance its capital outlay needs.
- ◆ **2008 Capital Budget:**
This section includes a listing with a brief description of the capital projects that have been recommended in the 2008 operating budget, as well as a proposed financing mechanism.
- ◆ **2009-2012 Long-Range Capital Improvement Program:**
The long-range section provides information on future tentative capital projects and other major equipment purchases that are proposed for the four following years. It outlines projects which have been identified as vital to address for the City to meet future needs.

Within the three sections, the narrative discussion focuses on the following major funds:

- General Fund
- Street Construction, Maintenance and Repair Fund
- Cemeteries Fund
- Capital Improvements Fund
- Capital Equipment Reserve
- Water Revenue and Construction Funds
- Water Pollution Revenue and Construction Funds
- Electric Revenue and Construction Funds

SECTION ONE: Funding Method for Capital Improvements

Capital improvements can be financed in a variety of ways. Most programs use a combination of funding methods. These methods can generally be found within two broad categories: Pay-as-you-go and pay-as-you-use.

Pay-As-You-Go-Plans

Current Revenues

Perhaps the simplest method of financing capital improvements is on the pay-as-you-go method with current revenues paying cash instead of borrowing against future revenues. The amount needed for capital improvements from current revenues is generally financed by the local income or utility service charge.

Funding projects from current revenues has several advantages. First, it avoids borrowing and associated costs. For example, interest on long-term bonds can equal the original capital cost depending on interest rate and repayment schedule. Second, pay-as-you-go plans maintain the City's borrowing capacity for major unforeseen outlays. Third, it fosters favorable bond ratings when long-term financing is undertaken. Finally, the technique avoids the inconvenience and costs associated with marketing of bond issues (i.e., advisers, council, printing, etc.).

There are however several disadvantages. For example, extremely large expenditure items may place a heavy burden on the City's operations during the project year. Secondly, a long life asset, such as a sewerage treatment facility, should be paid for by its users throughout its useful life. Payment up front for this type of expenditure would be unfair to people who leave after a brief residence and it would constitute a subsidy for those who came after the capital improvement was completed. Finally and probably most important, when inflation is high it may be cheaper to borrow and pay today's prices rather than wait and pay tomorrow.

Reserve Funds

A reserve or capital improvement fund is simply a savings account where funds are accumulated in advance over a period of several years to finance a capital improvement project(s) or for an unforeseen emergency. This method has the advantage of spreading the costs over several years and reduces the impact during any one year. It is generally used for financing the replacement of capital items with known economic useful lives, and for which future costs are fairly predictable (e.g. police, fire, and public works equipment). Generally, the reserve funds are co-mingled and invested to earn interest. This method shares the disadvantages associated with financing from current revenues.

Pay-As-You-Use Plans

Bond Issue

The use of bond issue is the major alternative to pay-as-you-go plans. Borrowing to finance long-term public improvements is widely practiced by municipalities. Capital improvements with long useful lives are used by future taxpayers and it therefore is appropriate to pay for the improvement over its useful life. Bonding evens out the tax rate over time and allows the municipality to obtain vital improvements more quickly than would a reserve fund strategy.

The disadvantages of borrowing are that the community gets backed into interest payments over a number of years that may equal the cost of the original investment and putting together bond issues for public sale is complicated and expensive.

Generally, there are three bond issue types:

General Obligation Bonds – borrowing against future property tax reserves. Because the municipality's credit is pledged and because municipal bonds are tax exempt, a lower rate of interest may be obtained.

Special Assessment Bonds – sometimes used to finance the construction of streets, sewer lines or other improvements which actually improve the value of adjacent property. Special assessments are levied against the property owners. These bonds usually carry a higher rate of interest than general obligation bonds.

Revenue Bonds – are those to which the income from some specific enterprise is pledged for repayment.

Short Term Notes:

When the uses of current revenues and reserves or bond financing are not appropriate to meet the municipality's need, short-term notes issued by local banks may be in order. There is no appreciable disadvantage to this approach other than the interest cost of temporary borrowing.

Advantages of this approach are that a substantial lump-sum can be borrowed and repaid in installments over the next several years and the interest on notes is generally less than interest on bonds and there are no marketing costs.

Joint Financing

An increasing number of cities and towns are finding joint financing of projects to be beneficial such as the construction of a regional transfer site for solid waste disposal.

Lease-Purchase

Local governments may also utilize a lease-purchase arrangement to finance the acquisition of capital equipment or necessary public works projects. For example, a private company may construct the project and then lease it to the municipality at an annual or monthly rental. At the end of the lease period, the title to the facility is generally conveyed to the municipality.

Authorities and Special Districts

Authorities and Special Districts are created generally to manage facilities that are supported by user charge. Water and sewerage systems are examples of such facilities. Special districts may be given the power to issue bonds. Generally a user fee in the form of a flat fee or a fee based upon actual, measured use are assessed to help retire bonds issued to finance capital improvements and operating and maintenance costs for these facilities.

Special Assessments

When a capital improvement project benefits specific properties, special assessments are sometimes levied against the abutting property owners to the improvement. Local improvements often financed by this method include streets, sanitary sewers, water mains and other utilities.

Tax Increment Financing

Tax Increment Financing is another method to finance capital improvements to certain areas of a municipality which may be designated as a tax incremental financing area. Generally, the area might be the community's downtown, waterfront or industrial area. Usually some or all of the property taxes generated by the development in the designated area are specifically earmarked for the retirement of the borrowed funds.

State and Federal Aid

Finally, another major source of funds for capital improvements is federal and state grants-in-aid and low interest loans to fund eligible improvements. It is important however to remember that when contemplating the use of federal or state aid, local priorities still should be maintained. A project should not necessarily be undertaken just because funds are available.



SECTION TWO: 2008 Capital Budget

The proposed funding mechanism utilized by the City of Painesville to fund the 2008 capital improvement plan are cash, a lease for the purchase of the new Fire Engine and several short term note issuances to pay for larger priced items. The table below outlines the type of funding method needed by each fund to pay for the 2008 projects. Immediately following the table is a detailed project list that provides a description of each project for the 2008 budget year, which fund is supporting the project.

The overall effects of the City capital improvement plan are felt in the reduced maintenance and repair cost within each department's budget. Plans for annual equipment replacement were discussed in this year's budget and the City is funding capital projects for the long-term, not short-term.

TABLE NO. 1

FUND NO.	FUND NAME	CASH	LEASE	NOTE	TOTAL
101	General Fund	40,823	-	-	40,823
201	Street Construction Mnt & Rpr Fd	-	-	1,168,000	1,168,000
220	Fire Levy Fund	-	320,000	-	320,000
227	Fire Special Levy Fund	10,000	-	-	10,000
230	Municipal Court Computerization	45,000	-	-	45,000
424	Capital Improvement Fund	135,000	-	100,000	235,000
426	Shamrock Blvd Road Project Fund	-	-	2,900,000	2,900,000
427	Jackson Street Interchange Fd	450,000	-	-	450,000
429	Muni Court Special Projects Fd	31,000	-	-	31,000
430	Capital Equipment Reserve Fund	215,386	-	-	215,386
431	Millstone Acquisition Fund	3,534,000			3,534,000
432	Gristmill FMA Acquisition Fund	1,936,176			1,936,176
433	Gristmill HMGP Acquisition Fund	1,560,098			1,560,098
710	Water Revenue Fund	8,380	-	-	8,380
712	Water Construction Fund	1,415,100	-	-	1,415,100
720	Sewer Revenue Fund	8,380	-	-	8,380
722	Sewer Construction Fund	340,000	-	2,900,000	3,240,000
730	Electric Revenue Fund	25,140	-	-	25,140
732	Electric Construction Fund	2,625,000	-	-	2,625,000
760	Storm Water Utility Fund		-	425,000	425,000
TOTAL		\$ 12,379,483	\$ 320,000	\$ 7,493,000	\$ 20,192,483

Summary of Projects for 2008

The following pages list the capital projects for 2008 and provide a brief description of those projects.

Capital Improvement Project Description

<p>CIP Name: MEMORY UPGRADE FOR CITYWIDE SERVER Department: Information Technology</p>	
<p>Funding Source: General Fund #101</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p style="padding-left: 40px;">Upgrade memory capacity of the citywide server.</p>	
<p>Benefits/Costs:</p> <p style="padding-left: 40px;">Upgrading memory capacity will give departments faster and more efficient service to all of their software programs. It will also allow for updated software programs that require more memory to function properly.</p>	
<p>Operating Budget Impact:</p> <p style="padding-left: 40px;">Productivity enhanced by the ability to work more efficiently in all departments and allow for newer updated software programs</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$7,500.00 Vehicle: Total Estimated Cost: \$ 7,500.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER REPLACEMENT Department: Administration/Finance</p>	
<p>Funding Source: General Fund #101</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace old computer for Administrative Analyst.</p>	
<p>Benefits/Costs: Current computer is not equipped to handled new updated software programs that are being utilized by the City which makes processing data very slow.</p>	
<p>Operating Budget Impact: Increase productivity while utilizing more efficient, updated software programs.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$1,300.00 Vehicle: Total Estimated Cost: \$1,300.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER/PRINTER UPGRADE Department: Engineering/Community Development</p>	
<p>Funding Source: General Fund #101</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace old computer and printer in Engineering.</p>	
<p>Benefits/Costs: Present computer cannot handle software programs used in Engineering. New printer is needed to be compatible with new computer.</p>	
<p>Operating Budget Impact: Increase in productivity and ability to use newer, more efficient software programs.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$2,223.00 Vehicle: Total Estimated Cost: \$2,223.00</p>	

Capital Improvement Project Description

<p>CIP Name: VEHICLE Department: Engineering/Community Development</p>	
<p>Funding Source: General Fund #101</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>New vehicle is needed for new engineering technician.</p>	
<p>Benefits/Costs:</p> <p>The City will be hiring another engineering technician to help with the excess workload. This person will need a vehicle to go out on inspections, etc.</p>	
<p>Operating Budget Impact:</p> <p>Increase customer service by decreasing turnaround time to check sites, complaints, etc. of city residents and contractors.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle: \$15,000.00</p> <p>Total Estimated Cost: \$15,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: SIGN MAKING EQUIPMENT Department: Public Works/Public Service</p>	
<p>Funding Source: General Fund #101</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase equipment needed to manufacture signs.</p>	
<p>Benefits/Costs: Will allow the City to manufacture signs instead of contracting this service through a vendor.</p>	
<p>Operating Budget Impact: Reduction in time and costs to produce signs for the City.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$10,000.00 Vehicle: Total Estimated Cost: \$10,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER/PRINTER REPLACEMENT Department: Code Enforcement/Community Development</p>	
<p>Funding Source: General Fund # 101</p>	<p>Funding Method: Cash</p>
<p>Project Description: New computer</p>	
<p>Benefits/Costs: Current computer is not equipped to handled new updated software programs that are being utilized by the City which makes processing data very slow.</p>	
<p>Operating Budget Impact: Increase in productivity and ability to use newer, more efficient software programs.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: Vehicle: \$1,400.00 Total Estimated Cost: \$1,400.00</p>	

Capital Improvement Project Description

CIP Name: 2008 ANNUAL PAVING PROGRAM Department: Engineering/Community Development	
Funding Source: Street Construction Maintenance and Repair Fund #201	Funding Method: Note
Project Description: Resurfacing and/or reconstructing portions of five (5) or six (6) residential streets throughout the city.	
Benefits/Costs: Improve the City's roadway network.	
Operating Budget Impact: Anticipated reduction in maintenance costs and improve safety.	
<u>Project Cost Detail:</u> Design & Engineering: \$ 25,000.00 Construction: \$205,000.00 Other Costs: Equipment: Vehicle: Total Estimated Cost: \$230,000.00	

Capital Improvement Project Description

<p>CIP Name: MENTOR AVENUE RESURFACING Department: Engineering/Community Development</p>	
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>This is the City's share of cost to resurface Mentor Avenue.</p>	
<p>Benefits/Costs:</p> <p>The resurfacing project will improve safety and rideability and reduce maintenance and repair effort. The City's share is \$120,000.</p>	
<p>Operating Budget Impact:</p> <p>This is an ODOT project for Mentor Avenue with a total cost of \$416,000. The City is only responsible for a portion of this cost.</p>	
<p>Project Cost Detail:</p> <p>Design & Engineering:</p> <p>Construction: \$120,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$120,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: NELSON STREET RESURFACING Department: Engineering/Community Development</p>													
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>												
<p>Project Description: Resurfacing Nelson Street after storm/sewer project.</p>													
<p>Benefits/Costs: The proposed infrastructure improvement is needed to improve safety and rideability and reduce maintenance and repair effort.</p>													
<p>Operating Budget Impact: Reduction in maintenance and repair costs and improve safety.</p>													
<p>Project Cost Detail:</p> <table style="width: 100%;"> <tr> <td>Design & Engineering:</td> <td style="text-align: right;">\$ 18,500.00</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$121,500.00</td> </tr> <tr> <td>Other Costs:</td> <td></td> </tr> <tr> <td>Equipment:</td> <td></td> </tr> <tr> <td>Vehicle:</td> <td></td> </tr> <tr> <td>Total Estimated Cost:</td> <td style="text-align: right;">\$140,000.00</td> </tr> </table>	Design & Engineering:	\$ 18,500.00	Construction:	\$121,500.00	Other Costs:		Equipment:		Vehicle:		Total Estimated Cost:	\$140,000.00	
Design & Engineering:	\$ 18,500.00												
Construction:	\$121,500.00												
Other Costs:													
Equipment:													
Vehicle:													
Total Estimated Cost:	\$140,000.00												

Capital Improvement Project Description

<p>CIP Name: NORTH ST. CLAIR STREET IMPROVEMENTS Department: Public Engineering/Community Development</p>	
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>ENGINEERING COSTS ONLY – Design improvements for North St. Clair Street from Sanford Street to Skinner Avenue.</p>	
<p>Benefits/Costs:</p> <p>The proposed improvements are necessary to improvement roadway and reduce maintenance and repair costs.</p>	
<p>Operating Budget Impact:</p> <p>Anticipated reduction in maintenance and repair costs.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$60,000.00</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$60,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: EAST MAIN STREET IMPROVEMENTS Department: Engineering/Community Development</p>	
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p style="padding-left: 40px;">Resurfacing East Main Street from the bridge east to the corporate line.</p>	
<p>Benefits/Costs:</p> <p style="padding-left: 40px;">The road improvement is necessary to improvement safety and rideability and reduce maintenance and repair costs.</p>	
<p>Operating Budget Impact:</p> <p style="padding-left: 40px;">Reduction is maintenance and repair costs.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$ 45,000.00</p> <p>Construction: \$320,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$365,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: INTERSECTION IMPROVEMENTS Department: Engineering/Community Development</p>													
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>												
<p>Project Description:</p> <p style="padding-left: 40px;">Design and install handicap ramps at eight locations due to new schools.</p>													
<p>Benefits/Costs:</p> <p style="padding-left: 40px;">The ramps are needed to improve safety for residents.</p>													
<p>Operating Budget Impact:</p> <p style="padding-left: 40px;">Improve safety.</p>													
<p>Project Cost Detail:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Design & Engineering:</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Construction:</td> <td style="text-align: right;">\$65,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Other Costs:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Equipment:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Vehicle:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Total Estimated Cost:</td> <td style="text-align: right;">\$ 75,000.00</td> </tr> </table>	Design & Engineering:	\$10,000.00	Construction:	\$65,000.00	Other Costs:		Equipment:		Vehicle:		Total Estimated Cost:	\$ 75,000.00	
Design & Engineering:	\$10,000.00												
Construction:	\$65,000.00												
Other Costs:													
Equipment:													
Vehicle:													
Total Estimated Cost:	\$ 75,000.00												

Capital Improvement Project Description

<p>CIP Name: FLEET PROCUREMENT Department: Public Works/Public Services</p>	
<p>Funding Source: Street Construction, Maintenance and Repair Fund #201</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>Sidewalk plows/mowers. Replace one a year for three years.</p>	
<p>Benefits/Costs:</p> <p>Normal replacement to keep the age of the fleet within tolerable ranges for maintenance and usefulness of equipment that is an integral part of the delivery of service by the department.</p>	
<p>Operating Budget Impact:</p> <p>Anticipated reduction or leveling of vehicle maintenance costs and better efficiency in the delivery of service.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$68,000.00 Vehicle: Total Estimated \$68,000.00 Cost:</p>	

Capital Improvement Project Description

<p>CIP Name: REPLACEMENT OF 2333 Department: Fire/Safety</p>	
<p>Funding Source: Fire Levy Fund #220</p>	<p>Funding Method: Lease</p>
<p>Project Description: Replacement of Vehicle #2333, a fire engine pumper truck originally slated for replacement in 2007</p>	
<p>Benefits/Costs: Normal life expectancy of a fire engine is about 20 years, current engine is going on 22 years. New vehicle will improve safety for community.</p>	
<p>Operating Budget Impact: New vehicle will reduce cost of maintenance and improve safety for community.</p>	
<p>Project Cost Detail: Design & Engineering : Construction: Other Costs: Equipment: \$320,000.00 Vehicle: Total Estimated Cost: \$320,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: THERMAL IMAGING CAMERA Department: Fire/Safety</p>	
<p>Funding Source: Fire Special Revenue Fund #227</p>	<p>Funding Method: Grant</p>
<p>Project Description: Replacement of thermal imaging camera with grant from PCIC.</p>	
<p>Benefits/Costs: Current camera is approximately nine years old and becoming obsolete. New camera will improve imaging.</p>	
<p>Operating Budget Impact: Reduce maintenance costs and improve reliability of equipment.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$10,000.00 Vehicle: Total Estimated Cost: \$10,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER REPLACEMENT Department: Municipal Court</p>	
<p>Funding Source: Municipal Court Computerization Fund #230</p>	<p>Funding Method: Cash</p>
<p>Project Description: Continue three year replacement of court computers for PC's purchased in 2002 and 2005.</p>	
<p>Benefits/Costs: Increase efficiency of operations by keeping up with new technology.</p>	
<p>Operating Budget Impact: Impact will be on increased productivity. Increased service and ability to processes additional defendants in a more timely and efficient manner will also be a result of this purchase.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$17,000.00 Vehicle: Total Estimated Cost: \$17,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: SERVER PROJECT Department: Municipal Court</p>	
<p>Funding Source: Municipal Court Computerization Fund #230</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase new server for Court.</p>	
<p>Benefits/Costs: Increase productivity and efficiency while keeping up with new technology.</p>	
<p>Operating Budget Impact: Decrease maintenance cost while increasing productivity.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$18,000.00 Vehicle: Total Estimated Cost: \$18,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: STATION RENOVATION Department: Fire/Safety</p>	
<p>Funding Source: Capital Improvement Fund #424</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Renovation of station to include restrooms, shower areas and kitchen/dining areas.</p>	
<p>Benefits/Costs:</p> <p>Station was built in 1960 and was not built to accommodate the number of personnel nor female firefighters. This project would address those issues.</p>	
<p>Operating Budget Impact:</p> <p>No monetary impact but will create a better, more efficient working environment.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering:</p> <p>Construction: \$75,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$75,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: ENTRANCE SIGNS Department: Recreation & Public Lands</p>	
<p>Funding Source: Capital Improvement Fund #424</p>	<p>Funding Method: Cash</p>
<p>Project Description: Install new entrance sign on east entrance to City.</p>	
<p>Benefits/Costs: The new sign would be more informative and create a better image for the City.</p>	
<p>Operating Budget Impact: No monetary impacts anticipated.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: \$25,000.00 Equipment: Vehicle: Total Estimated Cost: \$ 25,000.00</p>	

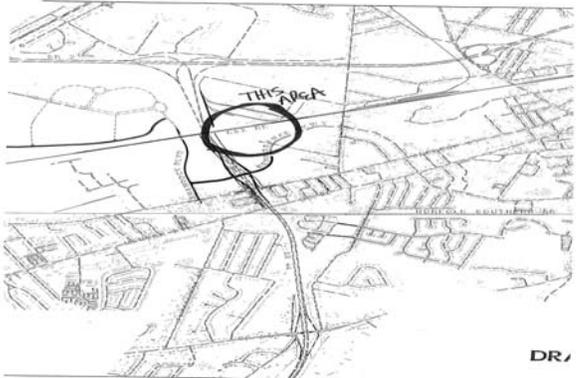
Capital Improvement Project Description

<p>CIP Name: RESTROOM RENOVATION Department: Parks Division/Recreation & Public Lands</p>	
<p>Funding Source: Capital Improvement Fund #424</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>Renovations to restrooms at Recreation Park.</p>	
<p>Benefits/Costs:</p> <p>As part of our commitment to Lake Erie College and their new football team, renovating the restrooms at Recreation Park would create a better image for the City and the College and be able to handle an increased traffic flow brought on by people attending football games at Recreation Park.</p>	
<p>Operating Budget Impact:</p> <p>Less maintenance on old facilities.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction: \$100,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$100,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: ROADS Department: Parks Division/Recreation & Public Lands/Parks</p>	
<p>Funding Source: Capital Improvement Fund #424</p>	<p>Funding Method: Cash</p>
<p>Project Description: Parking at Recreation Park.</p>	
<p>Benefits/Costs: As part of our commitment to Lake Erie College and their new football team, more parking is needed at Recreation Park to accommodate an increase traffic brought on by visitors attending football games at the park.</p>	
<p>Operating Budget Impact: Better and safer conditions for the public.</p>	
<p>Project Cost Detail: Design & Engineering:</p> <p>Construction: \$35,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$35,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: SR44/JACKSON ST. INTERCHANGE Department: Engineering/Community Development</p>	
<p>Funding Source: Jackson Street Interchange Project Fund #427</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Continue Design Engineering for SR 44/Jackson St. Interchange Upgrade Project.</p>	
<p>Benefits/Costs:</p> <p>The proposed improvements are needed to improve access to SR 44 and the Shamrock Business Center. These improvements will increase safety along Jackson Street.</p>	
<p>Operating Budget Impact:</p> <p>No immediate budget impact. All costs are paid by Federal Earmark funding.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$450,000.00</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$450,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: VIDEO ARRAIGNMENT UPGRADE Department: Municipal Court</p>	
<p>Funding Source: Muni Court Special Projects Fund #429</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Upgrade the video arraignment system in Municipal Court.</p>	
<p>Benefits/Costs:</p> <p>Enhance security in courtroom and improved video arraignments with updated equipment.</p>	
<p>Operating Budget Impact:</p> <p>Will improve efficiency of operations and provide security during arraignments.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$11,000.00 Vehicle: Total Estimated Cost: \$ 11,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: FACILITIES IMPROVEMENTS Department: Municipal Court</p>	
<p>Funding Source: Muni Court Special Projects Fund #429</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Improvements to various parts of the court facility including windows, etc.</p>	
<p>Benefits/Costs:</p> <p>Enhanced security and better working conditions.</p>	
<p>Operating Budget Impact:</p> <p>Should be able to maintain facility with little maintenance after renovations.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering:</p> <p>Construction:</p> <p>Other Costs: \$20,000.00</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$20,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: TWO MOWERS AND TRAILER Department: Parks Division/Recreation & Public Lands</p>	
<p>Funding Source: Capital Equipment Reserve Fund #430</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Purchase two mowers and a trailer with cash and trade-in value from Jacobsen 5111 mower currently owned by the City.</p>	
<p>Benefits/Costs:</p> <p>Purchase of two mowers will increase productivity and trailer is needed to move equipment.</p>	
<p>Operating Budget Impact:</p> <p>Repair and replacement cost for equipment will be reduced while increasing productivity.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$20,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$20,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: HARLEY RAKE ATTACHMENT Department: Parks Division/Recreation & Public Lands</p>	
<p>Funding Source: Capital Equipment Reserve Fund #430</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase a Harley rake for skid-steer loader.</p>	
<p>Benefits/Costs: Purchase of the Harley rake will help improve the turf in a more efficient manner.</p>	
<p>Operating Budget Impact: More efficient use of time.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$8,700.00 Vehicle: Total Estimated Cost: \$8,700.00</p>	

Capital Improvement Project Description

<p>CIP Name: PICK-UP TRUCK Department: Parks Division/Recreation & Public Lands</p>	
<p>Funding Source: Capital Equipment Reserve Fund #430</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase a new pick-up truck to replace truck #77 which is 10 years old</p>	
<p>Benefits/Costs: Decrease maintenance costs of repairing a 10 year old vehicle</p>	
<p>Operating Budget Impact: Decrease in cost of maintaining an old vehicle</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: Vehicle: \$25,000.00 Total Estimated Cost: \$25,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: PATROLCARS Department: Police Division/Safety</p>	
<p>Funding Source: Capital Equipment Reserve Fund #430</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Replacement of three police patrol vehicles with all equipment to be fully functional.</p>	
<p>Benefits/Costs:</p> <p>By implementing three new vehicles into the fleet, we will be able to dispose of some cruisers whose service exceeds the warranty.</p>	
<p>Operating Budget Impact:</p> <p>By acquiring three new vehicles, we will be able to continue our efforts in keeping our motor vehicle maintenance budget lower. Vehicles over three (3) years old have average maintenance costs 20% higher than newer vehicles.</p>	
<p>Project Cost Detail:</p> <p>Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$ 57,186.00</p> <p>Vehicle: \$ 75,500.00</p> <p>Total Estimated Cost: \$135,686.00</p>	

Capital Improvement Project Description

<p>CIP Name: MILLSTONE/GRISTMILL LAND ACQUISITION Department: Community Development</p>	
<p>Funding Source: Millstone Acquisition Fund #431, Gristmill FMA Acquisition Fund #432, Gristmill HMGP Acquisition Fund #433</p>	<p>Funding Method: Cash/Grants</p>
<p>Project Description:</p> <p>Acquisition of Millstone/Gristmill condominiums with Hazard Mitigation Funds for future open space preservation.</p>	
<p>Benefits/Costs:</p> <p>Acquisition of Millstone/Gristmill condominiums will allow the City to create an improved and safer use of the land.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction:</p> <p>Other Costs: \$7,030,274.00</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$7,030,274.00</p>	

Capital Improvement Project Description

<p>CIP Name: REMODEL CASH COUNTER Department: Utilities Office/Finance</p>	
<p>Funding Source: Water Fund#710, Sewer Fund #720 Electric Fund #730</p>	<p>Funding Method: Cash</p>
<p>Project Description: Remodel work areas at cash counter for clerks.</p>	
<p>Benefits/Costs: Work area at cash counter was designed many years ago and is not set up newer technology and equipment, etc.</p>	
<p>Operating Budget Impact: Provide a more efficient ergonomic work area.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: \$4,500.00 Equipment: Vehicle: Total Estimated Cost: \$4,500.00</p>	

Capital Improvement Project Description

<p>CIP Name: REPLACE VEHICLES Department: Utilities Office/Finance</p>	
<p>Funding Source: Water Fund#710, Sewer Fund #720 Electric Fund #730</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Replace existing vehicle with new compact pick up truck.</p>	
<p>Benefits/Costs:</p> <p>New vehicle replaces a presently inoperable vehicle. Increased productivity (less downtime for maintenance) and enhanced safety; Improved morale.</p>	
<p>Operating Budget Impact:</p> <p>Cost savings of approximately \$1,500 to \$2,500 per year in heavy maintenance costs and downtime.</p>	
<p>Project Cost Detail:</p> <p>Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle: \$18,000.00</p> <p>Total Estimated Cost: \$18,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: CHECK IMAGING Department: Utilities Office/Finance</p>	
<p>Funding Source: Water Fund#710, Sewer Fund #720 Electric Fund #730</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase an F&E check imaging and inscription machine.</p>	
<p>Benefits/Costs: Customer base for Painesville utilities has increased with new subdivisions, industrial parkways, etc. The check imaging and inscription machine will help expedite customer payments and deposits.</p>	
<p>Operating Budget Impact: Increased productivity and security.</p>	
<p>Project Cost Detail:</p> <p>Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$17,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$17,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER REPLACEMENT Department: Utilities Office/Finance</p>	
<p>Funding Source: Water Fund#710, Sewer Fund #720 Electric Fund #730</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace computers as part of the Computer Replacement Program.</p>	
<p>Benefits/Costs: Old computers are slow and cannot handle updated software and need to be compatible with network system.</p>	
<p>Operating Budget Impact: More efficient productivity and less downtime.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$2,400.00 Vehicle: Total Estimated Cost: \$2,400.00</p>	

Capital Improvement Project Description

<p>CIP Name: FLOURIDE FEED SYSTEM Department: Utilities/Water Plant</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace old feed system with new fluoride feed system.</p>	
<p>Benefits/Costs: Old system does not have consistent feed. New system will be more reliable and safer.</p>	
<p>Operating Budget Impact: Reduce maintenance of repairing old system, provide better quality water.</p>	
<p>Project Cost Detail: Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$ 12,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$ 12,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER REPLACEMENT Department: Utilities/Water Plant</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace computers in the Water Plant Operator’s office and Supervisor’s office.</p>	
<p>Benefits/Costs: Old computers cannot keep up with newer software programs and network system.</p>	
<p>Operating Budget Impact: Provide a more reliable, efficient system with less downtime.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$2,000.00 Vehicle: Total Estimated Cost: \$2,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: JACKSON STREET WATERLINE IMPROVEMENT Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash/Grant</p>
<p>Project Description: Replace 45 year old 6" cast iron water main with 8" ductile iron water main on Jackson Street from Newell Street to Richmond Street.</p>	
<p>Benefits/Costs: The new main will result in better water quality and fire protection.</p>	
<p>Operating Budget Impact: Reduced cost and reduction in man-hours for line break repairs.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$ 249,000.00</p> <p>Construction: \$1,077,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$1,326,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: TOWER RADIO COMMUNICATIONS Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Install radio communications at nine water tower sites in the distribution system.</p>	
<p>Benefits/Costs: The radio communications will provide for fast communication while reducing telephone costs.</p>	
<p>Operating Budget Impact: Reduce telephone line costs while maintaining efficient communication.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$27,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$27,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: HYDRAULIC JACK HAMMER Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: This is a jackhammer that attaches to the backhoe used to open roads to repair main breaks.</p>	
<p>Benefits/Costs: Faster more efficient way to open roads, safer for employees than manual jackhammer.</p>	
<p>Operating Budget Impact: Reduction in time reduces costs involved in repairing main breaks as well as providing a safer working environment.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$19,000.00 Vehicle: Total Estimated Cost: \$19,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: TAMPER Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Tamper for Bobcat to compact soil for quicker repair of sidewalks and roads due to servicing water mains.</p>	
<p>Benefits/Costs: Faster more efficient way to repair roads and sidewalks after repairing water mains.</p>	
<p>Operating Budget Impact: Less time to repair sidewalk and roads which provides for safer roadways and sidewalks.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$5,600.00 Vehicle: Total Estimated Cost: \$5,600.00</p>	

Capital Improvement Project Description

<p>CIP Name: TRUCK REPLACEMENT Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replacement of pick up truck #17 with 4-wheel drive truck</p>	
<p>Benefits/Costs: Transport employee's to remote job site and transport equipment for job</p>	
<p>Operating Budget Impact: Reduce maintenance costs and have more reliable vehicle</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: Vehicle: \$19,000.00 Total Estimated Cost: \$ 19,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTERS Department: Utilities/Water Distribution</p>	
<p>Funding Source: Water Construction Fund #712</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase three new computers for Engineering Technicians for record keeping.</p>	
<p>Benefits/Costs: Reduction in time to add or update records relating to waterline maintenance, locations, etc.</p>	
<p>Operating Budget Impact: More cost efficient use of time.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$4,500.00 Vehicle: Total Estimated Cost: \$4,500.00</p>	

Capital Improvement Project Description

<p>CIP Name: SANITARY SEWER LINING REHABILITATION Department: Engineering/Community Development</p>	
<p>Funding Source: Sewer Construction Fund #722</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Rehabilitate select deteriorated existing sewers by trenchless construction method and lining of existing pipe.</p>	
<p>Benefits/Costs:</p> <p>The proposed improvements are needed to lengthen the life of the sanitary sewer and reduce maintenance and repair efforts.</p>	
<p>Operating Budget Impact:</p> <p>Reduced maintenance and repair costs. Fewer man hours will be required to repair or unblock sewers which results in less overtime and call out expenses.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$10,000.00</p> <p>Construction: \$65,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$75,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: SANITARY SEWER MANHOLE REHABILITATION Department: Engineering/Community Development</p>													
<p>Funding Source: Sewer Construction Fund #722</p>	<p>Funding Method: Cash</p>												
<p>Project Description: Rehabilitate or replace select sanitary sewer manholes to address I & I and health, safety concerns.</p>													
<p>Benefits/Costs: The proposed improvements are needed to lengthen the life of the sanitary sewer and manholes and reduce maintenance and repair efforts.</p>													
<p>Operating Budget Impact: Reduce maintenance and repair costs.</p>													
<p><u>Project Cost Detail:</u></p> <table> <tr> <td>Design & Engineering:</td> <td style="text-align: right;">\$5,000.00</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$20,000.00</td> </tr> <tr> <td>Other Costs:</td> <td></td> </tr> <tr> <td>Equipment:</td> <td></td> </tr> <tr> <td>Vehicle:</td> <td></td> </tr> <tr> <td>Total Estimated Cost:</td> <td style="text-align: right;">\$25,000.00</td> </tr> </table>	Design & Engineering:	\$5,000.00	Construction:	\$20,000.00	Other Costs:		Equipment:		Vehicle:		Total Estimated Cost:	\$25,000.00	
Design & Engineering:	\$5,000.00												
Construction:	\$20,000.00												
Other Costs:													
Equipment:													
Vehicle:													
Total Estimated Cost:	\$25,000.00												

Capital Improvement Project Description

CIP Name: DESIGN/UPGRADES FOR PLANT IMPROVEMENTS Department: Utilities/WPCP	
Funding Source: Sewer Construction Fund #722	Funding Method: Cash/Note
Project Description: Plant improvements include upgrades to the tertiary system, aeration, primary clarifiers, secondary settling basin, grit removal, telemetry, etc.	
Benefits/Costs: The proposed improvements will improve the operating system to become more energy efficient, meet permit limits, improve solids handling and collection, reduce the maintenance on the existing control system and provide improved communications with the existing SCADA system.	
Operating Budget Impact: Reduced maintenance and repair costs. Fewer man hours will be required to repair systems, create a more reliable safer environment and meet permit limits, etc.	
Project Cost Detail: Design & Engineering: \$ 75,000.00 Construction: \$2,900,000.00 Other Costs: Equipment: Vehicle: Total Estimated Cost: \$2,975,000.00	

Capital Improvement Project Description

<p>CIP Name: VACTOR TRUCK DUMP STATION Department: Utilities/WPCP</p>	
<p>Funding Source: Sewer Construction Fund #722</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>New vactor truck dump station will allow the vactor truck to easily dump loads of water, debris and grease matter. The station by design will separate the water from the solids. When water is removed, a backhoe will scrape up the solids to be transported to the county landfill.</p>	
<p>Benefits/Costs:</p> <p>More efficient processing system and less man-hours spent to unload the vactor truck.</p>	
<p>Operating Budget Impact:</p> <p>Less time to do the same amount of work.</p>	
<p>Project Cost Detail:</p> <p>Design & Engineering:</p> <p>Construction: \$75,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated \$75,000.00 Cost:</p>	

Capital Improvement Project Description

<p>CIP Name: COMPUTER REPLACEMENT Department: Utilities/WPCP</p>	
<p>Funding Source: Sewer Construction Fund #722</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace computers for Superintendent, Operation Supervisor, Laboratory and Secretary.</p>	
<p>Benefits/Costs: Existing computers are all over 5 years old and have less than 256 MB of memory which makes is difficult to process data.</p>	
<p>Operating Budget Impact: Faster, more efficient processing of data, less maintenance.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$5,000.00 Vehicle: Total Estimated Cost: \$5,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: COMPACT WHEEL LOADER Department: Utilities/WPCP</p>	
<p>Funding Source: Sewer Construction Fund #722</p>	<p>Funding Method: Cash</p>
<p>Project Description: Currently we need both a large loader and a bobcat to spread solids in greenhouse. The compact wheel loader will be low enough to drive into the greenhouse.</p>	
<p>Benefits/Costs: Compact loader will reduce labor time and fuel costs by eliminating use of bobcat.</p>	
<p>Operating Budget Impact: Reduction in time and fuel costs.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$85,000.00 Vehicle: Total Estimated Cost: \$85,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: NEW SUBSTATION Department: Utilities/Electric Plant</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description: Build a second substation for interconnect with First Energy.</p>	
<p>Benefits/Costs: Increase system reliability and diversify load within the system.</p>	
<p>Operating Budget Impact: None</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: \$60,000.00 Equipment: Vehicle: Total Estimated Cost: \$60,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: #5 BOILER BURNER REPLACEMENT Department: Utilities/Electric Plant</p>													
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>												
<p>Project Description: Replacement of four (4) coal burners on boiler #5 to meet new EPA requirements.</p>													
<p>Benefits/Costs: Reduce NOx emissions to meet new EPA standards. Continue to generate electricity.</p>													
<p>Operating Budget Impact: None</p>													
<p>Project Cost Detail:</p> <table> <tr> <td>Design & Engineering:</td> <td style="text-align: right;">\$ 60,000.00</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$515,000.00</td> </tr> <tr> <td>Other Costs:</td> <td></td> </tr> <tr> <td>Equipment:</td> <td></td> </tr> <tr> <td>Vehicle:</td> <td></td> </tr> <tr> <td>Total Estimated Cost:</td> <td style="text-align: right;">\$575,000.00</td> </tr> </table>	Design & Engineering:	\$ 60,000.00	Construction:	\$515,000.00	Other Costs:		Equipment:		Vehicle:		Total Estimated Cost:	\$575,000.00	
Design & Engineering:	\$ 60,000.00												
Construction:	\$515,000.00												
Other Costs:													
Equipment:													
Vehicle:													
Total Estimated Cost:	\$575,000.00												

Capital Improvement Project Description

<p>CIP Name: MACT COMPLIANCE Department: Utilities/Electric Plant</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Make EPA required improvements to boilers to meet clean air standards.</p>	
<p>Benefits/Costs:</p> <p>Upgrade equipment to meet EPA required air standards. Continue to generate electricity.</p>	
<p>Operating Budget Impact:</p> <p>Fuel savings from more efficient boiler operations.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$125,000.00</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$125,000.00</p>	

Capital Improvement Project Description

CIP Name: Substation Upgrade – SCADA AND RELAYS Department: Utilities/Electric Plant	
Funding Source: Electric Construction Fund #732	Funding Method: Cash
Project Description: <p>Complete upgrade of existing substation with installation of SCADA and new relays.</p>	
Benefits/Costs: <p>On-going replacement program to replace out-dated and inefficient equipment. Reduce circuit outage time.</p>	
Operating Budget Impact: <p>None</p>	
Project Cost Detail: Design & Engineering: \$ 25,000.00 Construction: \$225,000.00 Other Costs: Equipment: Vehicle: Total Estimated Cost: \$250,000.00	

Capital Improvement Project Description

<p>CIP Name: OPACITY METER Department: Utilities/Electric Plant</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p style="padding-left: 40px;">Replacement of #4 boiler opacity meter – EPA required upgrade.</p>	
<p>Benefits/Costs:</p> <p style="padding-left: 40px;">The meter is twenty one years old. Parts and service are getting hard to find and expensive.</p>	
<p>Operating Budget Impact:</p> <p style="padding-left: 40px;">Reduced maintenance costs.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment: \$ 38,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$ 38,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: REPLACE TOWMOTOR Department: Utilities/Electric Plant</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace 1992 forklift with new forklift.</p>	
<p>Benefits/Costs: New forklift will be designed for outdoor rough surface.</p>	
<p>Operating Budget Impact: Reduce maintenance costs.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$45,000.00 Vehicle: Total Estimated Cost: \$45,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: CENTRIFUGE Department: Utilities/Electric Plant</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description: Purchase a centrifuge to clean turbine oil.</p>	
<p>Benefits/Costs: Clean turbine oil tanks on line to extend oil life and improve oil conditions for turbines.</p>	
<p>Operating Budget Impact: Reduced maintenance costs and cost for oil.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering: Construction: Other Costs: Equipment: \$15,000.00 Vehicle: Total Estimated Cost: \$15,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: RENAISSANCE ELECTRIC EXTENSION Department: Utilities/Electric Distribution</p>													
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>												
<p>Project Description: Extend H9 circuit into the back of Renaissance Park.</p>													
<p>Benefits/Costs: Provide service to new customers.</p>													
<p>Operating Budget Impact: None</p>													
<p><u>Project Cost Detail:</u></p> <table> <tr> <td>Design & Engineering:</td> <td style="text-align: right;">\$ 26,700.00</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$723,300.00</td> </tr> <tr> <td>Other Costs:</td> <td></td> </tr> <tr> <td>Equipment:</td> <td></td> </tr> <tr> <td>Vehicle:</td> <td></td> </tr> <tr> <td>Total Estimated Cost:</td> <td style="text-align: right;">\$750,000.00</td> </tr> </table>	Design & Engineering:	\$ 26,700.00	Construction:	\$723,300.00	Other Costs:		Equipment:		Vehicle:		Total Estimated Cost:	\$750,000.00	
Design & Engineering:	\$ 26,700.00												
Construction:	\$723,300.00												
Other Costs:													
Equipment:													
Vehicle:													
Total Estimated Cost:	\$750,000.00												

Capital Improvement Project Description

<p>CIP Name: INFRASTRUCTURE IMPROVEMENTS Department: Utilities/Electric Distribution</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Equipment for and installation of UG electric facilities in new subdivision within our system and upgrading city streetlights.</p>	
<p>Benefits/Costs:</p> <p>Provide service for new subdivision and improve safety.</p>	
<p>Operating Budget Impact:</p> <p>None</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction: \$ 50,000.00</p> <p>Other Costs:</p> <p>Equipment: \$ 95,000.00</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$145,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: Truck #6 Department: Utilities/Electric Distribution</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Replace vehicles per ten year replacement cycle, truck being replaced is a 2000 International Bucket Truck.</p>	
<p>Benefits/Costs:</p> <p>Replace aging vehicle whose reliability is decreasing and maintenance costs are increasing.</p>	
<p>Operating Budget Impact:</p> <p>Reduce vehicle maintenance costs. Current vehicle is experiencing more down time and greater repair costs.</p>	
<p><u>Project Cost Detail:</u> Design & Engineering:</p> <p>Construction:</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle: \$165,000.00</p> <p>Total Estimated Cost: \$165,000.00</p>	

Capital Improvement Project Description

CIP Name: INDUSTRIAL TRANSFORMERS Department: Utilities/Electric Distribution	
Funding Source: Electric Construction Fund #732	Funding Method: Cash
Project Description: Purchase of power transformers 500 KVA or larger for new industrial customers.	
Benefits/Costs: To provide service in a timely fashion to new commercial and industrial customers.	
Operating Budget Impact: None	
Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$ 85,000.00 Vehicle: Total Estimated Cost: \$ 85,000.00	

Capital Improvement Project Description

<p>CIP Name: TRACTOR W/BACKHOE Department: Utilities/Electric Distribution</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description: Replace aging equipment with new tractor with backhoe.</p>	
<p>Benefits/Costs: Replace aging equipment with new more reliable tractor.</p>	
<p>Operating Budget Impact: Reduce maintenance costs.</p>	
<p>Project Cost Detail: Design & Engineering: Construction: Other Costs: Equipment: \$ 25,000.00 Vehicle: Total Estimated Cost: \$ 25,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: MANHOLE CABLE RACKS Department: Utilities/Electric Distribution</p>	
<p>Funding Source: Electric Construction Fund #732</p>	<p>Funding Method: Cash</p>
<p>Project Description:</p> <p>Replace the cable racks in the underground manholes throughout the city.</p>	
<p>Benefits/Costs:</p> <p>Replace aging equipment which could cause a safety hazard if the racks fail.</p>	
<p>Operating Budget Impact:</p> <p>None</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering:</p> <p>Construction: \$ 14,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$ 14,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: 2008 STORM UTILITY CAPITAL IMPROVEMENTS PROJECT Department: Engineering/Community Development and Public Works/Public Service</p>	
<p>Funding Source: Storm Water Utility Fund #760</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>Improve storm sewers in various areas in the City.</p>	
<p>Benefits/Costs:</p> <p>Reduce potential flooding and maintain capacity and integrity of the existing drainage system.</p>	
<p>Operating Budget Impact:</p> <p>Reduction in street maintenance and repair costs. Without storm drainage the roadways will continue to disintegrate and repairs will be required. Cost is in man-hours and materials.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$ 50,000.00</p> <p>Construction: \$250,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$300,000.00</p>	

Capital Improvement Project Description

<p>CIP Name: EAST MAIN STREET STORM SEWER IMPROVEMENTS Department: Engineering/Community Development</p>	
<p>Funding Source: Storm Water Utility Fund #760</p>	<p>Funding Method: Note</p>
<p>Project Description:</p> <p>Reconstruction of storm sewer along East Main Street from bridge east to the corporate line.</p>	
<p>Benefits/Costs:</p> <p>The proposed improvement is needed to improve drainage and eliminate flooding.</p>	
<p>Operating Budget Impact:</p> <p>Reduction in maintenance and repair costs. Without storm drainage the roadway will continue to disintegrate and monthly repairs will be required. Cost is in man-hours and material.</p>	
<p><u>Project Cost Detail:</u></p> <p>Design & Engineering: \$ 20,000.00</p> <p>Construction: \$105,000.00</p> <p>Other Costs:</p> <p>Equipment:</p> <p>Vehicle:</p> <p>Total Estimated Cost: \$125,000.00</p>	

SECTION THREE: FUTURE YEARS CAPITAL PROJECT SCHEDULES

Below is a summary by fund of the Capital Improvement Plan over the next four years:

FUND NO.	FUND NAME	2009	2010	2011	2012
101	General Fund	29,700	1,700	3,400	2,000
201	Street Construction Maintenance & Repair	1,774,000	1,185,000	2,436,000	552,000
204	Cemeteries Fund	-	-	-	-
220	Fire Levy Fund	430,000	3,605,000	480,000	1,080,000
230	Municipal Court Computerization	21,650	17,000	17,000	22,000
415	Muni Court Capital Projects Fund	-	20,000	-	-
424	Capital Improvement Fund	717,000	515,000	520,000	155,000
426	Shamrock Blvd Road Project	3,100,000	-	-	-
427	Jackson Street Interchange Fund	450,000	4,500,000	4,500,000	-
430	Capital Equipment Reserve	281,470	236,593	260,073	161,073
607	Columbarium Trust Fund	-	-	-	-
712	Water Construction Fund	920,000	1,540,000	660,000	580,000
722	Sewer Construction Fund	215,000	185,000	550,000	550,000
732	Electric Construction Fund	1,600,000	2,280,000	1,522,500	321,500
760	Storm Water Utility Fund	960,000	700,000	500,000	500,000
UTIL	Utility Revenue Funds	18,500	19,500	19,500	19,500
TOTAL CAPITAL PLAN		\$ 10,517,320	\$ 14,804,793	\$ 11,468,473	\$ 3,943,073

Below is a summary by department/division of the Capital Improvement Plan over the next four years.

DEPARTMENT/DIVISION	2009	2010	2011	2012
Economic Development	20,000	-	-	-
Building Maintenance	-	-	-	-
Engineering	6,155,000	6,290,000	7,280,000	1,075,000
Fire	430,000	3,605,000	480,000	1,080,000
Police	229,470	236,593	260,073	161,073
Municipal Court	21,650	37,000	17,000	22,000
Finance - Utilities Office	28,200	21,200	22,900	21,500
Public Service Public Works	254,000	245,000	306,000	127,000
Water Construction	920,000	1,540,000	660,000	580,000
Sewer Construction	65,000	35,000	400,000	400,000
Electric Construction	1,600,000	2,280,000	1,522,500	321,500
Recreation & Public Lands	794,000	515,000	520,000	155,000
TOTAL CAPITAL	\$ 10,517,320	\$ 14,804,793	\$ 11,468,473	\$ 3,943,073

On the following pages are the schedules of future projects for years 2009 through 2012.

2009 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT./DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
VEHICLE	ECONOMIC DEVELOPMENT	\$ 20,000.00	REPLACE 6 YEAR OLD VEHICLE FOR DEPARTMENT.
COMPUTER REPLACEMENT	FINANCE	\$ 1,700.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF COMPUTERS
CHECK & PO GENERATING & SIGNING SYSTEM	FINANCE	\$ 8,000.00	UPGRADE AND REPLACE CURRENT CHECK PROTECTORS AND PURCHASE LASER PRINTER TO PRINT CHECKS AND PO'S. SOME CHANGE TO SOFTWARE ALSO
GENERAL FUND:		\$ 29,700.00	
2009 PAVING PROGRAM	ENGINEERING	\$ 2,300,000.00	RESURFACING FIVE (5) OR SIX (6) RESIDENTIAL STREETS THROUGHOUT THE CITY
WEST EAGLE STREET IMPROVEMENT	ENGINEERING	\$ 300,000.00	ENGINEERING AND CONSTRUCTION OF WEST EAGLE STREET RECONSTRUCTION DESIGN TO STREET IMPROVEMENT
CEDARBROOK RESURFACING DESIGN	ENGINEERING	\$ 60,000.00	DESIGN OF RESURFACING BETWEEN CHESTNUT AND TRAILWOOD
N. ST. CLAIR ST. IMPROVEMENTS	ENGINEERING	\$ 450,000.00	NORTH ST. CLAIR STREET RESURFACING FROM SANFORD STREET TO SKINNER AVENUE.
LEXINGTON ST. IMPROVEMENTS	ENGINEERING	\$ 100,000.00	DESIGN COST FOR RESURFACING IMPROVEMENTS FOR LEXINGTON ST.
SANFORD ST. IMPROVEMENTS	ENGINEERING	\$ 80,000.00	DESIGN COST FOR RESURFACING IMPROVEMENTS FOR SANFORD ST.
GRAND RIVER AVENUE RECONSTRUCTION	ENGINEERING	\$ 40,000.00	RESURFACE GRAND RIVER AVENUE FOR A LENGTH OF APPROXIMATELY 650 FEET
STEELE AVENUE RECONSTRUCTION	ENGINEERING	\$ 25,000.00	RESURFACE STEELE AVENUE FOR A LENGTH OF APPROXIMATELY 600 FEET
HARTSHORN DRIVE RECONSTRUCTION DESIGN	ENGINEERING	\$ 130,000.00	DESIGN THE RECONSTRUCTION OF HARTSHORN DRIVE, INCLUDING PAVEMENT AND CURBS
SOUTH ST. CLAIR RENOVATION	ENGINEERING	\$ 80,000.00	DESIGN COST FOR RESURFACING IMPROVEMENTS FOR SOUTH ST. CLAIR ST.
PARKING	RECREATION & PUBLIC LANDS	\$ 25,000.00	PARKING IMPROVEMENTS FOR CITY HALL
FLEET PROCUREMENT	PUBLIC WORKS	\$ 53,000.00	1 TON DUMP TRUCK WITH PLOW PACKAGE
FLEET PROCUREMENT	PUBLIC WORKS	\$ 113,000.00	2-1/2 TON DUMP TRUCK WITH SNOW PLOW AND EQUIPMENT, ADDITION TO FLEET
FLEET PROCUREMENT	PUBLIC WORKS	\$ 50,000.00	SEWER JET/VACTOR (ESTIMATED COST @\$250,000 TO BE PAID OFF IN 5 YEARS)
FLEET PROCUREMENT	PUBLIC WORKS	\$ 38,000.00	STREET SWEEPER - VACUUM TYPE. TOTAL COST ESTIMATED @ \$115,000
STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND:		\$ 1,774,000.00	

2009 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
DEVELOP DEPARTMENT TRAINING GROUNDS	FIRE	\$ 50,000.00	INCLUDING LEVELING THE SITE, FENCING AND INSTALLING 1 HYDRANT AND AT LEAST ONE TRAINING TOWER
REPLACEMENT OF 2381	FIRE	\$ 50,000.00	REPLACEMENT OF 2381, A 1997 SAFARI VAN, WITH A SIMILAR VEHICLE
REPLACEMENT OF 2367	FIRE	\$ 150,000.00	A 1993 1/2 TON PICK-UP. THIS IS OUR TECHNICAL RESCUE VEHICLE WHICH IS POORLY SUITED FOR ITS ROLE. THIS PROJECT WAS ORIGINALLY SLATED FOR 2007 BUT DUE TO THE NEED TO REPLACE 2333 IT WAS NOT ACCOMPLISHED
REPLACEMENT OF 2333	FIRE	\$ 30,000.00	REPLACEMENT OF 2333, A 1986 PUMPER ORIGINALLY SLATED FOR REPLACEMENT IN 2007
AMBULANCE	FIRE	\$ 150,000.00	IN 2006 WE BOUGHT TWO (2) AMBULANCES BUT WE HAVE NO RESERVE VEHICLE FOR WHEN ONE IS OUT FOR REPAIR OR WHEN WE HAVE ADDITIONAL CALLS. WITH THE MOVE OF THE HOSPITAL IN 2009/2010 IT WILL BE IMPERITIVE TO HAVE A THIRD VEHICLE
FIRE LEVY FUND:		\$ 430,000.00	
PC REPLACEMENT	MUNICIPAL COURT	\$ 17,000.00	ONGOING PC REPLACEMENT FOR PC'S PURCHASED IN 2002 (24 TOTAL) TO BE BUDGETED OUT OF 415 OR 429
PRINTER REPLACEMENT	MUNICIPAL COURT	\$ 4,650.00	ONGOING PRINTER REPLACEMENT - 3 DOT MATRIX AND 1 LASER EACH YEAR
MUNICIPAL COURT COMPUTERIZATION FUND:		\$ 21,650.00	
CITY HALL DOME REFURBISHING	RECREATION & PUBLIC LANDS	\$ 45,000.00	REFURBISH CITY HALL DOME TO MAINTAIN APPEARANCE
CITY HALL CHAIR LIFT	RECREATION & PUBLIC LANDS	\$ 37,000.00	INSTALLATION OF A ACCESSIBLE CHAIR LIFT IN THE CITY HALL COMPLEX
ROADWAYS @ CEMETERIES	RECREATION & PUBLIC LANDS	\$ 15,000.00	IMPROVEMENTS TO ROADWAYS AT CEMETERIES
WATERLINES	RECREATION & PUBLIC LANDS	\$ 5,000.00	WATERLINE IMPROVEMENT AT RIVERSIDE CEMETERY
ROOF REPLACEMENT	RECREATION & PUBLIC LANDS	\$ 85,000.00	ROOFING/HVAC FOR MORSE AVENUE COMMUNITY CENTER - POSSIBLE CDBG GRANT
RECREATION EQUIPMENT	RECREATION & PUBLIC LANDS	\$ 5,000.00	MOBILE RECREATION EQUIPMENT FOR SPORTS & PROGRAMMING
RIVERFRONT	RECREATION & PUBLIC LANDS	\$ 50,000.00	PURCHASE OF RIVERFRONT PROPERTY
RIVERFRONT	RECREATION & PUBLIC LANDS	\$ 50,000.00	PURCHASE ADDITIONAL RIVERFRONT PROPERTY ON GRAND RIVER
ROTARY PARK	RECREATION & PUBLIC LANDS	\$ 165,000.00	IMPROVEMENTS TO ROTARY PARK

2009 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT./DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
DIAMOND IMPROVEMENT	RECREATION & PUBLIC LANDS	\$ 15,000.00	IMPROVEMENTS TO DIAMOND #6
SKATE PARK	RECREATION & PUBLIC LANDS	\$ 50,000.00	ADDITIONS TO SKATE PARK AND ROLLER HOCKEY RING
RECREATION EQUIPMENT	RECREATION & PUBLIC LANDS	\$ 75,000.00	PURCHASE EQUIPMENT FOR NEW COMMUNITY CENTER I.E., FITNESS EQUIPMENT, TABLES & CHAIRS, ETC.
RIVERWALK TRAIL	RECREATION & PUBLIC LANDS	\$ 40,000.00	PHASE II OF RIVERWALK TRAIL IN RECREATION PARK
VEHICLE REPLACEMENT	RECREATION & PUBLIC LANDS	\$ 15,000.00	REPLACEMENT OF RECREATION DIRECTOR VEHICLE
4x4 PLOW TRUCK	RECREATION & PUBLIC LANDS	\$ 45,000.00	REPLACE #81 4x4 PLOW/DUMP TRUCK
RECREATION VAN	RECREATION & PUBLIC LANDS	\$ 20,000.00	VAN OR BUS FOR COMMUNITY CENTER
CAPITAL IMPROVEMENT FUND:		\$ 717,000.00	
SHAMROCK BLVD RD & BRIDGE	ENGINEERING	\$ 3,100,000.00	CONSTRUCTIONS OF NEW SHAMROCK BLVD AND BRIDGE OVER CSX RR FROM JACKSON STREET NORTH
SHAMROCK BLVD. ROAD PROJECT FUND:		\$ 3,100,000.00	
SR 44 INTERCHANGE	ENGINEERING	\$ 450,000.00	SR 44 INTERCHANGE UPGRADE PROJECT-- 2003 - SPENT \$73,000; 2004 - \$373,000. (A) TOTAL COST IS ESTIMATED AT \$12,333,000.00.
JACKSON STREET INTERCHANGE PROJECT FUND:		\$ 450,000.00	
COMPUTER PROGRAMS	RECREATION & PUBLIC LANDS	\$ 52,000.00	UPDATE BURIAL PROGRAM
SERVER PROJECT	POLICE	\$ 4,000.00	THE SEVEN SERVERS IN THE SQUAD ROOM ARE MORE THAN 5 YEARS OLD AND 2 OF THEM ARE COMPLETELY NON-FUNCTIONAL AT THIS POINT. THE OTHERS HAVE BEGUN TO LAG SEVERELY AND IN SOME CASES HAVE DUMPED OR BLUE-SCREENED.
REPLACEMENT RADIOS	POLICE	\$ 83,000.00	REPLACE RADIO SYSTEM INCLUDING BASE STATION, VEHICLE RADIOS AND HAND HELDS. CURRENT RADIO SYSTEM WILL NO LONGER BE SUPPORTED BY 2010
PATROL CARS	POLICE	\$ 142,470.00	REPLACE PATROL CARS AND FULLY EQUIP THEM AT APPROXIMATELY \$42,025/CAR. THE REPLACEMENT PLAN IS TO FULLY REPLACE THE FLEET OF PATROL CARS EVERY THREE YEARS, WHICH IS THE WARRANTY PERIOD PURCHASED WITH EACH ACQUISITION. THIS PLAN WAS IMPLEMENTED TO REDUCE THE HIGH COST OF MAINTAINING OLDER VEHICLES
CAPITAL EQUIPMENT RESERVE FUND:		\$ 281,470.00	

2009 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,100.00	VEHICLE REPLACEMENT
REPLACE PC'S	UTILITIES OFFICE	\$ 300.00	COMPUTER UPGRADE
WATER REVENUE FUND:		\$ 5,400.00	
PLC	WATER PLANT	\$ 20,000.00	REPLACE 9710 AUTOCON COMPUTER SYSTEM THAT'S A PROPRIETARY SYSTEM SUPPLIED BY US FILTER WITH A PLC THAT WILL OFFER THE FLEXIBILITY OF OUR OWN PROGRAMMING AND CONTROL. THIS WILL ALLOW MORE SUPERVISORY CONTROL AND DATA AQUATION.
SUPERVISOR'S TRUCK	WATER PLANT	\$ 20,000.00	TRADE-IN FORD TAURUS FOR A TRUCK FOR THE SUPERVISOR
TUBE SETTLERS	WATER PLANT	\$ 150,000.00	THE TUBE SETTLERS WILL IMPROVE PERFORMANCE OF THE WATER PLANTS EXISTING SETTLING BASINS BY REDUCING THE SOLIDS LOADING ON DOWNSTREAM FILTERS.
1500 FT OF WATER MAIN	WATER DISTRIBUTION	\$ 225,000.00	REPLACE 1500 LF OF 6" OR 4" WATER MAIN WITH 8" DUCTILE IRON PIPE
SLUDGE STUDY	WATER PLANT	\$ 25,000.00	PERFORM A STUDY TO DETERMINE THE MOST ECONOMICAL WAY TO CONCENTRATE AND DISPOSE OF SLUDGE AT THE WATER PLANT
3000 FEET OF 6" WATER LINE REPLACEMENT	WATER DISTRIBUTION	\$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE. WILL REMOVE 3000 FEET OF 4" OR 6" WATER MAINS THAT DOES NOT SUPPLY WATER FLOW FOR FIRE PROTECTION IN THE CITY OF PAINESVILLE.
WATER CONSTRUCTION FUND:		\$ 920,000.00	
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,100.00	VEHICLE REPLACEMENT
REPLACE PC'S	UTILITIES OFFICE	\$ 300.00	COMPUTER UPGRADE
SEWER REVENUE FUND:		\$ 5,400.00	
SEWER LINING REHABILITATION	ENGINEERING	\$ 120,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHERS CONSTRUCTION METHOD AND LINING EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	\$ 30,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MANHOLE TO ADDRESS I&T CONCERNS AND HEALTHY SAFETY CONCERNS.
MAINTENANCE SERVICE VEHICLE	WATER POLLUTION	\$ 65,000.00	NEW MAINTENANCE SERVICE VEHICLE TO REPLACE 1997 FORD RANGER PICK-UP TRUCK OUTFITTED WITH TOOL BINS, PUMP CRANE, EMERGENCY LIGHTING, TAILGATE LIFT AND COMPRESSOR TO SERVICE PLANT AND PUMP STATIONS.
SEWER CONSTRUCTION FUND:		\$ 215,000.00	
REPLACE VEHICLES	UTILITIES OFFICE	\$ 6,800.00	VEHICLE REPLACEMENT
REPLACE PC'S	UTILITIES OFFICE	\$ 900.00	COMPUTER UPGRADE
ELECTRIC REVENUE FUND:		\$ 7,700.00	

2009 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
33 MVA SUBSTATION LAND	ELECTRIC PLANT	\$ 135,000.00	BUILD A SECOND SUBSTATION WITH FIRST ENERGY TO INCREASE CAPACITY AND RELIABILITY OF SYSTEM
STORMWATER IMPROVEMENTS	ELECTRIC PLANT	\$ 50,000.00	INSTALL STORM WATER IMPROVEMENTS AROUND PLANT
WASTEWATER PIPELINE	ELECTRIC PLANT	\$ 500,000.00	INSTALL WASTEWATER LINE FROM WPCP TO THE ELECTRIC PLANT
COMPUTER REPLACEMENT	ELECTRIC PLANT	\$ 4,000.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF PLANT COMPUTERS
DUMP TRUCK REPLACEMENT	ELECTRIC PLANT	\$ 50,000.00	REPLACE 1988 DUMP TRUCK
UPGRADE BOILER CONTROLS	ELECTRIC PLANT	\$ 500,000.00	BUILD NEW CONTROL ROOM FOR #3, #4 AND #5 BOILERS
UPGRADE BOILER CONTROLS	ELECTRIC PLANT	\$ 50,000.00	BUILD NEW CONTROL ROOM FOR #3, #4 AND #5 BOILERS
WASTEWATER PIPELINE	ELECTRIC PLANT	\$ 50,000.00	INSTALL WASTEWATER LINE FROM WPCP TO THE ELECTRIC PLANT
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	\$ 2,000.00	REPLACEMENT OF THE COMPUTERS IN THE ELECTRIC DISTRIBUTION OFFICE ON A 5 YEAR SYSTEM
TRUCK #3	ELECTRIC DISTRIBUTION	\$ 120,000.00	TRUCK #3
IND. TRANSFORMERS	ELECTRIC DISTRIBUTION	\$ 85,000.00	PURCHASE OF POWER TRANSFORMERS 500 KVA OR LARGER FOR NEW INDUSTRIAL CUSTOMERS
TRACTOR WITH BRUSH-HOG	ELECTRIC DISTRIBUTION	\$ 40,000.00	TRACTOR WITH BRUSH-HOG
MANHOLE CABLE RACKS	ELECTRIC DISTRIBUTION	\$ 14,000.00	REPLACE CABLE RACKS IN THE MANHOLES
ELECTRIC CONSTRUCTION FUND:		\$ 1,600,000.00	
2009 STORM UTILITY CAPITAL IMPROVEMENT PROJECTS	ENGINEERING	\$ 500,000.00	STORM SEWER IMPROVEMENT PROJECTS IN VARIOUS AREA
N. STATE/N. ST CLAIR STS. STORMWATER IMPROVEMENTS	ENGINEERING	\$ 200,000.00	STORM SEWER CONSTRUCTION ALONG NORTH STATE STREET AND NORTH ST. CLAIR STREET BETWEEN PROPERTIES
CORTLAND AND ASPER STORM SEWER IMPROVEMENT	ENGINEERING	\$ 80,000.00	INSTALLATION OF STORM SEWERS
LEXINGTON ST. STORM SEWER IMPROVEMENTS	ENGINEERING	\$ 30,000.00	DESIGN OF STORM SEWER IMPROVEMENTS
HARTSHORN DRIVE RECONSTRUCTION	ENGINEERING	\$ 100,000.00	STORM DRAINAGE DESIGN AND IMPROVEMENTS FOR HARTSHORN IN PREPARATION FOR RESURFACING
WEST EAGLE STREET STORM SEWER IMPROVEMENTS	ENGINEERING	\$ 50,000.00	INSTALL STORM DRAINAGE SYSTEM ON WEST EAGLE AS PART OF ROAD IMPROVEMENT
STORM WATER UTILITY FUND:		\$ 960,000.00	
TOTAL 2009 CIP PLAN:		\$ 10,517,320.00	

2010 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
COMPUTER REPLACEMENT	FINANCE	\$ 1,700.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF FINANCE COMPUTERS
GENERAL FUND:		\$ 1,700.00	
2010 ANNUAL PAVING PROGRAM	ENGINEERING	\$ 230,000.00	RESURFACING FIVE (5) OR SIX (6) RESIDENTIAL STREETS THROUGHOUT THE CITY.
STAGE AVENUE IMPROVEMENTS	ENGINEERING	\$ 60,000.00	DESIGN COST FOR RENOVATION PROJECT OF STAGE AVENUE (EASTERN PORTION PAVED IN 2007)
SOUTH ST. CLAIR RENOVATION	ENGINEERING	\$ 250,000.00	PORTION OF STREET IMPROVEMENT
CEDARBROOK DRIVE RESURFACING	ENGINEERING	\$ 400,000.00	RESURFACING OF CEDARBROOK DRIVE FROM CHESTNUT STREET TO TRAILWOOD DRIVE
FLEET PROCUREMENT	PUBLIC WORKS	\$ 39,000.00	3/4 TON 4X4 PICK-UP TRUCK WITH SNOW PLOW PACKAGE
FLEET PROCUREMENT	PUBLIC WORKS	\$ 118,000.00	2-1/2 TON DUMP TRUCK WITH SNOW PLOW AND EQUIPMENT. REPLACING TRUCK #29
FLEET PROCUREMENT	PUBLIC WORKS	\$ 50,000.00	SEWER JET/VACTOR (ESTIMATED @ \$250,000 TO BE PAID OFF OVER 5 YEARS)
FLEET PROCUREMENT	PUBLIC WORKS	\$ 38,000.00	STREET SWEEPER - VACUUM TYPE. TOTAL COST ESTIMATED @ \$155,000
STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND:		\$ 1,185,000.00	
NEW STATION	FIRE	\$ 3,500,000.00	BUILD A SECOND STATION IN THE SELECTED AREA TO HOUSE A COMPANY OF 4 PEOPLE, 1 ENGINE, 1 SQUAD ALONG WITH OTHER MISCELLANEOUS EQUIPMENT
REPLACEMENT OF 2333	FIRE	\$ 30,000.00	REPLACEMENT OF 2333, A 1986 PUMPER ORIGINALLY SLATED FOR REPLACEMENT IN 2007
COMPUTER EQUIPMENT	FIRE	\$ 75,000.00	ONGOING REPLACEMENT PROGRAM - ALL COMPUTERS ARE TO BE REPLACED IN THE SAME YEAR TO INSURE IDENTICAL OPERATING SYSTEMS & COMPATIBILITY
FIRE LEVY FUND:		\$ 3,605,000.00	
PC REPLACEMENT	MUNICIPAL COURT	\$ 17,000.00	ONGOING PC REPLACEMENT FOR PC'S PURCHASED IN 2002 (24 TOTAL) TO BE BUDGETED OUT OF 415 OR 429
MUNICIPAL COURT COMPUTERIZATION FUND:		\$ 17,000.00	
COURT VEHICLE	MUNICIPAL COURT	\$ 20,000.00	PURCHASE REPLACEMENT VEHICLE FOR COURT BAILIFFS
MUNICIPAL COURT CAPITAL PROJECT FUND		\$ 20,000.00	

2010 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
VETERANS PARK	RECREATION & PUBLIC LANDS	\$ 40,000.00	UPGRADE TO VETERAN'S PARK
BALL DIAMOND IMPROVEMENTS	RECREATION & PUBLIC LANDS	\$ 50,000.00	FENCE REPLACEMENT AND DIAMOND IMPROVEMENTS #2, 3 & 4
LAND PURCHASE	RECREATION & PUBLIC LANDS	\$ 250,000.00	PURCHASE OF APPROXIMATELY 300 ACRES OF PARKLAND PROPERTY ON THE WEST EDGE OF TOWN
ADA RESTROOMS	RECREATION & PUBLIC LANDS	\$ 50,000.00	RENOVATION OF RESTROOMS AT MORSE AVENUE COMMUNITY CENTER
RECREATION EQUIPMENT	RECREATION & PUBLIC LANDS	\$ 50,000.00	PURCHASE RECREATION EQUIPMENT FOR COMMUNITY CENTER (PAST SCHOOL FACILITY)
PICKUP TRUCKS	RECREATION & PUBLIC LANDS	\$ 75,000.00	REPLACEMENT OF 3 TRUCKS #85, 87 & 88
CAPITAL IMPROVEMENT FUND:		\$ 515,000.00	
SR 44 INTERCHANGE	ENGINEERING	\$ 4,500,000.00	SR 44 INTERCHANGE UPGRADE PROJECT-- 2003 - SPENT \$73,000; 2004 - \$373,000. (A) TOTAL COST IS ESTIMATED AT \$12,333,000.00.
JACKSON STREET INTERCHANGE PROJECT FUND:		\$ 4,500,000.00	
SERVER PROJECT	POLICE	\$ 4,000.00	THE SEVEN SERVERS IN THE SQUADROOM ARE MORE THAN 5 YEARS OLD AND 2 OF THEM ARE COMPLETELY NON-FUNCTIONAL AT THIS POINT. THE OTHERS HAVE BEGUN TO LAG SEVERELY AND IN SOME CASES HAVE DUMPED OR BLUE-SCREENED.
REPLACEMENT RADIOS	POLICE	\$ 83,000.00	REPLACE RADIO SYSTEM INCLUDING BASE STATION, VEHICLE RADIOS AND HAND HELDS. CURRENT RADIO SYSTEM WILL NO LONGER BE SUPPORTED BY 2010
PATROL CARS	POLICE	\$ 149,593.00	PURCHASE AND IMPLEMENT THREE (3) CROWN VICTORIA PATROL CARS APPROXIMATE COST PER VEHICLE = \$44,062 PLUS ADJUSTMENT FOR INFLATION
CAPITAL EQUIPMENT RESERVE FUND:		\$ 236,593.00	
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,400.00	REPLACE VEHICLES
REPLACE PCS	UTILITIES OFFICE	\$ 300.00	REPLACE COMPUTERS
WATER REVENUE FUND:		\$ 5,700.00	

2010 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
CHEMICAL FEED AREA	WATER PLANT	\$ 60,000.00	CONTAINMENTS IMPROVEMENTS IN ALUM ROOM AND VENTILATION IMPROVEMENTS
WATER DISTRIBUTION BUILDING	WATER DISTRIBUTION	\$ 1,000,000.00	CONSTRUCT A NEW BUILDING FOR WATER DISTRIBUTION. THE NEW BUILDING COULD BE CONSTRUCTED AT THE PROPERTY LOCATED ON CHESTER ROAD NEXT TO THE PUMP STATION. THE BUILDING WOULD BE USED TO HOUSE WATER DISTRIBUTION EQUIPMENT, SUCH AS TRUCKS, BACKHOE, PIPES, WORKSHOP, AND ADMINISTRATIVE OFFICES.
3000 FEET OF 4" OR 6" WATER LINE REPLACEMENT	WATER DISTRIBUTION	\$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE. WILL REMOVE 3000 FEET OF 4" OR 6" WATER MAINS THAT DOES NOT SUPPLY WATER FLOW FOR FIRE PROTECTION IN THE CITY OF PAINESVILLE.
WATER CONSTRUCTION FUND:			
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,400.00	REPLACE VEHICLES
REPLACE PC'S	UTILITIES OFFICE	\$ 300.00	REPLACE COMPUTER
		\$ 5,700.00	
SEWER REVENUE FUND:			
SEWER LINING REHABILITATION	ENGINEERING	\$ 120,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHERS CONSTRUCTION METHOD AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	\$ 30,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MANHOLE TO ADDRESS I&I CONCERNS AND HEALTHY SAFETY CONCERNS.
OVERHEAD DOORS (INSULATED)	WATER POLLUTION	\$ 10,000.00	INSULATE TWO EXISTING GARAGE DOORS IN GRIT AND ADMINISTRATION BUILDINGS
HYPOCHLORINATION GENERATION STORAGE TANKS	WATER POLLUTION	\$ 25,000.00	REPLACE EXISTING STORAGE TANKS FOR HYPOCHLORITE. TANKS HAVE BEEN RELINED AND WILL NEED TO BE REPLACED TO STORE LIQUID CHLORINE. REPLACE 2ND TANK IN 2009.
		\$ 185,000.00	
SEWER CONSTRUCTION FUND:			
REPLACE VEHICLES	UTILITIES OFFICE	\$ 7,200.00	REPLACE VEHICLE
REPLACE PC'S	UTILITIES OFFICE	\$ 900.00	REPLACE COMPUTER
		\$ 8,100.00	
ELECTRIC REVENUE FUND:			

2010 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
33 MVA SUBSTATION LAND	ELECTRIC PLANT	\$ 930,000.00	BUILD A SECOND SUBSTATION WITH FIRST ENERGY TO INCREASE CAPACITY AND RELIABILITY OF SYSTEM
WASTEWATER PIPELINE	ELECTRIC PLANT	\$ 500,000.00	INSTALL WASTEWATER LINE FROM WPCP TO THE ELECTRIC PLANT
STORMWATER IMPROVEMENTS	ELECTRIC PLANT	\$ 500,000.00	INSTALL WASTEWATER LINE FROM WPCP TO THE ELECTRIC PLANT
COMPUTER REPLACEMENT	ELECTRIC PLANT	\$ 4,000.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF PLANT COMPUTERS
INFRASTRUCTURE IMPROVEMENTS	ELECTRIC DISTRIBUTION	\$ 70,000.00	INFRASTRUCTURE IMPROVEMENTS
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	\$ 2,000.00	REPLACEMENT OF THE COMPUTERS IN THE ELECTRIC DISTRIBUTION OFFICE ON A 5 YEAR SYSTEM
ONE TON DUMP TRUCK	ELECTRIC DISTRIBUTION	\$ 50,000.00	DUMP TRUCK
TRUCK #203, 65' BUCKET	ELECTRIC DISTRIBUTION	\$ 125,000.00	TRUCK #203, 65' BUCKET
IND. TRANSFORMERS	ELECTRIC DISTRIBUTION	\$ 85,000.00	PURCHASE OF POWER TRANSFORMERS 500 KVA OR LARGER FOR NEW INDUSTRIAL CUSTOMERS
MANHOLE CABLE RACKS	ELECTRIC DISTRIBUTION	\$ 14,000.00	REPLACE CABLE RACKS IN THE MANHOLES
ELECTRIC CONSTRUCTION FUND:		\$ 2,280,000.00	
2010 STORM UTILITY CAPITAL IMPROVEMENT PROJECTS	ENGINEERING	\$ 500,000.00	STORM SEWER IMPROVEMENT PROJECTS IN VARIOUS AREA
LEXINGTON STREET STORM SEWER IMPROVEMENTS	ENGINEERING	\$ 200,000.00	STORM UPGRADES IN ANTICIPATION OF ROADWAY RECONSTRUCTION
STORM WATER UTILITY FUND:		\$ 700,000.00	
TOTAL 2010 CIP PLAN:		\$ 14,804,793.00	

2011 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT COST	DESCRIPTION
COMPUTER REPLACEMENT GENERAL FUND:	FINANCE	\$ 3,400.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF FINANCE COMPUTERS
		\$ 3,400.00	
2011 ANNUAL PAVING PROGRAM	ENGINEERING	\$ 230,000.00	RESURFACING FIVE (5) OR SIX (6) RESIDENTIAL STREETS THROUGHOUT THE CITY.
SANFORD STREET IMPROVEMENTS	ENGINEERING	\$ 700,000.00	RESURFACING AND RECONSTRUCTION OF SANFORD STREET FROM RICHMOND ROAD TO N. ST. CLAIR STREET
LEXINGTON AVENUE IMPROVEMENTS	ENGINEERING	\$ 650,000.00	RESURFACING AND RECONSTRUCTION OF LEXINGTON FROM NEWELL STREET AND STAGE AVENUE
SOUTH ST. CLAIR RENOVATION	ENGINEERING	\$ 400,000.00	LAST PORTION OF S. ST. CLAIR STREET RECONSTRUCTION
STAGE AVENUE IMPROVEMENT	ENGINEERING	\$ 150,000.00	RECONSTRUCTION AND RESURFACING FROM RR TRACKS TO LEXINGTON
FLEET PROCUREMENT	PUBLIC WORKS	\$ 120,000.00	2-1/2 TON DUMP TRUCK WITH SNOW PLOW & EQUIPMENT. REPLACE TRUCK #24
FLEET PROCUREMENT	PUBLIC WORKS	\$ 35,000.00	3/4 TON 4X4 PICK-UP TRUCK WITH SNOW PLOW PACKAGE
FLEET PROCUREMENT	PUBLIC WORKS	\$ 50,000.00	SEWER JET/VACTOR (ESTIMATED @ \$250,000 TO BE PAID OFF OVER 5 YEARS)
FLEET PROCUREMENT	PUBLIC WORKS	\$ 38,000.00	STREET SWEEPER - VACUUM TYPE. TOTAL COST ESTIMATED @ \$155,000
SIDEWALK PLOWS/MOWERS	PUBLIC WORKS	\$ 63,000.00	SIDEWALK PLOWS AND MOWERS. REPLACE 1 A YEAR FOR 3 YEARS.
		\$ 2,436,000.00	
STREET CONSTRUCTION, MAINTENANCE AND REPAIR FD \$ 2,436,000.00			
HOSE TOWER	FIRE	\$ 100,000.00	PRESENTLY THE HOSE ARE DRIED IN A DRYER THAT IS APPROXIMATELY 50 YEARS OLD. A TOWER WOULD DRY THE HOSE MORE EFFICIENTLY WHILE ALSO PROVIDING THE DEPARTMENT WITH A TRAINING TOWER FOR LIMITED ACTIVITIES.
REPLACEMENT OF 2333	FIRE	\$ 30,000.00	REPLACEMENT OF 2333, A 1986 PUMPER ORIGINALLY SLATED FOR REPLACEMENT IN 2007
REPLACEMENT OF RADIO SYSTEM	FIRE	\$ 350,000.00	MOTOROLA HAS NOTIFIED THE COUNTY THAT IT WILL NOT SUPPORT THE PRESENT RADIO SYSTEM PAST 2010. THIS REQUIRES THAT ALL ENTITIES REPLACE THE CURRENT RADIO SYSTEM WITH A NEW ONE.
		\$ 480,000.00	
PC REPLACEMENT	MUNICIPAL COURT	\$ 17,000.00	ONGOING PC REPLACEMENT FOR PCS PURCHASED IN 2002 (24 TOTAL) TO BE BUDGETED OUT OF 415 OR 429
		\$ 17,000.00	
MUNICIPAL COURT COMPUTERIZATION FUND:			
GYMNASIUM	RECREATION & PUBLIC LANDS	\$ 500,000.00	ADDITION TO COMMUNITY CENTER
RECREATION POND	RECREATION & PUBLIC LANDS	\$ 20,000.00	IMPROVEMENTS TO RECREATION POND/LANDSCAPING
		\$ 520,000.00	
CAPITAL IMPROVEMENT FUND:			

2011 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT COST	DESCRIPTION
JACKSON STREET WIDENING	ENGINEERING	\$ 4,500,000.00	WIDENING JACKSON STREET TO THREE LANES FROM WEST CORPORATION LINE TO FERN DRIVE
JACKSON STREET INTERCHANGE PROJECT FUND:		\$ 4,500,000.00	
SERVER PROJECT	POLICE	\$ 20,000.00	THE SEVEN SERVERS IN THE SQUADROOM ARE MORE THAN 5 YEARS OLD AND 2 OF THEM ARE COMPLETELY NON-FUNCTIONAL AT THIS POINT. THE OTHERS HAVE BEGUN TO LAG SEVERELY AND IN SOME CASES HAVE DUMPED OR BLUE-SCREENED.
REPLACEMENT RADIOS	POLICE	\$ 83,000.00	REPLACE RADIO SYSTEM INCLUDING BASE STATION, VEHICLE RADIOS AND HAND HELDS. CURRENT RADIO SYSTEM WILL NO LONGER BE SUPPORTED BY 2010
PATROL CARS	POLICE	\$ 157,073.00	REPLACE AND FULLY EQUIP PATROL CARS AT APPROXIMATELY \$42,025/CAR. THE PLAN IS TO FULLY REPLACE THE FLEET OF PATROL CARS EVERY THREE YEARS, WHICH IS THE WARRANTY PERIOD PURCHASED WITH EACH ACQUISITION. THIS PLAN WAS IMPLEMENTED TO REDUCE THE HIGH COST OF
CAPITAL EQUIPMENT RESERVE FUND:		\$ 260,073.00	
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,400.00	VEHICLE REPLACEMENT PROGRAM
REPLACE PCS	UTILITIES OFFICE	\$ 300.00	COMPUTER REPLACEMENT PROGRAM
WATER REVENUE FUND:		\$ 5,700.00	
COMPUTER AND SOFTWARE UPGRADES	WATER PLANT	\$ 60,000.00	UPGRADE ALL COMPUTERS IN OPERATORS CONTROL ROOM AND UPGRADE SCADA SOFTWARE.
3000 FEET OF 4" OR 6" WATER LINE REPLACEMENT	WATER DISTRIBUTION	\$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE. WILL REMOVE 3000 FEET OF 4" OR 6" WATER MAINS THAT DOES NOT SUPPLY WATER FLOW FOR FIRE PROTECTION IN THE CITY OF PAINESVILLE.
EXCAVATOR-TRACK HOE	WATER DISTRIBUTION	\$ 120,000.00	THE EXCAVATOR WILL BE AN ADDITION OF OUR CURRENT EQUIPMENT. THIS MACHINE WILL ALLOW WATER DISTRIBUTION TO DIG DEEPER INTO THE EARTH AND REPAIR MOST ALL WATER AND SEWER LINES IN THE CITY WITHOUT THE NEED OF CONTRACTOR HELP.
WATER CONSTRUCTION FUND:		\$ 660,000.00	
REPLACE VEHICLES	UTILITIES OFFICE	\$ 5,400.00	VEHICLE REPLACEMENT PROGRAM
REPLACE PCS	UTILITIES OFFICE	\$ 300.00	COMPUTER REPLACEMENT PROGRAM
SEWER REVENUE FUND:		\$ 5,700.00	
SEWER LINING REHABILITATION	ENGINEERING	\$ 120,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHERS CONSTRUCTION METHOD AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	\$ 30,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MANHOLE TO ADDRESS I&I CONCERNS AND HEALTHY SAFETY CONCERNS.
SCREEN BUILDING	WATER POLLUTION	\$ 150,000.00	NEW SCREEN BUILDING THAT WILL HEAT AND VENTILATE NEW SCREEN EQUIPMENT
ANAEROBIC DIGESTERS SLUDGE HEATER REPLACEMENT	WATER POLLUTION	\$ 250,000.00	REPLACE EXISTING SLUDGE HEATERS (2) WITH NEW EFFICIENT HEATERS
SEWER CONSTRUCTION FUND:		\$ 550,000.00	

2011 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT COST</u>	<u>DESCRIPTION</u>
REPLACE VEHICLES	UTILITIES OFFICE	\$ 7,200.00	VEHICLE REPLACEMENT PROGRAM
REPLACE PC'S	UTILITIES OFFICE	\$ 900.00	COMPUTER REPLACEMENT PROGRAM
ELECTRIC REVENUE FUND:		\$ 8,100.00	
33 MVA SUBSTATION	ELECTRIC PLANT	\$ 665,000.00	BUILD A SECOND SUBSTATION WITH FIRST ENERGY TO INCREASE CAPACITY AND RELIABILITY OF SYSTEM
STORMWATER IMPROVEMENTS	ELECTRIC PLANT	\$ 500,000.00	INSTALL WASTEWATER LINE FROM WPCP TO THE ELECTRIC PLANT
COMPUTER REPLACEMENT	ELECTRIC PLANT	\$ 4,000.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF PLANT COMPUTERS
INFRASTRUCTURE IMPROVEMENTS	ELECTRIC DISTRIBUTION	\$ 60,000.00	INFRASTRUCTURE IMPROVEMENTS
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	\$ 2,500.00	REPLACEMENT OF THE COMPUTERS IN THE ELECTRIC DISTRIBUTION OFFICE ON A 5 YEAR SYSTEM
TRUCK #209	ELECTRIC DISTRIBUTION	\$ 180,000.00	VEHICLE REPLACEMENT ONGOING PROGRAM
IND. TRANSFORMERS	ELECTRIC DISTRIBUTION	\$ 95,000.00	PURCHASE OF POWER TRANSFORMERS 500 KVA OR LARGER FOR NEW INDUSTRIAL CUSTOMERS
MANHOLE CABLE RACKS	ELECTRIC DISTRIBUTION	\$ 16,000.00	REPLACE CABLE RACKS IN THE MANHOLES
ELECTRIC CONSTRUCTION FUND:		\$ 1,522,500.00	
2011 STORM WATER UTILITY CAPITAL IMPROVEMENTS PROJECTS	ENGINEERING	\$ 500,000.00	STORM SEWER IMPROVEMENT PROJECTS IN VARIOUS AREA
STORM WATER UTILITY FUND:		\$ 500,000.00	
TOTAL 2011 CIP PLAN:		\$ 11,468,473.00	

2012 CAPITAL IMPROVEMENT PLAN

<u>PROJECT TITLE</u>	<u>DEPT/DIVISION</u>	<u>TOTAL PROJECT</u>	<u>DESCRIPTION</u>
COMPUTER REPLACEMENT	FINANCE	\$ 2,000.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF FINANCE COMPUTERS
GENERAL FUND:		\$ 2,000.00	
2012 ANNUAL PAVING PROGRAM	ENGINEERING	\$ 230,000.00	RESURFACING FIVE (5) OR SIX (6) RESIDENTIAL STREETS THROUGHOUT THE CITY.
RICHMOND STREET RESURFACING	ENGINEERING	\$ 130,000.00	RESURFACING OF RICHMOND STREET (CITY SHARE OF ODOT)
ERIE STREET RESURFACING	ENGINEERING	\$ 65,000.00	RESURFACING OF ERIE STREET (CITY SHARE OF ODOT)
FLEET PROCUREMENT	PUBLIC WORKS	\$ 50,000.00	SEWER JET/VACTOR (ESTIMATED @ \$250,000 TO BE PAID OFF OVER 5 YEARS)
FLEET PROCUREMENT	PUBLIC WORKS	\$ 38,000.00	STREET SWEEPER - VACUUM TYPE. TOTAL COST ESTIMATED @ \$155,000
FLEET PROCUREMENT	PUBLIC WORKS	\$ 39,000.00	3/4 TON 4X4 PICK-UP TRUCK WITH SNOW PLOW PACKAGE
STREET CONSTRUCTION, MAINTENANCE AND REPAIR FU		\$ 552,000.00	
REPLACEMENT OF 2333	FIRE	\$ 30,000.00	REPLACEMENT OF 2333, A 1986 PUMPER ORIGINALLY SLATED FOR REPLACEMENT IN 2007
REPLACEMENT OF 2329	FIRE	\$ 800,000.00	THE AERIAL WILL BE 20 YEARS OLD AND DUE FOR REPLACEMENT. THIS HAS BEEN A FRONT LINE VEHICLE SINCE PURCHASED IN 1992 AND NEEDS TO BE REPLACED.
AMBULANCE REPLACEMENT	FIRE	\$ 150,000.00	OUR OLDEST AMBULANCES WILL BE 6 YEARS OLD AT THIS POINT AND WITH GREATER TRAVEL DISTANCES WE MUST BEGIN TO REPLACE THEM MORE FREQUENTLY THAN THE FORMER REPLACEMENT PLAN OF EVERY 10 YEARS.
EXTRICATION TOOLS	FIRE	\$ 100,000.00	OUR EXTRICATION TOOLS ARE NOW OVER THIRTY YEARS OLD AND ARE OUT DATED AND INEFFICIENT
FIRE LEVY FUND:		\$ 1,080,000.00	
PC REPLACEMENT	MUNICIPAL COURT	\$ 17,000.00	ONGOING PC REPLACEMENT FOR PCS PURCHASED IN 2002 (24 TOTAL) TO BE BUDGETED OUT OF 415 OR 429
PRINTER REPLACEMENT	MUNICIPAL COURT	\$ 5,000.00	ONGOING PRINTER REPLACEMENT PROGRAM
MUNICIPAL COURT COMPUTERIZATION FUND:		\$ 22,000.00	
ADA COMPLIANCE	RECREATION & PUBLIC LANDS	\$ 30,000.00	BRING RECREATION OFFICE INTO ADA COMPLIANCE
RECREATION PARK	RECREATION & PUBLIC LANDS	\$ 30,000.00	ADDITIONS TO PLAY EQUIPMENT
BASKETBALL COURT	RECREATION & PUBLIC LANDS	\$ 25,000.00	INSTALLATION OF BASKETBALL COURT AT HOMEWORTH PARK
SEALCOAT	RECREATION & PUBLIC LANDS	\$ 20,000.00	SEALCOATING OF MARINE PARK PAVEMENT
RAILROAD UNDERPASS	RECREATION & PUBLIC LANDS	\$ 30,000.00	IMPROVEMENTS TO RICHMOND & STATE STREET UNDERPASSES
DOG PARK	RECREATION & PUBLIC LANDS	\$ 20,000.00	BUILD DOG PARK FOR COMMUNITY RESIDENTS
CAPITAL IMPROVEMENT FUND:		\$ 155,000.00	

2012 CAPITAL IMPROVEMENT PLAN

THE SEVEN SERVERS IN THE SQUADROOM ARE MORE THAN 5 YEARS OLD AND 2 OF THEM ARE COMPLETELY NON-FUNCTIONAL AT THIS POINT. THE OTHERS HAVE BEGUN TO LAG SEVERELY AND IN SOME CASES HAVE DUMPED OR BLUE-SCREENED.

SERVER PROJECT	\$	4,000.00
PATROL CARS	\$	157,073.00
	\$	161,073.00

PURCHASE AND IMPLEMENT THREE (3) CROWN VICTORIA PATROL CARS APPROXIMATE COST PER VEHICLE = \$44,062 PLUS ADJUSTMENT FOR INFLATION

CAPITAL EQUIPMENT RESERVE FUND:

UTILITIES OFFICE	\$	5,400.00	REPLACE VEHICLES
UTILITIES OFFICE	\$	300.00	REPLACE COMPUTERS
	\$	5,700.00	

WATER REVENUE FUND:

36" INTAKE CLEANING	\$	100,000.00	CLEAN 36" INTAKE. IT HAS NOT BEEN CLEANED SINCE 1988. ZEBRA MUSSELS AND SAND ACCUMULATE INSIDE THE INTAKE. THIS ALSO INCLUDES THE REPLACEMENT OF THE RAW KM LINES THAT COME INTO THE RAW WELL
3000 FEET OF 4" OR 6" WATER LINE REPLACEMENT	\$	480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE. WILL REMOVE 3000 FEET OF 4" OR 6" WATER MAINS THAT DOES NOT SUPPLY WATER FLOW FOR FIRE PROTECTION IN THE CITY OF PAINESVILLE.
	\$	580,000.00	

WATER CONSTRUCTION FUND:

UTILITIES OFFICE	\$	5,400.00	REPLACE VEHICLES
UTILITIES OFFICE	\$	300.00	REPLACE COMPUTER
	\$	5,700.00	

SEWER REVENUE FUND:

SEWER LINING REHABILITATION	\$	120,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHERS CONSTRUCTION METHOD AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	\$	30,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MANHOLE TO ADDRESS I&I CONCERNS AND HEALTHY SAFETY CONCERNS.
BELT FILTER PRESS REPLACEMENT	\$	400,000.00	REPLACE THE EXISTING BELT FILTER PRESS WITH AN IMPROVED AND LARGER PRESS
	\$	550,000.00	

SEWER CONSTRUCTION FUND:

UTILITIES OFFICE	\$	7,200.00	REPLACE VEHICLE
UTILITIES OFFICE	\$	900.00	REPLACE COMPUTER
	\$	8,100.00	

ELECTRIC REVENUE FUND:

2012 CAPITAL IMPROVEMENT PLAN

COMPUTER REPLACEMENT	ELECTRIC PLANT	\$	5,000.00	COMPUTER REPLACEMENT PROGRAM - UPGRADE OF PLANT COMPUTERS
INFRASTRUCTURE IMPROVEMENTS	ELECTRIC DISTRIBUTION	\$	50,000.00	INFRASTRUCTURE IMPROVEMENTS
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	\$	2,500.00	REPLACEMENT OF THE COMPUTERS IN THE ELECTRIC DISTRIBUTION OFFICE ON A 5 YEAR SYSTEM
TRUCK #1-A	ELECTRIC DISTRIBUTION	\$	155,000.00	TRUCK #1-A
IND. TRANSFORMERS	ELECTRIC DISTRIBUTION	\$	95,000.00	PURCHASE OF POWER TRANSFORMERS 500 KVA OR LARGER FOR NEW INDUSTRIAL CUSTOMERS
MANHOLE CABLE RACKS	ELECTRIC DISTRIBUTION	\$	14,000.00	REPLACE CABLE RACKS IN THE MANHOLES
	ELECTRIC CONSTRUCTION FUND:	\$	321,500.00	
2012 STORM UTILITY CAPITAL IMPROVEMENT PROJECTS	ENGINEERING	\$	500,000.00	STORM SEWER IMPROVEMENT PROJECTS IN VARIOUS AREA
	STORM WATER UTILITY FUND:	\$	500,000.00	
	TOTAL 2010 CIP PLAN:	\$	3,943,073.00	

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SUPPLEMENTAL INFORMATION

Statutory Direct Debt Limitations

The Revised Code provides that:

- The net principal amount of both voted and unvoted debt of a city, excluding "exempt debt" (discussed below), may not exceed 10.5% of the total tax valuation of all property in the city as listed and assessed for taxation.
- The net principal amount of the unvoted nonexempt debt of a city may not exceed 5.5% of that valuation.

These two limitations, which are referred to as the "direct debt limitations," may be amended from time to time by the General Assembly.

A city's ability to incur unvoted debt (whether or not exempt from the direct debt limitations) also is restricted by the indirect debt limitation discussed below under **Indirect Debt and Unvoted Property Tax Limitations**.

Certain debt (including the Bonds) the City may issue is exempt from the direct debt limitations ("exempt debt"). Exempt debt includes, among others:

- ◆ General obligation debt:
 - ◇ That is "self-supporting" (that is, non-tax revenues from the facility or category of facilities are sufficient to pay operating and maintenance expenses and related debt charges and other requirements) issued for city utility systems, airports, railroads, mass transit systems, parking, health care, solid waste, urban development, recreation, sports, convention, museum and other public attractions, natural resource exploration, development, recovery, use or sale, correctional and other related rehabilitation.
 - ◇ For highway improvements if the municipality has covenanted to pay debt charges and financing costs from distributions of motor vehicle license and fuel taxes.
 - ◇ In anticipation of the levy or collection of special assessments.
 - ◇ To pay final judgments or court-approved settlements.
 - ◇ That is voted for water or sanitary or storm water sewerage facilities to the extent that another subdivision has agreed to pay amounts equal to debt charges to the city.
- ◆ Unvoted general obligation bonds to the extent that debt charges will be met from payment in lieu of taxes or from lawfully available municipal income taxes, to be applied to debt charges pursuant to ordinance covenants.
- ◆ Revenue debt and mortgage revenue bonds to finance municipal utilities.
- ◆ Notes anticipating the collection of current revenues or the proceeds of a specific tax levy.

- ◆ Notes issued for certain energy conservation improvements or certain emergency purposes.
- ◆ Debt issued in anticipation of the receipt of federal or State grants for permanent improvements or the evidence loans from the State capital improvements fund or State infrastructure bank.
- ◆ Voted debt for urban redevelopment purposes not in excess of 2% of the City's assessed valuation.
- ◆ Debt issued to make a single payment on certain accrued liability to the statewide Police and Fire Pension Fund.
- ◆ Debt issued for municipal educational and cultural facilities.
- ◆ Debt issued for the acquisition of property for public use in excess of that needed for a public improvement.
- ◆ BANS issued in anticipation of exempt bonds also are exempt debt.

The City may incur debt for operating purposes, such as current tax revenue anticipation notes or tax anticipation notes, only under certain limited statutory authority.

Indirect Debt and Unvoted Property Tax Limitations

Voted general obligation debt may be issued by the City if authorized by vote of the electors. Ad valorem taxes, without limitation as to amount or rate, to pay debt charges on voted bonds are authorized by the electors at the same time they authorize the issuance of the bonds.

General obligation debt such as the Bonds also may be issued by the City without a vote of the electors. This unvoted debt may not be issued unless the ad valorem property tax for the payment of debt charges on:

- Those Bonds (or the Bonds in anticipation of which BANs are issued), and
- All outstanding unvoted general obligation bonds (including bonds in anticipation of which BANs are issued) of the combination of overlapping taxing subdivisions including the City resulting in the highest tax required for such debt charges,

In any year is 10 mills or less per \$1.00 of assessed valuation. This indirect debt limitation, the product of which is commonly referred to as the "ten-mill limitation," is imposed by a combination of provisions of the Ohio Constitution and the Revised Code.

The ten-mill limitation is the maximum aggregate millage for all purposes that may be levied on any single piece of property by all overlapping taxing subdivisions without a vote of the electors. This 10 mills is allocated pursuant to a statutory formula among certain overlapping taxing subdivisions in the County, including the City. Of the entire 10 mills, 9.92 mills is currently being levied by the combination of the City and taxing subdivisions overlapping the City. The current allocation of the 10 mills (sometimes referred to as the "inside millage") is as follows: 3.00 City, 2.20 County, 4.72 Painesville City Local School District. That allocation has remained constant for at least the last five years.

Present Ohio law requires the inside millage allocated to a taxing subdivision to be used first for the payment of debt charges on its unvoted general obligation debt, unless provision has been made for the payment from other sources, with the balance usable for the other purposes. To the extent this

inside millage is required for debt charges of a taxing subdivision (which may exceed the formula allocation to that subdivision), the amount that would otherwise be available to that subdivision for general fund purposes is reduced. Since the inside millage that may actually be required to pay debt charges on a subdivision's unvoted general obligation debt may exceed the formula allocation of that millage to the subdivision, the excess reduces the amount of inside millage available to overlapping subdivisions. In the case of the City, however, a law applicable to all Ohio cities and villages requires that any lawfully available receipts from a municipal income tax or from voted property tax levies to be allocated to pay debt charges on City unvoted debt before the formula allocations of the inside millage to overlapping subdivision can be invaded for that purpose.

In the case of BANs issued in anticipation of unvoted general obligation bonds, the highest annual debt charges estimated for the anticipated bonds is used to calculate the millage required.

Revenue bonds and notes and mortgage revenue bonds are not included in debt subject to the indirect limitation since they are not general obligations of the City, and the full faith and credit and property-taxing power of the City is not pledged for their payment.

The indirect limitation applies to all unvoted general obligation debt even if debt charges on some of it is expected to be paid in fact from special assessments, utility earnings or other sources.



Computation of Legal Debt Margin

DECEMBER 31, 2005

Total debt (principal amount of all outstanding bonds and notes)		\$15,696,056
Debt exempt from net indebtedness calculation:		
Special assessment bonds and notes	\$555,000	
Self-supporting bonds and notes:		
Water system	6,346,000	
Sewer system	850,000	
Stormwater system	267,000	
Electric system	2,781,056	
Mortgage revenue bonds:		
Electric system	710,000	
Total exempt debt		<u>11,509,056</u>
Net indebtedness (voted and unvoted) subject to 10.5% debt limitation		<u><u>\$4,187,000</u></u>
Assessed valuation of City (2003 for 2004 collection)		<u><u>\$254,533,194</u></u>
Overall debt limitation- 10.5% of assessed valuation (maximum voted and unvoted general obligation debt allowed)		\$26,725,985
Voted and unvoted debt subject to 10.5% debt limitation	\$4,187,000	
Less: Amount available in Debt Service Fund	(77,196)	
Net voted and unvoted debt subject to 10.5% debt limitation		<u>4,109,804</u>
Legal debt margin within 10.5% limitation		<u><u>\$22,616,181</u></u>
Unvoted debt limitation - 5.5% of assessed valuation		\$13,999,326
Unvoted debt subject to 5.5% debt limitation	\$1,645,000	
Less: Amount available in Debt Service Fund	(77,196)	
Net unvoted debt subject to 5.5% limitation		<u>1,567,804</u>
Legal debt margin within 5.5% limitation		<u><u>\$12,431,522</u></u>

**Computation of All Direct and Overlapping
General Obligation Debt**

December 31, 2005

<u>Jurisdiction</u>	<u>Assessed Valuation (1)</u>	<u>Net General Tax Supported Debt (2)</u>	<u>Percent Overlapping</u>	<u>Net Tax Supported Overall Debt</u>
Direct				
City of Painesville	\$254,533,194	\$3,722,000	100.00%	\$3,722,000
Overlapping Subdivisions				
Painesville City Schools	244,997,124	31,648,010	100.00%	31,648,010
Painesville Township Schools	887,805,590	6,942,567	1.07%	74,286
Lake County	6,346,048,449	26,918,000	4.01%	1,079,412
Lake County Library District	1,135,019,004	9,940,000	22.43%	<u>2,229,542</u>
			Subtotal	<u>35,031,250</u>
			Total	<u><u>\$38,753,250</u></u>

(1) Source: Lake County Auditor.

(2) Source: Lake County Auditor; Painesville City School Treasurer, includes general obligation notes payable, but does not include general obligation debt supported by Enterprise Revenue or Special Assessments.



Principal Employers

December 31, 2007

The following private and public employers have the ten largest work forces within the City:

<u>Employer</u>	<u>Type of Business</u>	<u>Approximate Number of Employees</u>		
		<u>Full-Time</u>	<u>Part-Time</u>	<u>Total</u>
1 County of Lake	Government	1,126	213	1,339
3 Lake Hospital System	Medical-Patient Care	607	271	878
2 Fasson Division/ Avery International Corporation	Manufacturing	611	0	611
4 Painesville City Schools	Education	479	0	479
5 The City of Painesville	Government	270	14	284
6 Core Systems	Manufacturing	205	0	205
7 Lake Erie College	Education	132	103	235
8 AeroControlex Group, Inc.	Manufacturing	241	13	254
9 SAS Rubber Division Mohawk Rubber Company	Manufacturing	100	2	102
10 Coe Manufacturing	Manufacturing	132	0	132

The above private and public employers have the ten largest work forces within the City

Source: City Department of Finance.



Demographic Statistics December 2005

Year	Income		Housing Units		
	Median Family	Per Capita	Total	Owner Occupied	Percent of Total
1960	\$6,805	\$0	4,965	3,155	63.54%
1970	10,178	3,128	5,498	3,029	55.09%
1980	19,068	6,700	6,509	3,439	52.83%
1990	29,279	11,254	6,424	3,597	55.99%
2000	34,842	15,391	6,525	3,402	52.14%

Sources: U.S. Bureau of the Census
The City of Painesville Economic Development Department

Population

The population of the City, Lake County, and the Cleveland Primary Metropolitan Statistical Area (PMSA) (which is comprised of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties) for each decade from 1940 to 2000 is as follows:

Year	City	County	PMSA
1940	12,235	50,020	1,319,734
1950	14,432	75,979	1,532,574
1960	16,116	148,700	1,909,483
1970	16,536	197,200	2,063,729
1980	16,391	212,801	1,898,825
1990	15,599	215,499	2,202,069
2000	17,503	227,511	2,250,871

Employment

The following table compares estimated employment statistics for Lake County and the Cleveland-Lorain-Elyria PMSA including comparisons with unemployment rates for the State of Ohio and the United States.

Year	Employed		Unemployed		Unemployment Rate			
	County	PMSA	County	PMSA	County	PMSA	Ohio	U.S.
1995	117,900	1,021,700	5,300	49,500	4.30%	4.50%	4.80%	5.60%
1996	117,800	1,041,300	5,500	54,000	4.40%	4.70%	4.90%	5.40%
1997	118,100	1,132,800	4,900	50,400	4.00%	4.40%	4.60%	4.90%
1998	121,500	1,091,800	4,500	44,900	3.60%	3.80%	4.30%	4.50%
1999	119,400	1,127,300	5,800	61,500	4.00%	4.20%	4.30%	4.20%
2000	121,800	1,058,402	5,600	58,772	3.50%	5.30%	3.70%	4.00%
2001	119,400	1,049,800	8,000	73,300	5.00%	6.50%	4.50%	5.40%
2002	117,500	1,040,300	7,600	72,700	6.10%	6.50%	5.70%	5.80%
2003	118,900	1,051,600	8,000	75,600	6.30%	6.70%	6.10%	6.00%
2004	118,200	1,041,600	7,800	67,900	6.20%	6.10%	6.80%	5.70%
2005	125,100	1,078,500	5,400	66,200	4.20%	6.10%	5.50%	5.10%

Sources: Ohio Bureau of Employment Services.
U.S. Department of Labor, Bureau of Statistics

Miscellaneous Statistics December 31, 2005

Date of Incorporation	1832	Water System:	
Form of Government	Council/Manager	Number of Purification Plants	1
Area (square miles)	6.69	Miles of Water Mains	127.1
Number of Employees (excluding Police and Fire)		Number of Fire Hydrants	1,615
Full-time	205	Number of Service Connections	9,247
Part-time	13	Average Daily Consumption (gallons)	4,500,000
		Maximum Daily Capacity of Plant (gallons)	7,500,000
Facilities and Services:			
Miles of Streets	58	Sewerage System:	
Number of Street Lights	1,474	Number of Treatment Plants	1
		Miles of Sanitary Sewers	49
Police Services:		Miles of Storm Sewers	37
Number of Stations	1	Number of Service Connections	5,947
Number of Police Personnel and Officers	41	Average Daily Treatment (gallons)	317,000
Number of Patrol Units	14	Design Capacity (gallons)	6,000,000
Law Violations:		Maximum Daily Capacity of Treatment (gallons)	28,000,000
Physical arrests	1,015	Electric System:	
Traffic Violations	1,979	Number of Generating Plants	1
Parking Violations	2,019	Number of Interconnections	1
Fire/Emergency Medical Services:		Plant Generating Capacity in Megawatts	53.5
Number of Stations	1	Miles of Line	205
Number of Officers and Fire Personnel	26	Number of Service Connections	11,403
Number of Calls Answered	2,949	Average Daily Generation in Kilowatt Hours	652,416
Number of Inspections	630	Peak Load in Kilowatts - 2004	54,200
Recreation and Culture:		Parking Facilities:	
Community Centers	1	Off-Street Parking Garages	1
Number of Parks	10	Parking Levels	7
Park Acreage	118.02	Parking Spaces	543
Number of Ball Fields:		Average Daily Cars Parked	470
Lighted	1	Off-Street Surface Parking Lots (Leased)	2
Unlighted	8	Parking Spaces	161
Soccer Fields	1	On-Street Parking Meters	167
Basketball Courts	2	Education:	
Tennis Courts	2	Elementary Schools	5
Volleyball Courts	1	Elementary School Students	1,467
Skate Facility	1	Elementary School Instructors	75
Walking Paths	2	Middle Schools	1
Sledding Hill	1	Middle School Students	582
Fishing Pond	1	Middle School Instructors	45
Number of Cemeteries	2	High Schools	1
Cemetery Acreage	84	High School Students	629
		High School Instructors	55
Hospitals:		Colleges	1
Number of Hospitals	1	College Students	975
Number of Patient Beds	168	Libraries:	
Number of Bassinets	37	Number of Libraries	1
		Circulation	717,520

GLOSSARY OF TERMS

ACCOUNT	A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.
ACCOUNTABILITY	The state of being obligated to explain actions, to justify what has been done. Accountability requires the justification of the raising of public resources and the purposes for which they are used.
ACCOUNTING SYSTEM	The total structure of records and procedures which are used to record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.
ACCRUAL BASIS	A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.
ACCRUAL ACCOUNTING	The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).
ACTIVITY	Departmental efforts which contribute to the achievement of a specific set of program objectives; the smallest unit of the program budget.
AD VALOREM TAXES	Real estate and personal property taxes. The taxes are assessed on a portion of the value of the property. Local governments set the levy.
APPROPRIATION	An authorization granted by a legislative body to make expenditures to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.
ASSESS	To establish an official property value for taxation.
ASSESSED VALUATION	A value that is established for real or personal property for use as a basis for levying property taxes.
ASSETS	Property owned by the city government which has monetary value.
ATTRITION	A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.
AUDIT	A systematic examination of all governmental resources concluded in a written report and prepared by a certified public accountant. It is intended to test whether financial statements fairly present financial position and results of operations.
BALANCE SHEET	A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.
BALANCED BUDGET	A budget in which planned funds available equal planned expenditures.

BASIS OF ACCOUNTING	A term used to refer to when revenues, expenditures, expenses and transfers – and the related assets and liabilities – are recognized in the accounts and reported on in the financial statement. Specifically, it relates to the timing of measurements made, regardless of the nature of the measurement, on either the cash or accrual method.
BASIS POINTS	The measure of the yield to maturity of an investment calculated to four decimal places. A basis point is 1/100 th of 1% (.01 percent).
BOND	A written promise, generally under seal, to pay a specified amount of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed or variable rate, usually payable periodically. <i>NOTE: The difference between a note and a bond is that the latter usually runs for a longer period of time and requires greater legal formality.</i>
BONDED DEBT	That portion of indebtedness represented by the outstanding bonds.
BOND ISSUED	Bonds sold.
BOND RATING	A rating (made by an established bond rating company) from a schedule of grades, indicating the probability of timely repayment of principal and interest on bonds issued.
BUDGET (<i>Operating</i>)	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.
BUDGET CALENDAR	The schedule of the key dates that the City Council follows in the preparation and adoption of the budget.
BUDGET DOCUMENT	The instrument used by the budget making authority to present a comprehensive financial program to the City Council.
BUDGET MESSAGE	A general discussion of the proposed budget, as presented in writing by the budget-making authority to the legislative body.
BUDGET PROCESS	The process of translating planning and programming decisions into specific financial plans.
BUDGETARY BASIS	This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.
BUDGETARY CONTROL	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriation and revenues.
CAPACITY	A measure of an organization's ability to provide customers with the demanded service or products, in the amount requested and in a timely manner.
CAPITAL ASSETS	Assets of significant value that have a useful life of several years - also called a fixed asset.
CAPITAL BUDGET	A plan of proposed capital outlays and the means of financing them. Usually enacted as part of the complete annual budget.

CAPITAL IMPROVEMENT	Land, buildings, structures and items such buildings, traffic lights, machinery, equipment, automobiles, etc., with a unit cost in excess of \$5,000 and a useful life of five or more years.
CAPITAL IMPROVEMENT PROGRAM	A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount and the method of financing.
CAPITAL OUTLAYS	Expenditures that result in the acquisition of or addition to fixed assets.
CAPITAL PROJECT	Major construction, acquisition or renovation activities, which add value to a government's physical assets or significantly increase their useful life - also called capital improvements.
CAPITAL PROJECTS FUNDS	Established to account for all resources, bond proceeds and construction grants, which are used for the acquisition of capital facilities.
CASH BASIS	The accounting method that records revenues when they are received in cash and records expenditures when they are paid.
CASH MANAGEMENT	The process of managing monies for the City to ensure maximum cash availability and also getting the maximum yield on short-term investments of idle cash.
CHART OF ACCOUNTS	The classification system used by a city to organize the accounting for various funds.
CITY WIDE GOALS	Long term attainable target that is not related to a specific period of time or a specific department for implementation which is not quantified and is not used as a basis for measurement of the outcomes of the City.
COMMODITIES	Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment and asphalt.
CONTRACTUAL SERVICES	Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include rent, maintenance agreements and professional consulting services.
CORE VALUES	The primary principles, standards or qualities considered to be worthwhile or desirable by the City of Painesville.
COST ALLOCATION	The method used to charge Enterprise Funds for their share of administration costs.
COST EFFECTIVE BASIS	A basis to determine that the cost of a item is worth the value of the investment based on the result or outcome of the investment in that item.
CURRENT REVENUES	Those revenues received within the present fiscal year.
CURRENT TAXES	Taxes that are levied and due within the ensuing fiscal year.
CUSTOMER	The recipient of a product or a service provided by the City.
DEBT SERVICE	The annual payment of principal and interest on the City's outstanding bonded indebtedness.

DEBT SERVICE FUND	A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Also called a SINKING FUND.
DEBT SERVICE FUND REQUIREMENTS	The amounts of revenue which must be provided for a debt service fund so that all principal and interest payments can be made in full, on schedule.
DEFICIT	A term generally applied to the budget as a whole, reflecting real or projected revenue shortages, meaning there are insufficient funds to cover expenses.
DELINQUENT TAXES	Taxes that remain unpaid after date that a penalty for nonpayment is attached.
DEPARTMENT	An administrative Section of the City having management responsibility for an operation or a group of related operations within a functional area. It may be further divided into Divisions.
DEPRECIATION	(1) Expiration in the service life of fixed assets, attributable to wear and tear through use and lapse of time, obsolescence, inadequacy, or other physical or functional cause. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.
DISBURSEMENT	Payment for goods and services in cash, by check or by money order.
DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM	A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents. The City has received this award since 1993.
EFFICIENTLY	Exhibiting a high ratio of output or reward based on input or investment.
ENCUMBRANCES	Obligations in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when the actual liability is set up.
ENTERPRISE FUND	A fund established to finance and account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Examples of enterprise funds are those of water, sewer, and electric services.
EQUITY	Balance remaining after liabilities are deducted from assets.
ESTIMATED REVENUES	Projections of funds to be received during the fiscal year
EXPENDITURES	If accounts are kept on an accrual basis, this term designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as liability of the fund from which retired, and capital outlays. <i>NOTE: Encumbrances are not considered expenditures.</i>
EXPENDABLE TRUST FUNDS	A fund used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Expendable funds are accounted for in essentially the same manner as governmental funds.

EXPENSES	Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges, which are presumed to benefit the current fiscal period.
FEMA	Federal Emergency Management Agency is a federal agency responsible for the overall coordination of federal disaster response and recovery activities including public assistance programs.
FINAL BUDGET	Term used to describe revenues and expenditures for the upcoming year beginning January 1 st and ending December 31 st , as adopted by City Council.
FINANCIAL POLICY	A government's policies with respect to revenues, spending and debt management as these relate to government services, programs, and capital planning and programming of government budgets and their funding. The City policy was adopted June 6, 2005.
FINANCIAL TERMS:	A glossary of specialized financial terms.
FISCAL PERIOD	Any period at the end of which a governmental unit determines its financial condition and the results of its operations and closes its books.
FIXED ASSETS	Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.
FULL FAITH AND CREDIT	A pledge of the General Taxing power of a government to repay debt obligations (typically used in reference to bonds).
FULL VALUE	Receiving the maximum return on the investment for goods and services
FUNCTION	A major class or grouping of related activities aimed at accomplishing a major service or regulatory program for which the city is responsible. For example, public safety is a function.
FUND	An independent fiscal and accounting entity with a self balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
FUND BALANCE	The excess of a fund's assets over its liabilities and reserves.
GAAP	Generally Accepted Account Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).
GENERAL FUND	The fund that is available for any legal authorized purpose and which is therefore used to account for all revenue and all activities except those required to be accounted for in another fund. <i>NOTE: The General Fund is used to finance the ordinary operations of a governmental unit.</i>
GENERAL LEDGER	A book, file or other devise which contains the accounts needed to reflect the financial position and the results of operations of an entity. In double entry bookkeeping, the debits and credits in the general ledger are equal; therefore, the debit balances equal the credit balances.

GENERAL OBLIGATION DEBT	Bonds for whose payments the full faith and credit of the BONDS issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.
GFOA	Government Finance Officers Association: An organization founded to support advancement of governmental accounting, auditing, and financial reporting.
GOAL	A long-term attainable target for an organization. An organization's vision of the future.
GOVERNMENTAL FUNDS	Refers to the General Fund, all Special Revenue Funds and the Debt Service Fund(s) or General Obligation Funds.
GRANT	A contribution by one governmental unit, or private organization to another. The contribution is usually made to aid in the support of a specified function and is not repaid by the City.
HOMESTEAD EXEMPTION	A deduction from the total taxable assessed value of property occupied by the owner in the State of Ohio. Currently, the exemption is \$25,000 for all qualified property owners.
IMPACT FEES	Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements borne by the City that will be necessary as a result of the development.
INCOME	This term is used in accounting for governmental enterprises and represents the excess of the revenues earned over the expenses incurred in carrying on particular phases of an enterprise's activities. The excess of the total revenues over the total expenses of the enterprise for a particular accounting period is called "net income."
INDIRECT COSTS	Costs associated with, but not directly attributed to, providing a product or service. These are usually costs incurred by other departments in the support or operating departments.
INFRASTRUCTURE	The physical assets of a government (e.g. streets, water, sewer, public buildings, and parks).
INTERFUND TRANSFERS	Amounts transferred from one fund to another.
INTERGOVERNMENTAL REVENUE	Revenue received from another governmental entity, such as county, state or federal governments.
INTERNAL CONTROL	A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; proper authorization from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, records and procedures are arranged appropriately
INTERNAL SERVICE FUNDS	Funds used to account for the financing of goods or fund services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.
INSURANCE	Includes all insurance carried for the protection of the local government, such as fire, theft, casualty, general and professional liability.

INVESTMENTS	Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in city operations.
INVENTORY	A detailed listing of property currently held by the government.
LAPSING APPROPRIATION	An appropriation made for a certain period of time, generally for the budget year. At the end of the specified period and unexpected or unencumbered balance lapses or ends unless otherwise provided by law.
LEVY	To impose taxes for the support of government activities.
LIABILITIES	Debts or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.
LINE ITEM BUDGET	A budget prepared along departmental functions that focus on what is to be bought and categorizes the expenditures by defined object codes.
LONG-TERM DEBT	Debt with a maturity of more than one year after the date of issuance.
MATERIALS & SUPPLIES	Expendable materials and operating supplies necessary to conduct departmental operations.
MAINTENANCE & OPERATIONS	All operating expenses with the exception of salaries, wages, benefits and debt service, used in the City's budget.
MANAGEMENT PLAN	The strategic planning items that summarizes and articulates the Goals and Objectives for each department
MATURITIES	The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.
MILL	1/1000 of one dollar; used in computing taxes by multiplying the rate times the taxable value divided by 1,000. Example: millage rate of \$4.91 per thousand, taxable value of \$100,000 – $\frac{\$100,000}{1,000} \times 4.91 = \4.91
MILLAGE	A figure assigned to each governmental unit with ad valorem taxing authority for use in determining taxes. It determines how much revenue the government will receive from property taxes and how much an individual property owner pays by applying the millage rate to the value of property within the City.
MISSION STATEMENT	A description of the scope and purpose of the City or department thereof.
MODIFIED ACCRUAL ACCOUNTING	A basis of accounting in which expenditures are accrued but revenues are accounted for when they become measurable and available.
NON-OPERATING	Income of governmental enterprises of a business income character, which is not derived from the operation of such enterprises. An example is interest on investments or on bank deposits.

OBJECT CODE	An account to which expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are made by government. These are normally grouped into Personal Services, Materials & Supplies, Other Contractual Services, Capital and other categories for budgetary analysis and financial reporting. Certain object codes are maintained by the State of Ohio Uniform Accounting System.
OBJECT OF EXPENDITURE	An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.
OBJECTIVE	Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.
OBLIGATIONS	Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.
OPERATING EXPENSES	As used in the accounts of governmental enterprises of a business character, the term means such costs as are necessary to the maintenance of the enterprise, the rendering of services for which operated, the sale of merchandise, the production and disposition of commodities produced, and the collection of the revenues.
OPERATING REVENUE	Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day-to-day services.
ORDINANCE	A formal legislative enactment by the City Council, a law.
OTHER CONTRACTUAL SERVICES	Payments for custodial services, and other services procured by contract or agreement with persons, firms, corporations, or other government units.
PERSONAL SERVICES	Expenditures for salaries, wages, and related employee benefits.
POLICY	A plan, course of action, or guiding principle, designed to set parameters for decisions and actions.
PRIOR-YEAR CARRYOVER	Money spent in one fiscal year, but carried forward to the next budget. Cash carried forward can be used to pay operating expenses at the beginning of a fiscal year if anticipated revenues have not yet been collected.
PRIOR-YEAR ENCUMBRANCES	Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.
PRIORITIES	Establishing an order of importance of items or issues from most important to least important.
PRODUCTIVITY	A measure of the service output of City programs compared to the per unit resource input invested.
PROGRAM	A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

PROFESSIONAL SERVICES	Legal, medical, engineering, architectural, surveying, appraisal and other services procured for independent professional assistance and not directly involved with accounting and/or auditing.
PROPERTY TAXES	Used to describe all revenue received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes, property taxes are levied on both real and personal property according to the property's valuation and the tax rate.
PROPOSED BUDGET	The budget proposed by the City Manager to the City Council for review and approval.
PURCHASE ORDER	A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.
QUALITY SERVICES	A degree of excellence in the services that are provided.
RECURRING EXPENSES	Expenses that continue from year to year, where a similar amount can be expected annually. Examples include personal expenses and charges for utilities. Non-recurring expenses are those that exist for a limited period or whose amounts vary considerably from one year to the next. Examples of non-recurring revenue include proceeds from grants and the sale of assets.
REQUISITION	A written request from a department to the purchasing office for specific goods or services. This action precedes the authorization of a purchase order.
RESERVE	An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and spending.
RESERVE FOR CONTINGENCIES	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.
RESERVE FUND	A fund established to accumulate money for a special purpose, such as the purchase of new equipment.
RESOLUTION	A specific or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
RESOURCES	Total amounts available for appropriation including estimated revenues, fund transfers and beginning balances.
RETAINED EARNINGS	Accumulated profits of an enterprise fund.
REVENUE	The yield of taxes and other sources of income that the city collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term means additions to assets which: (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets; and (d) do not represent contributions of fund capital in enterprise and internal service funds.

REVENUE BOND INDEBTEDNESS	Bonds of the City which are supported by the revenue, generating capacity of the electric, water and wastewater systems.
RISK MANAGEMENT	An organized attempt to protect a government's assets against accidental loss in the most economical method.
ROLLED BACK RATE	The millage rate that, when multiplied by the tax roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. Normally, as the tax roll rises by virtue of reassessment, the rolled-back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the value of new construction/annexation added to the roll during the year provides the only source of additional tax revenue if the rolled-back rate is levied.
SALARIES & WAGES (PERSONNEL)	For the purpose of budgeting, this term refers to all wages and related items: regular pay, overtime, longevity pay, Medicare, life insurance, retirement plan contributions, health insurance and workers' compensation insurance.
SERVICE	An activity that: produces an output that is not physical in nature; and produces an output that, when provided, provides utility to the customer in the form of intangible benefits.
SERVICE CHARGES	The amount the City receives for the provision of services and commodities, or the performance of specific services benefiting the person charged.
SPECIAL ASSESSMENT	A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. All tax-exempt properties in the affected area will also have to pay the special assessment.
SPECIAL REVENUE FUNDS	A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes. An example is the Revenue Sharing Fund typically maintained by cities.
SUPPLEMENTAL APPROPRIATION	An additional appropriation made by the governing body after the budget year or biennium has started.
SUPPLEMENTAL REQUESTS	Programs and services which departments would like to have added (in priority order) over their original budget, or if revenue received is greater than anticipated.
TAX BASE	The total value of all real, personal and mineral property in the City as of January 1 st of each year, as certified by the County Auditor. The tax base represents net value after all exemptions.
TAX LEVY	The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.
TAXING LIMIT	The maximum rate at which the City may levy a tax, which for Ohio municipalities is \$10 per thousand dollars or assessed value.
TAX RATE	The amount of tax levied for each \$1000.00 of assessed valuation.

TAX ROLL	The certification of assessed table values prepared by the County Auditor and presented to the taxing authority by July 1 st (or later if an extension is granted by the State of Ohio) of each year.
TRANSFERS	Amounts transferred from one fund to finance activities in another fund.
FUNDS TRUST AND AGENCY	A fund used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These includes (1) Expendable Trust Funds, (2) Nonexpendable Trust Funds, (3) Pension Trust Funds, and (4) Agency Funds.
UNDESIGNATED FUND BALANCE	That portion of the fund balance available for use in subsequent budgets. The term is preferred over the commonly used and ill-defined term "surplus".
UNENCUMBERED FUND BALANCE	For budget purposes, the unencumbered fund balance is the amount of undesignated balance of a fund, i.e. that which is available for allocation.
UNIFORM ACCOUNTING SYSTEM	The chart of accounts prescribed by the office of the State Comptroller designed to standardize financial information to facilitate comparison and evaluation of reports.
UNRESERVED FUND BALANCE	The portion of the fund's balance that is not restricted for a specific purpose and is available for general appropriation.
USER CHARGES	The payment of a fee for direct receipt of a public service by the party benefiting from the service. Examples are electric, water and sewer services.
USER FEES	In a move toward a more businesslike approach, cities and counties are charging fees for use of services such as recreation, electric, water, sewer and storm water services. There is frequently a difference between what City residents and non-residents are charged for the service.
UTILITY	Charges for gas, water, sewer, electricity, solid waste disposal, storm water and other public utility services.
UTILITY TAXES	Municipal charges levied by the City on every purchase of a public service within its corporate limits. Public service includes electricity, gas, fuel oil, water and telecommunications service.
VALUES	The underlying beliefs and attitudes that help determine the behavior that individuals within an organization will display.
VISION	An objective that lies outside the range of planning. It describes an organization's most desirable future state, and it declares what the organization needs to care about most in order to reach that future.
VOTED MILLAGE	Property taxes levies authorized by voters within a taxing agency. Bond issues that are backed by property taxes are a common form of voted millage in the State. Such issues are called general obligation bonds.



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