City of Painesville, Ohio

Lake County

2011
Budget Document

Prepared by:

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TABLE OF CONTENTS

BUDGET TRANSMITTAL LETTER **7**

BUDGET OVERVIEW **11**

PROFILE OF THE CITY **13**

ORGANIZATIONAL STRUCTURE 14
DEMOGRAPHIC SUMMARY 18
THE CITY OF PAINESVILLE 21

STRATEGIC PLAN **23**

INTRODUCTION 23
PROCEDURE 23
CORE VALUES 23
2011 CITYWIDE GOALS 24
IMPLEMENTATION - ACTION PLAN 28

BUDGET POLICIES **33**

FINANCIAL POLICIES 33
BUDGET POLICY 33
2008 Budget Calendar *36*
CASH MANAGEMENT POLICY 37
INVESTMENT POLICY 39
CAPITAL ASSET POLICY 44
DEBT MANAGEMENT POLICY 50
REVENUE POLICY 52
EXPENDITURE/EXPENSE POLICY 52
OPERATING POSITION POLICY 53
BASIS OF ACCOUNTING 53
BASIS OF BUDGETING 54
FUND STRUCTURE 54

FINANCIAL ANALYSIS **63**

ASSUMPTIONS FOR REVENUE ESTIMATES 63
ASSUMPTIONS FOR APPROPRIATIONS 65
BUDGET PREPARATION 65
ECONOMIC OUTLOOK 66
REVENUES 68
EXPENDITURES 74
FUND BALANCES 77
CAPITAL IMPROVEMENTS 77
REVENUE BUDGET SUMMARY ALL FUNDS 78
EXPENDITURE BUDGET SUMMARY ALL FUNDS 80
FUND REVENUE & EXPENDITURE SUMMARY 82
REVENUE COMPARISON BY FUND 84
EXPENDITURE COMPARISON BY FUND 86
PERSONNEL SUMMARY 91

LEGAL COMPLIANCE **97**

BUDGET OVERVIEW OF MAJOR FUNDS **139**

GENERAL FUND 139
WATER FUNDS 150

Water Pollution Control Funds 152
Electric Funds 153
Storm Water Fund 155

LEGISLATIVE 157

Council 158
Clerk of Council 159

MUNICIPAL COURT 163

Judicial Activities 165
Clerk of Court 166
Probation 168
Indigent Drivers Alcohol Treatment 169
Probation Services 170
Municipal Court Computerization 171
Victim's Advocate Grant Fund 173
Municipal Court Special Projects 174
State Patrol Transfer Fund 177

CITY MANAGER'S OFFICE 179

City Manager 182
Communications, Promotions and Public Relations Activities 183
Information Technology 184
Economic Development 185

HUMAN RESOUCES OFFICE 191

Human Resources 193
Civil Service Commission 194

FINANCE 195

Administration 198
Accounting 199
Purchasing and Warehouse 200
Income Tax Collection 201
Utilities Office - Water 202
Utilities Office - Water Pollution 203
Utilities Office - Electric 204
Utilities Office - Refuse 205
Supplies Rotary Fund 206

LAW 207

POLICE 209

Law Enforcement - Sworn Officers 211
Law Enforcement - Other 212
Control Center 213
Prisoner Expense 214
Police Pension Transfer Fund 215
Law Enforcement Fund 216
COPS Fund 217
Law Enforcement Trust Fund 218

FIRE 219

Fire Fighting, Prevention & Inspection 222

Fire Service - Other 223
Fire Pension Transfer Fund 224
Fire Levy Fund 225
Fire Special Revenue Fund 226
Emergency Medical Services Fund 227

PUBLIC WORKS 229

Administration 233
Street Maintenance and Repair 234
Sidewalks 235
Building Maintenance 236
Equipment Maintenance 237
Employee Benefits 238
Sidewalks - Snow Removal 239
Leaf & Yard Waste Removal 240
Tree Care 241
Underground Storage Tank Fund 242
Fuel and Oil Rotary Fund 243
Parking & Traffic 244
Parking Meters 244
Parking Lots 245
Traffic Signs, Markings, Signals 246
Street Construction, Maintenance & Repair 247
Administration 247
Street Construction and Reconstruction 248
Street Maintenance & Repair 249
Snow and Ice Removal 250
Other Improvements 251
State Highway Maintenance Fund 252
Deposit Trust Fund 253
Sanitary Sewer 254
Collection and Transmission 254
Equipment Operations & Maintenance 255
Electric Revenue Fund 256
Traffic Signs, Markings, Signalization 256
Tree Control 257
Electric Construction Fund 258
Refuse Fund 259
Off-Street Parking Revenue Fund 260

RECREATION & PUBLIC LANDS 261

Parks Administration 265
Parks Systems 266
Building Maintenance 267
Morse Avenue Community Center 268
Recreation Activities 269
Senior Citizens Center 270
County Health District Assessment 271
Poor Relief 272
Public Lands and Buildings 273
Cemeteries Fund 274
Cemeteries Administration 274
Evergreen/Riverside 275
Building Maintenance 276
Deposit Trust Fund 277

Cemetery Trust - Operations Fund 278
Special Endowment - Operations FUnd 279
Columbarium Trust Fund 280
Community Programs 281
Administration 281
Summer Camp 282
Adult Trips 283
Special Events 284
Recreation Activities 285
Evergreen Cemetery Trust Fund 286
Riverside Cemetery Trust Fund 287
Special Endowment Trust Fund 288

COMMUNITY DEVELOPMENT 289

Planning Commission 293
Demolition 294
Planning and Development 295
Code Enforcement 296
Weed Control 297
Millstone Acquisition Fund 298
Gristmill FMA Acquisition Fund 299
Gristmill HMGP Acquisition Fund 300
Lake Hospital Demolition Project Fund 301
Deposit Trust Fund 302
Zoning Application Trust Fund 303
Engineering 304
Administration 304
Street Construction, Maintenance & Repair 305
Shamrock Boulevard Road Project Fund 306
Jackson St. Interchange Improvement Fund 307
Deposit Trust Fund 308
Plan Review Trust Fund 309
Water Pollution Construction Fund 310

WATER SERVICE 311

Administration 316
Filtration and Pumping 317
Supervision - Distribution Operations 318
Distribution Operations 319
Fire Hydrants 320
Water Construction Fund 321
Water Plant Improvements 321
Water Distribution Improvements 322

WATER POLLUTION CONTROL SERVICE 323

Administration 325
Supervision - Plant and System 326
Plant and Pumping Operations 327
Water Pollution Control Construction 328

ELECTRIC SERVICE 329

Adminstration 332
Supervision - Plant Operations 333
Boiler Operations & Maintenance 334

GENERATION OPERATIONS & MAINTENANCE 335
FUEL AND PURCHASED POWER 336
SUPERVISION - DISTRIBUTION OPERATIONS 337
DISTRIBUTION OPERATIONS 338
ELECTRIC CONSTRUCTION 339
Electric Plant Improvement 339
Electric Distribution Improvement 340
SMART GRID PROJECT FUND 341

STORM WATER UTILITY 343

ADMINISTRATION 345
STORM WATER OPERATIONS 346
STORM WATER IMPROVEMENT 347

NON-DEPARTMENTAL 349

MISCELLANEOUS BUDGETS 350
SUMMARY OF INSURANCE COVERAGE 353
SCHEDULE OF INSURANCE 354
SUMMARY OF DEBT 355
SCHEDULE OF DEBT 358
SCHEDULE OF TRANSFERS 359
SCHEDULE OF OTHER FINANCING USES 360
MAJOR FUND RESERVES 361
LONG-TERM DEBT SCHEDULE 362

CAPITAL BUDGET 363

FIVE YEAR CAPITAL IMPROVEMENT PLAN 363
SECTION ONE: FUNDING METHOD FOR CAPITAL IMPROVEMENTS 364
SECTION TWO: 2011 CAPITAL BUDGET 367
SECTION THREE: FUTURE YEARS CAPITAL PROJECT SCHEDULES 413

SUPPLEMENTAL INFORMATION 431

STATUTORY DIRECT DEBT LIMITATIONS 431
INDIRECT DEBT AND UNVOTED PROPERTY TAX LIMITATIONS 432
COMPUTATION OF LEGAL DEBT MARGIN 434
COMPUTATION OF ALL DIRECT AND OVERLAPPING DEBT 435
PRINCIPAL EMPLOYERS 436
DEMOGRAPHIC STATISTICS 437
MISCELLANEOUS STATISTICS 438
DISTRIBUTION OF ACCOUNTS 439

GLOSSARY OF TERMS 443

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7 Richmond Street ● P.O. Box 601 ● Painesville, Ohio 44077 ● 440.352.9301 ● www.painesville.com

Honorable Members of Painesville City Council:

This budget chronicles the responsible management of Painesville taxpayers' dollars over the past several fiscal years and a prudent plan for the allocation and investment of revenues in fiscal year 2011. Our task as the stewards of Painesville's 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, 2011. The budget consists of total estimated resources of $73,994,812, a 2.01% increase from the estimated revenue of 2010. The increase is the result of a significant amount of grant funds expected in 2011. Total expenditures for the 2011 budget are $82,647,020 which represents a 6.7% increase in expenditures from the 2010 original total budget. The operating portion of the budget represents $47.7 million of the total budget a decrease of 14% from the original 2010 budget, with reductions in operating expenses in many funds in excess of 20%. The 2011 budget includes over $24 million in capital projects which represents 30% of the total budgeted expenditures. Several of these projects are continuations of capital projects included in previous years' budgets such as the Millstone Condominium acquisition and demolition, the Electric Division's second substation and circuit improvements, and the restoration of the former Millstone and Gristmill site to a natural area and the completion of the $3 million Clean Ohio funding for the demolition of the Lake East Hospital property. In 2011 the Vanadium Redox Battery funded through the U.S. Department of Energy and the extension of Brookstone Boulevard funded through TIF proceeds is also included. The previously mentioned projects represent over $20 million of the $24 million in capital requests. The capital investment in other infrastructure, equipment, and buildings is approximately $4 million city wide. No capital is proposed in the general fund expenditures, but the associated funds, capital improvement fund and capital equipment reserve, will carry general fund capital expenses.

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. There remain many uncertainties in the global and national economy that continue to affect our local economic situation in 2011 and show very little sign of change for future years. The continued high unemployment in the region affects our primary funding in the general fund; income tax. A struggling State of Ohio economy impacts the resources available to be shared through the local government fund. The State Ohio expects a significant budget shortfall in 2011 which will likely further reduce the shared revenues with local governments. Many local businesses have only recently begun to explore increased production, however they remain cautious. The result is flat revenues in the three major utilities. Couple these systemic changes in the economy with the loss of the revenues generated by Lake East Hospital, the result is a challenging environment for 2011.

Estimated revenues in 2011 are expected to be the lowest since 2004 while expenses far outpace that experienced in the 2004 fiscal year. Several years of tight fiscal management have resulted in the re-establishment of a reasonable carry-over balance which was maintained coming into 2011. While we continue to strive to maintain that current year's expenditures within the current year's revenues in as many of the funds as possible, we have found that it will be impossible in this proposed budget without significant changes in personnel and service levels to the residents particularly in the General Fund. We have requested Council approval of the use of carry-over funds to balance the General Fund in 2011. The City has been saving for this eventual situation. We believe that this approach is prudent for 2011 budget, however this approach cannot be sustained long term. In 2011, the City Council and Administration must begin to make adjustments which will bring revenues and expenditures into alignment. Besides the economy, impacts to the budget in 2011 and beyond are health care expenditures and the impact of Federal Health Care reform, the historically low interest rates on investments and unknown changes from the State government related to funding and unfunded mandates. Controlled spending continues to be the approach to 2011 with continued focus on the programs and policies which reflect the primary mission of the city to improve the quality of life of our community.

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 into 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 year's 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. The preparation of the FY 2011 budget began in the summer of 2010 with a review of the accomplishments and highlights of the 2010 year. The Citywide goals for 2011 were reviewed and updated to address emerging issues in the community and to acknowledge achievements of the last several years. For 2011 several of the goals continue to reflect the challenges faced by our community in the uncertain economic times. There are five (5) main goals which cut across all departments. These include Stewardship and Fiscal Responsibility; Communication; To Improve Customer Service; To Improve the City's Image and Environment; 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 were also conducted. The future of our local and national economy is at the forefront of concern in the

income tax revenue in 2010 and will continue for the foreseeable future. Declining resources at the State and County level are impacting the pass-through resources such as the local government funds and grants. While the economic impact of the hospital departure was anticipated, the prolonged economic decline was not fully expected. Fortunately the City has established significant carry-over balances which can assist in helping us bridge the economic impacts that have occurred and help minimize the negative impacts as we continue to right size for the future. However 2011 must be time of analysis and change for the community to put us on the correct path to maintain services for the future.

To survive the next several years we must maintain a conservative approach to our financial future and consider adjustments to match the reality of our revenue stream. It will require us to make difficult decisions and choices as we continue to strive to provide the services desired by the community without the increases in revenue to support the demands. This year the proposed budget as presented is suggesting the use of a portion of the carry over budget in many of the funds to pay for current year operating expenses. While significant reductions in expenses have been recommended, we have attempted to present a budget that has minimal impact on current service levels. All vacant positions in the General Fund have been eliminated which includes one Patrol Officer, on Firefighter/Paramedic and a Parks/Cemetery employee. That position will remain vacant unless revenue in 2011 significantly increases, then only the Police and Fire positions will be considered for reinstatement. Reductions of operational costs have been made by every department. To balance the budget within the current year revenue, additional expenditure reductions will be necessary which will impact the operations and possible service delivery to the community.

Capital expenditures except for those with dedicated funding sources such as grants have been limited in all funds. Minimal new debt is proposed. The concern remains that there is no dedicated source of revenue for future years' capital projects or debt. Currently the only funds available for capital are excess revenues from prior year expenditures. If operational expenditures continue to exceed the current year's revenue then resources available for future debt payments and capital will be non-existent. This year the capital improvements plan includes those that have been committed to in previous years, have outside revenue or are necessary to maintain our required licenses for operation. This year the capital in Water, Storm Water and for General Fund operations is very limited. The Administration is recommending the continued focus on reduction of debt from prior year improvements. With anticipated flat or declining revenues in many funds, operations will likely be affected in future years and capital will continue to be minimal without a new source of revenue. Difficult decisions will be necessary in these funds which will affect our direction both this year and in the future.

The 2011 budget is one of the most challenging in recent years. While declining revenues were expected in the General Fund with the Hospital's departure, the dramatic and prolonged reduction in revenue from taxes, interest income and pass-through revenues has been unpredictable. This year the use of carry-over funds to balance the operating expenditures in several of our funds provides an indication that continued change in our operational expenditures is necessary. Unless an unexpected turn occurs in the economy in 2011, the City Council and Administration will need to make very difficult decisions in 2011 if a balanced budget is to be obtained in future years. This year will require a redirection and decisions from City Council on priorities for both operations and capital improvements for the next several years.

We respectfully present this 2011 budget and look forward to working with Council in the year ahead.

Respectfully Submitted,

Rita C. McMahon
City Manager

Andrew A. Unetic
Finance Director

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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 Capital Budget is located in this section.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Painesville

Ohio

For the Fiscal Year Beginning

January 1, 2010

President

Executive Director

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 eight consecutive years beginning January 1, 2003 through January 1, 2010.

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.

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, 2011; the remaining members are elected At-Large and their current terms expire on December 31, 2013. 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.	Term – 1/01/10 to 12/31/13
Vice President	(Ward 4)	Paul Hach, Jr.	Term – 1/01/08 to 12/31/11
Council Member	(Ward 3)	Robert Fountain	Term – 1/01/08 to 12/31/11
Council Member	(Ward 1)	Andrew Flock	Term – 1/01/08 to 12/31/11
Council Member	(Ward 2)	Hal G. Werner	Term – 1/01/08 to 12/31/11
Council Member	(at Large)	Lori DiNallo	Term – 1/01/10 to 12/31/13
Council Member	(at Large)	James Fodor	Term – 1/01/10 to 12/31/13
Clerk of Council		Jennifer Bell	

LIST OF CITY ADMINISTRATORS AND DEPARTMENT HEADS

CITY ADMINISTRATION

City Manager	Rita C. McMahon rmcmahon@painesville.com (440) 392-5800
Assistant City Manager/Community Development Director	Douglas Lewis dlewis@painesville.com (440) 392-5800
Director of Law	Joseph M. Gurley jgurley@rghk.com (440) 354-3800

MUNICIPAL COURT

Judge	Hon. Michael Cicconetti darmstrong@pmcourt.com (440) 392-5875
Clerk of Court/Administrator	Nick Cindric

DEPARTMENT/DIVISION HEADS

Department of Community Development

Community Development Director	Douglas Lewis
Engineering Division	
City Engineer	Richard Lesiecki
Building and Code Enforcement Division	
Building Official	D. Edward Cox
Division of Planning	
City Planner	Russ Schaedlich

Department of Finance

Finance Director	Andrew A. Unetic aunetic@painesville.com (440) 392-5796
Division of Utilities	
Utilities Office Manager	Cheryl Altizer
Division of Accounting & Finance	
Division of Purchasing and Warehousing	

Department of Human Resources

Human Resources Director	Robert C. Baetzel rbaetzel@painesville.com (440) 392-5798

Department of Public Safety

Public Safety Director	Rita C. McMahon
Division of Police	
Chief of Police	Troy Hager t@painesville.com (440) 392-5840
Division of Fire	
Fire Chief	Mark F. Mlachak mmlachak@painesville.com (440) 392-5852

Department of Public Service

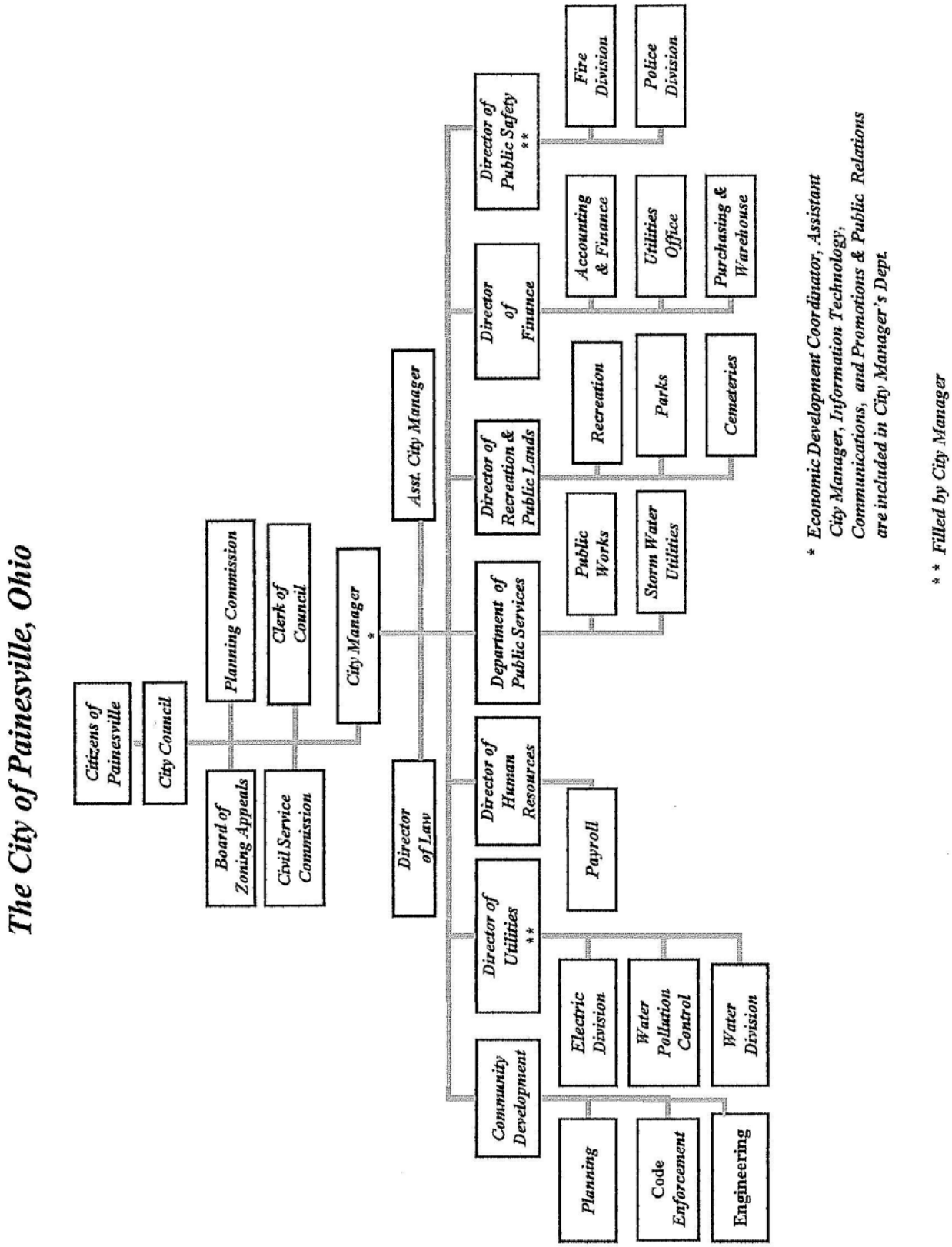
Public Service Director	Kevin Lynch klynch@painesville.com (440) 392-9676
Division of Public Works	
Public Works Supervisor	Brian Belfiore
Division of Storm Water	

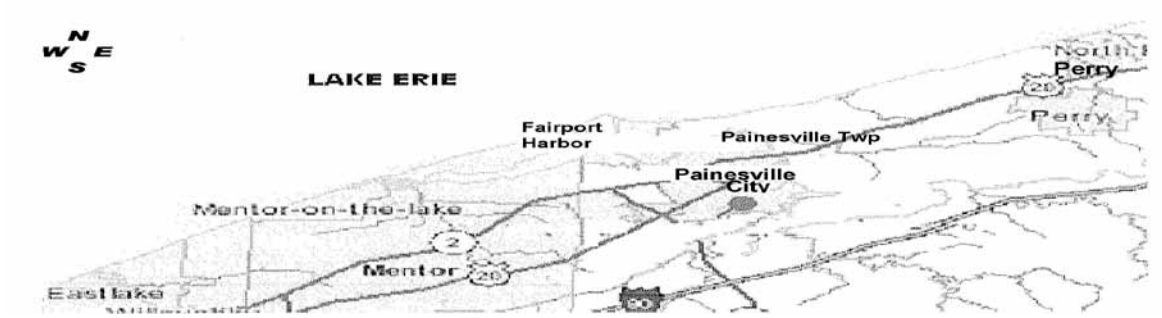
Department of Recreation and Public Lands

Recreation and Public Lands Director	Lee Homyock lhomyock@painesville.com (440) 392-5912
Division of Parks	
Supervisor of Parks	Stephen Hubbell
Division of Cemeteries	
Supervisor of Cemeteries	Stephen Hubbell

Department of Utilities

Utilities Director	Rita C. McMahon*
Division of Electric	
Electric Power Superintendent	Thomas A. Green P.E. tgreen@painesville.com (440) 392-5954
Division of Water Pollution Control	
Water Pollution Control Superintendent	Randy L. Bruback rbruback@painesville.com (440) 392-6313
Division of Water	
Water Superintendent	Dan McGannon dmcgannon@painesville.com (440) 392-2975


The City of Painesville, Ohio
Citizens of Painesville
City Council
Board of Zoning Appeals
Planning Commission
Civil Service Commission
Clerk of Council
City Manager *
Director of Law
Asst. City Manager
Community Development
Director of Utilities **
Director of Human Resources
Department of Public Services
Director of Recreation & Public Lands
Director of Finance
Director of Public Safety **
Planning
Code Enforcement
Engineering
Electric Division
Water Pollution Control
Water Division
Payroll
Public Works
Storm Water Utilities
Recreation
Parks
Cemeteries
Accounting & Finance
Utilities Office
Purchasing & Warehouse
Fire Division
Police Division
* Economic Development Coordinator, Assistant City Manager, Information Technology, Communications, and Promotions & Public Relations are included in City Manager's Dept.
* * Filled by City Manager



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 2009 Assessed Valuation: $275,691,690
Year 2009 Ratio to Market Value: 35%
Bonded Debt: $15,050,000 Rating: A2(Moody's)

Real Estate Tax

Net Effective Tax Rate: Community:
Residential: 52.507
Industrial: 72.105
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: 44 (1 Chief, 4 Lieutenants, 4 Sergeants, 31 Patrolmen, 4 clerks)

Cars: 23
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: 28 **Part Time:** 6
Paramedics: 18
Fire Stations: 1
Ambulances: 2 Rescue Trucks
Insurance Rating: 4

Community Facilities

Education

Public	**Schools**	**Teachers**	**Grades**	**Enrollment**
Elementary	3	74	K-5	1,138
Jr. High	1	45	6-8	545
Sr. High	1	43	9-12	641
Parochial	1	11	K-8	235
Colleges	1	FT36/PT50	4YR.	

Libraries: 1 **Circulation:** 664,185 **Volumes:** 157,533

Community Facilities Continued

Hospitals: 0
Clinics: 3
Doctors: 33
Dentists: 20

Churches

Catholic: 1
Protestant: 15
Other: 4

Recreational

Parks: 14
Golf Courses: 1
Swimming Pools: 2
Country Clubs: 1
Racquetball Courts: 3
Tennis Courts: 2
Basketball Courts: 2
Baseball Diamonds: 10
Soccer Field: 2
Fishing pond: 1
Restaurants: 34
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 Bieterman
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 2009	$41,825
Median Home Value 2003	$108,347	Median Home Value 2009	$126,700
Per Capita Income 2003	$17,274	Per Capita Income 2009	$18,943
Median Age 2003	31.0	Median Age 2009	36.2

Retail Market Profile

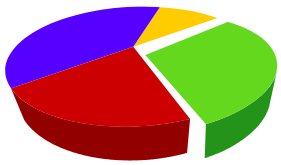
Radius:	3.0 Miles	Population:	38,161
Households:	14,721	Median Disposable Income:	$36,196
Per Capita Income:	$22,062 *(Based on 2003 Figures)*		

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%



The City of Painesville

The City of Painesville has assessed and analyzed the impacts of this past year on our largest employers and is optimistically looking toward the future. During our company evaluations we directly asked each company what support could be offered to assist them to grow and expand in the near future. As a result of those surveys we are working with companies to help them obtain the resources that will lead to new employment. Specific resources of need were identified as financial resources and access to capital; a reduction in overall business operating costs and utilities; energy efficiency and mechanisms to reduce carbon footprints; offering support to provide buildings that are in "Move-In" condition; and finally providing them with resources and mechanisms to obtain a qualified workforce. Going into 2011 the Office of Economic Development will be working closely with regional partners to identify existing resources and new resources that can be brought to each of these companies to assist them with these top priority items. The Office of Economic Development's focus going into 2011 will be to re-look its existing business programs and incentives to ensure that the programs and incentives are meeting the needs of today's business and industry and have the potential to meet their future needs to enhance our newest industrial parkways, prime development areas and core downtown district.

Our focus remains on growing and expanding our business base throughout our largest employers, largest energy users and key downtown office spaces. T his will carry through in the new five year Economic Development Strategic Plan implemented this year. T he new strategic plan for Economic Development clearly outlines key initiatives through three primary goals for our department 1) Attract Customers, 2) Maintain & Expand Current Businesses and 3) Attract New Businesses. The Strategic Plan Committee set objectives within five identifying categories and related those objectives back to achieving the overall goals. These objectives includes **Image, Diversity and Communication:** The objective there is to c*reate a public relation team,* improve perceptions, explore diversity, exemplify the small town character, promote business friendly environments, communicate business regulatory actions, create partnerships for workforce development, improve academics, fulfill the downtown plans, promote green, promote infrastructure and utilities, and continue to improve the city's gateways. **Safety and City Services:** The objective for this is to p*romote safety accomplishments,* involve other government entities to creating a safe image, improve the infrastructure capacity to serve businesses, take advantage of existing assets. **Coordination and Cooperation: e***nhance awareness of business in Painesville, e*ncourage collaboration within city departments, form cooperative agreements, bridge regulatory agencies, seek funding and incentives, create energy efficiency programs for business, improve technologies, foster rehabilitation and building improvements. **Attraction, Retention and Expansion:** *keep utilities affordable, u*se creativity in economic development initiatives, examine the role of incentives, educate businesses about incentives, and identify anchor tenants. **Housing and Real Estate:** *improve housing stock, e*ducate home owners, and connect with area realtors.

From the information gathered by the strategic planning committee further analysis was conducted on key points addressed by committee representatives that needed additional research and time investment these included utilities, workforce, infrastructure, technology and the role of incentives. With regard to municipal utilities the direction was to strategically plan for the future of our utility investments and operations so that we are able to meet future environmental compliances and continue to build on the existing plants and utilities to meet future demands. In workforce development further emphasis needs to be placed on educating our local manufacturing and business community about the resources existing for workforce development. With respect to transportation and infrastructure the committee wanted to see us analyze accessibility for business and industry - connect them with the regional workforce and assist in meeting their time sensitive logistics and transportation needs. As well as provide connectivity and infrastructure to improve transportation within the community and link the community with Painesville's rich Quality of Life aspects. Technology and Innovation also were an area of focus where the committee felt further research was needed to identify new technologies that will generate a competitive environment for business and industry, generate opportunities for globalization, directly impact our sustainability and further enhance City services to residents and Utility customers. Finally, they examined the role of incentives and determined that long-term, low-cost, reliable utilities should be the City's primary incentive for business and

industry. A focus should also be on the introduction of programs that address energy efficiency and budgetary solutions for business and industry.

Our programs offered through the Economic Development Office continue to be site selection and building listings; an on-going business visitation program; our CRA tax abatements and low-interest loan programs; the Key Accounts Program for our largest energy users; and the new MuniSynch Wireless Program.

This past year Painesville made application for a Smarter Cities Grant through IBM, a Farmers Market Grant through the Ohio Department of Agriculture and for the Lake County Visitors Bureau Arts & Culture Grant. We hope to continue to leverage new programs and opportunities through these grant processes.

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. In 2010, the Administration established Goal Committees to monitor the progress and ensure the implementation of the various objectives identified in the goal statements. Each Goal Committee reported to the management staff on a monthly basis at a Department Head Staff meeting. Annually the entire document is put under scrutiny to determine accomplishments and goals for future years. The update process begins in June of each year. The Department and Division Heads evaluate the accomplishments from the previous year's goals and objectives and discuss the current year's Citywide goals and objectives. In July, the Department and Division Heads discuss Citywide 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 August, Council provides additional direction to the Administration which is incorporated into the citywide goals and objectives. Each Department then reviews the Citywide goals and their departmental objectives with their department personnel. By the end of August the goals and objectives are completed for each Department. Each Department is to prepare their budget based on these Citywide Goals and asked to identify specific objectives in their departmental goals and objectives that will further the implementation of the Citywide Goals. These are included in the departmental section of this document.

The Citywide goals are the primary factor used in making determinations of the appropriateness of the expenditures in any given budget year. Emphasis this year has been placed on the fiscal responsibility and communication with a growing and diverse community as well as the need to address Painesville's changing image. Our commitment to maintaining the best quality of service in the difficult financial environment permeates the goals and objectives for this year.

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, responsibly and imaginatively with the resources provides.
3. Integrity — Adhering to the highest standard of honesty, professionalism and ethical behavior.
4. Commitment — Remain obligated to the course of action identified and embrace it in all our actions.

2011 Citywide Goals

Stewardship and Fiscal Responsibility: The safeguarding of the Public Assets which encompasses the Ownership, Responsible Management, Sound Internal Control and Awareness of all resources. The city strives to live within its means. (Andy, Kevin, Mark)

1. Enhance Fiscal Awareness:
    a. Engage and educate employees and the public to better understand expenditures and availability of revenue and the budget process (i.e., Budget 101).
        i. Finance Director to visit each department annually to review process and evaluate budget status.
        ii. Department heads to provide budget updates to Departmental staff meeting quarterly.
        iii. Finance Director to make quarterly presentations to City Council on status of budget.
        iv. Monthly reports on financial status sent to Council and made available on the web site.

2. Manage Personnel Costs through:
    a. Providing consistent and formalized training.
        i. Maintain joint training programs for safety and operational issues.
    b. Cross departmental use of talents.
        i. Use City employee skills first before outsourcing work.
        ii. Identify use of shared resources in monthly reports.
    c. Creation of departmental succession plans.
        i. All departments to review supervisory position job skills and establish appropriate training programs for employee advancement by June of 2011.

3. Promote Efficient Operations:
    a. Each Department shall evaluate existing resources and implement at least two new efficient operational changes.
        i. Plan and coordinate "short-term" and "long-term" efforts.
        ii. Incorporate performance measurements to determine if the goals are being met.
        iii. Address the needs identified by residents that benefit the overall community.
        iv. Utilizing technology to enhance efficiencies.
        v. Tell our story of improving efficiencies and cost saving measures in monthly reports.
        vi. Investigate new methods of operation to reduce costs and improve efficiency.
        vii. Perform a cost benefit analysis on "Green Initiatives" to see if it is financially responsible compared to non-green initiatives.

4. Continue to Review all Possible Revenues:
    a. Continue to aggressively pursue grant opportunities.
        i. Pursue grant options that will implement other goals.
    b. Continue to pursue NEW revenue sources.
        i. Evaluate new technology for additional revenue.
        ii. Evaluate and propose adjustments to existing revenue streams.
            1. Income tax
            2. Property tax
    c. Continue to review all fees and services schedules.
        i. Each department to annually review rate and fee structures.

5. Focus on the Maintenance of Infrastructure:
    a. Evaluate and plan on how to extend the useful life of City assets.
        i. Create a street infrastructure upgrade program by April of 2011.
        ii. Outline a utility improvement schedule for each utility for the next five years by June of 2011.
        iii. Complete a redevelopment plan for the Storrs Street Complex.
        iv. Complete the facility maintenance review of all City buildings annually.

Communication: To continue the enhancement and implementation of the ~~a~~ comprehensive communication and marketing plan which will establish and maintain vital communications and relationships with all public officials, business leaders, educators, citizens, service providers, charitable organizations and other community entities. (Jen, Cathy, Doug, Lee, Bob)

1. Enhance Communication to the Public: Improve the lines of communication with the customers.
    a. Increase the use of technology as a communication tool.
        i. Identify electronic and alternative methods of disseminating information to residents and businesses, i.e. email blasts, twitter, Facebook, iphone app, etc.
            1. Implement two new methods.
        ii. Explore emerging new technology to communicate with the public.
            1. Identify one new technology improvement to enhance communication.
    b. Continue to enhance and expand the web page in order to provide updated information.
        i. Improve navigation.
        ii. Expand educational opportunities on the web page.
        iii. Establish one new interaction tool to communicate with the public.
    c. Continue to foster positive relationships with all local and regional media.
        i. Meet with City reporters to provide background on community issues annually.
    d. Bring media training in-house.
        i. Provide one session of media training for senior supervisors and department heads.
    e. Coordinate and promote accomplishments, awards and green initiatives of various departments.
        i. Distribute monthly press releases.
        ii. Include one accomplishment in each community newsletter.
        iii. Create an awards announcement board in City Hall.

2. Enhance Communication with Employees: Improve the lines of communication with employees.
    a. Expand communication tools with all City employees.
        i. Implement Intranet and employee Web Page.
        ii. Continue monthly newsletter Employee Newsletter.
        iii. Develop informational program to educate front line staff in order for them to understand city-wide goals, objectives and projects.
            1. Present to Each department by June of 2011.
        iv. Coordinate presentations at various department staff meeting.
            1. Implement cross departmental presentations by March of 2011.
        v. Offer departmental education opportunities, departments share resources and learn from one another, share knowledge and explain in-person how departments can assist one another.
        vi. Recognize employees for outstanding achievements.
            1. Use letter of achievement signed by the City Manager.
    b. Establish and train employee on emergency communication plans and call tree.
        i. Create monthly training session to begin in March of 2011.

To Improve Customer Service: (Mark, Dan, Kevin, Andy, Tom, Bob)

1. Identify the customer, their service needs and their expectations.
    a. Establish a method to receive from and reach out to the customer for the services each department provides by June of 2011.
    b. Establish means to assist customer access to services.
        i. Enhance Web site for each department to provide comprehensive list of services by October of 2011.
        ii. Provide consumer reports and annual reports by June 2011.
        iii. Use Newspaper articles to share new service or services changes as they occur.
    c. Establish a team approach to providing services between all departments, and promote good communications across departments, while empowering employees to make decisions.
        i. Establish a training program by June of 2011.

ii. Provide transfer list and training in first quarter of 2011.
iii. Provide annual training and refresher on Web QA.

d. Evaluate customer satisfaction.
i. Each Department to establish an evaluation tool specific to their area by October of 2011.

2. Set standards for individual departments to improve customer service.
a. Provide training and continue the use of Web Q&A annually.
b. Each Department to establish follow up and follow through standards for service requests and informational inquiries in the first quarter of 2011.
c. Continue to provide access to information to address inquiries.
d. Provide continual customer service training.
e. Provide status of performance standards in monthly reports to Council.

Improving Painesville's Environment and Image: To improve the physical and perceived image of the City. (Randy, Tom, Lee, Doug, Mark, Kevin, Dan, Cathy)

1. Enhance the Physical Image**:** Beautify the City's appearance on public and private properties.
a. Maintain and enhance the appearance of the City infrastructure, property, equipment and personnel.
i. Continue to encourage and seek energy efficiency and green initiatives within all City operations to include City facilities, equipment, and properties.
ii. Implement recommendations and strategic plan for City-wide maintenance management standards for City-owned properties and facilities.
1. Continue to educate employees on these standards, inspections, and maintenance and energy conservation procedures at City facilities at staff meeting quarterly.
iii. Improve the physical appearances of all City facilities, property, equipment and vehicles as a signal of pride in the community.
1. Annually review all buildings, vehicles and equipment to insure standards are maintained.
b. Improve the appearance of private property.
i. Property and Code Enforcement: Continue working to improve process and procedures of blighted properties/areas.
1. Target one new area of the city for enforcement in summer of 2011.
ii. Continue to update target lists of dilapidated properties to be targeted for investment by community development agencies.
1. Update lists quarterly and distribute to departments and agencies.
iii. Continue to register rental property owners in the Crime Free Housing program.
1. Obtain 90% registration by end of March 2011.
iv. Continue encouraging investments by businesses throughout the community in cooperation with Downtown associations and district to enhance the image and ownership in properties.
1. Establish one new program for business assistance with outside agencies.
v. Encourage fulfillment and investment in the Economic Development Strategy recommendations.
c. Neighborhood Improvements.
i. Implement standards for development and redevelopment as outlined in the Comprehensive Plan.
1. Create two additional neighborhood associations in cooperation with Block Watch.
ii. Expand mechanisms to develop community involvement to address neighborhood issues and establish direction.

2. Address the perceived image: How do we change the common vision of our community?
a. Internally with the City.
i. Continued communication with residents.
1. Maintain three newsletter annually.
ii. Enhance the use of technology (get the word out first).

1. Update website.
2. Expand use of social media creating two new mechanisms.

iii. Partnership with other entities in the community to coordinate information and sell the community.

iv. Promote the achievements and initiatives of the City of Painesville.

1. Send weekly press releases on positive items in the City.

b. Externally outside of the City.

i. Continue to work on barriers that impede image enhancements.

1. Address issues factually and directly.

ii. Dissemination of information to areas outside of Painesville consistently and cooperatively with others.

1. Develop two new information programs to realtors and outside communities.

iii. Enhance the use of technology (get the word out first).

1. Update website.
2. Establish email list for information dissemination.

iv. Promote the achievements and initiatives of the City of Painesville.

1. Develop 2 new information programs to realtors and outside communities.

c. Continue working in collaboration with the Public Relations Committee made up of representatives from the Schools, City and College to improve the perceived image of Painesville.

i. Run a "Proud to be Painesville" motto campaign in conjunction with Public Relations Committee.

Community Engagement: To engage our community to promote understanding and positive impacts. (Troy, Nick, Randy, Lee, Jen)

1. Review and evaluate the Community Engagement Policy:
   a. Annually review the policy and present review at a staff meeting by June.
2. Promote Community Diversity:
   a. Foster events, information, and forums to discuss community and cultural issues.
   b. Maintain current and continue to seek out partnerships with new organizations.
      - Establish two new partnerships.
   c. Continue community outreach with our local churches.
      - Hold two church and community meetings in 2011.
3. Neighborhoods:
   a. Promote and encourage neighborhood group association development .
      - Expand involvement through block watch groups, start two new groups.
      - Continue block parties in each Ward annually.
      - Create one new beautification program in a neighborhood.
   b. Create opportunities for neighbors to come together and learn more about each other.
   c. Identify opportunities to help residents improve their property values.
      - Continue vinyl siding program and assist ten homeowners.
      - Continue targeted code enforcement; add two additional streets for inspection.
      - Expand coordination with Not-for–profit housing organizations to assist five homeowners.
4. Volunteerism:
   a. Promote a City-wide volunteer program to involve the community.
   b. Expand use of internships in at least two departments.
   c. Publish a list of opportunities to volunteer with the City.
      - Include on the website by May of 2011.
      - Coordinate with Senior volunteer Corp and others annually.
   d. Work with local organizations and schools that have community service requirements to assist in obtaining volunteers.
      - Reach out to three new organizations.

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 department's 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 and improve leadership skills.
Court	Improve internal communication with supervisor and staff meetings. Review court web site weekly to ensure information is current.
City Manager	Expand City website to provide information for residents and employees and creating an e-mail communication tool and appropriate policies. Continue quarterly newsletter and expand the use of the new resident packets. Foster relationships with News Herald and other media.
Human Resources	Expand programs for implementing and training employees on citywide policies.
Finance	Continue meeting with agencies in area to discuss programs offered to clients.
Police	Expand development of specialized volunteer groups through trained citizen Increase public awareness of police duties through various programs, city events,
Fire	Continue emphasis on public safety education and programs. Enhance opportunities for the public to interact with the department.
Public Service	Improve team work and employee empowerment. Use Web Q&A to provide service and complaint resolution quickly and efficiently.
Recreation & Public Lands	Enhance and improve marketing of programs and special events. Institute the Communication and Maketing Plan. Work with Citywide Relations Committee on the "Proud to be Painesville" program.
Community Development	Encourage, increase and refine communication among department staff. Utilize the City's website to provide information to customers. Continue to improve interdepartmental cooperation by fostering the "TEAM" effort concept.
Water	Standardize how all personnel answer phone and on all customers concerns. Continue with quarterly operations meeting. Communicate with and receive feedback from employees on operations and policies.
Water Pollution Control	Improve communication with employees. Conduct an internal survey to determine employee satisfaction.

Electric	Update 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 requirements. Consult with other municipalities on EPA mandates.

IMPROVE COMMUNITY SERVICE

Council	Address and followup on concerns of residents. Direct redevelopment of Lake East Hospital to ensure medical services remain in community.
Court	Conduct a customer survey on annual basis. Require traing session for all employees focusing on customer service.
City Manager	Create response time criteria for service requests to residents and Council. Develop performance criteria for all departments. Expand use of the website to communicate with customers.
Human Resources	Expand program offering with YMCA and Lake Health.
Finance	Increase accuracy of billing by implementing new procedures to ensure consistency. Continue to assist residents with their city income tax returns.
Police	Provide specialized patrol to problem areas using the CITE team and WET Entry Establish pro-active and citizen involved preventative patrol measures. Offer mandated training for local landlords in principles of crime free rental housing.
Fire	Continue regionalization of operations to improve services to residents. Inspect all educational and institutional occupancies annually. Continue emphaisis on public safety education and programs.
Public Service	Conduct regular clean ups in neighborhoods and downtown starting in early spring. Enhance motorist awareness and pedestrian safety. Replace/repair sanitary/storm sewers as needed, and provide preventive
Recreation & Public Lands	Increase partnerships with community organizations. Seek sponsorships, grants, etc. to support community programs and events.
Community Development	Develop customer service cards and provide to every customer. Utilize GIS to input and track infrastructure improvements. Improve response time and methods for information calls.
Water	Produce and mail consumer confidence Report by July. Continue plant tours for schools, etc. Maintain compliance in all regulated areas.
Water Pollution Control	Initiate program to improve operation and preventative maintenance of plant valving.
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.

IMPROVE PAINESVILLE'S ENVIRONMENT AND IMAGE

Council	Encourage new residential subdivisions and businesses into the City. Continue with wireless network for the City.
City Manager	Continued to establish standards for all public buildings. Develop mechanism to improve the entrances to the City. Work with Public Relations Committee and other agencies to improve City's image. Coordinate the implementation of the Economic Development Strategy.
Finance	Continue to pursue and implement an automated meter reading system.
Police	Enhance police involvement with the community. Maintain a modern, efficient, and well-equipped vehicle fleet.
Fire	Continue regionalization of operations to improve services to the residents. Provide a safe work environment through training, drills, fitness standards. Inspect all educations and institutional properties.
Public Service	Continue to provide a drop-off area for residents to bring their recycling. Maintain streets and by-ways within the City. Replace signs throughout the City as needed. Refurbish parking garage by power-washing and restriping stalls, handicapped areas and traffic directionals.
Recreation & Public Lands	Continue hanging flower basket program in downtown area. Restoration and improvemetns to the Kiwanis Recreation Park Pond. Maintain and improve entrance ways to the City. Restore the Gristmill/Millstone property to a park and conservation area.
Community Development	Continue restoration plan for Millstone/Gristmill recreation and open space area. Take proactive approach to enforce the property maintenance code. Streamline process to address grass/weed complaints. Improve city infrastructure condition through ranking and CIP.
Water	Make sure equipment/vehicles are operating properly. Maintain a clean, safe and organized working environment.
Water Pollution Control	Improved front entrance with new landscaping design.
Electric	Construct UG electric facilities within new subdivisions throughout the City. Maintain and improve saftey, reliability and efficiency of electric plant.
Storm Water	Design and construct needed storm water utility improvements.

STEWARDSHIP

Council	Examine alternative resources. Adopt a fiscally prudent budget. Explore and expand other debt mechanism to fund capital improvements.
Court	Review quarterly collection procedures for effectiveness. Review court fines and fee structures quarterly.

City Manager	Evaluate all fee structures. Create programs for cross-training or work groups for personnel. Explore additional "Green" alternatives for energy efficiency and long-term cost
Human Resources	Transition employees to direct deposit.
Finance	Prepare segments of CAFR conversion in-house. Continue to e-mail utility bills to customers. Pursue implementation of automated meter reading system.
Police	Use technology to improve efficency of operations. Train landlords in principles of crime free housing to eliminate problems.
Fire	Establish fund raisers to support fire education and prevtion programs. Research and apply for grants as they become available.
Public Service	Enhance parking violation revenue. Provide routine in-house maintenance of vehicles/equipment to maximize use and
Recreation & Public Lands	Continue to develop and build Downtown Volunteer and Gardening Group. Continue to seek sponsorships, grants and partnerships to help support programs and special events.
Community Development	Utilize GIS to input and track infrastructure improvements. Identify future projects for TLCI funding. Provide in-house engineering services when applicable.
Water	Provide in-house training for EPA rules and regulations. Upgrade camera monitoring system and security procedures.
Water Pollution Control	Schedule valve exercises in assure useful life of plant valves.
Electric	Continue search for reliable and economical power sources. Review fee structure and/or new revenue sources.
Storm Water	Construct storm improvements to protect infrastructure investment.

COMMUNITY ENGAGEMENT

Council	Encourage community participation at all events. Encourage comments at Council meetings.
Court	Increase court volunteerism and participation on community events.
City Manager	Implement community engagement policy. Expand relationships with various civic and community organizations. Promote neighborhood group associations through block watch groups, block parties, and beautification of their areas.
Human Resources	Expand program offering with the YMCA and Lake Health.
Finance	Continue meeting with agencies in the area to discuss current programs.

Police	Utilize citizen police academy to provide a better understanding of police department. Develop diversified police candidate recruitment program utilizing active involvement at community meetings, city events, etc.
Fire	Educate council and public on costs associated with fire services. Enhance opportunities for the pubic to interact with the department.
Recreation & Public Lands	Continue growth partnerships with community through volunteerism and fund raising events. Continue partnership with Senior Citizen Center and YMCA by increasing joint
Community Development	Keep public informed of progress during program implementation. Identify and work with neighborhoods in addresses neighborhood priority issues.
Water	Have a representative at council meetings to answer any questions or concerns. Participate in community organized events.
Water Pollution Control	Contact area high schools and colleges to promote a volunteer program at the WPCP.
Electric	Provide a seminar or program for customers annually.

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 $50,000. 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.

Comparison of Original Budget to Final Budget

	2010 Original Budget	2010 Final Budget	$ Change	% Change
General Funds	$13,707,385	$14,078,016	$370,631	2.70%
Special Revenue Funds	4,614,917	5,004,542	389,625	8.44%
Debt Service Funds	371,001	371,001	0	0.00%
Capital Projects Funds	11,818,297	12,221,940	403,643	3.42%
Proprietary Funds	42,786,393	52,605,339	9,818,946	22.95%
Internal Service Funds	4,012,315	4,110,315	98,000	2.44%
Fiduciary Funds	132,925	175,475	42,550	32.01%
Total All Fund Groups	**$77,443,233**	**$88,566,628**	**$11,123,395**	**14.36%**

Ø The table above outlines the results of the 2010 budget. The final budget was 14.36% greater than the original budget. The main reason for the increase was the City received grants in 2010 after the budget had been approved and for additional transfers out. Generally, the overall plans for 2010 were accomplished. The main reason for the increase in the General Fund Reserve budget was transfers out were increased by $325,000. The main reason for the increase in Special Revenue Funds was the City received more TIF money than anticipated and were able to begin a large project for the TIF Fund. The Proprietary Funds budget increased due to a $3.3 million dollar grant the City received and due to increasing transfers out, to set aside monies for capital projects that will be done in 2011 and to build up the City's reserve balances. The main reason for the increase in fiduciary funds is due to the increase in repayments of deposits for construction projects.

The comparison of the 2010 budget to the 2011 budget can be found in the financial analysis section of this document. The budget level of control is at the fund function object level.

2011 BUDGET CALENDAR

Monday, May 10th, 2010	Prepare revenue estimates for 2011
Thursday, May 20TH, 2010	Complete Tax Budget 2011
Thursday, June 9th, 2010	Advertise for Tax Budget Public Hearing
Monday, June 21st, 2010	Tax Budget Public Hearing and Tax Budget legislation to City Council
Monday, August 2nd, 2010	Distribute 2011 Departmental Budget Manuals
Friday, August 20th, 2010	Departmental plans due back to Finance from Budget Manuals
August 23rd – September 13th, 2010	Prepare preliminary budget
Tuesday, September 14th, 2010	Preliminary budget summary to City Manager
September 20th – October 1st, 2010	Budget Hearings with departments
Wednesday, October 6th, 2010	First Draft of 2011 Budget to City Manager
October 12th – 14th, 2010	Review and balance budget with City Manager
Friday, October 15th, 2010	Final Draft of 2011 Budget to City Manager
October 18th – 22nd, 2010	Update and balance Draft Budget Document
Friday, October 29th, 2010	Draft Budget Document to City Council
Saturday, November 6th, 2010	Special Budget Session with City Council
November 8th – 10th, 2010	Prepare Budget Ordinance to City Council for 2011
Monday, November 15th, 2010	2011 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.

3. 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 Parameters

1. 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. The average maturity of the portfolio will never exceed two years, and,
   b. 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.

Reporting

1. 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 capital 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 capital 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 Capital Asset
A capital 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, capital 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, capital assets are:
1. All computer hardware costs; and
2. Computer software costs with a value of $1,000.00 or more.

Reporting Policy
Capital 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 capital 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 capital 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 capital 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 Capital 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.

Capital 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 capital 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 capital 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.

Capital Asset Valuation

1. **Historical Cost** – capital 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, capital 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 capital 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 Capital Asset Acquisition Form to report the purchase of a Capital 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 capital 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 capital 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 capital asset item in the capital 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 capital 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 capital asset in a new location or rearrangement of capital asset components which results in an improved operation should be capitalized.

Composite Grouping for Asset Valuation

Capital 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 capital 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 Capital 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 capital asset will be disposed by the originating department and acquired by the new department at its book value. An item will remain on the capital 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 capital asset at current fair market value at the date of transfer. The transfer of a capital 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 Capital Asset Transfer Form to report the transfer to the Department of Finance. Transferee Department must complete a Capital Asset Acquisition Form. All forms noted above can be obtained from the Department of Finance.

Disposals
Capital 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 Capital 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 capital 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 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 capital 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 capital 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 capital 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 Capital Assets

All capital assets will be assigned a unique capital 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 capital asset number will not be reassigned to a newly acquired asset.

All capital 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 capital assets on which it is physically impossible to affix the tag

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

Physical Inventory of Capital Assets

A periodic physical inventory of capital 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 capital asset ledgers.

A detailed ledger of capital 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 capital 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 A2 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.

	FUNDING SOURCES		
PARAMETERS	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 balances 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 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 15-20% 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 m ethod 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 demonstrates compliance with State statute. The major differences between 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 twenty-two 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 twelve 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 six 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
209 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
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
231 SHAMROCK BUSINESS CENTER TIF FUND
232 2008 FEMA FUND
233 BROWNFIELD GRANT 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
434 LAKE HOSPITAL DEMOLITION PROJECT 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
735 SMART GRID PROJECT 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
954 JEDD FUND
955 CDGB FUND
960 LAND BANK FUND
990 GENERAL FIXED ASSETS
998 GENERAL LONG TERM DEBT

DESCRIPTION OF EACH FUND

FUND NAME	*DESCRIPTION OF THE FUND*
General Fund	Used to account for government resources not accounted for in any other fund. T he 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 an employee's separation of 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.
Law Enforcement Fund	To account for the proceeds from the confiscation of contraband.
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.

FUND NAME	DESCRIPTION OF THE FUND
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 Special Revenue 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 court's computer network and the related technology infrastructure.
Shamrock Business Center TIF Fund	To track TIF tax revenues and expenditures relating to the Shamrock Business Center.
2008 FEMA Fund	To account for the disbursement of federal funds received for city-wide emergencies due to the snow storm in 2008.
Brownfield Grant Fund	To keep track of grant monies and other revenues for the assessment of hazardous substances.
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 County Treasurer and remitted to City by the County Auditor for payment of assessment bonds

FUND NAME	DESCRIPTION OF THE FUND
Land Acquisition Note Retirement Fund	To account for the accumulation of resources for 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 they are not 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.
Industrial Park Project Fund	To account for the costs associated with the construction of the Renaissance Industrial Park for street construction and development of lots for reselling.
Municipal Court Special Projects Fund	To account for accumulation of funds for 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
Lake Hospital Demolition Project Fund	To account for the costs associated with the demolition of the Lake East Hospital.
Water Fund	To account for operation of City's water treatment and distribution systems.
Sewer Fund	To account for operation of City's sewage treatment and collection systems.
Electric Fund	To account for operation of City's electric generation and distribution systems.
Smart Grid Project Fund	To account for costs associated with Vanadium Redox battery power source.
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.
Community Programs	To account for community cultural and recreational activities that are funded by an established user-fee.

FUND NAME	*DESCRIPTION OF THE FUND*
Fuel and Oil Rotary Fund	To account for the accumulation and allocation of costs associated with petroleum products.
Supplies Rotary Fund	To account for the accumulation and allocation of costs associated with operating supplies.
Employee Health Insurance Fund	To account for 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.
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.
Cemetery Trust – Operations Fund	To account for interest income earned from the investment of cemetery trust principal.
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.
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.
JEDD Fund	To keep track of income taxes for JEDD areas.

FUND NAME	*DESCRIPTION OF THE FUND*
C.D.B.G. Fund	To account for monies designated for renovations of the downtown area of Painesville City.
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.

FINANCIAL ANALYSIS

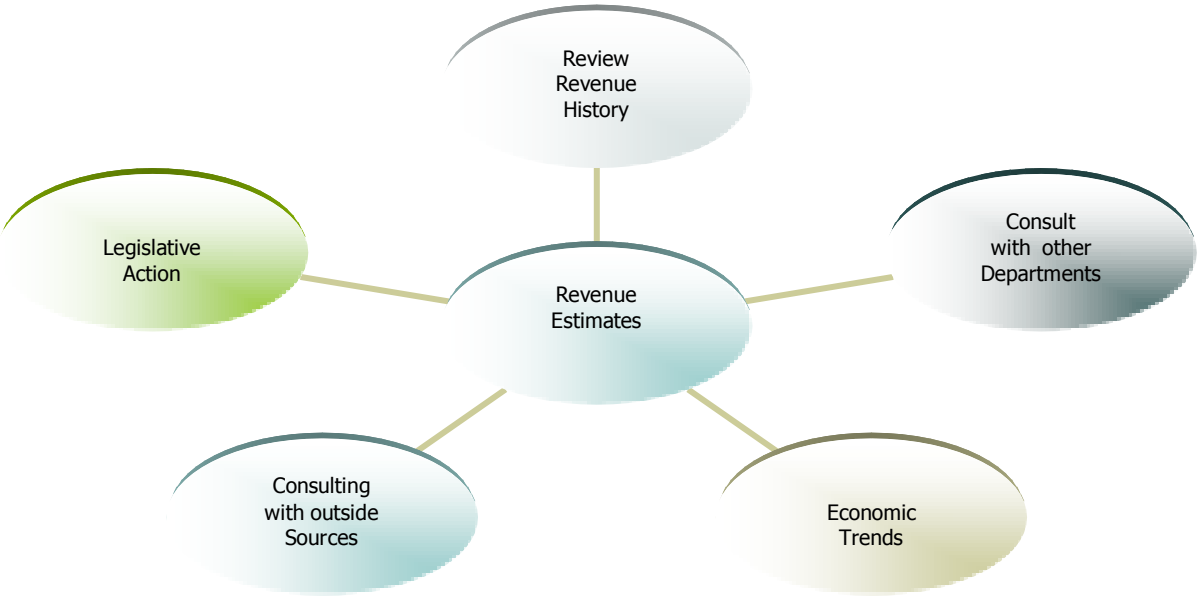
BUDGET SUMMARY

Total expenditures for all funds is $82,647,020 a 6.7% increase from last year's original budget of $77,443,233. Total estimated resources for all funds is $73,994,812, a 2.1% increase over last year's estimated resources of $72,525,204 On pages 82-83 is a 2011 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 2011 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: The City reviews how the economy is doing as a whole in the area and Nationally to evaluate the potential changes in the economy.
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 2005 to 2010.

Revenue By Source
FY 2005 to FY 2010

	2005	2006	2007	2008	2009	2010
Taxes	$ 11,008,772	$ 11,464,395	$ 11,323,002	$ 12,197,470	$ 11,676,381	$ 11,352,514
Intergovernmental Revenue	1,616,720	1,246,260	547,918	2,542,721	9,872,538	2,528,952
Charges for Services (Except Utilities)	595,889	530,091	657,837	688,572	700,160	811,788
User Fees - Charges for Services	29,857,670	28,667,722	30,644,219	30,996,983	32,977,734	37,373,932
License, Permit, Inspection & Other Fees	340,865	349,161	399,505	398,804	313,150	303,163
Municipal Court Receipts-Fines & Forfeits	1,147,239	1,313,988	1,351,012	1,447,278	1,376,550	1,394,776
Other Revenues	1,945,588	2,548,962	3,313,512	2,559,186	2,607,671	2,220,146
Other Financing Sources	9,411,921	10,231,434	13,264,592	8,219,044	1,531,935	7,376,697
TOTAL REVENUE	$ 55,924,664	$ 56,352,013	$ 61,501,597	$ 59,050,057	$ 61,056,119	$ 63,361,969

ASSUMPTIONS FOR APPROPRIATIONS

This budget has been constructed with the following assumptions:

- This year's primary objective was to reduce operating costs as significantly as possible to attempt to be within a conservative revenue estimate for the current year in all of the primary funds.
- The budget includes wage increases as approved by Council for all personnel. Incorporated into the budget are step increases and longevity increases for the eligible employees.
- A change in the distribution of expenditures for Fire Chief and Fire Department Administrative Assistant
- Significant changes in the health care plan have been approved by the Health Benefits Committee to stay within budget.
- The budget eliminates vacant permanent positions Police and Fire Departments and Parks and Cemetery Division of Recreation and Public Land Department. Seasonal positions have also been reduced in all departments.
- The 2011 budget reflects a decrease in General Fund supported expenditures. However use of carry over balance is proposed to balance the budget and still maintain a year-end desired carry-over balance of approximately 20%.
- Water and Electric Fund budgets are also proposed to use carry over yearend balance.
- Maintain where possible public outreach programs to further the citywide goals.
- Only the most essential capital improvements are budgeted and generally paid by cash balances.
- Revenue estimates are conservative and reflect the declining economic situation in the region. General Fund revenues are estimated to be at 2004 budget levels.

BUDGET PREPARATION

The 2011 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 with Department Heads in June and revised at the budget hearings resulting in a mutual consensus of the final estimated resource amounts. The City Manager makes a final recommendation as it appears in this proposed budget.

Every department was requested to reduce the operating portion of their budget by 15-25% from the 2010 approved budget depending on the fund. Requests for increases in expenditures were to have identified offsetting revenue. Each department was asked to re-evaluate programs and staffing; if additional revenue was available public safety was given first priority. All recommendations were made in consideration of the citywide goals and objectives and the departments' ability to achieve the goals. The Capital Improvement Plan (CIP) was updated in May for the next five years. The CIP process was revised to include an established set of criteria for ranking all projects by fund. Upon conclusion of the Operating budget review, capital projects were funded based on available revenue, outside funding, severity of the need and 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 2010 has been a tumultuous year which has affected General Fund and Enterprise Funds in widely differing manners. A very hot and dry year has proved beneficial to the utility fund revenues, resulting from increased usage, providing revenues in excess of projection in almost all of the utilities. The General Fund revenues however continue to suffer from the lagging economy, continual reductions in investment interest rates and reduced valuations to property resulting in less than projected revenue. To maintain a year-end carry-over balance in compliance with our policy, an 8% expenditure reduction was imposed beginning in May of 2010. As a result of this adjustment it appears we will successfully control the amount expended from the General Fund to less than the revenue collected by the fund. This permitted the yearend balance to remain stable and to maintain the approximate 20% of expenditure carry-over as outlined in the financial policies. The City continues its aggressive economic development program to work to insure current employers remain in the community, the downtown redevelopment plan is implemented and infrastructure assistance is identified through grants and other Federal funding sources.

The General Fund revenue for the City of Painesville is expected to be less than the budgeted expectations in 2010. Previous years conservative approach to spending have permitted the carry-over balance in the General Fund to be within the 15-20% guideline of expenditure established by the Financial Policies, which is 21% for 2010. However, the 2011 fiscal year is expected to see a continued decline in revenue impacted by conservative hiring and operational practices in our industrial sector, declining State funding through the Local Government Fund, decreased interest income and a flat local service and retail economy. This year, we are presenting Council a budget that requires the use of carry-over funds to balance the current year operating expenditures. Based on previous direction of City Council we have requested the use of less than $300,000 of General Fund carry-over to balance the budget for 2011. Total revenue in the General Fund is estimated to be near the 2004 of revenue levels.

The utility funds have been impacted by the reduced economic activity, while 2010 has been better than expected due to a very hot and dry summer the utility sales, in general, are down from the 2008 high point. In 2011, we are projecting a slight increase in water and sewer due to previously approved rate increases. Electric is expected to be less than actual consumption in 2010 but better than 2009.

The last several years of conservative spending and budgeting has permitted the development of carry-over balances in most funds to assist in minimizing the impacts of the economic decline. While the Lake Health hospital closure had been anticipated, the prolonged significant economic slowdown was not expected. It now appears that the economic situation we are currently experiencing will be the "normal" for the foreseeable future. While the decline appears to have slowed or stopped, the recovery is yet to be seen. The Administration is beginning to make adjustments in our operations and approaches to service that will result in structural changes in how we do business and deliver service. Unless significant changes occur in the Local, State and National economy in 2011 we will need to adjust our business model to continue to operate within our means. The management team in the City of Painesville, at the direction of City Council, continues to prepare the City for the future 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 this budget.

We are anticipating continuing our very aggressive approach with the economic development and recruitment programs. We are continuing to make 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. The City's Economic Development Strategy was updated in 2009 to address recent changes in the marketplace

The 2011 budget includes capital outlay which is funded primarily through grant funds or accumulated cash. While resources are limited for these expenditures we are well aware delays in expenditures now will cost the City in the future. In several funds the only options for continuing capital improvement is through the issuance of debt. However in Water, Storm Water and Street Construction and Maintenance Funds, we are reaching critical levels of debt payment which will impact our ability to continue capital project in the future. While the City's total debt capacity is with acceptable limits these funds are approaching over 60% of the operating expenses in debt payment. Continued efforts on identifying other revenue sources including grants will be important to the future implementation of capital projects. The details of specific projects and plans for 2011 are outlined in the capital budget section of this document.

Heading into 2011, the City Departments have worked to maintain current expenditures within current year revenues. While the 2011 budget is indicating the use of carry over balance, the staff will strive to make operating adjustments to keep expenditures under revenues whenever possible. It is our hope that the conservative revenue estimates fueled by the slow economic recovery will be under actual revenues; that the recovery will move forward at a faster pace that currently experienced; that operational changes will result in cost efficiency and the conservative spending will create a positive position for the 2011 budget.

SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES ALL FUNDS COMBINED

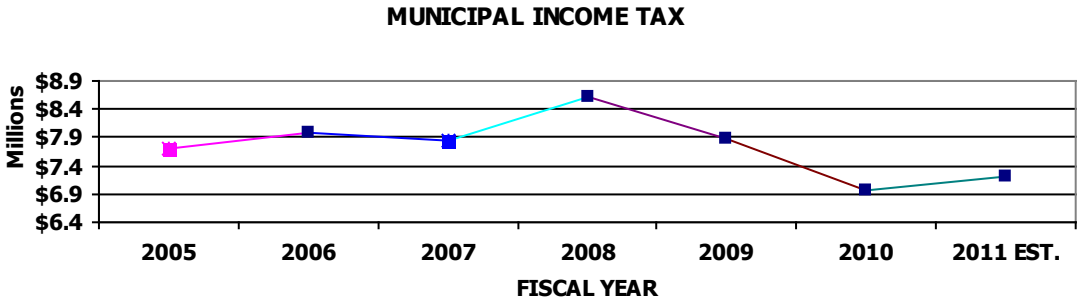
	Actual 2008	Actual 2009	Budgeted 2010	Budgeted 2011
REVENUES:				
40 Taxes	$ 12,197,470	$ 11,831,265	$ 10,964,276	$ 10,662,400
41 Intergovernmental Revenue	2,542,721	3,919,119	8,045,652	10,472,647
42 Charges for Services (except Utilities)	688,572	592,670	671,675	662,130
43 User Fees - Charges for Services	30,996,983	32,977,734	34,027,749	34,355,433
44 License, Permit, Inspection and Other Fees	398,804	315,763	319,250	306,150
45 Municipal Court Receipts-Fines and Forfeits	1,447,278	1,424,233	1,404,200	1,339,320
46 Other Revenues	2,559,186	2,104,880	2,625,401	1,871,106
48 Other Financing Sources	8,219,044	7,584,353	13,155,001	12,988,626
Total Revenues	$ 59,050,058	$ 60,750,017	$ 71,213,204	$ 72,657,812
EXPENDITURES:				
51 Personal Services	$ 23,260,935	$ 24,005,362	$ 26,945,518	$ 25,905,419
52 Materials and Supplies	10,350,359	6,293,562	7,069,666	6,015,160
53 Other Services and Charges	5,109,841	5,261,760	5,481,617	5,217,426
54 Utilities	3,456,349	6,812,458	7,404,008	9,140,782
55 Other Operating Charges	1,514,227	1,685,715	1,610,764	1,476,654
56 Capital Outlay	8,075,122	11,139,206	18,239,948	24,883,118
57 Debt Service	5,912,111	7,739,080	8,010,017	7,200,311
58 Other Nonoperating Charges	2,384,796	1,885,246	1,724,695	1,806,150
Total Expenditures	$ 60,063,740	$ 64,822,389	$ 76,486,233	$ 81,645,020
Transfers:				
47 Transfers-In (Governmental Fund Types)	$ 3,017,059	$ 2,287,193	$ 1,207,000	$ 1,287,000
49 Transfers-In (Proprietary Fund Types)	6,614,780	2,744,862	80,000	50,000
59 Operating Transfers/Reserves-Transfer Out	(6,247,318)	(4,303,686)	(957,000)	(1,002,000)
	$ 3,384,521	$ 728,369	$ 330,000	$ 335,000
EXCESS REVENUE OVER EXPENDITURES	$ 2,370,839	$ (3,344,003)	$ (4,943,029)	$ (8,652,208)
CASH CARRYOVER BALANCE	39,769,483	42,128,241	38,784,238	33,841,209
TOTAL ALL FUNDS	$ 42,140,322	$ 38,784,238	$ 33,841,209	$ 25,189,001

REVENUES

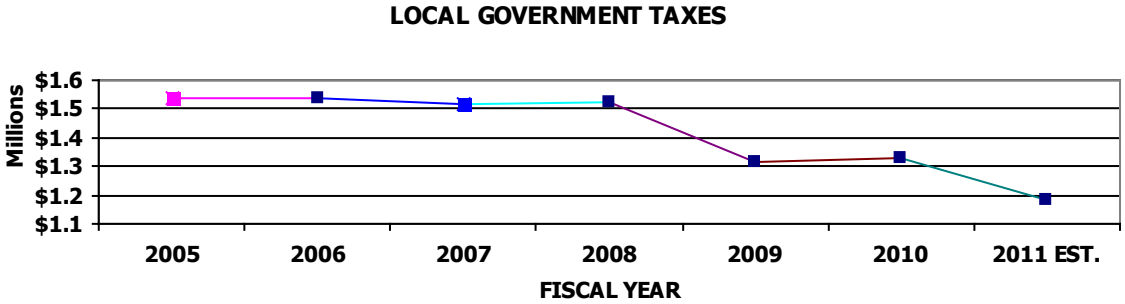
The City has five major funds that represent approximately 60% of the total estimated resources of the City and 55% of the City's appropriations. These funds are the General Fund, Water Revenue Fund, Sewer Revenue Fund, Electric Revenue Fund and Storm Water Fund. The General Fund is the chief operating fund of the City. The Water Revenue, Sewer 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 73 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 14.41% 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. The 2011 Municipal Income Tax estimates are based on trend analysis and information provided by the City's income tax collection agency.



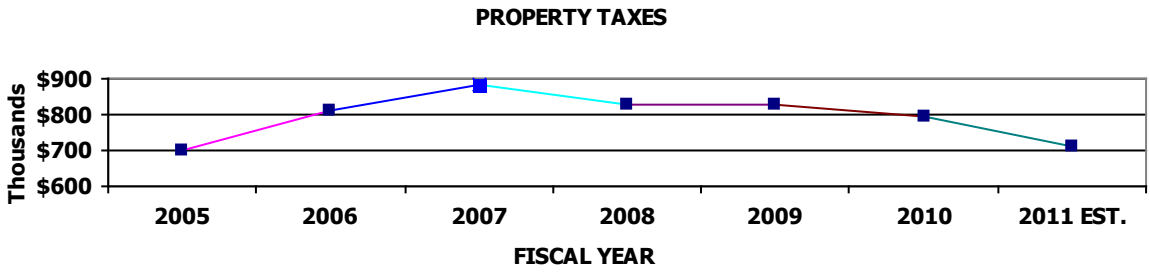
Local Government Taxes are State of Ohio revenue sharing programs in which cities share in the collection of the State Income, Sales, Corporate Franchise and Public Utilities Excise Taxes. These funds are distributed in two ways – 9/10 to counties which in turn divide them among all towns, villages and 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. The 2011 Local Government Taxes estimates are based on trend analysis and information provided to the City by the County Auditor's office.



Property Taxes include amounts levied against all real estate and public utility property. Real property taxes (other than public utility) collected during 2009 were levied October 1, 2008 on assessed values as of January 1, 2009, 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.

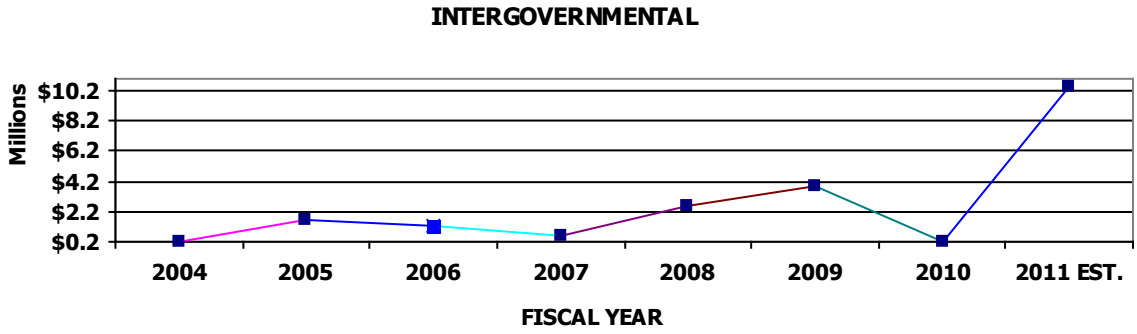
Public utility taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31st of the second year preceding the tax collection year, the lien date. Public utility is currently assessed at 25% of its true value and real property is assessed 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. The 2011 Property Tax estimates are based on trend analysis and information provided by the County Auditor's office.

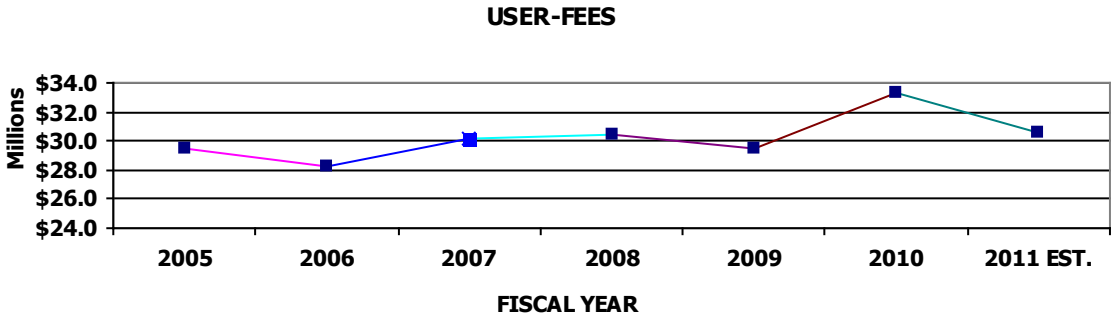


Other significant sources of revenue are defined as follows:

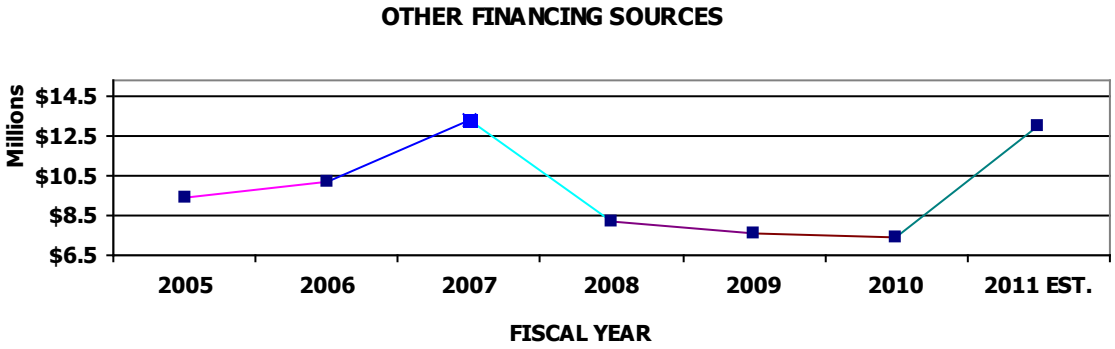
Intergovernmental are derived primarily from other government entities, such as county, state, or federal governments. The majority of these revenues are revenues received through grants. The 2011 Intergovernmental revenue estimates are based on grants the City has received, but have not received the money yet.



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. User fees are combined in a monthly bill sent to residents and businesses. Meters are read every month to determine consumptions. The 2011 User Fees estimates are based on trend analysis.



Other Financing Sources are derived primarily from issuing debt, such as bonds, notes or leases. The other main source of Other Financing Sources are transfers-in, which are monies transferred from one fund to finance the activities in another fund. The 2011 Other Financing Sources estimates are based on the 2011 budgeted debt issuances.

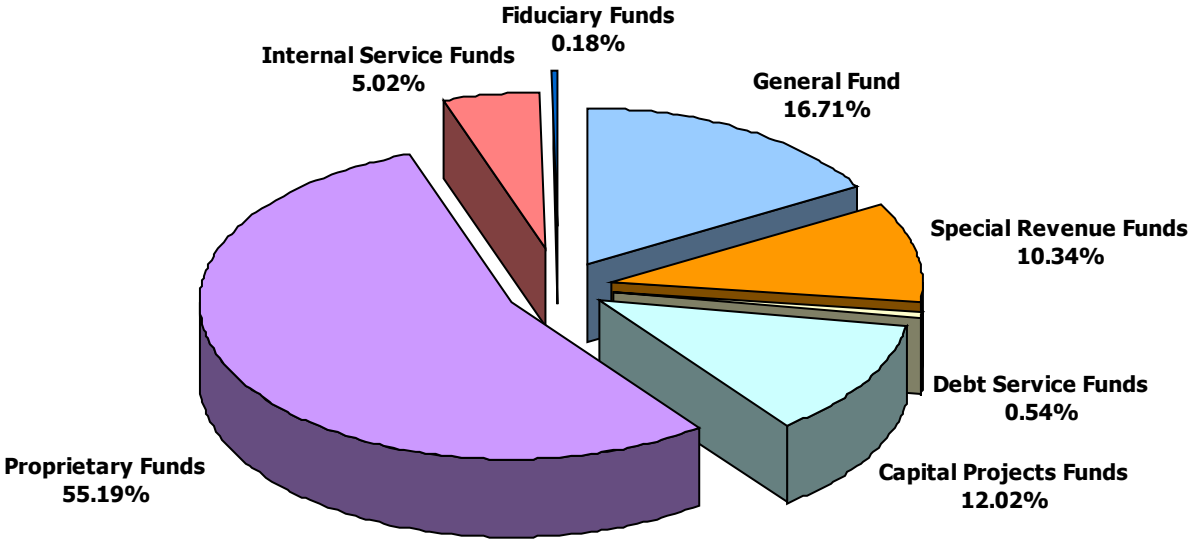


Revenues

Total for 2011 Budget $73,994,812

Summary of Revenue by Fund Group

	2011 Budget	%	2010 Budget	%
General Funds	$ 12,367,535	16.71%	$ 13,074,673	18.03%
Special Revenue Funds	7,650,978	10.34%	4,011,321	5.53%
Debt Service Funds	403,000	0.54%	452,105	0.62%
Capital Projects Funds	8,894,788	12.02%	11,093,948	15.30%
Proprietary Funds	40,827,448	55.19%	39,736,392	54.79%
Internal Service Funds	3,714,413	5.02%	4,012,315	5.53%
Fiduciary Funds	136,650	0.18%	144,450	0.20%
Total All Fund Groups	**$ 73,994,812**	**100.00%**	**$ 72,525,204**	**100.00%**



The City anticipates a slight increase in total revenues in 2011. The main reason for the increase is the City will be receiving more grant money in 2011 than we did in 2010, without the additional grant money, the City total revenues would be decreased from 2010. The poor national economy will affect the City's revenues in several ways. Municipal income tax revenues will continue to be down, due to the fact more people have been losing their jobs and are not going back to work. The interest revenues will again be reduced, due to the interest rates being at historically low levels and are estimated to continue at those levels for the foreseeable future. The local government money the City receives also will be down, due to the fact the state is dealing with their own budget shortfalls, so less money is available to be sent to the local government entities from the State. The projected 2011 General Fund revenues have not been this low since 2004. As always, the City will continue to search for other revenue sources and maximize the City's revenues to the fullest.

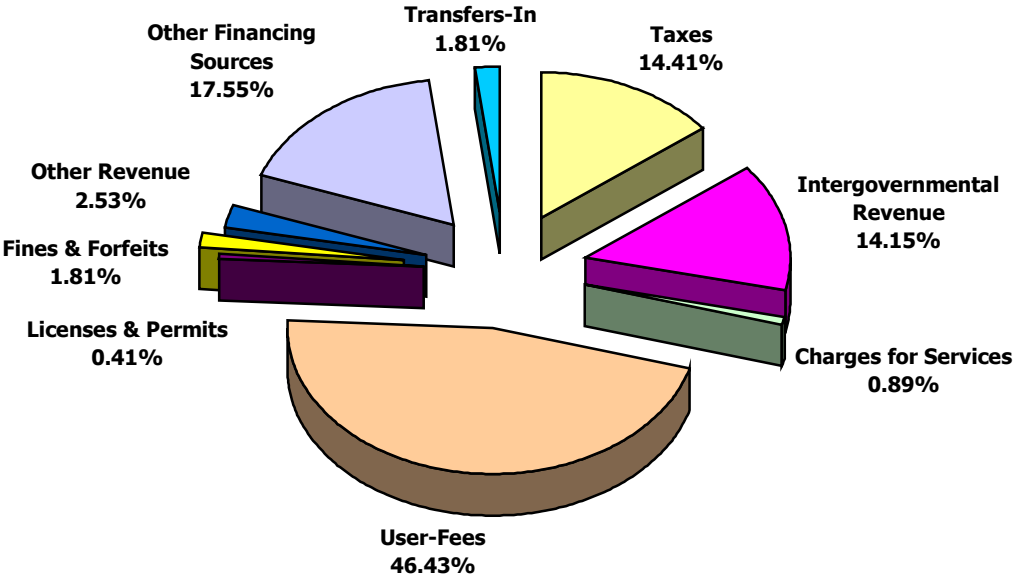
The table below is a summary comparison of the 2011 to 2010 budgets by sources.

Summary of Revenues by Source

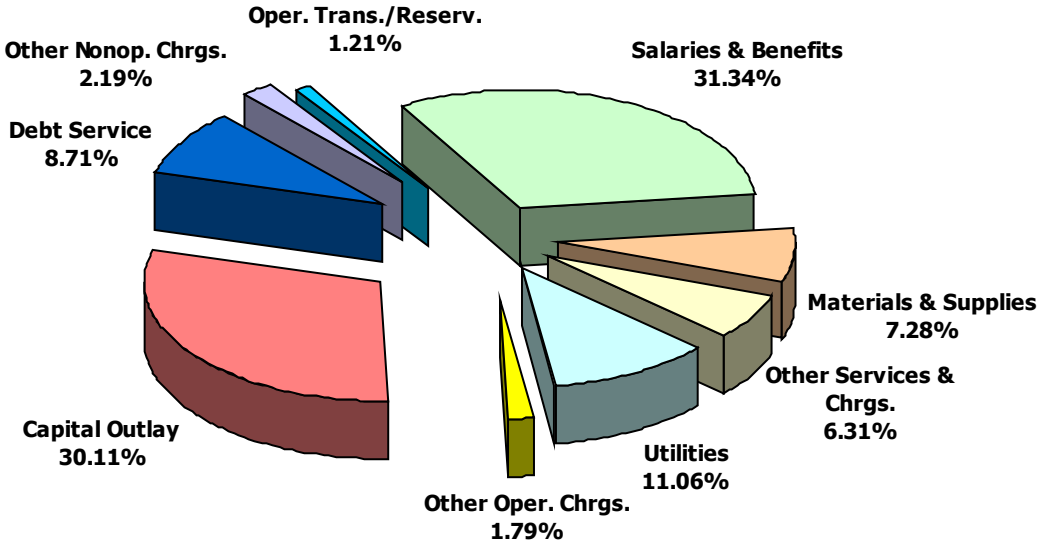
	2011 %	2011 Budget	2010 Budget	Change $	%
Taxes	14.41%	$ 10,662,400	$ 10,964,276	$ (301,876)	-2.75%
Intergovernmental	14.15%	10,472,647	8,070,652	2,401,995	29.76%
Charges for Services	0.89%	662,130	671,675	(9,545)	-1.42%
User Fees	46.43%	34,355,433	34,027,749	327,684	0.96%
Licenses & Permits	0.41%	306,150	319,250	(13,100)	-4.10%
Fines & Forfeitures	1.81%	1,339,320	1,404,200	(64,880)	-4.62%
Other Revenues	2.53%	1,871,106	2,625,401	(754,295)	-28.73%
Other Financing Sources	17.55%	12,988,626	13,155,001	(166,375)	-1.26%
Transfer-In-All Funds	1.81%	1,337,000	1,287,000	50,000	3.89%
	100.00%	**$ 73,994,812**	**$ 72,525,204**	**$ 1,469,608**	**2.03%**

- There is a slight decrease in taxes. The main reason for the decrease is that municipal budgeted income taxes will decrease by $500,000. The City will see an increase in budgeted TIF taxes in 2011.
- The increase in intergovernmental revenues is mainly due to the fact that the City will get more grant money in 2011 than was received in 2010. The City will receive over $3,000,000 in grant money in 2011 for the Vanadium Battery Project.
- User Fees, primarily in the form of utility charges, continue to be the largest share of the revenue received by the City. The City expects these revenues to be slightly up in 2011.
- There will be a slight decrease in fines and forfeitures. The main reason for the decrease is the 2011 court revenues will be decreased from 2010.
- There will be a large decrease in Other Revenues in 2011. One of the main reasons for this is the 2011 interest income will be decreased by over $145,000. Another reason for the large decrease was the City budgeted to receive $625,000 from Lake East Hospital in 2010 to go towards the demolition of the hospital.
- The decrease in Other Financing Sources is due to the fact the City is proposing to issue less debt in 2011 than we did in 2010. The City is trying to pay for the majority of capital projects with either cash or grant money.

WHERE IT COMES FROM



WHERE IT GOES



EXPENDITURES

Thanks to the guidance provided by the City Manager, and the hard work from the City's Department Heads, the City of Painesville was able to reduce the 2011 operating budget by 14% from 2010. Making these cuts will save the City over $1.8 million in 2011. These are significant cuts and the department heads should be commended for cutting all of these expenses with minimal affect to service or the reduction of existing personnel. Also included in the 2011 cuts are the reductions for the vacant positions that will not be filled in 2011 along with cuts to overtime, and seasonal employees. The 2011 budget has currently had the following vacant positions in it: two vacant positions at the electric distribution and one vacant position at the water plant. The operating expenses do not include salaries/benefits, debt, transfers, or capital.

The table below shows a comparison of the operating expenses from 2010 to 2011 and the amount of operating expenses that were cut by the City's main funds.

OPERATING BUDGET COMPARISON
RECAP BY MAJOR FUNDS

Fund	Description	2010 BUDGET	2011 BUDGET	AMOUNT VARIANCE	% VARIANCE
101	GENERAL FUND	1,434,725	1,169,094	-265,631	-18.51%
201	ST CONST, MAINT & REPAIR FUND	210,484	170,800	-39,684	-18.85%
204	CEMETERIES FUND	57,581	31,637	-25,944	-45.06%
220	FIRE LEVY FUND	14,000	8,000	-6,000	-42.86%
710	WATER REVENUE FUND	1,051,115	777,800	-273,315	-26.00%
720	SEWER REVENUE FUND	654,096	641,647	-12,449	-1.90%
730	ELECTRIC REVENUE FUND	7,924,445	6,870,284	-1,054,161	-13.30%
760	STORM WATER UTILITY FUND	38,070	27,020	-11,050	-29.03%
	Totals of Major Funds	11,384,516	9,696,282	-1,688,234	-14.83%

The table below is comparison summary of the current budget by cost center for 2011 to the prior year-end budget for 2010:

Summary of Expenditures by Cost Center

	2011 %	2011 Budget	2010 Budget	Change $	%
Personnel Services	31.34%	$ 25,905,419	$ 26,945,518	$ (1,040,099)	-3.86%
Materials & Supplies	7.28%	6,015,160	7,069,666	(1,054,506)	-14.92%
Other Services & Charges	6.31%	5,217,426	5,481,617	(264,191)	-4.82%
Utilities	11.06%	9,140,782	7,404,008	1,736,774	23.46%
Other Operating Charges	1.79%	1,476,654	1,610,764	(134,110)	-8.33%
Capital Outlay	30.11%	24,883,118	18,239,948	6,643,170	36.42%
Debt Service	8.71%	7,200,311	8,010,017	(809,706)	-10.11%
Other Nonoperating Charges	2.19%	1,806,150	1,724,695	81,455	4.72%
Operating Transfers/Reserves	1.21%	1,002,000	957,000	45,000	4.70%
Total	**100.00%**	**$ 82,647,020**	**$ 77,443,233**	**$ 5,203,787**	**6.72%**

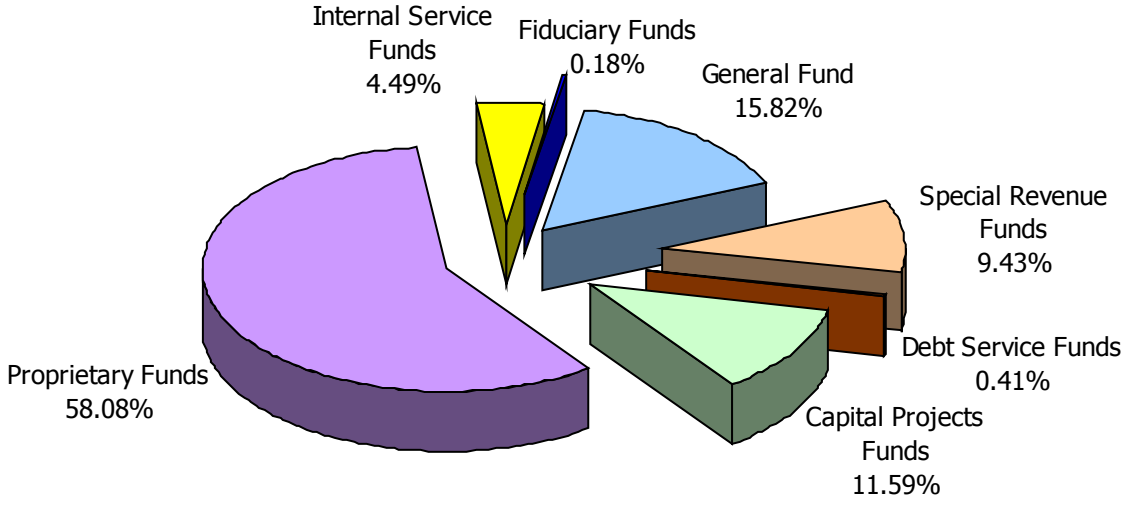
- The main reason for the decrease in Personnel Services is due to the fact that in 2010 the City had 27 pays and in 2011 the City will have 26 pays. The extra pay cost the City an additional $865,000 in 2010. Another reason for the decrease is the due to retirements and employees leaving, the City will have vacant positions that will not be filled or budgeted in 2011.
- The decrease in materials and supplies is the City anticipating buying less coal in 2011 due to the fact that it will be less expensive to buy power than produce it. The City also has made concerted efforts to decrease materials and supplies.
- One of the main reasons for the decrease in Other Services and Charges is the Water Department will save over $90,000 a year in sludge hauling costs, due to the fact that they purchased a tanker truck and will take their sludge to the City's Water Pollution Control Plant.
- The reason for the increase in Utilities is the City anticipates buying more power than producing it in 2011. It will be less expensive for the City to purchase power off the grid than to generate electricity.
- Capital Outlay for 2011 is projected to be increased. One of the main reasons for the increase is in 2011, the City is budgeting over $3.6 million for the extension of the Brookstone Blvd. to Shamrock, and this project will be financed with TIF Funds. Another reason for the increase is the City is budgeting over $4 million for the Vanadium Battery Project, of which over $3,654,000 will be paid for through grant money.
- There is a big decrease in Debt Service Payments, due to the fact the City is issuing less debt in 2011 than it did in 2010 and the City has been paying the debt down.

Expenditures

Total for 2011 Budget $82,647,020

	2011 Budget	%	2010 Budget	%
General Funds	$ 13,075,323	15.82%	$ 13,707,385	22.42%
Special Revenue Funds	7,795,023	9.43%	4,614,917	8.37%
Debt Service Funds	340,085	0.41%	371,001	1.97%
Capital Projects Funds	9,578,245	11.59%	11,818,297	5.14%
Proprietary Funds	47,994,491	58.08%	42,786,393	56.49%
Internal Service Funds	3,714,413	4.49%	4,012,315	5.50%
Fiduciary Funds	149,440	0.18%	132,925	0.12%
Total All Fund Groups	**$ 82,647,020**	**100.00%**	**$ 77,443,233**	**100.00%**

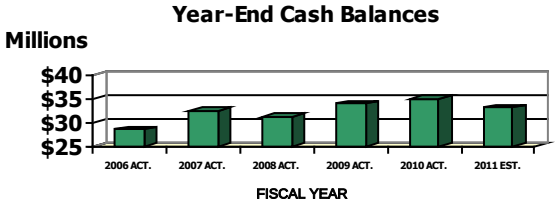
Summary of Expenditures by Fund Group



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. We are proposing to use carryover to balance several major funds. In 2011 budgeted expenses will exceed budgeted revenues by $8,652,208. The majority of this excess is the result of paying cash from Construction Funds in the various utilities for capital expenditures. The City has made a concerted effort to keep operating expenditures within current revenues, however without significant changes to programs and personnel; we do not believe it's possible this year. A statement estimating the fund cash flow can be found on pages 82-83 of this document.

Every department is still challenged to find alternative funding to maintain services and cut costs wherever possible. C ash reserves in several funds including the General Fund, Street Construction, Maintenance and Repair Fund, Water Fund and Storm Water Fund continue to decline as carry-over is used to pay for current year operating expenses. Changes to operations will be necessary in future years to balance within current year revenue. 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 is particularly critical in user fee supported funds such as the utilities. Each one of the Enterprise funds must be self-supporting. The Electric Fund continues to have an adequate balance, however more money will have to be set aside for infrastructure improvements and future EPA compliance. Most critical will be the Water Fund which is expected to have a carry-over balance of less than $1 million at the start 2011. Even though the water rates have been raised, in these times of national economic hardships, people are finding ways to cut costs. Watering your lawn is something people are not doing in an effort to save money. Also companies are becoming more "Green" and concentrating on ways to lower expenses. Administrators will continue to monitor and control spending while looking for innovative methods to stretch a dollar.



CAPITAL IMPROVEMENTS

Capital projects are designed to be funded primarily through grants and cash. The details of the capital budget are outlined in a separate section of the budget. A few of the key projects included in the Capital Equipment Budget are the purchase of new radios for the Police and Fire Division. This expenditure of almost $300,000 is the result of the Lake County upgrade to the 800 Mhz public safety radio system. The existing equipment will no longer function with the new system. As the result there is limited additional cash for other equipment this year. Only one new police vehicle and truck replacement for Public Works are budgeted this year. In the enterprise funds the major projects are funded by grant funds. They include the Vanadium Redox Battery and the extension of the Brookstone Boulevard paid with TIF funds. The completion of the Hospital demolition using the CORF grant a nd the Millstone acquisition and demolition through the use of FEMA grants are also major projects. In the utility funds, the Electric Construction Fund projects over $8 million in new projects to construct a second substation and circuits, replace various switch gear and boiler monitoring equipment at the plant and replace vehicles in Distribution. The Water Construction Fund is continuing its improvements to the distribution system through Tank improvements and analysis fo the future need of our Lake Erie intake. WPCP has minimal capital as the result of the completion of the significant upgrades through the WPCLF funding over the last two years. An anaerobic digester sludge heater improvement will provide significant savings in gas costs in future years. Lastly, only minimal street improvements are budgeted in 2011. One street reconstruction , Hartshorn, is proposed and a minor street overlay program is programmed using unused funds from the 2010 capital budget.

REVENUE BUDGET SUMMARY ALL FUNDS

FUND	NAME	ACTUAL 2007	ACTUAL 2008	ACTUAL 2009	BUDGET 2010	BUDGET 2011
	GENERAL FUNDS					
101	General Fund	$ 15,524,324	$ 15,115,422	$ 13,826,601	$ 13,074,673	$ 12,367,535
151	General Fund Reserve	25,000	400,000	3,115	-	-
152	Employee Health Insurance Reserve	100,000	-	-	-	-
153	Workers' Compensation Reserve	10,000	10,000	-	-	-
154	Compensated Balance Reserve	20,000	120,000	-	-	-
	TOTAL FOR GENERAL FUNDS	$ 15,679,324	$ 15,645,422	$ 13,829,716	$ 13,074,673	$ 12,367,535
	SPECIAL REVENUE FUNDS					
201	Street Construction, Maintenance and Repair	$ 2,565,929	$ 2,237,441	$ 2,002,628	$ 1,935,666	$ 1,757,698
202	State Highway Improvement	53,750	53,894	51,630	51,000	50,000
204	Cemeteries	509,275	541,016	502,606	423,050	403,700
208	Police Pension Transfer	87,803	89,533	90,653	75,644	77,750
209	Fire Pension Transfer	87,803	89,533	90,653	75,644	77,750
212	Law Enforcement	5,597	11,967	15,154	20,000	100
215	Municipal Motor Vehicle License Tax	34,141	33,567	33,335	33,000	33,000
217	Indigent Drivers Alcohol Treatment	23,818	25,046	30,921	24,000	34,000
218	Enforcement and Education	1,369	1,447	1,354	1,300	1,000
219	City Motor Vehicle License Tax	68,283	67,135	66,670	65,000	65,000
220	Fire Levy	250,795	503,547	344,239	298,517	293,490
221	Underground Storge Tank	-	-	3,750	-	-
222	Probation Services	127,096	125,480	119,392	120,000	120,000
223	COPS	-	4,831	10,529	20,000	20,000
226	Skate Facility	37,200	375	120	-	-
227	Fire Special Revenue	15,428	5,531	5,190	14,500	5,000
228	Federal Emergency Management Agency	77,358	-	-	-	-
229	Emergency Medical Services	376,672	450,893	412,662	490,000	500,000
230	Municipal Court Computerization	116,432	98,096	92,033	87,000	78,500
231	Shamrock Business Center TIF Fund			363,707	180,000	3,988,000
232	2008 FEMA Fund		139,820	-	-	-
233	Brownfield Grant	-	16,118	94,633	97,000	82,000
234	Victim's Advocate Grant Fund	-	-	-	-	63,990
	TOTAL FOR SPECIAL REVENUE FUNDS	$ 4,438,749	$ 4,495,270	$ 4,331,859	$ 4,011,321	$ 7,650,978
	DEBT SERVICE FUNDS					
301	General Bond Retirement	$ 205,485	$ 142,541	$ 92,856	$ 57,745	$ 62,000
303	Special Assessment Bond Retirement	354,709	168,049	104,845	148,000	102,000
304	Land Acquisition Note Retirement	612,000	558,900	260,590	246,360	239,000
	TOTAL FOR DEBT SERVICE FUNDS	$ 1,172,194	$ 869,490	$ 458,291	$ 452,105	$ 403,000
	CAPITAL PROJECT FUNDS					
415	Municipal Court Capital Projects	$ 243,961	$ 41,537	$ 67,692	$ 39,000	$ 33,600
424	Capital Improvement	1,461,135	358,146	25,000	1,027,000	990,000
425	Girdled Road Water Improvements	-	225,000	100,000	-	60,000
426	Shamrock Boulevard Road Project	-	2,352,082	2,848,000	2,394,000	1,842,240
427	Jackson St. Interchange Project	48,488	-	-	450,000	500,000
428	Industrial Park Project	502,646	-	-	-	-
429	Muni Court Special Projects	112,708	111,939	108,810	100,000	105,000
430	Capital Equipment Reserve	696,482	373,802	25,000	-	-
431	Millstone Acquistion	250,000	-	-	4,063,948	4,063,948
432	Gristmill FMA Acquisition	100,000	1,371,740	514,495	-	-
433	Gristmill HMGP Acquisition	-	-	374,883	-	-
434	Lake Hospital Demolition Project	-	-	-	3,020,000	1,300,000
	TOTAL FOR CAPITAL PROJECT FUNDS	$ 3,415,420	$ 4,834,246	$ 4,063,880	$ 11,093,948	$ 8,894,788

REVENUE BUDGET SUMMARY ALL FUNDS (Continued)

FUND	NAME	ACTUAL 2007	ACTUAL 2008	ACTUAL 2009	BUDGETED 2010	BUDGET 2011
	PROPRIETARY FUNDS					
710	Water Revenue	$ 8,677,874	$ 4,986,333	$ 4,445,508	$ 4,529,230	$ 4,460,100
711	Water Deposit	2,912	38,352	63,781	60,000	44,000
712	Water Construction	1,860,573	1,583,450	2,545,488	1,127,154	1,039,049
720	Sewer Revenue	3,537,187	3,486,171	3,511,903	3,580,972	3,426,910
722	Sewer Construction	1,409,787	1,095,150	3,867,442	554,929	467,179
730	Electric Revenue	23,509,699	23,650,393	22,417,031	22,464,795	23,376,250
731	Electric Deposit	6,101	63,236	106,726	110,000	85,000
732	Electric Construction	5,000,000	1,622,731	1,348,971	6,000,000	3,000,000
733	Electric Replacement and Improvement Fund		-	-	-	-
734	Electric Reserve	-	800,000	-	-	-
735	Smart Grid Project Fund	-	-	-	-	3,659,895
740	Refuse	10,416	2,664	1,908	1,600	73,810
750	Off-Street Parking Revenue	155,919	308,339	154,785	122,550	92,500
751	Off-Street Parking Debt Service	-	-	-	-	-
752	Off-Street Parking Deposit	252	282	138	100	75
760	Storm Water Utility	865,874	761,945	841,358	1,108,230	1,052,010
770	Community Programs	70,041	52,521	35,495	76,832	50,670
	TOTAL FOR PROPRIETARY FUNDS	$ 45,106,635	$ 38,451,567	$ 39,340,534	$ 39,736,392	$ 40,827,448
	INTERNAL SERVICES					
801	Fuel and Oil Rotary	$ 238,557	$ 389,324	$ 205,710	$ 172,948	$ 173,140
802	Supplies Rotary	43,784	45,711	43,835	41,567	41,273
803	Employee Health Insurance	2,000,279	2,456,444	2,691,113	3,247,800	2,900,000
805	Workers' Compensation Retrospective	355,447	338,769	461,589	550,000	600,000
	TOTAL FOR INTERNAL SERVICES FUNDS	$ 2,638,067	$ 3,230,248	$ 3,402,247	$ 4,012,315	$ 3,714,413
	FIDUCIARY FUNDS					
601	Deposit Trust	$ 73,486	$ 56,456	$ 111,862	$ 52,450	$ 48,300
602	Plan Review Trust	238,462	34,226	-	-	1,000
603	Zoning Application Trust	600	225	450	200	200
605	Cemetery Trust - Operations	-	10,429	3,502	3,500	1,000
606	Special Endowment - Operations	-	4,332	1,457	1,750	450
607	Columbarium Trust	-	-	-	1,000	500
613	Law Enforcement Trust	3,722	2,890	2,339	9,000	9,000
901	Evergreen Cemetery Trust	-	240	3,240	1,000	1,000
902	Riverside Cemetery Trust	8,673	7,065	8,195	4,250	4,100
903	Special Endowment Trust	3,580	4,570	2,385	1,300	1,100
952	State Patrol Transfer	-	68,233	76,429	70,000	70,000
953	Elecronic License Forfeiture	74,752	-	-	-	-
954	JEDD Fund		-	145,686	-	-
960	Land Bank	-	-	-	-	-
	TOTAL FOR FIDUCIARY FUNDS	$ 403,275	$ 188,666	$ 355,545	$ 144,450	$ 136,650
TOTAL REVENUES/ESTIMATED RESOURCES		**$ 72,853,664**	**$ 67,714,909**	**$ 65,782,072**	**$ 72,525,204**	**$ 73,994,812**

EXPENDITURE BUDGET SUMMARY ALL FUNDS

FUND	NAME	ACTUAL 2007	ACTUAL 2008	ACTUAL 2009	BUDGET 2010	BUDGET 2011
	GENERAL FUNDS					
101	General Fund	$ 15,524,324	$ 15,278,382	$ 13,476,789	$ 13,610,385	$ 12,646,973
151	General Fund Reserve	25,000	-	3,115	-	-
152	Employee Health Insurance Reserve	100,000	-	150,000	-	-
153	Workers' Compensation Reserve	10,000	-	-	-	-
154	Compensated Balance Reserve	20,000	38,174	-	97,000	428,350
	TOTAL FOR GENERAL FUNDS	$ 15,679,324	$ 15,316,556	$ 13,629,904	$ 13,707,385	$ 13,075,323
	SPECIAL REVENUE FUNDS					
201	Street Construction, Maintenance and Repair	$ 2,565,929	$ 2,021,795	$ 2,613,861	$ 2,459,206	$ 1,781,070
202	State Highway Improvement	53,750	33,017	37,129	30,000	30,000
204	Cemeteries	509,275	480,226	517,502	514,481	489,022
208	Police Pension Transfer	87,803	86,661	88,150	81,400	86,000
209	Fire Pension Transfer	87,803	86,661	88,133	81,400	86,000
212	Law Enforcement	5,597	11,623	9,004	20,000	12,500
215	Municipal Motor Vehicle License Tax	34,141	33,000	30,000	32,000	41,000
217	Indigent Drivers Alcohol Treatment	23,818	24,274	32,578	40,000	40,000
218	Enforcement and Education	1,369	-	-	-	-
219	City Motor Vehicle License Tax	68,283	65,000	62,000	75,000	71,000
220	Fire Levy	250,795	583,791	386,216	339,783	337,631
221	Underground Storge Tank	-	4,000	-	1,500	1,000
222	Probation Services	127,096	111,395	122,915	135,229	152,404
223	COPS	-	5,505	10,445	20,000	20,000
226	Skate Facility	37,200	35,917	-	-	-
227	Fire Special Revenue	15,428	14,220	13,206	12,000	7,450
228	Federal Emergency Management Agency	77,358	-	-	-	-
229	Emergency Medical Services	376,672	297,327	479,088	536,823	693,778
230	Municipal Court Computerization	116,432	159,200	111,255	106,095	107,127
231	Shamrock Business Center TIF Fund	-	-	36,371	33,000	3,698,000
232	2008 FEMA Fund	-	35,772	104,048	-	-
233	Brownfield Grant	-	991	105,531	97,000	82,000
234	Victim's Advocate Grant Fund	-	-	-	-	59,041
	TOTAL FOR SPECIAL REVENUE FUNDS	$ 4,438,749	$ 4,090,375	$ 4,847,432	$ 4,614,917	$ 7,795,023
	DEBT SERVICE FUNDS					
301	General Bond Retirement	$ 205,485	$ 125,849	$ 73,108	$ 21,710	$ 1,200
303	Special Assessment Bond Retirement	354,709	165,852	100,124	102,931	99,885
304	Land Acquisition Note Retirement	612,000	558,900	260,590	246,360	239,000
	TOTAL FOR DEBT SERVICE FUNDS	$ 1,172,194	$ 850,601	$ 433,822	$ 371,001	$ 340,085
	CAPITAL PROJECT FUNDS					
415	Municipal Court Capital Projects	$ 243,961	$ 59,128	$ 61,843	$ 58,505	$ 54,210
424	Capital Improvement	1,461,135	694,231	154,741	1,180,000	1,120,000
425	Girdled Road Water Improvements	-	118,905	118,905	118,908	118,907
426	Shamrock Boulevard Road Project	-	1,552,284	3,059,939	2,450,260	1,897,740
427	Jackson St. Interchange Project	48,488	6,000	18,195	450,000	450,000
428	Industrial Park Project	502,646	15,371	16,225	15,843	15,460
429	Muni Court Special Projects	112,708	78,079	86,999	206,326	171,191
430	Capital Equipment Reserve	696,482	338,188	333,914	254,507	386,789
431	Millstone Acquistion Fund	250,000	4,363	150	4,063,948	4,063,948
432	Gristmill FMA Acquistion	100,000	4,937	1,770,439	-	-
433	Gristmill HMGP Acquistion	50,000	5,662	1,254,111	-	-
434	Lake Hospital Demolition Project	50,000	5,662	-	3,020,000	1,300,000
	TOTAL FOR CAPITAL PROJECT FUNDS	$ 3,515,420	$ 2,882,810	$ 6,875,461	$ 11,818,297	$ 9,578,245

EXPENDITURE BUDGET SUMMARY ALL FUNDS (continued)

FUND	NAME	ACTUAL 2007	ACTUAL 2008	ACTUAL 2009	BUDGET 2010	BUDGET 2011
	PROPRIETARY FUNDS					
710	Water Revenue	$ 8,677,874	$ 6,843,581	$ 5,409,971	$ 4,694,268	$ 4,471,574
711	Water Deposit	2,912	-	-	-	-
712	Water Construction	1,860,573	1,664,151	2,295,034	1,722,713	1,633,896
720	Sewer Revenue	3,537,187	3,382,018	3,815,288	3,413,100	3,347,136
722	Sewer Construction	1,409,787	1,332,498	3,132,041	991,457	893,504
730	Electric Revenue	23,509,699	23,189,313	21,870,500	23,122,116	23,602,550
731	Electric Deposit	6,101	-	-	-	-
732	Electric Construction	5,000,000	1,864,850	1,971,767	7,438,220	8,516,450
733	Electric Replacement and Improvement Fund		300,000	-	-	-
734	Electric Utility Reserve	-	-	-	-	-
735	Smart Grid Project Fund	-	-	-	-	4,109,895
740	Refuse	10,416	9,997	3,380	2,350	78,700
750	Off-Street Parking Revenue	155,919	136,728	231,209	226,947	158,799
751	Off-Street Parking Debt Service	-	-	-	-	-
752	Off-Street Parking Deposit	252	-	-	-	-
760	Storm Water Utility	865,874	1,054,803	838,232	1,098,390	1,131,157
770	Community Programs	70,041	57,435	39,448	76,832	50,830
	TOTAL FOR PROPRIETARY FUNDS	$ 45,106,635	$ 39,835,374	$ 39,606,870	$ 42,786,393	$ 47,994,491
	INTERNAL SERVICES FUNDS					
801	Fuel and Oil Rotary	$ 238,557	$ 348,519	$ 221,193	$ 172,948	$ 173,140
802	Supplies Rotary	43,784	44,136	45,394	41,567	41,273
803	Employee Health Insurance	2,000,279	2,464,304	2,691,113	3,247,800	2,900,000
805	Workers' Compensation Retrospective	355,447	338,770	461,589	550,000	600,000
	TOTAL FOR INTERNAL FUNDS	$ 2,638,067	$ 3,195,729	$ 3,419,289	$ 4,012,315	$ 3,714,413
	FIDUCIARY FUNDS					
601	Deposit Trust	$ 73,486	$ 33,908	$ 67,042	$ 45,450	$ 46,000
602	Plan Review Trust	238,462	40,280	21,713	-	17,500
603	Zoning Application Trust	600	38	106	200	140
605	Cemetery Trust - Operations	-	2,275	1,848	3,500	3,000
606	Special Endowment - Operations	-	-	-	1,750	1,750
607	Columbarium Trust	-	-	-	1,000	500
613	Law Enforcement Trust	3,722	-	-	9,000	9,000
901	Evergreen Cemetery Trust	-	120	-	1,000	750
902	Riverside Cemetery Trust	8,673	420	480	1,000	750
903	Special Endowment Trust	3,580	-	-	25	50
952	State Patrol Transfer	74,752	68,233	76,429	70,000	70,000
953	Elecronic License Forfeiture	-	-	-	-	-
954	JEDD Fund		-	145,686		
960	Land Bank	-	-	-	-	-
	TOTAL FOR FIDUCIARY FUNDS	$ 403,275	$ 145,274	$ 313,304	$ 132,925	$ 149,440
	TOTAL EXPENDITURES/APPROPRIATIONS	**$ 72,953,664**	**$ 66,316,719**	**$ 69,126,082**	**$ 77,443,233**	**$ 82,647,020**

FUND REVENUE & EXPENDITURE SUMMARY

Fund	Fund No.	Estimated Unencumbered Beginning Balance	FY 2011 Budgeted Revenue	FY 2011 Budgeted Expenses	Estimated Ending Balance	% Change in End Bal. to Beg. Bal.
General	101	$ 2,942,440	$ 12,367,535	$ 12,646,973	$ 2,663,002	-9.50%
General Fund Reserve	151	350,000	-	-	350,000	0.00%
Employee Health Insurance	152	372,005	-	-	372,005	0.00%
Workers' Comp Reserve	153	322,246	-	-	322,246	0.00%
Compensated Balances Reserve	154	511,196	-	428,350	82,846	-83.79%
Subtotal General Fund		$ 4,497,887	$ 12,367,535	$ 13,075,323	$ 3,790,099	
Special Revenue Funds						
Street Const., Maint. & Repair	201	$ 695,817	$ 1,757,698	$ 1,781,070	$ 672,445	-3.36%
State Highway	202	82,913	50,000	30,000	102,913	24.12%
Cemeteries	204	125,526	403,700	489,022	40,204	-67.97%
Police Pension Transfer	208	11,717	77,750	86,000	3,467	-70.41%
Fire Pension Transfer	209	11,749	77,750	86,000	3,499	-70.22%
Law Enforcement Fund	212	13,040	100	12,500	640	-95.09%
Municipal Motor Vehicle Tax	215	10,658	33,000	41,000	2,658	-75.06%
Indigent Drivers Alcohol Treat.	217	87,288	34,000	40,000	81,288	-6.87%
Enforcement & Education	218	48,502	1,000	-	49,502	2.06%
City Vehicle License Tax	219	8,168	65,000	71,000	2,168	-73.46%
Fire Levy	220	224,884	293,490	337,631	180,743	-19.63%
Underground Storage Tank	221	3,431	-	1,000	2,431	-29.15%
Probation Services	222	76,596	120,000	152,404	44,192	-42.31%
COPS	223	47	20,000	20,000	47	0.00%
Skate Facility	226	627	-	-	627	0.00%
Fire Special Revenue	227	3,536	5,000	7,450	1,086	-69.29%
Emergency Medical Services	229	344,492	500,000	693,778	150,714	-56.25%
Municipal Court Computerization	230	30,364	78,500	107,127	1,737	-94.28%
Shamrock Business Center TIF Fund	231	326,338	3,988,000	3,698,000	616,338	88.86%
Brownfield Grant	233	4,229	82,000	82,000	4,229	0.00%
Victim's Advocate Grant Fund	234	57	63,990	59,041	5,006	8682.46%
Subtotal Special Revenue Funds		$ 2,109,979	$ 7,650,978	$ 7,795,023	$ 1,965,934	
Debt Service Funds						
General Bond Retirement	301	$ 87,805	$ 62,000	$ 1,200	$ 148,605	69.24%
Special Assessment Bond Retirement	303	147,801	102,000	99,885	149,916	1.43%
Land Acquisition Note Retirement	304	-	239,000	239,000	-	0.00%
Subtotal Debt Service Funds		$ 235,606	$ 403,000	$ 340,085	$ 298,521	
Capital Projects Funds						
Municipal Court Capital Projects	415	$ 33,640	$ 33,600	$ 54,210	$ 13,030	38.73%
Capital Improvement	424	317,833	990,000	1,120,000	187,833	59.10%
Girdled Road Water Improvements	425	68,475	60,000	118,907	9,568	13.97%
Shamrock Blvd Road Project	426	120,630	1,842,240	1,897,740	65,130	53.99%
Jackson St. Interchange Project	427	116,715	500,000	450,000	166,715	142.84%
Industrial Park Project	428	18,510	-	15,460	3,050	16.48%
Municipal Court Special Projects	429	206,221	105,000	171,191	140,030	67.90%
Capital Equipment Reserve	430	494,417	-	386,789	107,628	21.77%
Millstone Acquisition	431	245,000	4,063,948	4,063,948	245,000	100.00%
Gristmill FMA Acquisition	432	-	-	-	-	0.00%
Gristmill HMGP Acquisition	433	-	-	-	-	0.00%
Lake Hospital Demolition	434	86,584	1,300,000	1,300,000	86,584	100.00%
Subtotal Capital Projects Funds		$ 1,708,025	$ 8,894,788	$ 9,578,245	$ 1,024,568	

FUND REVENUE & EXPENDITURE SUMMARY (continued)

Fund	Fund No.	Estimated Unencumbered Beginning Balance	FY 2011 Revenue	FY 2011 Expenses	Estimated Ending Balance	% Change in End Bal. to Beg. Bal.
Expendable Trust Funds						
Deposit Trust	601	$ 363,902	$ 48,300	$ 46,000	$ 366,202	0.63%
Plan Review Trust	602	95,333	1,000	17,500	78,833	-17.31%
Zoning Application Trust	603	9,654	200	140	9,714	0.62%
Cemetery Trust - Operations	605	79,490	1,000	3,000	77,490	-2.52%
Special Endowment - Operations	606	57,086	450	1,750	55,786	-2.28%
Columbarium Trust	607	89	500	500	89	0.00%
Law Enforcement Trust	613	6,279	9,000	9,000	6,279	0.00%
Subtotal Expendable Funds		$ 611,833	$ 60,450	$ 77,890	$ 594,393	
Enterprise Funds						
Water Revenue	710	$ 787,863	$ 4,460,100	$ 4,471,574	$ 776,389	-1.46%
Water Deposit	711	284,660	44,000	-	328,660	15.46%
Water Construction	712	737,210	1,039,049	1,633,896	142,363	-80.69%
Water Pollution Revenue	720	1,573,894	3,426,910	3,347,136	1,653,668	5.07%
Water Pollution Construction	722	859,186	467,179	893,504	432,861	-49.62%
Electric Revenue	730	8,238,706	23,376,250	23,602,550	8,012,406	-2.75%
Electric Deposit	731	578,769	85,000	-	663,769	14.69%
Electric Construction	732	5,874,312	3,000,000	8,516,450	357,862	-93.91%
Electric Replacement & Improvements	733	-	-	-	-	0.00%
Electric Utility Reserve	734	2,934,646	-	-	2,934,646	0.00%
Smart Grid Project Fund	735	552,432	3,659,895	4,109,895	102,432	-81.46%
Refuse	740	6,594	73,810	78,700	1,704	-74.16%
Off-Street Parking Revenue	750	116,108	92,500	158,799	49,809	-57.10%
Off-Street Parking Debt Service	751	7,312	-	-	7,312	0.00%
Off-Street Parking Deposit	752	3,807	75	-	3,882	1.97%
Storm Water Utility	760	115,191	1,052,010	1,131,157	36,044	-68.71%
Community Programs	770	2,000	50,670	50,830	1,840	-8.00%
Subtotal Enterprise Funds		$ 22,672,690	$ 40,827,448	$ 47,994,491	$ 15,505,647	
Internal Service Funds						
Fuel & Oil Rotary	801	$ 10,048	$ 173,140	$ 173,140	$ 10,048	0.00%
Supplies Rotary	802	26,240	41,273	41,273	26,240	0.00%
Employee Health Insurance	803	15,000	2,900,000	2,900,000	15,000	0.00%
Workers' Comp. Retrospective	805	153,774	600,000	600,000	153,774	0.00%
Subtotal Internal Service Funds		$ 205,062	$ 3,714,413	$ 3,714,413	$ 205,062	
Non-Expendable Trust Funds						
Evergreen Cemetery Trust	901	$ 403,427	$ 1,000	$ 750	$ 403,677	0.06%
Riverside Cemetery Trust	902	357,827	4,100	750	361,177	0.94%
Special Endowment Trust	903	317,051	1,100	50	318,101	0.33%
Subtotal Nonexpendable Trust		$ 1,078,305	$ 6,200	$ 1,550	$ 1,082,955	
Agency Funds						
State Patrol Transfer	952	$ 18,284	$ 70,000	$ 70,000	$ 18,284	0.00%
Electronic License Forfeiture	953	7,206	-	-	7,206	0.00%
Land Bank	960	4,943	-	-	4,943	0.00%
Subtotal Agency Funds		$ 30,433	$ 70,000	$ 70,000	$ 30,433	
GRAND TOTAL ALL FUNDS		**$ 32,905,289**	**$ 73,994,812**	**$ 82,647,020**	**$ 24,253,081**	

Revenue Comparison by Fund

Fund	Fund No.	Revenues: Budget FY 2011	Revenues: Budget FY 2010	Revenues: Increase (Decrease)	Revenues: Percentage Change
General	101	$ 12,367,535	$ 13,074,673	$ (707,138)	-5.41%
General Fund Reserve	151	-	-	-	0.00%
Employee Health Insurance Reserve	152	-	-	-	0.00%
Workers Compensation Reserve	153	-	-	-	0.00%
Compensated Balance Reserve	154	-	-	-	0.00%
Subtotal General Funds		$ 12,367,535	$ 13,074,673	$ (707,138)	
Special Revenue Funds					
Street Const., Maint. & Repair	201	$ 1,757,698	$ 1,935,666	$ (177,968)	-9.19%
State Highway	202	50,000	51,000	(1,000)	-1.96%
Cemeteries	204	403,700	423,050	(19,350)	-4.57%
Police Pension Transfer	208	77,750	75,644	2,106	2.78%
Fire Pension Transfer	209	77,750	75,644	2,106	2.78%
Law Enforcement	212	100	20,000	(19,900)	-99.50%
Municipal Motor Vehicle Tax	215	33,000	33,000	-	0.00%
Indigent Drivers Alcohol Treat.	217	34,000	24,000	10,000	41.67%
Enforcement & Education	218	1,000	1,300	(300)	-23.08%
City Vehicle License Tax	219	65,000	65,000	-	0.00%
Fire Levy	220	293,490	298,517	(5,027)	-1.68%
Underground Storage Tank	221	-	-	-	0.00%
Probation Services	222	120,000	120,000	-	0.00%
COPS	223	20,000	20,000	-	0.00%
Skate Facility	226	-	-	-	0.00%
Fire Special Revenue	227	5,000	14,500	(9,500)	-65.52%
Emergency Medical Services Fund	229	500,000	490,000	10,000	2.04%
Municipal Court Computerization	230	78,500	87,000	(8,500)	-9.77%
Shamrock Business Center TIF Fund	231	3,988,000	180,000	3,808,000	2115.56%
Brownfield Grant	233	82,000	97,000	(15,000)	-15.46%
Victim's Advocate Grant Fund	234	63,990	-	63,990	100.00%
Subtotal Special Revenue Funds		$ 7,650,978	$ 4,011,321	$ 3,639,657	
Debt Service Funds					
General Bond Retirement	301	$ 62,000	$ 57,745	$ 4,255	7.37%
Special Assessment Bond Retirement	303	102,000	148,000	(46,000)	-31.08%
Land Acquisition Note Retirement	304	239,000	246,360	(7,360)	-2.99%
Subtotal Debt Service Funds		$ 403,000	$ 452,105	$ (49,105)	
Capital Projects Funds					
Municipal Court Capital Projects	415	$ 33,600	$ 39,000	$ (5,400)	-13.85%
Capital Improvement	424	990,000	1,027,000	(37,000)	-3.60%
Girdled Road Water Improvements	425	60,000	-	60,000	0.00%
Shamrock Blvd Road Project	426	1,842,240	2,394,000	(551,760)	-23.05%
Jackson St. Interchange Project	427	500,000	450,000	50,000	11.11%
Industrial Park Project	428	-	-	-	0.00%
Municipal Court Special Projects	429	105,000	100,000	5,000	5.00%
Capital Equipment Reserve	430	-	-	-	0.00%
Millstone Acquisition	431	4,063,948	4,063,948	-	0.00%
Gristmill FMA Acquisition	432	-	-	-	0.00%
Gristmill HMGP Acquisition	433	-	-	-	0.00%
Lake Hospital Demolition Project	434	1,300,000	3,020,000	(1,720,000)	-56.95%
Subtotal Capital Projects Funds		$ 8,894,788	$ 11,093,948	$ (2,199,160)	

Revenue Comparison by Fund (continued)

Fund	Fund No.	Revenues: Budget FY 2011	Budget FY 2010	Increase (Decrease)	Percentage Change
Expendable Trust Funds					
Deposit Trust	601	$ 48,300	$ 52,450	$ (4,150)	-7.91%
Plan Review Trust	602	1,000	-	1,000	100.00%
Zoning Application Trust	603	200	200	-	0.00%
Cemetery Trust - Operations	605	1,000	3,500	(2,500)	-71.43%
Special Endowment - Operations	606	450	1,750	(1,300)	-74.29%
Columbarium Trust	607	500	1,000	(500)	-50.00%
Law Enforcement Trust	613	9,000	9,000	-	0.00%
Subtotal Expendable Funds		$ 60,450	$ 67,900	$ (7,450)	
Enterprise Funds					
Water Revenue	710	$ 4,460,100	$ 4,529,230	$ (69,130)	-1.53%
Water Deposit	711	44,000	60,000	(16,000)	-26.67%
Water Construction	712	1,039,049	1,127,154	(88,105)	-7.82%
Sewer Revenue	720	3,426,910	3,580,972	(154,062)	-4.30%
Sewer Construction	722	467,179	554,929	(87,750)	-15.81%
Electric Revenue	730	23,376,250	22,464,795	911,455	4.06%
Electric Deposit	731	85,000	110,000	(25,000)	-22.73%
Electric Construction	732	3,000,000	6,000,000	(3,000,000)	-50.00%
Electric Replacement & Improvement	733	-	-	-	0.00%
Electric Utility Reserve	734	-	-	-	0.00%
Smart Grid Project Fund	735	3,659,895	-	3,659,895	100.00%
Refuse	740	73,810	1,600	72,210	4513.13%
Off-Street Parking Revenue	750	92,500	122,550	(30,050)	-24.52%
Off-Street Parking Debt Service	751	-	-	-	0.00%
Off-Street Parking Deposit	752	75	100	(25)	-25.00%
Storm Water Utility	760	1,052,010	1,108,230	(56,220)	-5.07%
Community Programs	770	50,670	76,832	(26,162)	-34.05%
Subtotal Enterprise Funds		$ 40,827,448	$ 39,736,392	$ 1,091,056	
Internal Service Funds					
Fuel & Oil Rotary	801	$ 173,140	$ 172,948	$ 192	0.11%
Supplies Rotary	802	41,273	41,567	(294)	-0.71%
Employee Health Insurance	803	2,900,000	3,247,800	(347,800)	-10.71%
Workers' Comp. Retrospective	805	600,000	550,000	50,000	9.09%
Subtotal Internal Service Funds		$ 3,714,413	$ 4,012,315	$ (297,902)	
Non-Expendable Trust Funds					
Evergreen Cemetery Trust	901	$ 1,000	$ 1,000	$ -	0.00%
Riverside Cemetery Trust	902	4,100	4,250	(150)	-3.53%
Special Endowment Trust	903	1,100	1,300	(200)	-15.38%
Subtotal Nonexpendable Trust		$ 6,200	$ 6,550	$ (350)	
Agency Funds					
State Patrol Transfer	952	$ 70,000	$ 70,000	$ -	0.00%
Electronic License Forfeiture	953	-	-	-	0.00%
Land Bank	960	-	-	-	0.00%
Subtotal Agency Funds		$ 70,000	$ 70,000	$ -	
GRAND TOTAL ALL FUNDS		**$ 73,994,812**	**$ 72,525,204**	**$ 1,469,608**	

Expenditure Comparison by Fund

Fund	Fund No.	Expenditures: Budget FY 2011	Budget FY 2010	Increase (Decrease)	Percentage Change
General	101	$ 12,646,973	$ 13,610,385	$ (963,412)	-7.08%
General Fund Reserve	151	-	-	-	0.00%
Employee Health Insurance Reserve	152	-	-	-	0.00%
Workers Compensation Reserve	153	-	-	-	0.00%
Compensated Balance Reserve	154	428,350	97,000	331,350	341.60%
Subtotal General Funds		$ 13,075,323	$ 13,707,385	$ (632,062)	
Special Revenue Funds					
Street Const., Maint. & Repair	201	$ 1,781,070	$ 2,459,206	$ (678,136)	-27.58%
State Highway	202	30,000	30,000	-	0.00%
Cemeteries	204	489,022	514,481	(25,459)	-4.95%
Police Pension Transfer	208	86,000	81,400	4,600	5.65%
Fire Pension Transfer	209	86,000	81,400	4,600	5.65%
Law Enforcement	212	12,500	20,000	(7,500)	-37.50%
Municipal Motor Vehicle Tax	215	41,000	32,000	9,000	28.13%
Indigent Drivers Alcohol Treat.	217	40,000	40,000	-	0.00%
Enforcement & Education	218	-	-	-	0.00%
City Vehicle License Tax	219	71,000	75,000	(4,000)	-5.33%
Fire Levy	220	337,631	339,783	(2,152)	-0.63%
Underground Storage Tank	221	1,000	1,500	(500)	-33.33%
Probation Services	222	152,404	135,229	17,175	12.70%
COPS	223	20,000	20,000	-	0.00%
Skate Facility	226	-	-	-	0.00%
Fire Special Revenue	227	7,450	12,000	(4,550)	-37.92%
Emergency Medical Services Fund	229	693,778	536,823	156,955	29.24%
Municipal Court Computerization	230	107,127	106,095	1,032	0.97%
Shamrock Business Center TIF Center	231	3,698,000	33,000	3,665,000	11106.06%
Brownfield Grant	233	82,000	97,000	(15,000)	-15.46%
Victim's Advocate Grant Fund	234	59,041	-	59,041	100.00%
Subtotal Special Revenue Funds		$ 7,795,023	$ 4,614,917	$ 3,180,106	
Debt Service Funds					
General Bond Retirement	301	$ 1,200	$ 21,710	$ (20,510)	-94.47%
Special Assessment Bond Retirement	303	99,885	102,931	(3,046)	-2.96%
Land Acquisition Note Retirement	304	239,000	246,360	(7,360)	-2.99%
Subtotal Debt Service Funds		$ 340,085	$ 371,001	$ (30,916)	
Capital Projects Funds					
Municipal Court Capital Projects	415	$ 54,210	$ 58,505	$ (4,295)	-7.34%
Capital Improvement	424	1,120,000	1,180,000	(60,000)	-5.08%
Girdled Road Water Improvements	425	118,907	118,908	(1)	0.00%
Shamrock Blvd Road Project	426	1,897,740	2,450,260	(552,520)	-22.55%
Jackson St. Interchange Project	427	450,000	450,000	-	0.00%
Industrial Park Project	428	15,460	15,843	(383)	-2.42%
Municipal Court Special Projects	429	171,191	206,326	(35,135)	-17.03%
Capital Equipment Reserve	430	386,789	254,507	132,282	51.98%
Millstone Acquisition	431	4,063,948	4,063,948	-	0.00%
Gristmill FMA Acquisition	432	-	-	-	0.00%
Gristmill HMGP Acquisition	433	-	-	-	0.00%
Lake Hospital Demolition Project	434	1,300,000	3,020,000	(1,720,000)	-56.95%
Subtotal Capital Projects Funds		$ 9,578,245	$ 11,818,297	$ (2,240,052)	

Expenditure Comparison by Fund (continued)

Fund	Fund No.	Expenditures Budget FY 2011	Budget FY 2010	Increase (Decrease)	Percentage Change
Expendable Trust Funds					
Deposit Trust	601	$ 46,000	$ 45,450	$ 550	1.21%
Plan Review Trust	602	17,500	-	17,500	100.00%
Zoning Application Trust	603	140	200	(60)	-30.00%
Cemetery Trust - Operations	605	3,000	3,500	(500)	-14.29%
Special Endowment - Operations	606	1,750	1,750	-	0.00%
Columbarium Trust	607	500	1,000	(500)	-50.00%
Law Enforcement Trust	613	9,000	9,000	-	0.00%
Subtotal Expendable Funds		$ 77,890	$ 60,900	$ 16,990	
Enterprise Funds					
Water Revenue	710	$ 4,471,574	$ 4,694,268	$ (222,694)	-4.74%
Water Deposit	711	-	-	-	0.00%
Water Construction	712	1,633,896	1,722,713	(88,817)	-5.16%
Sewer Revenue	720	3,347,136	3,413,100	(65,964)	-1.93%
Sewer Construction	722	893,504	991,457	(97,953)	-9.88%
Electric Revenue	730	23,602,550	23,122,116	480,434	2.08%
Electric Deposit	731	-	-	-	0.00%
Electric Construction	732	8,516,450	7,438,220	1,078,230	14.50%
Electric Replacement & Improvement	733	-	-	-	0.00%
Electric Utility Reserve	734	-	-	-	0.00%
Smart Grid Project Fund	735	4,109,895	-	4,109,895	100.00%
Refuse	740	78,700	2,350	76,350	3248.94%
Off-Street Parking Revenue	750	158,799	226,947	(68,148)	-30.03%
Off-Street Parking Debt Service	751	-	-	-	0.00%
Off-Street Parking Deposit	752	-	-	-	0.00%
Storm Water Utility	760	1,131,157	1,098,390	32,767	2.98%
Community Programs	770	50,830	76,832	(26,002)	-33.84%
Subtotal Enterprise Funds		$ 47,994,491	$ 42,786,393	$ 5,208,098	
Internal Service Funds					
Fuel & Oil Rotary	801	$ 173,140	$ 172,948	$ 192	0.11%
Supplies Rotary	802	41,273	41,567	(294)	-0.71%
Employee Health Insurance	803	2,900,000	3,247,800	(347,800)	-10.71%
Workers' Comp. Retrospective	805	600,000	550,000	50,000	9.09%
Subtotal Internal Service Funds		$ 3,714,413	$ 4,012,315	$ (297,902)	
Non-Expendable Trust Funds					
Evergreen Cemetery Trust	901	$ 750	$ 1,000	$ (250)	-25.00%
Riverside Cemetery Trust	902	750	1,000	(250)	-25.00%
Special Endowment Trust	903	50	25	25	100.00%
Subtotal Nonexpendable Trust		$ 1,550	$ 2,025	$ (475)	
Agency Funds					
State Patrol Transfer	952	$ 70,000	$ 70,000	$ -	0.00%
Electronic License Forfeiture	953	-	-	-	0.00%
Land Bank	960	-	-	-	0.00%
Subtotal Agency Funds		$ 70,000	$ 70,000	$ -	
GRAND TOTAL ALL FUNDS		**$ 82,647,020**	**$ 77,443,233**	**$ 5,203,787**	

CITY OF PAINESVILLE
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES - BY FUND
GOVERNMENTAL FUNDS
BUDGET FISCAL YEAR 2011

	General Funds	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Expendable Trust Funds	Non-Expendable Trust Funds	Total Governmental Funds
REVENUES:							
40 Taxes	$ 9,339,900	$ 1,260,500	$ 62,000	$ -	$ -	$ -	$ 10,662,400
41 Intergovernmental Revenue	-	263,990	-	6,496,452	-	-	6,760,442
42 Charges for Services (except Utilities)	52,930	608,700	-	-	500	-	662,130
43 User Fees-Charges for Services	-	-	-	-	-	-	-
44 License, Permit, Inspection and Other Fees	305,150	-	-	-	1,000	-	306,150
45 Municipal Court Receipts-Fines and Forfeits	897,220	233,500	-	138,600	-	-	1,269,320
46 Other Revenues	496,260	5,100	102,000	357,496	28,950	6,200	996,006
48 Other Financing Sources	456,075	4,872,188	239,000	1,842,240	30,000	-	7,439,503
Total Revenue	$11,547,535	$ 7,243,978	$ 403,000	$ 8,834,788	$ 60,450	$ 6,200	$ 28,095,951
EXPENDITURES:							
51 Personal Services	$10,281,786	$ 1,677,945	$ -	$ 41,961	$ -	$ -	$ 12,001,692
52 Materials and Supplies	335,203	240,218	-	22,220	3,000	-	600,641
53 Other Services and Charges	833,891	244,768	-	66,010	28,390	-	1,173,059
54 Utilities	173,057	10,650	-	-	-	-	183,707
55 Other Operating Charges	639,554	163,700	19,600	-	19,500	-	842,354
56 Capital Outlay	-	3,926,000	-	7,322,148	-	-	11,248,148
57 Debt Service	71,832	1,396,242	81,485	2,125,906	-	-	3,675,465
58 Other Nonoperating Charges	355,000	3,500	239,000	-	27,000	1,550	626,050
Total Expenditures	$12,690,323	$ 7,663,023	$ 340,085	$ 9,578,245	$ 77,890	$ 1,550	$ 30,351,116
TRANSFERS:							
47 Transfers-In (Governmental Fund Types)	$ 820,000	$ 407,000	$ -	$ 60,000	$ -	$ -	$ 1,287,000
49 Transfers-In (Proprietary Fund Types)	-	-	-	-	-	-	-
59 Operating Transfers-Out/Reserves	(385,000)	(132,000)	-	-	-	-	(517,000)
Total Transfers	$ 435,000	$ 275,000	$ -	$ 60,000	$ -	$ -	$ 770,000
EXCESS REVENUE OVER EXPENDITURES	$ (707,788)	$ (144,045)	$ 62,915	$ (683,457)	$ (17,440)	$ 4,650	$ (1,485,165)
BUDGETED CASH CARRYOVER BALANCE	707,788	144,045	-	683,457	17,440	-	1,552,730
TOTAL GOVERNMENTAL FUNDS	$ -	$ -	$ 62,915	$ -	$ -	$ 4,650	$ 67,565

CITY OF PAINESVILLE
SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCES - BY FUND
ENTERPRISE & PROPRIETARY FUNDS
BUDGET FISCAL YEAR 2011

	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	-	-	3,659,895	52,310	-	-	-	-	-	3,712,205
42 Charges for Services (except Utilities)	-	-	-		-	-	-	-	-	-
43 User Fees-Charges for Services	4,152,000	3,200,000	22,745,750	20,100	42,500	430,000	50,670	3,714,413	-	34,355,433
44 License, Permit, Inspection and Other Fees	-	-	-	-	-	-	-	-	-	-
45 Municipal Court Receipts-Fines and Forfeits	-	-	-	-	-	-	-	-	70,000	70,000
46 Other Revenues	308,100	165,600	391,500	1,400	-	8,500	-	-	-	875,100
48 Other Financing Sources	1,083,049	528,489	3,324,000	-	75	613,510	-	-	-	5,549,123
Total Revenue	$ 5,543,149	$ 3,894,089	$ 30,121,145	$ 73,810	$ 42,575	$ 1,052,010	$ 50,670	$ 3,714,413	$ 70,000	$ 44,561,861
EXPENDITURES:										
51 Personal Services	$ 2,306,373	$ 2,217,859	$ 6,590,021	$ -	$ 57,887	$ 115,957	$ 15,630	$ 2,600,000	$ -	$ 13,903,727
52 Materials and Supplies	307,537	203,840	4,671,904	100	2,475	10,750	3,500	214,413	-	5,414,519
53 Other Services and Charges	470,263	437,807	2,098,380	72,100	17,947	16,270	31,600	900,000	-	4,044,367
54 Utilities	315,320	301,590	8,317,075	-	23,090	-	-	-	-	8,957,075
55 Other Operating Charges	15,350	10,200	495,850	6,500	5,400	101,000	-	-	-	634,300
56 Capital Outlay	395,915	367,840	12,619,215	-	52,000	200,000	-	-	-	13,634,970
57 Debt Service	2,179,712	626,504	31,450	-	-	687,180	-	-	-	3,524,846
58 Other Nonoperating Charges	-	-	1,110,000	-	-	-	100	-	70,000	1,180,100
Total Expenditures	$ 5,990,470	$ 4,165,640	$ 35,933,895	$ 78,700	$ 158,799	$ 1,131,157	$ 50,830	$ 3,714,413	$ 70,000	$ 51,293,904
TRANSFERS:										
47 Transfers-In (Governmental Fund Types)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
49 Transfers-In (Proprietary Fund Types)	-	-	-	-	50,000	-	-	-	-	50,000
59 Operating Transfers-Out/Reserves	(115,000)	(75,000)	(295,000)	-	-	-	-	-	-	(485,000)
Total Net Transfers	$ (115,000)	$ (75,000)	$ (295,000)	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ (435,000)
EXCESS REVENUE OVER EXPENDITURES	$ (562,321)	$ (346,551)	$ (6,107,750)	$ (4,890)	$ (66,224)	$ (79,147)	$ (160)	$ -	$ -	$ (7,167,043)
BUDGETED CASH CARRYOVER BALANCE	562,321	346,551	6,107,750	4,890	66,224	79,147	160	-	-	7,167,043
TOTAL ENTERPRISE & PROPRIETARY FUNDS	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF PAINESVILLE
THREE-YEAR FORECAST

	2010 Actual	2011 Estimate	2012 Estimate
Beginning Cash Balance	$ 38,784,238	$ 40,194,018	$ 31,541,810
Revenues			
Taxes	$ 11,352,514	$ 10,662,400	$10,412,400
Intergovernmental Revenue	2,528,952	10,472,647	500,000
Charges for Services (Except Utilities)	811,788	662,130	675,373
User Fees	37,375,046	34,355,433	35,042,542
License, Permit, and Other Fees	303,163	306,150	312,273
Municipal Court Revenues - Fines & Forfeits	1,394,776	1,339,320	1,366,106
Other Revenues	2,220,192	1,871,106	1,908,528
Transfers-In (Governmental Fund Types)	2,025,057	1,287,000	1,200,000
Other Financing Sources	7,375,538	12,988,626	12,000,000
Transfers-In (Propriertary Fund Types)	5,119,700	50,000	50,000
Total Revenues	$ 70,506,726	$ 73,994,812	$ 63,467,222
Expenditures			
Personal Services	$ 26,309,460	$ 25,905,419	$ 26,164,473
Materials and Supplies	5,176,763	6,015,160	5,714,402
Other Services and Charges	5,270,842	5,217,426	5,269,600
Utilities	9,599,178	9,140,782	9,232,190
Other Operating Charges	2,221,074	1,476,654	1,520,954
Capital Outlay	4,375,459	24,883,118	5,000,000
Debt Service	8,003,226	7,200,311	9,000,000
Other Nonoperating Charges	1,725,324	1,806,150	1,860,335
Transfers Out/Reserves	6,415,620	1,002,000	1,000,000
Total Expenditures	$ 69,096,946	$ 82,647,020	$ 64,761,953
Ending Cash Balance	$ 40,194,018	$ 31,541,810	$ 30,247,078

PERSONNEL SUMMARY

The Personnel Summary is based on all full- and part-time employees. Full-time is based on a 40-hour work week and part-time is based on less than a 40-hour work week.

FISCAL YEARS 2008 through 2011

	ACTUALS		BUDGETED	
	2008	**2009**	**2010**	**2011**
Legislative				
City Council				
Council President	1	1	1	1
Council Members	6	6	6	6
Clerk of Council (Full-Time)	1	1	1	1
Total Legislative	8	8	8	8
Judicial				
Municipal Court:				
Municipal Court Judge	1	1	1	1
Chief Bailiff	1	1	1	1
Deputy Bailiff (Part-Time)	1	1	1	1
Security Officers (Part-Time)	4	4	4	4
Clerk of Court	1	1	1	1
Civil Division Supervisor	1	1	1	1
Deputy Clerk Supervisor	1	1	1	0
Deputy Court Clerk II	3	3	3	2
Deputy Court Clerk I	7	6	6	8
Deputy Clerk (Part-Time)	1	2	2	2
Deputy Clerk II (Part-Time)	0	0	1	0
Probation Supervisor	1	1	1	1
Probation Officer	1	2	2	1
Probation Officer I	1	0	0	1
Secretary I	1	1	1	1
Probation Officer I (Part-Time)	2	2	2	2
Victim's Advocate	0	0	0	1
Victim's Advocate-Deputy Clerk PT	0	0	0	1
Total Judicial	27	27	28	29
Executive				
City Manager's Office				
City Manager	1	1	1	1
Assistant City Manager/CDD	1	1	1	1
Administrative Secretary	1	1	1	1
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	11	11	11	11
Human Resources				
Human Resources Director	1	1	1	1
Fiscal Clerk II	2	2	2	2
Total Human Resources	3	3	3	3

PERSONNEL SUMMARY (continued)

FISCAL YEARS 2008 through 2011

	ACTUALS		BUDGETED	
	2008	2009	2010	2011
Finance				
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
Utility Field Supervisor	1	1	1	1
Collections Analyst	1	1	1	1
Fiscal Clerk I	6	6	6	6
Utilities Service Worker	1	1	1	1
Meter Reader	4	4	4	4
Total Finance	22	22	22	22
Public Services				
Service Director	1	1	1	1
Supervisor	1	1	1	1
Maintenance Supervisor I	1	1	1	1
Secretary I	1	1	1	1
Automotive Maintenance Mechanic	2	2	2	2
Main Crew Leader	2	2	2	2
Maintenance Worker II	11	11	11	11
Parking & Traffic Technician	1	0	0	0
Sign Fabricator	1	1	1	1
Parking Enforcement/Cashier	1	1	1	1
Total Public Services	22	21	21	21
Police				
Police Chief	1	1	1	1
Lieutenants	4	4	4	4
Sergeants	4	4	4	4
Police Officer	29	29	29	28
Police Office Supervisor	1	1	1	1
Community Service Officer	2	1	1	1
Police Records Clerk I	3	3	3	3
School Resource Officer	1	1	1	1
Special Court Officer (PPT)	1	1	1	1
Total Police	46	45	45	44

PERSONNEL SUMMARY (continued)

FISCAL YEARS 2008 through 2011

	ACTUALS		BUDGETED	
	2008	2009	2010	2011
Fire				
Fire Chief	1	1	1	1
Fire Captains	4	4	4	3
Fire Lieutenants	3	3	3	3
Firefighters/EMTs	20	20	21	20
Secretary I (Part-Time)	1	1	1	1
Training Coordinator (Part-Time)	1	1	1	1
Fire Inspector (Part-Time)	1	1	1	1
Fire Fighters (Part-Time)	3	3	3	3
Total Fire	34	34	35	33
Recreation & Public Lands				
Recreation & Public Lands Director	1	1	1	1
Recreation Coordinator	2	2	2	2
Secretary I (Full-Time)	1	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)	2	2	2	2
Maintenance Worker I (Cem/Parks)	8	8	6	5
Automotive Maintenance Mechanic	1	1	1	1
Total Recreation & Public Lands	19	19	17	16
Community Programs				
Counselors (Part-Time)	3	3	3	3
Recreation Assistant (Part-Time)	2	2	1	1
Total Community Programs	5	5	4	4
Community Development				
Planner	1	1	1	1
Secretary (Part-Time)	1	2	2	2
City Engineer	1	1	1	1
Senior Engineer	1	1	1	1
Engineering Technician	2	1	1	1
Building Official	1	1	1	1
Building Inspector	1	1	1	1
Housing Inspector	2	2	2	2
Secretary I	1	1	1	1
	11	11	11	11
Water				
Water Superintendent	1	1	1	1
Water Treatment Plant Supervisor	1	0	0	0
Chief Operator	0	0	1	1
Laboratory Technician II	2	1	1	1
Water Treatment Plant Operator II	2	1	1	0
Treatment Plant Mechanic II	1	1	1	1
Maintenance Technician	3	4	4	4
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	1
Heavy Equipment Operator	1	1	1	1
Utility Service/Maintenance Worker	5	5	5	5
Total Water	23	21	22	20

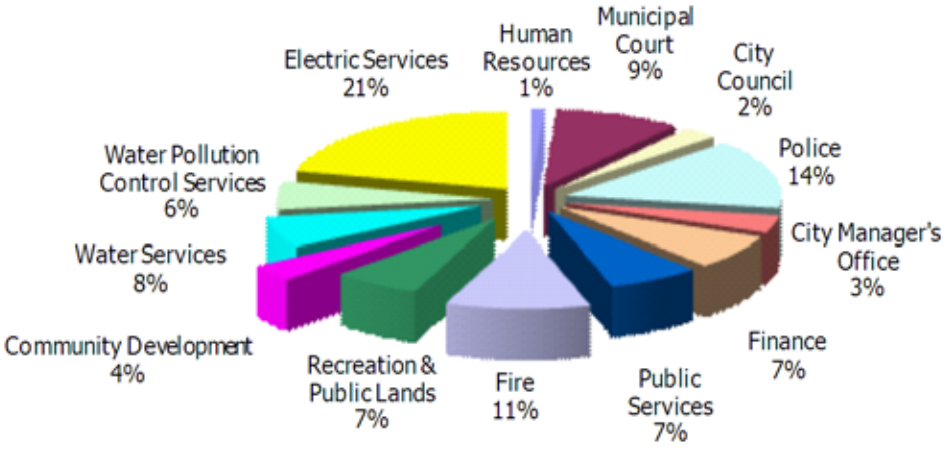
PERSONNEL SUMMARY (continued)

FISCAL YEARS 2008 through 2011

	ACTUALS		BUDGETED	
	2008	2009	2010	2011
Water Pollution Control Service				
Water Pollution Superintendent	1	1	1	1
Secretary I	1	1	1	1
WPCP Operations Supervisor	1	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	4	4	4	4
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	18	18	18	18
Electric Services				
Electric Superintendent	1	1	1	1
Project Coordinator	0	0	1	1
Electric Generation Supervisor	1	1	1	1
Secretary I	1	1	1	1
Senior Engineer-Maintenance	1	1	1	1
Stationery Engineer	8	8	8	7
Mechanic/Welder, EP	3	3	3	4
Maintenance Worker II, EP	10	10	10	9
Utility Worker	5	5	5	5
Heavy Equipment Operator	2	2	2	1
Mechanic, EP	2	2	2	1
Senior Engineer-Operations	1	1	1	1
Operating Engineer	5	5	5	5
Electrician	3	3	3	3
Assistant Electric Distribution Supervisor	1	1	1	1
Secretary I	1	1	1	1
Public Works Guard	1	1	1	1
Field Supervisor, Electric Distribution	2	2	2	2
Electric Distribution Worker I	7	7	7	6
Electric Distribution Worker II	3	3	3	4
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	4	4	4	4
Total Electric Services	67	67	68	65
Total Executive	281	277	277	268
Total Personnel Summary	**316**	**312**	**313**	**305**

Note: Reductions in 2011 staffing levels are due to attrition.

Annual Personnel for 2011



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AMENDED CERTIFICATE OF ESTIMATED RESOURCES

Office of the Budget Commission, Lake County, Ohio.
Painesville, Ohio, January 1, 2011
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, 2011, 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, 2011	PROPERTY TAX	OTHER SOURCES	TOTAL
General Fund	101	$2,980,487.53	$588,713.00	$11,883,015.51	$15,452,216.04
General Fund Reserve	151	300,000.00		0.00	300,000.00
Employee Health Insurance Reserve	152	372,005.00		0.00	372,005.00
Workers compensation Reserve	153	322,245.55		0.00	322,245.55
compensated Balance Reserve	154	460,196.15		0.00	460,196.15
Street Construction, Maint. & Repair	201	696,104.22		1,757,698.00	2,453,802.22
State Highway	202	98,570.03		50,000.00	148,570.03
Cemeteries	204	143,203.00		403,700.00	546,903.00
Police Pension Transfer	208	20,602.82	81,774.00	0.00	102,376.82
Fire Pension Transfer	209	20,644.89	81,774.00	0.00	102,418.89
Law Enforcement	212	17,908.21		100.00	18,008.21
Muny Motor Vehicle Tax	215	12,211.14		33,000.00	45,211.14
Indigent Drivers Alcohol Treatment	217	89,446.66		34,000.00	123,446.66
Enforcement Education	218	49,436.88		1,000.00	50,436.88
City Vehicle License Tax	219	12,274.43		65,000.00	77,274.43
Fire Protection	220	245,973.97	117,036.00	198,096.00	561,105.97
Underground Storage Tank	221	4,930.90		0.00	4,930.90
Probation Services	222	73,461.95		120,000.00	193,461.95
COPS Fund	223	1,412.89		20,000.00	21,412.89
Skate Facility	226	626.83		0.00	626.83
Fire Special Revenue	227	4,183.79		5,000.00	9,183.79
Emergency Medical Services Fund	229	483,857.33		500,000.00	983,857.33
Municipal Court Computerization	230	33,128.55		78,500.00	111,628.55
Shamrock Business Center TIF	231	326,338.28		3,988,000.00	4,314,338.28
Brownfield Grand Fund	233	4,229.09		82,000.00	86,229.09
Victim's Advocate	234	1,126.68		63,990.00	65,116.68
General Bond Retirement	301	94,921.86	68,485.00	0.00	163,406.86
Special Assessment Bond Retirement	303	152,211.24		102,000.00	254,211.24
Land Acquistion Note Retirement	304	0.00		239,000.00	239,000.00
Muni Court Capital Project #415	415	34,165.52		33,600.00	67,765.52
Capital Improvemnent Fund	424	362,400.68		990,000.00	1,352,400.68
Girdled Road Water Improvement	425	68,475.30		60,000.00	128,475.30
Shamrock Blvd Road Project	426	121,255.99		1,842,240.00	1,963,495.99
Jackson St. Interchange Project	427	108,804.85		500,000.00	608,804.85
Industrial Park Project	428	18,514.03		0.00	18,514.03
Muni Court Capital Projects	429	235,996.35		105,000.00	340,996.35
Capital Equipment Reserve	430	424,737.34		0.00	424,737.34
Millstone Acquisistion	431	434.81		4,063,948.00	4,064,382.81
Gristmill FMA Acquisition	432	0.00		0.00	0.00
Gristmill HMPG Acquisition	433	0.00		0.00	0.00
Lake Hospital Demolition	434	85,249.55		2,584,750.45	2,670,000.00
Deposit Trust	601	374,184.34		48,300.00	422,484.34
Plan Review Trust	602	95,332.77		1,000.00	96,332.77
Zoning Application Trust	603	9,583.54		200.00	9,783.54
Cemetery Trust - OPRS	605	81,830.35		1,000.00	82,830.35
Special Endowment OPRS	606	58,972.03		450.00	59,422.03
Columbarium Trust	607	88.55		500.00	588.55
Law Enforcement Trust	613	15,739.19		9,000.00	24,739.19
Water Revenue	710	999,527.50		4,460,100.00	5,459,627.50
Water Deposit	711	272,418.86		44,000.00	316,418.86
Water Construction	712	790,248.96		1,039,049.00	1,829,297.96
Sewer Revenue	720	1,815,028.55		3,426,910.00	5,241,938.55
Sewer Construction	722	935,470.87		467,179.00	1,402,649.87
Electric Light Revenue	730	9,048,856.12		23,376,250.00	32,425,106.12
Electric Deposits	731	559,347.50		85,000.00	644,347.50
Electric Construction	732	6,464,373.41		3,000,000.00	9,464,373.41
Electric Utility Reserve	734	2,934,646.21		0.00	2,934,646.21
Smart Grid	735	524,432.09		4,200,000.00	4,724,432.09
Refuse	740	9,469.47		73,810.00	83,279.47
Off Street Parking Revenue	750	141,005.62		92,500.00	233,505.62
Off Street Parking Debt Service	751	7,311.73		0.00	7,311.73
Off Street Parking Deposits	752	3,792.00		75.00	3,867.00
Storm Water Utility	760	156,269.22		1,052,010.00	1,208,279.22
Community Programs	770	3,141.59		50,670.00	53,811.59
Fuel and Oil Rotary	801	41,289.41		173,140.00	214,429.41
Supplies Rotary	802	30,928.62		41,273.00	72,201.62
Employee Health Insurance	803	11,523.51		2,900,000.00	2,911,523.51
Worker's Comp. Retrospective	805	153,776.61		600,000.00	753,776.61
Evergreen Cemetery Trust	901	403,427.35		1,000.00	404,427.35
Riverside Cemetery Trust	902	359,026.57		4,100.00	363,126.57
Special Endowment Cemetery Trust	903	317,770.81		1,100.00	318,870.81
State Patrol Transfer Trust	952	18,284.21		70,000.00	88,284.21
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		$35,131,020.68	$937,782.00	$75,022,253.96	$111,091,056.64

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BUDGET COMMISSION

ORDINANCE NO. 21-10

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE
CURRENT EXPENSES AND OTHER EXPENDITURE OF THE
CITY OF PAINESVILLE, STATE OF OHIO DURING THE
FISCAL YEAR BEGINNING JANUARY 1, 2011, AND
ADOPTING THE 2011 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	$	9,989.00
OTHER SERVICES AND CHARGES	$	1,135.00
TOTAL - COUNCIL:	$	11,124.00

CLERK OF COUNCIL:
FUNCTION NO. 112:

PERSONAL SERVICES	$	8,888.00
MATERIALS AND SUPPLIES	$	230.00
OTHER SERVICES AND CHARGES	$	2,371.00
TOTAL - CLERK OF COUNCIL:	$	11,489.00
TOTAL - LEGISLATIVE:	$	22,613.00

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

PERSONAL SERVICES	$	214,011.00
TOTAL - JUDICIAL ACTIVITIES:	$	214,011.00

CLERK OF COURT:
FUNCTION NO. 122:

PERSONAL SERVICES	$	562,993.00
OTHER SERVICES AND CHARGES	$	44,421.00
TOTAL - CLERK OF COURT:	$	607,414.00

GENERAL FUND (CONTINUED)
GENERAL GOVERNMENT (CONTINUED)

PROBATION:
FUNCTION NO. 123:

PERSONAL SERVICES	$	169,153.00
TOTAL - PROBATION:	$	169,153.00
TOTAL - JUDICIAL - MUNICIPAL COURT:	$	990,578.00

EXECUTIVE:
CITY MANAGER:
FUNCTION NO. 131:

PERSONAL SERVICES	$	48,438.00
MATERIALS AND SUPPLIES	$	355.00
OTHER SERVICES AND CHARGES	$	4,010.00
TOTAL - CITY MANAGER:	$	52,803.00

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

MATERIALS AND SUPPLIES	$	75.00
OTHER SERVICES AND CHARGES	$	3,700.00
TOTAL - PROMOTIONS, COMMUNICATIONS AND PR ACTIVITY:	$	3,775.00

INFORMATION TECHNOLOGY:
FUNCTION NO. 134:

OTHER SERVICES AND CHARGES	$	30,500.00
TOTAL - INFORMATION TECHNOLOGY:	$	30,500.00

HUMAN RESOURCES:
FUNCTION NO. 135:

PERSONAL SERVICES	$	34,836.00
MATERIALS AND SUPPLIES	$	400.00
OTHER SERVICES AND CHARGES	$	8,364.00
TOTAL - HUMAN RESOURCES:	$	43,600.00

GENERAL FUND (CONTINUED)
GENERAL GOVERNMENT (CONTINUED)

ECONOMIC DEVELOPMENT:
FUNCTION NO. 137:

PERSONAL SERVICES	$	19,347.00
MATERIALS AND SUPPLIES	$	540.00
OTHER SERVICES AND CHARGES	$	8,210.00
TOTAL - ECONOMIC DEVELOPMENT:	$	28,097.00
TOTAL - EXECUTIVE:	$	158,775.00

FINANCE:
ADMINISTRATION:
FUNCTION NO. 141:

PERSONAL SERVICES	$	44,206.00
MATERIALS AND SUPPLIES	$	195.00
OTHER SERVICES AND CHARGES	$	5,062.00
TOTAL - ADMINISTRATION:	$	49,463.00

ACCOUNTING:
FUNCTION NO. 142:

PERSONAL SERVICES	$	29,918.00
MATERIALS AND SUPPLIES	$	365.00
OTHER SERVICES AND CHARGES	$	23,630.00
TOTAL - ACCOUNTING:	$	53,913.00

PURCHASING AND WAREHOUSING:
FUNCTION NO. 143:

PERSONAL SERVICES	$	21,648.00
MATERIALS AND SUPPLIES	$	75.00
OTHER SERVICES AND CHARGES	$	1,545.00
TOTAL - PURCHASING AND WAREHOUSING:	$	23,268.00

INCOME TAX COLLECTION:
FUNCTION NO. 144:

OTHER SERVICES AND CHARGES	$	205,000.00
TOTAL - INCOME TAX COLLECTION:	$	205,000.00
TOTAL - FINANCE:	$	331,644.00

GENERAL FUND (CONTINUED)
GENERAL GOVERNMENT (CONTINUED)

LAW:
ADMINISTRATION:
FUNCTION NO. 151:

PERSONAL SERVICES	$	30,044.00
OTHER SERVICES AND CHARGES	$	8,314.00
TOTAL - LAW:	$	38,358.00

ENGINEERING:
ADMINISTRATION:
FUNCTION NO. 161:

PERSONAL SERVICES	$	121,519.00
MATERIALS AND SUPPLIES	$	1,100.00
OTHER SERVICES AND CHARGES	$	7,215.00
TOTAL - ENGINEERING:	$	129,834.00

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

PERSONAL SERVICES	$	56,490.00
MATERIALS AND SUPPLIES	$	10,800.00
OTHER SERVICES AND CHARGES	$	184,707.00
DEBT SERVICE	$	67,131.00
TOTAL - PUBLIC LANDS AND BUILDINGS:	$	319,128.00

MISCELLANEOUS:
INSURANCE:
FUNCTION NO. 191:

OTHER SERVICES AND CHARGES	$	32,834.00
TOTAL - INSURANCE:	$	32,834.00

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	8,775.00
TOTAL - TAX SETTLEMENT DEDUCTIONS:	$	8,775.00
TOTAL - MISCELLANEOUS:	$	41,609.00
TOTAL - GENERAL GOVERNMENT:	$	2,032,539.00

GENERAL FUND (CONTINUED)

PUBLIC SAFETY :
POLICE:
LAW ENFORCEMENT-SWORN OFFICERS:
FUNCTION NO. 211:

PERSONAL SERVICES	$	3,235,685.00
TOTAL - LAW ENFORCEMENT-SWORN OFFICERS:	$	3,235,685.00

LAW ENFORCEMENT-OTHER:
FUNCTION NO. 212:

PERSONAL SERVICES	$	357,626.00
MATERIALS AND SUPPLIES	$	78,850.00
OTHER SERVICES AND CHARGES	$	113,314.00
TOTAL - LAW ENFORCEMENT-OTHER:	$	549,790.00
TOTAL - POLICE:	$	3,785,475.00

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

PERSONAL SERVICES	$	2,012,659.00
MATERIALS AND SUPPLIES	$	32,250.00
OTHER SERVICES AND CHARGES	$	102,267.00
TOTAL - FIRE FIGHTING, PREVENTION AND INSPECTION:	$	2,147,176.00

FIRE SERVICE-OTHER:
FUNCTION NO. 222:

PERSONAL SERVICES	$	153,610.00
TOTAL - FIRE SERVICE-OTHER:	$	153,610.00
TOTAL - FIRE:	$	2,300,786.00

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

OTHER SERVICES AND CHARGES	$	465,043.00
TOTAL - CONTROL CENTER:	$	465,043.00
TOTAL - PUBLIC SAFETY :	$	6,551,304.00

GENERAL FUND (CONTINUED)

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

PERSONAL SERVICES	$	162,794.00
MATERIALS AND SUPPLIES	$	2,700.00
OTHER SERVICES AND CHARGES	$	20,709.00
TOTAL - ADMINISTRATION:	$	186,203.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

MATERIALS AND SUPPLIES	$	37,000.00
TOTAL - STREET MAINTENANCE AND REPAIR:	$	37,000.00

SIDEWALKS:
FUNCTION NO. 314:

MATERIALS AND SUPPLIES	$	1,000.00
TOTAL - SIDEWALKS:	$	1,000.00

BUILDING MAINTENANCE:
FUNCTION NO. 318:

MATERIALS AND SUPPLIES	$	4,950.00
OTHER SERVICES AND CHARGES	$	42,750.00
DEBT SERVICE	$	3,575.00
TOTAL - BUILDING MAINTENANCE:	$	51,275.00

EQUIPMENT MAINTENANCE:
FUNCTION NO. 319:

PERSONAL SERVICES	$	25,667.00
MATERIALS AND SUPPLIES	$	104,300.00
OTHER SERVICES AND CHARGES	$	7,725.00
TOTAL - EQUIPMENT MAINTENANCE:	$	137,692.00

EMPLOYEE BENEFITS:
FUNCTION NO. 320:

PERSONAL SERVICES	$	290,427.00
TOTAL - EMPLOYEE BENEFITS:	$	290,427.00

GENERAL FUND (CONTINUED)

SIDEWALKS-SNOW REMOVAL:
FUNCTION NO. 322:

MATERIALS AND SUPPLIES	$	2,000.00
TOTAL - SIDEWALKS-SNOW REMOVAL:	$	2,000.00

LEAF/YARD WASTE REMOVAL:
FUNCTION NO. 323:

MATERIALS AND SUPPLIES	$	750.00
OTHER SERVICES AND CHARGES	$	475.00
TOTAL - LEAF/YARD WASTE REMOVAL:	$	1,225.00
TOTAL - PUBLIC WORKS:	$	706,822.00

PARKING:
PARKING METERS:
FUNCTION NO. 331:

MATERIALS AND SUPPLIES	$	1,170.00
OTHER SERVICES AND CHARGES	$	855.00
TOTAL - PARKING METERS:	$	2,025.00

PARKING LOTS:
FUNCTION NO. 333:

OTHER SERVICES AND CHARGES	$	13,400.00
TOTAL - PARKING LOTS:	$	13,400.00
TOTAL - PARKING:	$	15,425.00

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

PERSONAL SERVICES	$	61,996.00
MATERIALS AND SUPPLIES	$	10,250.00
OTHER SERVICES AND CHARGES	$	17,950.00
TOTAL - TRAFFIC SIGNS, MARKINGS, SIGNALS:	$	90,196.00
TOTAL - HIGHWAYS AND STREETS:	$	812,443.00

GENERAL FUND (CONTINUED)

PUBLIC HEALTH AND WELFARE:
SUPPORT OF PRISONERS:
PRISONER EXPENSE:
FUNCTION NO. 411:

OTHER SERVICES AND CHARGES	$	1,500.00
TOTAL - PRISONER EXPENSE:	$	1,500.00

PAYMENT TO COUNTY HEALTH BOARD:
COUNTY HEALTH DISTRICT ASSESSMENT:
FUNCTION NO. 431:

OTHER SERVICES AND CHARGES	$	123,000.00
TOTAL - COUNTY HEALTH DISTRICT ASSESSMENT:	$	123,000.00

ASSISTANCE TO NEEDY/AGED:
POOR RELIEF:
FUNCTION NO. 441:

OTHER SERVICES AND CHARGES	$	1,000.00
TOTAL - POOR RELIEF:	$	1,000.00
TOTAL - PUBLIC HEALTH AND WELFARE:	$	125,500.00

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

PERSONAL SERVICES	$	125,949.00
MATERIALS AND SUPPLIES	$	528.00
OTHER SERVICES AND CHARGES	$	9,678.00
TOTAL - ADMINISTRATION:	$	136,155.00

PARKS SYSTEM:
FUNCTION NO. 512:

PERSONAL SERVICES	$	246,838.00
MATERIALS AND SUPPLIES	$	38,580.00
OTHER SERVICES AND CHARGES	$	23,385.00
DEBT SERVICE	$	715.00
TOTAL - PARKS SYSTEM:	$	309,518.00

GENERAL FUND (CONTINUED)

BUILDINGS MAINTENANCE:
FUNCTION NO. 513:

MATERIALS AND SUPPLIES	$	590.00
OTHER SERVICES AND CHARGES	$	14,700.00
TOTAL - BUILDINGS MAINTENANCE:	$	15,290.00

MORSE AVENUE COMMUNITY CENTER:
FUNCTION NO. 514:

MATERIALS AND SUPPLIES	$	125.00
OTHER SERVICES AND CHARGES	$	9,300.00
TOTAL - MORSE AVENUE COMMUNITY CENTER:	$	9,425.00
TOTAL - PARKS:	$	470,388.00

RECREATION ACTIVITIES:
FUNCTION NO. 521:

PERSONAL SERVICES	$	176,166.00
MATERIALS AND SUPPLIES	$	1,750.00
OTHER SERVICES AND CHARGES	$	19,900.00
TOTAL - RECREATION ACTIVITIES:	$	197,816.00

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

OTHER SERVICES AND CHARGES	$	25,000.00
TOTAL - SENIOR CITIZENS CENTER:	$	25,000.00

COMMUNITY FUNCTIONS:
FUNCTION NO. 532:

OTHER SERVICES AND CHARGES	$	22,000.00
TOTAL - COMMUNITY FUNCTIONS:	$	22,000.00
TOTAL - OTHER LEISURE TIME ACTIVITIES:	$	47,000.00
TOTAL - CULTURE-RECREATION:	$	715,204.00

GENERAL FUND (CONTINUED)

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

PERSONAL SERVICES	$	1,285.00
MATERIALS AND SUPPLIES	$	90.00
OTHER SERVICES AND CHARGES	$	1,248.00
TOTAL - PLANNING COMMISSION:	$	2,623.00

DEMOLITION:
FUNCTION NO. 621:

OTHER SERVICES AND CHARGES	$	5,890.00
TOTAL - DEMOLITION:	$	5,890.00

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

PERSONAL SERVICES	$	30,361.00
MATERIALS AND SUPPLIES	$	225.00
OTHER SERVICES AND CHARGES	$	3,870.00
TOTAL - PLANNING AND DEVELOPMENT:	$	34,456.00

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

PERSONAL SERVICES	$	321,221.00
MATERIALS AND SUPPLIES	$	3,840.00
OTHER SERVICES AND CHARGES	$	8,750.00
TOTAL - CODE ENFORCEMENT:	$	333,811.00

WEED CONTROL:
FUNCTION NO. 652:

MATERIALS AND SUPPLIES	$	120.00
OTHER SERVICES AND CHARGES	$	13,000.00
TOTAL - WEED CONTROL:	$	13,120.00
TOTAL - TREE CARE AND WEED CONTROL:	$	13,120.00
TOTAL - COMMUNITY ENVIRONMENT:	$	389,900.00

GENERAL FUND (CONTINUED)

OTHER:
OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE	$	411.00
OTHER NON-OPERATING CHARGES	$	116,000.00
TOTAL - OTHER FINANCING USES:	$	116,411.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES	$	345,000.00
TOTAL - TRANSFERS-OUT:	$	345,000.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	1,279,672.00
OTHER NON-OPERATING CHARGES	$	239,000.00
TOTAL - NON-DEPARTMENTAL:	$	1,518,672.00

RESERVES:
FUNCTION NO. 999:

RESERVES	$	40,000.00
TOTAL - RESERVES:	$	40,000.00
TOTAL - OTHER:	$	2,020,083.00
TOTAL - GENERAL FUND	$	12,646,973.00

SECTION II. That there be appropriated from the COMPENSATION BALANCE RESERVE FUND, FUND NO. 154:

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	428,350.00
TOTAL - COMPENSATED BALANCE RESERVE	$	428,350.00

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	$	26,686.00
TOTAL - ADMINISTRATION:	$	26,686.00

STREET CONSTRUCTION AND RECONSTRUCTION:
FUNCTION NO. 312:

PERSONAL SERVICES	$	183,742.00
TOTAL - STREET CONSTRUCTION AND RECONSTRUCTION:	$	183,742.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

MATERIALS AND SUPPLIES	$	10,300.00
OTHER SERVICES AND CHARGES	$	3,250.00
TOTAL - STREET MAINTENANCE AND REPAIR:	$	13,550.00

SNOW AND ICE REMOVAL:
FUNCTION NO. 316:

MATERIALS AND SUPPLIES	$	157,000.00
OTHER SERVICES AND CHARGES	$	50,250.00
TOTAL - SNOW AND ICE REMOVAL:	$	207,250.00
TOTAL - HIGHWAYS AND STREETS:	$	431,228.00

HIGHWAY/STREET IMPROVEMENT:
FUNCTION NO. 791:

CAPITAL OUTLAY	$	160,000.00
TOTAL - HIGHWAY/STREET IMPROVEMENT:	$	160,000.00

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

DEBT SERVICE	$	1,070,391.00
TOTAL - DEBT SERVICE	$	1,070,391.00

STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND (CONTINUED)

DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE		$	4,891.00
TOTAL -	DEBT SERVICE-OTHER:	$	4,891.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		$	30,162.00
TOTAL -	OTHER FINANCING USES:	$	30,162.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES		$	84,398.00
TOTAL -	NON-DEPARTMENTAL:	$	84,398.00
TOTAL -	STREET CONSTRUCTION, MAINTENANCE & REPAIR	$	1,781,070.00

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		$	30,000.00
TOTAL -	STATE HIGHWAY IMPROVEMENT FUND	$	30,000.00

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

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

PERSONAL SERVICES		$	174,127.00
MATERIALS AND SUPPLIES		$	1,028.00
OTHER SERVICES AND CHARGES		$	4,684.00
TOTAL -	ADMINISTRATION:	$	179,839.00

CEMETERIES FUND (CONTINUED)

EVERGREEN/RIVERSIDE:
FUNCTION NO. 422:

PERSONAL SERVICES	$	177,061.00
MATERIALS AND SUPPLIES	$	20,240.00
OTHER SERVICES AND CHARGES	$	3,635.00
TOTAL - EVERGREEN/RIVERSIDE:	$	200,936.00

BUILDINGS MAINTENANCE:
FUNCTION NO. 423:

MATERIALS AND SUPPLIES	$	500.00
OTHER SERVICES AND CHARGES	$	12,200.00
TOTAL - BUILDINGS MAINTENANCE:	$	12,700.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	95,547.00
TOTAL - NON-DEPARTMENTAL:	$	95,547.00
TOTAL - CEMETERIES FUND	$	489,022.00

SECTION VI. That there be appropriated from the POLICE PENSION TRANSFER FUND, FUND NO. 208:

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	1,000.00

LAW ENFORCEMENT-SWORN OFFICERS:
FUNCTION NO. 211:

PERSONAL SERVICES	$	85,000.00
TOTAL - POLICE PENSION TRANSFER FUND	$	86,000.00

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

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	1,000.00

FIRE PENSION TRANSFER FUND (CONTINUED)

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

PERSONAL SERVICES	$	85,000.00
TOTAL - FIRE PENSION TRANSFER FUND	$	86,000.00

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	$	7,500.00
OTHER SERVICES AND CHARGES	$	5,000.00
TOTAL - LAW ENFORCEMENT FUND	$	12,500.00

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

STREET MAINTENANCE AND REPAIR:
TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES	$	41,000.00
TOTAL - MUNICIPAL MOTOR VEHICLE LICENSE TAX FUND	$	41,000.00

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	$	40,000.00
TOTAL - INDIGENT DRIVERS ALCOHOL TREATMENT FUND	$	40,000.00

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	$	71,000.00
TOTAL - CITY MOTOR VEHICLE LICENSE TAX FUND	$	71,000.00

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

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	1,500.00
TOTAL - TAX SETTLEMENT DEDUCTIONS:	$	1,500.00

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

MATERIALS AND SUPPLIES	$	8,000.00
CAPITAL OUTLAY	$	22,000.00
TOTAL - FIRE SERVICE-OTHER:	$	30,000.00

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

DEBT SERVICE	$	211,385.00
TOTAL - DEBT SERVICE-UNVOTED:	$	211,385.00

OTHER:
OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE	$	74,746.00
TOTAL - OTHER FINANCING USES:	$	74,746.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES	$	20,000.00
TOTAL - OTHER FINANCING USES:	$	20,000.00
TOTAL - FIRE LEVY FUND	$	337,631.00

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	$	1,000.00
TOTAL - UNDERGROUND STORAGE TANK FUND	$	1,000.00

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

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

PERSONAL SERVICES	$	100,946.00
MATERIALS AND SUPPLIES	$	7,500.00
OTHER SERVICES AND CHARGES	$	28,850.00
TOTAL - PROBATION:	$	137,296.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	15,108.00
TOTAL - NON-DEPARTMENTAL:	$	15,108.00
TOTAL - PROBATION SERVICES FUND	$	152,404.00

SECTION XV. That there be appropriated from the COPS FUND, FUND NO. 223:

LAW ENFORCEMENT-SWORN OFFICERS:
FUNCTION NO. 211:

PERSONAL SERVICES	$	12,500.00
MATERIALS AND SUPPLIES	$	1,000.00
OTHER SERVICES AND CHARGES	$	6,500.00
TOTAL - COPS FUND	$	20,000.00

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	$	6,450.00
OTHER SERVICES AND CHARGES	$	1,000.00
TOTAL - FIRE SERVICE-OTHER:	$	7,450.00
TOTAL - FIRE SPECIAL REVENUE FUND	$	7,450.00

SECTION XVII. That there be appropriated from the EMERGENCY MEDICAL SERVICES FUND, FUND NO. 229:

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

PERSONAL SERVICES	$	407,364.00
MATERIALS AND SUPPLIES	$	20,200.00
OTHER SERVICES AND CHARGES	$	97,249.00
CAPITAL OUTLAY	$	80,000.00
OTHER NON-OPERATING CHARGES	$	3,500.00
TOTAL - FIRE FIGHTING, PREVENTION AND INSPECTION:	$	608,313.00

FIRE SERVICE-OTHER:
FUNCTION NO. 222:

PERSONAL SERVICES	$	38,341.00
TOTAL - FIRE SERVICE-OTHER:	$	38,341.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE	$	3,881.00
TOTAL - OTHER FINANCING USES:	$	3,881.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	43,243.00
TOTAL - NON-DEPARTMENTAL:	$	43,243.00
TOTAL - EMERGENCY MEDICAL SERVICES FUND	$	693,778.00

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

CLERK OF COURT:
FUNCTION NO. 122:

PERSONAL SERVICES	$	56,683.00
MATERIALS AND SUPPLIES	$	500.00
CAPITAL OUTLAY	$	16,000.00
TOTAL - CLERK OF COURT:	$	73,183.00

PROBATION:
FUNCTION NO. 123:

PERSONAL SERVICES	$	15,344.00
TOTAL - PROBATION:	$	15,344.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE	$	786.00
TOTAL - OTHER FINANCING USES:	$	786.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	17,814.00
TOTAL - NON-DEPARTMENTAL:	$	17,814.00
TOTAL - MUNICIPAL COURT COMPUTERIZATION FUND	$	107,127.00

SECTION XIX. That there be appropriated from the SHAMROCK BUSINESS CENTER FUND, FUND NO. 231:

ADMINISTRATION:
FUNCTION NO. 161:

CAPITAL OUTLAY	$	3,648,000.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

OTHER SERVICES AND CHARGES	$	50,000.00
TOTAL - SHAMROCK BUSINESS CENTER TIF FUND	$	3,698,000.00

SECTION XX. That there be appropriated from the BROWNFIELD GRANT FUND, FUND NO. 233:

ECONOMIC DEVELOPMENT:
FUNCTION NO. 137:

OTHER SERVICES AND CHARGES	$	82,000.00
TOTAL - BROWNFIELD GRANT FUND	$	82,000.00

SECTION XXI. That there be appropriated from the VICTIM'S ADVOCATE GRANT FUND, FUND NO. 234:

CLERK OF COURT:
FUNCTION NO. 122:

PERSONAL SERVICES	$	56,962.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	2,079.00
TOTAL - VICTIM'S ADVOCATE GRANT FUND	$	59,041.00

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

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	1,200.00
TOTAL - GENERAL BOND RETIREMENT FUND	$	1,200.00

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

TAX SETTLEMENT DEDUCTIONS:
FUNCTION NO. 192:

OTHER SERVICES AND CHARGES	$	5,600.00

NON-DEPARTMENTAL:
FUNCTION NO. 195:

OTHER SERVICES AND CHARGES	$	12,800.00

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

DEBT SERVICE	$	81,485.00
TOTAL - SPECIAL ASSESSMENT BOND RETIR. FUND	$	99,885.00

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

OTHER:
NON-DEPARTMENTAL:
FUNCTION NO. 970:

OTHER NON-OPERATING CHARGES	$	239,000.00
TOTAL - LAND ACQUISITION NOTE RETIREMENT FUND	$	239,000.00

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

DEBT SERVICE-UNVOTED:
FUNCTION NO. 801:

DEBT SERVICE	$	54,210.00
TOTAL - DEBT SERVICE-UNVOTED:	$	54,210.00
TOTAL - MUNICIPAL COURT CAPITAL PROJECTS FUND	$	54,210.00

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

BUILDING OPERATIONS, MAINTENANCE AND REPAIRS:
FUNCTION NO. 171:

CAPITAL OUTLAY	$	5,000.00
TOTAL - BUILDING OPERATIONS, MAINTENANCE AND REPAIRS:	$	5,000.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

CAPITAL OUTLAY	$	50,000.00
TOTAL - STREET MAINTENANCE AND REPAIR:	$	50,000.00

PARKS SYSTEM:
FUNCTION NO. 512:

CAPITAL OUTLAY	$	1,065,000.00
TOTAL - PARKS SYSTEM:	$	1,065,000.00
TOTAL - CAPITAL IMPROVEMENT FUND	$	1,120,000.00

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

DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE	$	118,907.00
TOTAL - GIRDLED ROAD WATER IMPROVEMENT FUND	$	118,907.00

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

DEBT SERVICE-UNVOTED:
FUNCTION NO. 801:

DEBT SERVICE	$	1,897,740.00
TOTAL - SHAMROCK BLVD. ROAD PROJECT FUND	$	1,897,740.00

SECTION XXIX. 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
TOTAL - JACKSON STREET INTERCHANGE PROJECT FUND	$	450,000.00

SECTION XXX. That there be appropriated from the INDUSTRIAL PARK PROJECT FUND, FUND NO. 428:

DEBT SERVICE-UNVOTED:
FUNCTION NO. 801:

DEBT SERVICE	$	15,460.00
TOTAL - INDUSTRIAL PARK PROJECT FUND	$	15,460.00

SECTION XXXI. 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	$	5,966.00
MATERIALS AND SUPPLIES	$	6,650.00
OTHER SERVICES AND CHARGES	$	14,210.00
CAPITAL OUTLAY	$	41,000.00
TOTAL - JUDICIAL ACTIVITIES:	$	67,826.00

MUNI COURT SPECIAL PROJECTS FUND (CONTINUED)

CLERK OF COURT:
FUNCTION NO. 122:

PERSONAL SERVICES	$	25,377.00
MATERIALS AND SUPPLIES	$	15,570.00
OTHER SERVICES AND CHARGES	$	41,800.00
TOTAL - CLERK OF COURT:	$	82,747.00

IMMOBILIZATION REMOTE DEVICES
FUNCTION NO. 124:

OTHER SERVICES AND CHARGES	$	10,000.00
TOTAL - IMMOBILIZATION REMOTE DEVICES	$	10,000.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	10,618.00
TOTAL - NON-DEPARTMENTAL:	$	10,618.00
TOTAL - MUNI COURT SPECIAL PROJECTS FUND	$	171,191.00

SECTION XXXII. That there be appropriated from the CAPITAL EQUIPMENT RESERVE FUND, FUND NO. 430:

HUMAN RESOURCES:
FUNCTION NO. 135:

CAPITAL OUTLAY	$	1,700.00
TOTAL - HUMAN RESOURCES:	$	1,700.00

ACCOUNTING:
FUNCTION NO. 142:

CAPITAL OUTLAY	$	1,700.00
TOTAL - ACCOUNTING:	$	1,700.00

ADMINISTRATION:
FUNCTION NO. 161:

CAPITAL OUTLAY	$	1,700.00
TOTAL - ADMINISTRATION:	$	1,700.00

CAPITAL EQUIPMENT RESERVE FUND (CONTINUED)

LAW ENFORCEMENT-OTHER:
FUNCTION NO. 212:

CAPITAL OUTLAY		$	202,000.00
TOTAL -	LAW ENFORCEMENT-OTHER:	$	202,000.00

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

CAPITAL OUTLAY		$	135,000.00
TOTAL -	FIRE FIGHTING, PREVENTION AND INSPECTION:	$	135,000.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

CAPITAL OUTLAY		$	1,700.00
TOTAL -	STREET MAINTENANCE AND REPAIR:	$	1,700.00

PARKS SYSTEM:
FUNCTION NO. 512:

CAPITAL OUTLAY		$	1,700.00
TOTAL -	PARKS SYSTEM:	$	1,700.00

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

CAPITAL OUTLAY		$	1,700.00
TOTAL -	PLANNING AND DEVELOPMENT:	$	1,700.00

OTHER FINANCING USES:
FUNCTION NO. 901:

DEBT SERVICE		$	39,589.00
TOTAL -	OTHER FINANCING USES:	$	39,589.00
TOTAL -	CAPITAL EQUIPMENT RESERVE FUND	$	386,789.00

SECTION XXXIII. That there be appropriated from the MILLSTONE ACQUISITION FUND, FUND NO. 431:

PLANNING AND DEVELOPMENT:
FUNCTION NO. 631:

CAPITAL OUTLAY		$	4,063,948.00
TOTAL -	PLANNING AND DEVELOPMENT:	$	4,063,948.00
TOTAL -	MILLSTONE ACQUISITION FUND	$	4,063,948.00

SECTION XXXIV. That there be appropriated from the LAKE HOSPITAL DEMOLITION PROJECT FUND, FUND NO. 434:

DEMOLITION:
FUNCTION NO. 621:

CAPITAL OUTLAY	$	1,300,000.00
TOTAL - DEMOLITION:	$	1,300,000.00
TOTAL - LAKE HOSPITAL DEMOLTION PROJECT FUND	$	1,300,000.00

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

ECONOMIC DEVELOPMENT:
FUNCTION NO. 137:

OTHER NON-OPERATING CHARGES	$	25,000.00
TOTAL - ECONOMIC DEVELOPMENT:	$	25,000.00

STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

OTHER SERVICES AND CHARGES	$	7,000.00
TOTAL - STREET MAINTENANCE AND REPAIR:	$	7,000.00

ADMINISTRATION:
FUNCTION NO. 421:

OTHER SERVICES AND CHARGES	$	5,000.00
TOTAL - ADMINISTRATION:	$	5,000.00

CODE ENFORCEMENT:
FUNCTION NO. 641:

OTHER SERVICES AND CHARGES	$	2,000.00
TOTAL - CODE ENFORCEMENT:	$	2,000.00

TREE CARE:
FUNCTION NO. 651:

OTHER SERVICES AND CHARGES	$	7,000.00
TOTAL - TREE CARE:	$	7,000.00
TOTAL - DEPOSIT TRUST FUND	$	46,000.00

SECTION XXXVI. That there be appropriated from the PLAN REVIEW TRUST FUND, FUND NO. 602:

ADMINISTRATION:
FUNCTION NO. 161:

OTHER SERVICES AND CHARGES	$	17,500.00
TOTAL - ADMINISTRATION:	$	17,500.00
TOTAL - PLAN REVIEW TRUST FUND	$	17,500.00

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

COMMUNITY ENVIRONMENT:
ZONING APPLICATION:
FUNCTION NO. 612:

OTHER SERVICES AND CHARGES	$	140.00
TOTAL - ZONING APPLICATION TRUST FUND	$	140.00

SECTION XXXVIII 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	$	3,000.00
TOTAL - CEMETERIES:	$	3,000.00
TOTAL - CEMETERY TRUST - OPERATIONS FUND	$	3,000.00

SECTION XXXIX. That there be appropriated from the SPECIAL ENDOWMENT-OPERATIONS FUND, FUND NO. 606:

EVERGREEN/RIVERSIDE:
FUNCTION NO. 422:

OTHER SERVICES AND CHARGES	$	1,750.00
TOTAL - SPECIAL ENDOWMENT - OPERATIONS FUND	$	1,750.00

SECTION XL. That there be appropriated from the COLUMBARIUM TRUST FUND, FUND NO. 607:

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

OTHER SERVICES AND CHARGES	$	500.00
TOTAL - COLUMBARIUM TRUST FUND	$	500.00

SECTION XLI. 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 SERVICES AND CHARGES	$	4,000.00
OTHER NON-OPERATING CHARGES	$	2,000.00
TOTAL - LAW ENFORCEMENT TRUST FUND	$	9,000.00

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

WATER SERVICE:
STREET MAINTENANCE AND REPAIR:
FUNCTION NO. 313:

MATERIALS AND SUPPLIES	$	10,000.00
TOTAL - ADMINISTRATION:	$	10,000.00

ADMINISTRATION:
FUNCTION NO. 711:

PERSONAL SERVICES	$	577,874.00
MATERIALS AND SUPPLIES	$	3,691.00
OTHER SERVICES AND CHARGES	$	129,902.00
TOTAL - ADMINISTRATION:	$	711,467.00

UTILITIES OFFICE:
FUNCTION NO. 712:

PERSONAL SERVICES	$	148,611.00
MATERIALS AND SUPPLIES	$	3,770.00
OTHER SERVICES AND CHARGES	$	20,041.00
CAPITAL OUTLAY	$	2,840.00
TOTAL - UTILITIES OFFICE:	$	175,262.00

WATER REVENUE FUND (CONTINUED)

FILTRATION AND PUMPING:
FUNCTION NO. 713:

PERSONAL SERVICES	$	440,333.00
MATERIALS AND SUPPLIES	$	143,191.00
OTHER SERVICES AND CHARGES	$	375,729.00
TOTAL - FILTRATION AND PUMPING:	$	959,253.00

SUPERVISION-DISTRIBUTION OPERATIONS:
FUNCTION NO. 714:

PERSONAL SERVICES	$	131,837.00
MATERIALS AND SUPPLIES	$	3,470.00
OTHER SERVICES AND CHARGES	$	32,320.00
TOTAL - SUPERVISION-DISTRIBUTION OPERATIONS:	$	167,627.00

DISTRIBUTION OPERATIONS:
FUNCTION NO. 715:

PERSONAL SERVICES	$	622,389.00
MATERIALS AND SUPPLIES	$	133,415.00
OTHER SERVICES AND CHARGES	$	117,700.00
TOTAL - DISTRIBUTION OPERATIONS:	$	873,504.00

FIRE HYDRANTS:
FUNCTION NO. 716:

MATERIALS AND SUPPLIES	$	10,000.00
TOTAL - FIRE HYDRANTS:	$	10,000.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 719:

OTHER SERVICES AND CHARGES	$	125,241.00
TOTAL - INSURANCE AND MISCELLANEOUS:	$	125,241.00
TOTAL - WATER SERVICE:	$	3,032,354.00

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

DEBT SERVICE	$	625,920.00
TOTAL - DEBT SERVICE-REVENUE SUPPORTED:	$	625,920.00

WATER REVENUE FUND (CONTINUED)

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	312,971.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	312,971.00

TRANSFERS-OUT:
FUNCTION NO. 910:

OPERATING TRANSFERS/RESERVES	$	60,000.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	385,329.00

RESERVES
FUNCTION NO. 999:

OPERATING TRANSFERS/RESERVES	$	55,000.00
TOTAL - OTHER:	$	813,300.00
TOTAL - WATER REVENUE FUND	$	4,471,574.00

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

WATER PLANT IMPROVEMENT:
FUNCTION NO. 796:

CAPITAL OUTLAY	$	125,000.00
TOTAL - WATER PLANT IMPROVEMENT:	$	125,000.00

WATER DISTRIBUTION IMPROVEMENT:
FUNCTION NO. 797:

CAPITAL OUTLAY	$	268,075.00
TOTAL - WATER DISTRIBUTION IMPROVEMENT:	$	268,075.00

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

DEBT SERVICE	$	1,230,250.00
TOTAL - DEBT SERVICE-OTHER:	$	1,230,250.00

WATER CONSTRUCTION FUND (CONTINUED)

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	10,571.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	10,571.00
TOTAL - WATER CONSTRUCTION FUND	$	1,633,896.00

SECTION XLIV. That there be appropriated from the SEWER REVENUE FUND, FUND NO. 720:

SANITARY SEWER SERVICE:
ADMINISTRATION:
FUNCTION NO. 721:

PERSONAL SERVICES	$	492,848.00
MATERIALS AND SUPPLIES	$	2,950.00
OTHER SERVICES AND CHARGES	$	103,918.00
TOTAL - ADMINISTRATION:	$	599,716.00

UTILITIES OFFICE:
FUNCTION NO. 722:

PERSONAL SERVICES	$	148,611.00
MATERIALS AND SUPPLIES	$	3,770.00
OTHER SERVICES AND CHARGES	$	20,041.00
CAPITAL OUTLAY	$	2,840.00
TOTAL - UTILITIES OFFICE:	$	175,262.00

SUPERVISION-PLANT AND SYSTEM:
FUNCTION NO. 723:

PERSONAL SERVICES	$	42,903.00
MATERIALS AND SUPPLIES	$	1,300.00
OTHER SERVICES AND CHARGES	$	4,900.00
TOTAL - SUPERVISION-PLANT AND SYSTEM:	$	49,103.00

PLANT AND PUMPING OPERATIONS:
FUNCTION NO. 724:

PERSONAL SERVICES	$	973,546.00
MATERIALS AND SUPPLIES	$	191,425.00
OTHER SERVICES AND CHARGES	$	484,000.00
TOTAL - PLANT AND PUMPING OPERATIONS:	$	1,648,971.00

SEWER REVENUE FUND (CONTINUED)

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

PERSONAL SERVICES	$	171,618.00
MATERIALS AND SUPPLIES	$	1,500.00
OTHER SERVICES AND CHARGES	$	25,270.00
TOTAL - SANITARY SEWER-COLLECTION AND TRANSMISSION:	$	198,388.00

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

MATERIALS AND SUPPLIES	$	2,895.00
OTHER SERVICES AND CHARGES	$	2,200.00
TOTAL - SANITARY SEWER-EQUIP. OPERATIONS & MAINTENANCE:	$	5,095.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 729:

OTHER SERVICES AND CHARGES	$	109,268.00
TOTAL - INSURANCE AND MISCELLANEOUS:	$	109,268.00
TOTAL - SANITARY SEWER SERVICE:	$	2,785,803.00

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

DEBT SERVICE	$	76,380.00
TOTAL - DEBT SERVICE-OTHER:	$	76,380.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	21,620.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	21,620.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	388,333.00
TOTAL - NON-DEPARTMENTAL:	$	388,333.00

SEWER REVENUE FUND (CONTINUED)

RESERVES:
FUNCTION NO. 999:

OPERATING TRANSFERS/RESERVES	$	75,000.00
TOTAL - RESERVES:	$	75,000.00
TOTAL - OTHER:	$	484,953.00
TOTAL - SEWER REVENUE FUND	$	3,347,136.00

SECTION XLV. That there be appropriated from the SEWER CONSTRUCTION FUND, FUND NO. 722:

WATER POLLUTION CONTROL PLANT IMPROVEMENT:
FUNCTION NO. 798:

CAPITAL OUTLAY	$	365,000.00

DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE	$	514,429.00

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	14,075.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	14,075.00
TOTAL - SEWER CONSTRUCTION FUND	$	893,504.00

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

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

PERSONAL SERVICES	$	36,863.00
MATERIALS AND SUPPLIES	$	5,600.00
OTHER SERVICES AND CHARGES	$	33,700.00
TOTAL - TRAFFIC SIGNS, MARKINGS, SIGNALS:	$	76,163.00

TREE CARE:
FUNCTION NO. 651:

OTHER SERVICES AND CHARGES	$	10,000.00
TOTAL - TREE CARE:	$	10,000.00

ELECTRIC REVENUE FUND (CONTINUED)

ADMINISTRATION:
FUNCTION NO. 731:

PERSONAL SERVICES	$	742,027.00
MATERIALS AND SUPPLIES	$	4,555.00
OTHER SERVICES AND CHARGES	$	177,853.00
TOTAL - ADMINISTRATION:	$	924,435.00

UTILITIES OFFICE:
FUNCTION NO. 732:

PERSONAL SERVICES	$	445,806.00
MATERIALS AND SUPPLIES	$	11,310.00
OTHER SERVICES AND CHARGES	$	60,123.00
CAPITAL OUTLAY	$	8,520.00
TOTAL - UTILITIES OFFICE:	$	525,759.00

SUPERVISION-PLANT OPERATIONS:
FUNCTION NO. 733:

PERSONAL SERVICES	$	143,992.00
MATERIALS AND SUPPLIES	$	17,650.00
OTHER SERVICES AND CHARGES	$	396,747.00
OTHER NON-OPERATING CHARGES	$	1,110,000.00
TOTAL - SUPERVISION-PLANT OPERATIONS:	$	1,668,389.00

BOILER OPERATIONS AND MAINTENANCE:
FUNCTION NO. 734:

PERSONAL SERVICES	$	1,767,354.00
MATERIALS AND SUPPLIES	$	468,050.00
OTHER SERVICES AND CHARGES	$	847,100.00
TOTAL - BOILER OPERATIONS AND MAINTENANCE:	$	3,082,504.00

GENERATION OPERATIONS AND MAINTENANCE:
FUNCTION NO. 735:

PERSONAL SERVICES	$	732,076.00
MATERIALS AND SUPPLIES	$	338,650.00
OTHER SERVICES AND CHARGES	$	902,000.00
TOTAL - GENERATION OPERATIONS AND MAINTENANCE:	$	1,972,726.00

ELECTRIC REVENUE FUND (CONTINUED)

FUEL AND PURCHASED POWER:
FUNCTION NO. 736:

MATERIALS AND SUPPLIES	$	3,576,250.00
OTHER SERVICES AND CHARGES	$	8,127,000.00
TOTAL - FUEL AND PURCHASED POWER:	$	11,703,250.00

SUPERVISION-DISTRIBUTION OPERATIONS:
FUNCTION NO. 737:

PERSONAL SERVICES	$	190,324.00
MATERIALS AND SUPPLIES	$	8,420.00
OTHER SERVICES AND CHARGES	$	33,038.00
TOTAL - SUPERVISION-DISTRIBUTION OPERATIONS:	$	231,782.00

DISTRIBUTION OPERATIONS:
FUNCTION NO. 738:

PERSONAL SERVICES	$	1,399,910.00
MATERIALS AND SUPPLIES	$	241,419.00
OTHER SERVICES AND CHARGES	$	65,595.00
TOTAL - DISTRIBUTION OPERATIONS:	$	1,706,924.00

INSURANCE AND MISCELLANEOUS:
FUNCTION NO. 739:

OTHER SERVICES AND CHARGES	$	258,149.00
TOTAL - INSURANCE AND MISCELLANEOUS:	$	258,149.00
TOTAL - ELECTRIC SERVICE:	$	22,160,081.00

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	15,800.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	15,800.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	1,131,669.00

ELECTRIC REVENUE FUND (CONTINUED

RESERVES:
FUNCTION NO. 999:

OPERATING TRANSFERS/RESERVES	$	295,000.00
TOTAL - OTHER:	$	1,442,469.00
TOTAL - ELECTRIC REVENUE FUND	$	23,602,550.00

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

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

CAPITAL OUTLAY	$	10,000.00
TOTAL - TRAFFIC SIGNS, MARKINGS, SIGNALS:	$	10,000.00

ELECTRIC PLANT IMPROVEMENT:
FUNCTION NO. 794:

CAPITAL OUTLAY	$	4,895,000.00
TOTAL - ELECTRIC PLANT IMPROVEMENT:	$	4,895,000.00

ELECTRIC DISTRIBUTION IMPROVEMENT:
FUNCTION NO. 795:

CAPITAL OUTLAY	$	3,595,800.00
TOTAL - ELECTRIC DISTRIBUTION IMPROVEMENT:	$	3,595,800.00

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

DEBT SERVICE	$	15,650.00
TOTAL - OTHER NONOPERATING EXPENSES:	$	15,650.00
TOTAL - ELECTRIC CONSTRUCTION FUND	$	8,516,450.00

SECTION XLVIII. That there be appropriated from the SMART GRID FUND, FUND NO. 735:

REDOX BATTERY PROJECT
FUNCTION NO. 960:

CAPITAL OUTLAY	$	622,000.00
TOTAL - REDOX BATTERY PROJECT	$	622,000.00

SMART GRID FUND (CONTINUED)

NON-DEPARTMENTAL:
FUNCTION NO. 970:

CAPITAL OUTLAY	$	3,487,895.00
TOTAL - NON-DEPARTMENTAL:	$	3,487,895.00
TOTAL - SMART GRID PROJECT FUND	$	4,109,895.00

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

UTILITIES OFFICE:
FUNCTION NO. 742:

OTHER SERVICES AND CHARGES	$	18,000.00
TOTAL - UTILITIES OFFICE:	$	18,000.00

COLLECTION AND DISPOSAL:
FUNCTION NO. 743:

MATERIALS AND SUPPLIES	$	100.00
OTHER SERVICES AND CHARGES	$	60,600.00
TOTAL - COLLECTION AND DISPOSAL:	$	60,700.00
TOTAL - REFUSE FUND	$	78,700.00

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

PARKING:
PARKING GARAGE:
FUNCTION NO. 332:

PERSONAL SERVICES	$	44,986.00
MATERIALS AND SUPPLIES	$	2,475.00
OTHER SERVICES AND CHARGES	$	46,437.00
CAPITAL OUTLAY	$	52,000.00
TOTAL - PARKING GARAGE:	$	145,898.00

OTHER:
NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	12,901.00
TOTAL - NON-DEPARTMENTAL:	$	12,901.00
TOTAL - OTHER:	$	12,901.00
TOTAL - OFF-STREET PARKING REVENUE FUND	$	158,799.00

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

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

PERSONAL SERVICES	$	10,476.00
MATERIALS AND SUPPLIES	$	200.00
OTHER SERVICES AND CHARGES	$	101,270.00
TOTAL - ADMINISTRATION:	$	111,946.00

STORM WATER OPERATIONS:
FUNCTION NO. 763:

PERSONAL SERVICES	$	73,327.00
MATERIALS AND SUPPLIES	$	10,550.00
OTHER SERVICES AND CHARGES	$	16,000.00
TOTAL - STORM WATER OPERATIONS:	$	99,877.00

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

CAPITAL OUTLAY	$	200,000.00

DEBT SERVICE-OTHER:
FUNCTION NO. 805:

DEBT SERVICE	$	687,180.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	32,154.00
TOTAL - OTHER:	$	32,154.00
TOTAL - STORM WATER UTILITY FUND	$	1,131,157.00

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

ADMINISTRATION:
FUNCTION NO. 771:

PERSONAL SERVICES	$	14,495.00
TOTAL - ADMINISTRATION:	$	14,495.00

COMMUNITY PROGRAMS FUND (CONTINUED)

SUMMER CAMP:
FUNCTION NO. 773:

MATERIALS AND SUPPLIES	$	1,500.00
OTHER SERVICES AND CHARGES	$	15,600.00
TOTAL - SUMMER CAMP:	$	17,100.00

ADULT TRIPS:
FUNCTION NO. 774:

OTHER SERVICES AND CHARGES	$	2,000.00
TOTAL - ADULT TRIPS:	$	2,000.00

SPECIAL EVENTS:
FUNCTION NO. 777:

MATERIALS AND SUPPLIES	$	2,000.00
OTHER SERVICES AND CHARGES	$	10,500.00
TOTAL - SPECIAL EVENTS:	$	12,500.00

RECREATIONAL ACTIVITIES:
FUNCTION NO. 778:

OTHER SERVICES AND CHARGES	$	3,500.00
TOTAL - RECREATIONAL ACTIVITIES:	$	3,500.00

NON-DEPARTMENTAL:
FUNCTION NO. 970:

PERSONAL SERVICES	$	1,135.00
OTHER NON-OPERATING CHARGES	$	100.00
TOTAL - NON-DEPARTMENTAL:	$	1,235.00
TOTAL - COMMUNITY PROGRAMS FUND	$	50,830.00

SECTION LIII. 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	$	173,140.00
TOTAL - FUEL AND OIL ROTARY FUND	$	173,140.00

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

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

MATERIALS AND SUPPLIES	$	41,273.00
TOTAL - SUPPLIES ROTARY FUND	$	41,273.00

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

INTERNAL SERVICE FUNCTIONS:
ROTARY CONTRACT SERVICES:
FUNCTION NO. 783:

PERSONAL SERVICES	$	2,300,000.00
OTHER SERVICES AND CHARGES	$	600,000.00
TOTAL - EMPLOYEE HEALTH INSURANCE FUND	$	2,900,000.00

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

INTERNAL SERVICE FUNCTIONS:
ROTARY CONTRACT SERVICES:
FUNCTION NO. 783:

PERSONAL SERVICES	$	300,000.00
OTHER SERVICES AND CHARGES	$	300,000.00
TOTAL - WORKERS' COMPENSATION RETROSPECTIVE FUND	$	600,000.00

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

OTHER:
OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES	$	750.00
TOTAL - EVERGREEN CEMETERY TRUST FUND	$	750.00

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

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES	$	750.00
TOTAL - RIVERSIDE CEMETERY TRUST FUND	$	750.00

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

OTHER NONOPERATING EXPENSES:
FUNCTION NO. 902:

OTHER NON-OPERATING CHARGES	$	50.00
TOTAL - SPECIAL ENDOWMENT TRUST FUND	$	50.00

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

OTHER NONOPERATING DISBURSEMENTS:
FUNCTION NO. 903:

OTHER NON-OPERATING CHARGES	$	70,000.00
TOTAL - STATE PATROL TRANSFER AGENCY FUND	$	70,000.00
***GRAND TOTAL - ALL FUNDS	$	82,647,020.00

SECTION LXI. 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 LXII. That the Operating Budget for the City of Painesville, Ohio for the period beginning January 1, 2011 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 LXIII. That the Director of Finance is hereby authorized to establish line item appropriation accounting records with the Accounting Division of the Department of Finance, in accordance with the line item expenditure/expense accounts contained in the 2011 Operating Budget of the City of Painesville, Ohio.

SECTION LXIV. 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 LXV. 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 LXVI. 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 LXVII. 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 LXVIII. 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 20, 2010

Joseph Hada, Jr.
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 2011 General Fund budget is comprised of $12,646,973 in expenditures. This represents a decrease of $963,412 or 7% less than the 2010 original appropriation budget of $13,610,385. The proposed revenues are estimated at $12,367,535 which represents a decrease of $707,138 or 5.41% less than 2010 budgeted revenue of $13,074,673. This is the fifth year in a row that revenues in the General Fund are projected to decline and the projected 2011 General Fund revenues are less than what they were in 2004. In 2008 the General Fund actual revenues were $15,115,421 now in 2011 they are projected to be $2,747,000, 18% less than they were in 2008. During that period we have been able to continually streamline our expenditures by focusing on our core priorities and shifting expenditures to other funds when possible. However, even with the controls on expenditures and operations the 2011 proposed budget is not balanced within current year revenue. Council has allowed the General Fund to use up to $300,000 of carryover for 2011, however the City is only proposing to use carryover of $279,438 to balance the General Fund in 2011. For the 2010 budget, $535,712 of carryover was needed to balance the General Fund budget. Thanks to the guidance of the City Manager the General Fund was able to reduce the carryover needed to balance the General Fund by over $256,000 in 2011. Reducing the carryover by this amount was no small task considering that 2011 General Fund revenues are projected to be over $707,000 less than the 2010 budgeted revenues. The City Manager and the General Fund department heads should be commended for reducing the carryover needed to balance the 2011 General Fund budget. There has been a re-distribution of a portion the Fire Chief's salary from the General Fund to the EMS fund, to better reflect how the Chief's time is actually spent. Due to retirements and people leaving the City, the following General Fund positions are vacant and will not be filled in 2011: one fireman; one police officer; and one parks and cemetery employee. The City has also reduced the proposed budgeted overtime for Police and Fire in 2011. Within the General Fund the operating expenses have been reduced by 18.51%. To balance within the current year revenue additional personnel decreases will be necessary.

The 2011 General Fund will not pay for any capital outlays. What limited capital expenditures that are proposed will be paid from the Capital Improvement Fund or the Capital Equipment Reserve. There are only limited transfers from the General Fund to other associated funds such as Cemeteries and Parking Garage funds and no budgeted transfers to any other capital funds. As in the past, funds closely associated with the General Fund will cover portions of both operating and capital costs for various operations. The specific details of the capital projects for the General Fund and the associated funds are outlined in the Capital Budget section of this document. Total capital expenditures in support of General Fund and its associated operations are significantly reduced this year.

The Street Construction Maintenance and Repair Fund has traditionally been the fund that pays for the street improvements and maintenance operation. As identified last year, dwindling revenue from gas tax and license fees have resulted in a reduced capital budget again this year. The only capital that will come out of the 2011 budget for the Street Construction Maintenance and Repair Fund will be to repave Hartshorn Drive. The City will issue a note in 2011 for $140,000 to pay for the majority of the Hartshorn Drive repaving. The money to repay this note will come from the City's General Bond Retirement Fund. The 2010 Street Construction Maintenance and Repair Fund capital projects have come in at a price lower than the City budgeted for. T herefore the City will have approximately another $100,000 of 2010 budgeted money to spend on capital projects for 2011.

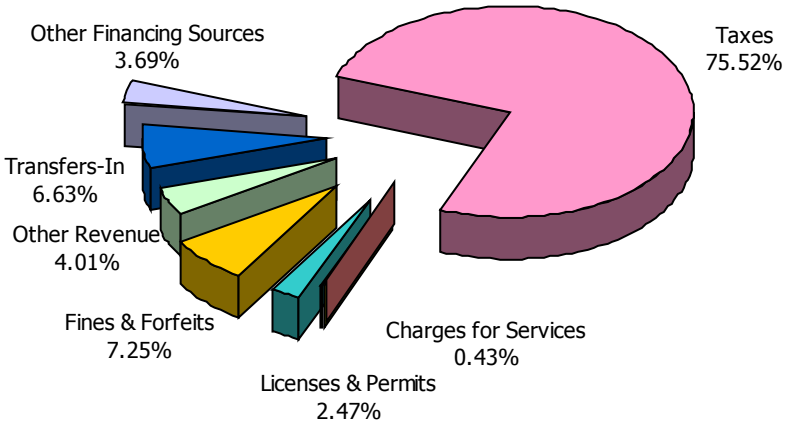
Annual paving projects will be reviewed in March of 2011 after the winter season and presented to City Council in April for approval. The City will continue to actively pursue funding from the Ohio Department of Transportation, the Ohio Public Works Commission and other sources to help offset improvement costs. These funds are also dwindling and all require a match sometimes as much as 50% of the project cost. Future years of the street program are likely in jeopardy without additional influx of funds.

The Fire Levy Fund was established as a result of the passage of the .7 mill fire levy in 1991. The devaluation of property values and elimination of the personal property tax has reduced the income into this fund. In 2011 it is expected to generate approximately $95,000. The purpose is to purchase capital equipment and associated materials. 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. This year the only capital that is coming out of this fund is a second chase vehicle, which will eliminate the need to have three people go on each transport. The City will pay cash for this vehicle in 2011. A new chassis for an existing ambulance will be paid from the EMS fund.

REVENUE

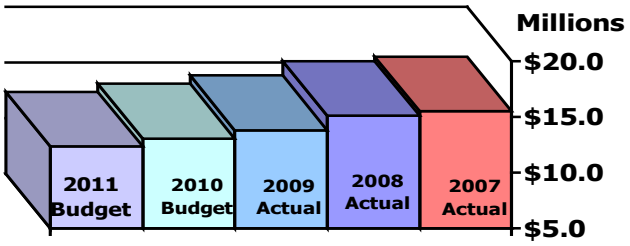
The General Fund revenues continue to decline, to where they will be lower than what they were in 2004. Recent economic development initiatives will help to close the gap created by the Hospital's departure, however continuing economic instability and the loss of investment and other tax revenues will result in a decline in revenue. A significant portion of the General Fund revenue used to be from interest earnings. In 2011 interest revenues are expected to decline again. In 2007, the City received over $1.8 million in interest revenues, which accounted for 12% of the budgeted General Fund revenues. The General Fund projected interest revenues for 2011 are $345,000 or 2.8% of the General Fund budgeted revenues. Changes in the market, outside of our control, are dramatically impacting this revenue stream. The Federal Reserve policies to keep the interest rates low for borrowing has also affected our ability to receive any appreciable return on our investments. In many instances investments are receiving less than 1%. Lastly, continuing changes in the State budget and the Local Government Fund have affected our allocation to our general fund. While the formula at the State for allocating resources to the local communities has not changed, the resources available for allocation has dramatically declined. All of these factors require that we reduce our operational expenses, be conservative in our capital expenditures and be prepared to make the difficult decisions to further reduce spending in future if the economy does not improve.

GENERAL FUND REVENUE BREAKDOWN FOR 2011



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 nor overly liberal. The City is projecting a significant decrease in total revenue for the General Fund. In this year's review of the General Fund revenues, taxes continue to be the primary revenue source. Taxes have increased from 70.70% of the total revenues in 2008 to almost 76% in 2011. This source of funds is very reliant on the economy. We are continually searching for ways to be less dependent on taxes in the General Fund. This source of funding as a percentage of the total continues to increase as other sources of revenue (interest and transfers) continue to decline. See the Fiscal Analysis Section for a history of our income tax revenues. Review of fees and other charges continue to be done in 2011, however it is unlikely adequate revenues can be garnered from fees alone to significantly reduce our dependency on income tax. 2011 General Fund Revenue will be less than what was received in 2004.

GENERAL FUND REVENUE HISTORICALLY



2011 Budget	$12,367,535
2010 Budget	$13,074,673
2009 Actual	$13,826,601
2008 Actual	$15,115,422
2007 Actual	$15,524,323

The following statement is a summary listing of the General Fund Revenue by Source.

GENERAL FUND
REVENUE BY SOURCE - FY 2011

Source	2011 Proposed Budget	2010 Proposed Budget	2009 Actual Receipts	2008 Actual Receipts
Taxes	$ 9,339,900	$ 9,802,966	$ 10,256,361	$ 11,107,460
Intergovernmental Revenue	-	5,000	18,393	9,482
Charges for Services	52,930	58,625	60,116	85,424
License, Permit, Insp. & Other Fees	305,150	317,250	309,788	396,283
Fines & Forfeits	897,220	962,900	966,383	975,561
Other Revenue	496,260	629,700	987,812	1,431,633
Transfers-In	820,000	800,000	929,599	799,636
Other Financing Sources	456,075	498,232	298,149	309,943
TOTAL GENERAL FUND REVENUE	$ 12,367,535	$ 13,074,673	$ 13,826,601	$ 15,115,422

GENERAL FUND TAX BREAKDOWN

	BUDGET 2011	BUDGET 2010	2009 ACTUALS	2008 ACTUALS
REVENUES:				
Property Taxes	$ 573,000	$ 549,641	$ 653,055	$ 521,071
Municipal Income Tax	7,350,000	7,825,000	7,976,802	8,683,118
Local Government Taxes	1,346,900	1,368,325	1,313,190	1,520,926
Other	70,000	60,000	313,314	382,345
Taxes	**$ 9,339,900**	**$ 9,802,966**	**$ 10,256,361**	**$ 11,107,460**

EXPENDITURES

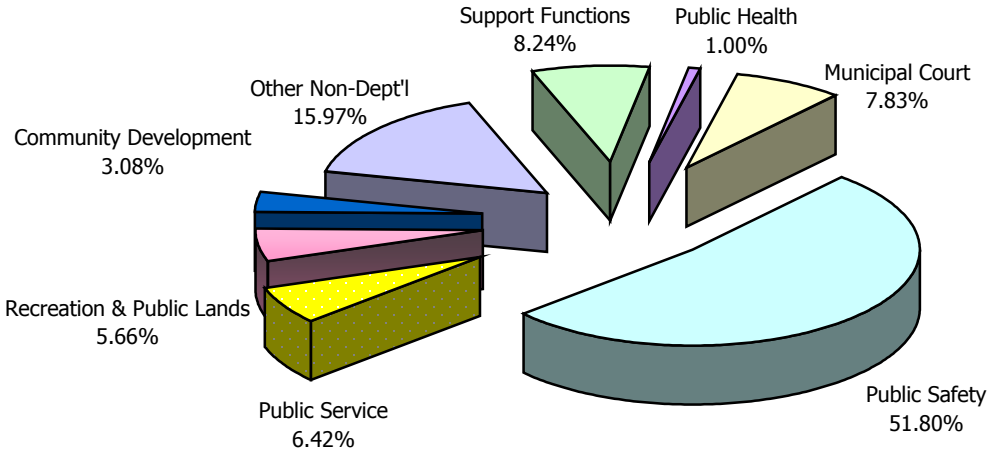
The City delivers tax-supported services to its residents in several basic program areas including Safety Services, Street Maintenance Services, Public Health, Community Development and Economic Development. The following pie chart illustrates the individual departmental allocations of the General Fund. The chart shows that more than half of the General Fund budget (51.80%) is devoted to Public Safety.

As represented in the chart by Cost Category the majority of the expenditures (77.91%) in the General Fund are in personnel expenditures. The General Fund is providing the minimal amount to operate only the most vital programs. The administration has made great strides over the past three years to focus the spending in the General Fund on the critical services for the City. This year the City did not budget for three vacant positions in the General Fund, those positions are: a fireman, a police officer, and a parks and recreation employee. Any position that is vacated in 2011, regardless of the reason, will be evaluated before filled to insure resources are available and focused on the city's primary and core missions.

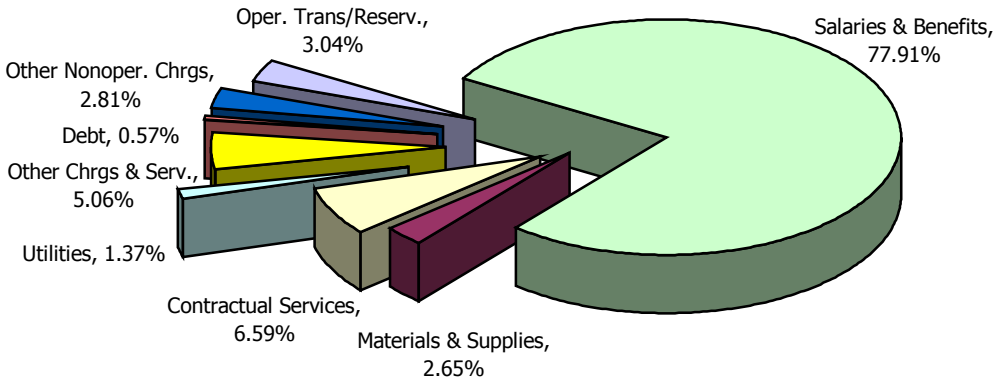
GENERAL FUND
EXPENDITURES BY COST CATEGORY - FY 2011

	CATEGORY	AMOUNT	%
51	Salaries & Benefits	$9,853,436	77.91%
52	Materials & Supplies	$335,203	2.65%
53	Contractual Services	$833,891	6.59%
54	Utilities	$173,057	1.37%
55	Other Charges & Services	$639,554	5.06%
56	Debt Services	$71,832	0.57%
58	Other Non-Operating Charges	$355,000	2.81%
59	Operating Transfers & Reserves	$385,000	3.04%
	TOTAL	**$12,646,973**	**100.00%**

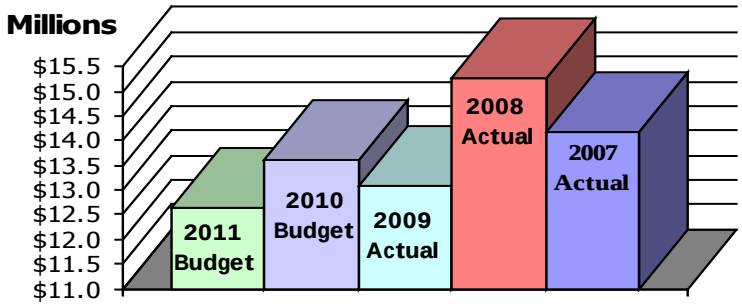
GENERAL FUND EXPENDITURES BY DISTRIBUTION 2011



GENERAL FUND EXPENDITURE BY COST CATEGORY 2011

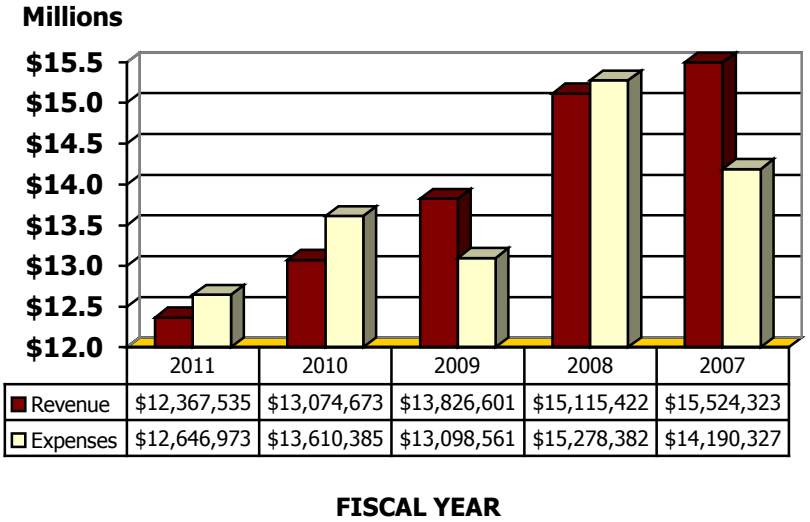


GENERAL FUND EXPENDITURES HISTORICALLY



FY 2011 Budget	$12,646,973
FY 2010 Budget	$13,610,385
FY 2009 Actual	$13,098,561
FY 2008 Actual	$15,278,382
FY 2007 Actual	$14,190,327

GENERAL FUND REVENUES & EXPENSES HISTORICALLY



	2011	2010	2009	2008	2007
Revenue	$12,367,535	$13,074,673	$13,826,601	$15,115,422	$15,524,323
Expenses	$12,646,973	$13,610,385	$13,098,561	$15,278,382	$14,190,327

FY 2011-2010 are based on budget and FY 2009-2007 are based on actual data.

The following chart is a comparison of the proposed expenditures by Department and Functional Program areas with the last three years. The 2008 and 2009 expenditures are actual, 2010 and 2011 are based on the budget. You can see a reduction in almost every function in total expenditures. The total general fund reduction is 7%, However several functions absorbed a significant amount of that total percentage.

EXPENDITURES BY PROGRAM AREA

	2008 Actual Amount	2008 Actual Staff	2009 Actual Amount	2009 Actual Staff	2010 Budget Amount	2010 Budget Staff	2011 Budget Amount	2011 Budget Staff
LEGISLATIVE								
111 Council	$ 11,747	7.00	$ 10,774	7.00	$ 11,224	7.00	$ 11,124	7.00
112 Clerk of Council	11,583	1.00	10,789	1.00	11,945	1.00	11,489	1.00
Total Legislative	$ 23,330	8.00	$ 21,563	8.00	$ 23,169	8.00	$ 22,613	8.00
JUDICIAL - MUNICIPAL COURT								
121 Judicial Activities	$ 243,518	7.00	$ 221,974	7.00	$ 213,403	7.00	$ 214,011	7.00
122 Clerk Of Court	836,236	14.00	645,117	14.00	667,306	15.00	607,414	14.00
123 Probation	171,567	3.00	150,335	3.00	168,114	3.00	169,153	3.00
Total Judicial-Municipal Court	$ 1,251,321	24.00	$ 1,017,426	24.00	$ 1,048,823	25.00	$ 990,578	24.00
EXECUTIVE								
131 City Manager	$ 61,822	3.00	$ 55,718	3.00	$ 54,561	3.00	$ 52,803	3.00
133 Promo, Comm, PR Activity	12,495	-	2,802	-	4,310	-	3,775	-
134 Information Technology	26,550	-	26,549	-	33,900	-	30,500	-
135 Human Resources	53,103	3.00	37,648	3.00	45,239	3.00	43,600	3.00
137 Economic Development	34,314	2.00	28,473	2.00	30,344	2.00	28,097	2.00
Total Executive	$ 188,284	8.00	$ 151,190	8.00	$ 168,354	8.00	$ 158,775	8.00
FINANCE								
141 Administration	$ 62,281	3.00	$ 48,147	3.00	$ 51,963	3.00	$ 49,463	3.00
142 Accounting	57,006	3.00	50,179	3.00	54,028	3.00	53,913	3.00
143 Purchasing and Warehousing	27,232	2.00	21,892	2.00	23,636	2.00	23,268	2.00
144 Income Tax Collection	151,460	-	207,860	-	165,000	-	205,000	-
Total Finance	$ 297,979	8.00	$ 328,078	8.00	$ 294,627	8.00	$ 331,644	8.00
LAW								
151 Administration	$ 63,706	3.00	$ 79,635	3.00	$ 49,775	3.00	$ 38,358	3.00
Total Law	$ 63,706	3.00	$ 79,635	3.00	$ 49,775	3.00	$ 38,358	3.00
ENGINEERING								
161 Administration	$ 182,058	5.00	$ 134,800	4.00	$ 134,769	4.00	$ 129,834	4.00
Total Engineering	$ 182,058	5.00	$ 134,800	4.00	$ 134,769	4.00	$ 129,834	4.00
PUBLIC LANDS AND BUILDINGS								
171 Bldg Operations, Maint and Repairs	$ 413,587	3.00	$ 362,577	3.00	$ 341,216	3.00	$ 319,128	3.00
Total Public Lands and Buildings	$ 413,587	3.00	$ 362,577	3.00	$ 341,216	3.00	$ 319,128	3.00
BOARDS AND COMMISSIONS								
181 Civil Service Commission	$ 4,442	-	$ 3,003	-	$ 8,900	-	$ -	-
Total Boards and Commissions	$ 4,442	-	$ 3,003	-	$ 8,900	-	$ -	-

EXPENDITURES BY PROGRAM AREA

	2008 Actual Amount	2008 Actual Staff	2009 Actual Amount	2009 Actual Staff	2010 Budget Amount	2010 Budget Staff	2011 Budget Amount	2011 Budget Staff
MISCELLANEOUS								
191 Insurance	$ 72,759	-	$ 48,871	-	$ 31,895	-	$ 32,834	-
192 Tax Settlement Deductions	19,600	-	11,165	-	12,130	-	8,775	-
199 Other Miscellaneous	2,000	-	-	-	-	-	-	-
Total Miscellaneous	94,359	-	60,036	-	44,025	-	41,609	-
TOTAL GENERAL GOVERNMENT	$ 2,519,066	59.00	$ 2,158,308	58.00	$ 2,113,658	59.00	$ 2,032,539	58.00
POLICE								
211 Law Enforcement-Sworn Officers	$ 3,494,197	38.00	$ 2,952,988	38.00	$ 3,387,842	38.00	$ 3,235,685	37.00
212 Law Enforcement-Other	716,421	8.00	502,376	7.00	570,812	7.00	549,790	7.00
Total Police	$ 4,210,618	46.00	$ 3,455,364	45.00	$ 3,958,654	45.00	$ 3,785,475	44.00
FIRE								
221 Fire Fighting, Preventions and Inspections	$ 2,766,729	28.00	$ 2,155,554	28.00	$ 2,297,603	29.00	$ 2,147,176	28.00
222 Fire Service-Other	191,369	6.00	186,519	6.00	182,505	6.00	153,610	6.00
Total Fire	$ 2,958,098	34.00	$ 2,342,073	34.00	$ 2,480,108	35.00	$ 2,300,786	34.00
POLICE AND FIRE COMMUNICATIONS								
231 Control Center	$ 431,527	-	$ 453,617	-	$ 458,434	-	$ 465,043	-
Total Police and Fire Communications	$ 431,527	-	$ 453,617	-	$ 458,434	-	$ 465,043	-
TOTAL PUBLIC SAFETY	$ 7,600,243	80.00	$ 6,251,054	79.00	$ 6,897,196	80.00	$ 6,551,304	78.00
PUBLIC WORKS								
311 Administration	$ 218,916	3.00	$ 176,105	3.00	$ 190,856	3.00	$ 186,203	3.00
313 Street Maintenance and Repair	37,000	-	34,692	-	40,000	-	37,000	-
314 Sidewalks	14,570	-	948	-	4,000	-	1,000	-
315 Street Cleaning	-	-	-	-	-	-	-	-
317 Storm Sewers and Drains	-	-	-	-	-	-	-	-
318 Building Maintenance	67,291	-	55,611	-	59,240	-	51,275	-
319 Equipment Maintenance	252,065	2.00	211,615	2.00	150,978	2.00	137,692	2.00
320 Employee Benefits	365,848	13.00	307,459	13.00	299,424	13.00	290,427	13.00
322 Sidewalks-Snow Removal	4,200	-	2,979	-	2,000	-	2,000	-
323 Leaf/Yard Waste Removal	3,620	-	1,127	-	1,950	-	1,225	-
Total Public Works	$ 963,510	18.00	$ 790,536	18.00	$ 748,448	18.00	$ 706,822	18.00
PARKING								
331 Parking Meters	$ 57,259	1.00	$ 1,912	-	$ 2,375	-	$ 2,025	-
333 Parking Lots	12,625	-	8,758	-	15,475	-	13,400	-
Total Parking	$ 69,884	1.00	$ 10,670	-	$ 17,850	-	$ 15,425	-
TRAFFIC SIGNS, MARKINGS,SIGNALS								
341 Traffic Signs, Markings, Signals	$ 143,276	1.00	$ 83,598	1.00	$ 95,606	1.00	$ 90,196	1.00
Total Traffic Signs, Markings, Signals	$ 143,276	1.00	$ 83,598	1.00	$ 95,606	1.00	$ 90,196	1.00
TOTAL HIGHWAYS AND STREETS	$ 1,176,670	20.00	$ 884,804	19.00	$ 861,904	19.00	$ 812,443	19.00

EXPENDITURES BY PROGRAM AREA

	2008 Actual Amount	2008 Actual Staff	2009 Actual Amount	2009 Actual Staff	2010 Budget Amount	2010 Budget Staff	2011 Budget Amount	2011 Budget Staff
SUPPORT OF PRISONERS								
411 Prisoners Expense	$ 12,074	-	$ -	-	$ 6,075	-	$ 1,500	-
Total Support of Prisoners	$ 12,074	-	$ -	-	$ 6,075	-	$ 1,500	-
PAYMENT TO COUNTY HEALTH BOARD								
431 County Health District Assessment	$ 134,710	-	$ 129,209	-	$ 133,660	-	$ 123,000	-
Total Payment to County Health Board	$ 134,710	-	$ 129,209	-	$ 133,660	-	$ 123,000	-
ASSISTANCE TO NEEDY/AGED								
441 Poor Relief	$ 2,500	-	$ -	-	$ 1,000	-	$ 1,000	-
Total Assistance To Needy/Aged	$ 2,500	-	$ -	-	$ 1,000	-	$ 1,000	-
TOTAL PUBLIC HEALTH AND WELFARE	$ 149,284	-	$ 129,209	-	$ 140,735	-	$ 125,500	-
PARKS								
511 Administration	$ 154,042	4.00	$ 130,955	4.00	$ 141,520	4.00	$ 136,155	4.00
512 Parks System	464,705	11.00	358,800	11.00	348,181	9.00	309,518	8.00
513 Building Maintenance	23,285	-	17,717	-	16,635	-	15,290	-
514 Morse Avenue Community Center	12,450	-	10,607	-	10,525	-	9,425	-
Total Parks	$ 654,482	15.00	$ 518,079	15.00	$ 516,861	13.00	$ 470,388	12.00
RECREATION								
521 Recreation Activities	$ 225,606	4.00	$ 188,610	4.00	$ 199,288	4.00	$ 197,816	4.00
Total Recreation	$ 225,606	4.00	$ 188,610	4.00	$ 199,288	4.00	$ 197,816	4.00
OTHER LEISURE TIME ACTIVITIES								
531 Senior Citizens Center	$ 25,000	-	$ 25,000	-	$ 25,000	-	$ 25,000	-
532 Community Functions	32,500	-	25,206	-	22,000	-	22,000	-
Total Other Leisure Time Activities	$ 57,500	-	$ 50,206	-	$ 47,000	-	$ 47,000	-
TOTAL CULTURE-RECREATION	$ 937,588	19.00	$ 756,895	19.00	$ 763,149	17.00	$ 715,204	16.00
COMMUNITY PLANNING AND ZONING								
611 Planning Commission	$ 5,931	-	$ 2,456	-	$ 3,098	-	$ 2,623	-
Total Community Planning and Zoning	$ 5,931	-	$ 2,456	-	$ 3,098	-	$ 2,623	-
DEMOLITION								
621 Demolition	$ 11,750	-	$ -	-	$ 6,360	-	$ 5,890	-
Total Demolition	$ 11,750	-	$ -	-	$ 6,360	-	$ 5,890	-

EXPENDITURES BY PROGRAM AREA

	2008 Actual Amount	2008 Actual Staff	2009 Actual Amount	2009 Actual Staff	2010 Budget Amount	2010 Budget Staff	2011 Budget Amount	2011 Budget Staff
COMMUNITY DEVELOPMENT								
631 Planning and Development	$ 35,926	2.00	$ 34,074	2.00	$ 45,402	2.00	$ 34,456	2.00
Total Community Development	$ 35,926	2.00	$ 34,074	2.00	$ 45,402	2.00	$ 34,456	2.00
HOUSING AND BUILDING CODE ENFORCEMENT								
641 Code Enforcement	$ 389,329	5.00	$ 323,144	5.00	$ 341,160	5.00	$ 333,811	5.00
Total Housing and Building Code Enforcement	$ 389,329	5.00	$ 323,144	5.00	$ 341,160	5.00	$ 333,811	5.00
TREE CARE AND WEED CONTROL								
651 Tree Care	$ 3,000	-	$ -	-	$ 1,000	-	$ -	-
652 Weed Control	7,200	-	13,183	-	14,370	-	13,120	-
Total Tree Care and Weed Control	$ 10,200	-	$ 13,183	-	$ 15,370	-	$ 13,120	-
TOTAL COMMUNITY ENVIRONMENT	$ 453,136	7.00	$ 372,857	7.00	$ 411,390	7.00	$ 389,900	7.00
OTHER								
901 Other Financing Uses	91,500	-	207,816	-	110,410	-	116,411	-
910 Transfers-Out	810,000	-	746,250	-	380,000	-	345,000	-
970 General Fund Debt Service/Employee Benefits	566,854	-	1,578,338	-	1,881,943	-	1,518,672	-
999 Reserves	100,000	-	13,028	-	50,000	-	40,000	-
Total Other	$ 1,568,354	-	$ 2,545,432	-	2,422,353	-	2,020,083	-
TOTAL GENERAL FUND	$ 14,404,341	185.00	$ 13,098,559	182.00	$ 13,610,385	182.00	$ 12,646,973	178.00

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 strives to be a self-supporting utility.

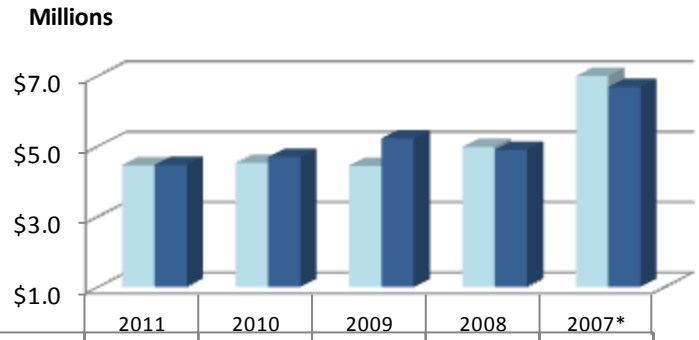
The Water Funds consist of three separate funds: the Water Revenue Fund, the Water Deposit Fund and the Water Construction Fund. The Water Revenue Fund is used to account for the operation of the City's water treatment and distribution systems. The Water Deposit Fund is used to account for customer deposits 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. All revenue is deposited in the Water Revenue Fund in the year it is received. The Water Construction Fund is funded through transfers from the Water Revenue Fund to the Water Construction Fund at the end of each fiscal year.

The 2011 Water Revenue Fund budget is comprised of $4,471,574 in expenses. This represents a decrease of $222,694, 4.74%, from the 2010 budget of $4,694,268. The proposed revenues are estimated at $4,460,100, this represents an anticipated decrease in revenue of approximately $69,000 or 1.5% in this fund over last year's budget of $4,529,230. The proposed 2011 budget reflects the usage of $11,474 in cash carryover to balance the fiscal year budget. The Water Department has done a great job by decreasing the budgeted expenditures for the fifth consecutive year. This is the smallest amount of carry over budget predicted to be used in the last 10 years. However, revenues will be slightly decreased in 2011 even with the rate increase of 2008. In 2010, the Water Fund experienced an increase in consumption as the result of the very dry hot summer. The 2010 was the first year in many that we experienced an increase in consumption throughout the year and we anticipate to exceed the budgeted revenue estimate by the end of the year. In 2011 we are not anticipating the same climate to occur and have returned our revenue estimates to the trend that started in 2009 with an increasing movement toward conservation and "green efficiencies" in our larger commercial and industrial customers. Also the decreased economy affects the water consumption as companies are taking every step possible to decrease costs, which also include decreasing water costs. For the fifth year in a row we are predicting that the yearend carry-over balance will be less than the beginning year's balance. Operating Expenses have been decreased through cross training and efficient usage of personnel, internal operational changes which reduced overtime while still maintaining or enhancing service and an increase in the amount of work conducted by City personnel versus contracted labor. A significant expense reduction is possible in 2011 as the result of the purchase of the tanker truck and the hauling of the Water Plant waste sludge to the Water Pollution Control Plant for disposal.

There are three new capital projects proposed for 2011 from the Water Construction Fund. In the Distribution Division a new Backhoe is necessary to continue to respond to water main break, install new services and address new line construction. Also in the distribution system the interior of the Storage tank on SR 86 require painting to maintain its integrity. These two project are estimated at $195,000 At the Water Plant the existing intake structure and locations were installed in the 1950's. In recent years we have had structural problems with the intake in Lake Erie which has resulted in additional sediment and debris coming into the plant. An engineering study needs to be undertaken to determine what improvements can be made to the structure to improve flow and reliability on the 36" intake structure. This project will take several years to develop since numerous approval agency's (EPA, Army Corp of Engineers, ODNR) must be consulted. This is the first step in the process. No money will be borrowed

to pay for these capital projects; they all will be paid with cash. The total Water Construction Fund budget is $1,633,896 of which $393,075 are the above mentioned capital projects and $1,240,821 are debt payments.

WATER FUNDS REVENUES & EXPENSES HISTORICALLY



	2011	2010	2009	2008	2007*
Revenue	$4,460,100	$4,529,230	$4,445,509	$4,986,333	$8,677,873
Expenses	$4,471,574	$4,694,268	$5,228,569	$4,896,620	$6,686,156

FY 2011-2010 are based on budget and FY 2009 – 2007 are based on actual data.

*In 2007 the City received over $3.8 million from a capital lease for the Energy Efficiency Project. This money was expended over 2007 and 2008.

WATER POLLUTION CONTROL FUNDS

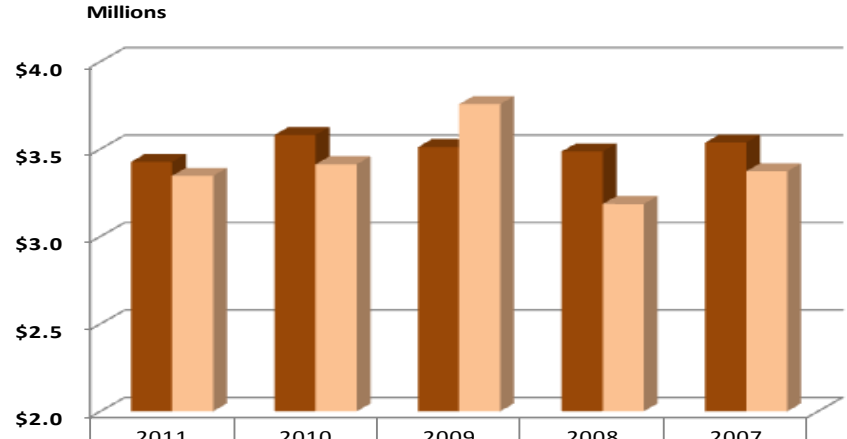
The Division of Water Pollution Control is responsible for the network of sewers conveying sanitary sewage and industrial waste in the City of Painesville from their point of origin to the treatment facility for treatment and disposal. Water Pollution Control maintains, cleans, repairs and improves sewers 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. All revenue is deposited in the Sewer Revenue Fund in the year it is received. The Sewer Construction Fund is funded through transfers from the Sewer Revenue Fund to the Sewer Construction Fund at the end of each fiscal year.

The 2011 Sewer Revenue Fund budget is comprised of $3,347,136 in expenses. This represents a decrease of $65,964 or 2% from the 2010 budget of $3,413,100. The proposed revenues are estimated at $3,426,910, a decrease of 4.3% from the 2010 budgeted revenue amount of $3,580,972. The main reason the 2011 revenues are down is the contractual sewer billing revenues are projected to be down in 2011. As with all of the City's utilities, the consumption levels have decreased since the economic downturn beginning in 2009 and are expected to be decreased in 2011 as well. The operating budget is within the current year revenues. 2011 will be the first year that all the renovations at the WPCP have been completed and the efficiencies in the operations will be able to be evaluated. The repayment of the WPCLF loan which funded the improvements will not begin until January of 2012.

The plant is only proposing a small capital budget, most of which will address the needs of the transmission and collection system in 2011. One of the projects at the plant will be to replace the anaerobic digester sludge heater system. This will result in energy efficiency and reduced consumption of gas to heat the sludge in the winter months. The new system will enhance the capture and reuse of methane gas from the sludge to use as a fuel source to heat the digester. The other proposed project is sewer rehabilitation and repairs of various manholes and the purchase of new vehicle to service the sanitary pump stations. Total expenditures on the transmission and collection system are $115,000 All of these capital projects will be paid for in cash and the City will not have to issue debt for these.

WATER POLLUTION FUNDS REVENUES & EXPENSES HISTORICALLY



	2011	2010	2009	2008	2007
Revenue	$3,426,910	$3,580,972	$3,511,903	$3,486,171	$3,537,187
Expenses	$3,347,136	$3,413,100	$3,756,908	$3,185,659	$3,372,869

Fiscal Year

FY 2011-2010 are based on budget and FY 2009 – 2007 are based on actual data.

ELECTRIC FUNDS

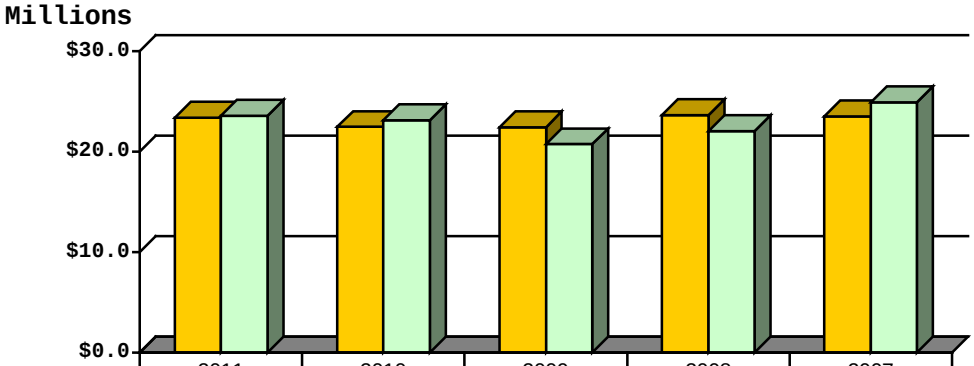
The Division of Electric is responsible for all electrical generation, transmission and distribution facilities owned by the City. Electric provides electricity to residential, commercial, industrial and governmental customers.

The Electric Funds consist of three funds: Electric Revenue Fund, Electric Deposit Fund and 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. All revenue is deposited in the Electric Revenue Fund in the year it is received. The Electric Construction Fund is funded through transfers from the Electric Revenue Fund to the Electric Construction Fund at the end of each fiscal year.

The 2011 Electric Revenue Fund budget is comprised of $23,602,550 in expenses. This represents an increase in expenses of $480,434 or 2% over the 2010 budget of $23,122,116. The proposed revenues are estimated at $23,376,250, an increase of $911,455 or 4.06% from the 2010 budgeted revenue of $22,464,795. Carry over balance in the amount of $226,300 is needed to balance this year's operating budget. The revenue estimates are conservative. The dry and hot summer in 2010 will result in revenues that exceed the budgeted estimates for the fiscal year 2010. We have not estimated a similar type of a year in 2011, however we have seen an increase in the consumption by various large customers which allows the increase in revenue to be predicted for 2011. Personnel costs and benefits affect the funds expenditures. IBEW employees will enter union negotiations with the city in 2011 which may further impact the budget later in the year. However unlike the General Fund, personnel expenses account for only 25% of the total expenditures. Almost 50% of the operating expenditures are in the production and purchase of the power. This year the projected expenditure in this area is $11,703,250 up slightly from $10,877,000 budgeted in 2010. There are no planned transfers to the Construction or Reserve Funds this year. However transfers at the end of 2010 will assist in funding 2011 capital projects.

The most significant expenditures in the next year are in the Electric Construction Fund. Major capital outlay for the Electric Funds will be for continued upgrades in the plant for compliance with standards set by the USEPA and Ohio Environmental Protection Agency and construction of the second substation for reliability in the system. In additions, funds are allocated to re-design and re-conductor the electrical infrastructure both within and outside the City to improve and expand service. Expansion is in connection with providing service to the Joint Economic Development District (JEDD). While there is adequate cash available to construct all of these projects, the Administration is suggesting the financing of these improvements which would improve cash flow and not hinder future improvements. This fund does not currently carry any long term capital debt There are also projects to construct the necessary infrastructure in the new subdivisions both inside and outside the city to increase to customer base of the Electric Revenue Fund. Included in the capital projects are the planned vehicle and equipment replacements for distribution operations. The Distribution Division will purchase a new bucket truck and a one-ton truck with plow. The total costs for capital outlays funded by the Electric Funds are budgeted at $8,500,800. An additional investment this year associated with Electric Fund but not budgeted in the Construction Fund is the implementation of the U.S. Department of Energy Grant for the Vanadium Redox Battery Demonstration Project. This is over $4 million in expenditures to create a 1 MW 8 hour battery for peak shaving and load following at the Electric Plant. This project will be tracked through fund 735.

ELECTRIC FUNDS REVENUES & EXPENSES HISTORICALLY



	2011	2010	2009	2008	2007
Revenue	$23,376,250	$22,464,795	$22,417,022	$23,650,393	$23,509,699
Expenses	$23,602,550	$23,122,116	$20,737,853	$22,027,608	$24,908,448

Fiscal Year

FY 2011-2010 are based on budget and FY 2009-2007 are based on actual data.

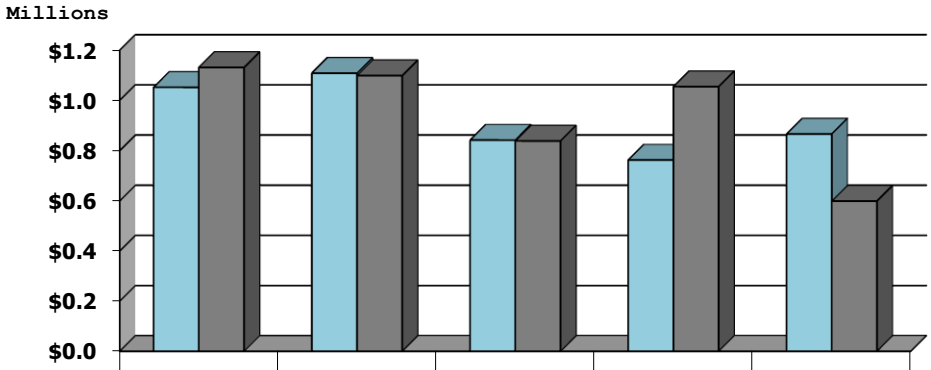
STORM WATER FUND

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 2011 Storm Water Fund budget is comprised of $1,131,157 in expenses. This represents a slight increase in expenditures of $32,767 from the 2010 budget of $1,098,390. The proposed 2011 revenues are estimated to be $1,052,010; a decrease of $56,220 from 2010. The 2011 budget does not include the issuance of any new notes. Capital improvement projects will be paid for with cash or carryover unexpended funds from 2010 capital projects. The 2011 capital improvements includes the replacement of a culvert on Newell Street which is joint project with Lake County Engineer's Office and partially funded with OPWC funds; and the renovation of Hartshorn roadway which includes drainage improvements. Capital projects are detailed in the Capital Improvement section.

The previous year's debt to pay for the capital projects in this fund has created an imbalance in the fund. Debt payments account for over 60% of the expenses in the fund. Total outstanding debt at the end of 2011 will be over $687,000 or approaching twice the annual income in this fund. While the income stream does continue to grow very slowly, approximately 2% per year, the expenditures are far out pacing this growth. The future pace of storm improvements in the City will need to revisited and slowed to keep pace with the revenue growth in this fund.

STORM WATER FUND REVENUES & EXPENSES HISTORICALLY



	2011	2010	2009	2008	2007
Revenue	$1,052,010	$1,108,230	$841,358	$761,945	$865,874
Expenses	$1,131,157	$1,098,390	$838,232	$1,054,803	$598,147

Fiscal Year

FY 2011-2010 are based on budget and FY 2009-2007 are based on actual data.

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Legislative

Joseph Hada, Jr., President – At Large
Lori DiNallo, Council Member – At Large
Andrew Flock, Council Member – Ward I
Paul Hach, Jr., Vice President – Ward IV
Hal G. Werner, Council Member – Ward II
Robert Fountain, Council Member – Ward III

James Fodor, 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.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	10,922	10,774	11,224	11,124
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	10,922	10,774	11,224	11,124

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	8,600	8,600	8,600	8,600
Benefits	1,434	1,308	1,314	1,389
Total Personal Services	10,034	9,908	9,914	9,989
Materials & Supplies	-	4	-	-
Other Services and Charges	888	861	1,310	1,135
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	888	866	1,310	1,135
Total Budget	10,922	10,774	11,224	11,124

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Council President		583.33/Month	1	1	1	1
Council Members		500.00/Month	6	6	6	6
Total Staff			7	7	7	7

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 an 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 2011 Budget

- Continue to organize legislation and increase its accessibility to Citizens, Administration and City Council.
- Updating City Council's Presence on the Website. (research viewing newly-adopted legislation online and social media page.)
- Continue training for municipal clerks.
- Continue to Upgrade Council Meeting Recordings.
- Create an employee intranet page from the City's website to employees to access at home.

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 (responses within a week).
- 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 (usually the next day).
- Serve as a resource to others for information concerning public records.

Goal 3 - Communicate the Legislative Actions of Council to the Administrative Staff and the citizens of Painesville **(City-Wide Goal, Communication)**
Strategies:
- Post information on Channel 12 in a timely manner.
- Council Meeting Handouts.

- Update the Website and keep it fresh.
- 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 bulk emails to the City Council media, public and employees.
- Continue to mail newsletters to real estate companies (mail out 60). Local Churches have been added to the list.
- Publicize articles and news releases promoting the City's innovation and forward-thinking, at least once a week.

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

Strategies:

- Attend Career Development Program Training for Clerks.
- Attend Regional Clerk's Meeting once a Month.

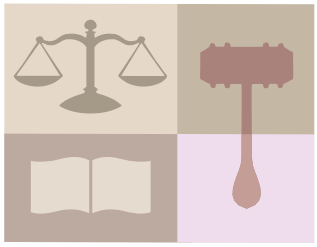
Goal 5 - To organize City Legislation and increase accessibility to facilitate Administration, City Council and the Community **(City-Wide Goals, Communication and Community Engagement)**

Strategies:

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

2010 Accomplishments

- Placed Regular Painesville City Council Meeting videos on the website for residents to view at their leisure.
- Bulk Emailing News Releases and Council Meeting Notices for those who sign up.
- Updated the City Council Brochure for Special City Events.
- Updated Channel 12 with a 2nd DVD player.
- Increased number of press releases and articles to the media concerning Council actions.
- Community and Council Meetings advertised on the web calendar, Channel 12 and sent out to the media.
- Streamlining the code to eliminate paper copies and save money.
- Updated the Citywide Phone Number Magnet that was distributed at City events.
- Explored the paperless agenda for the Special Council Meeting on Monday, August 2, 2010. Electronic Council Packets are sent to Department Heads.
- Attended Public Records Training for Ward elected City Officials.
- Represent the City of Painesville and Council is a professional and positive manner at all City events.



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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	10,596	10,789	11,945	11,489
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	10,596	10,789	11,945	11,489

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	6,281	6,392	7,025	6,895
Benefits	1,948	1,755	1,916	1,993
Total Personal Services	8,229	8,147	8,941	8,888
Materials & Supplies	265	288	260	230
Other Services and Charges	2,102	2,354	2,744	2,371
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,367	2,643	3,004	2,601
Total Budget	10,596	10,789	11,945	11,489

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Clerk of Council-Part-time	UNCL		1	0	0	0
Clerk of Council-Full-Time	UNCL	17.5069**		1	1	1
Total Staff			1	0	0	0

**NOTE: This position does not have a grade or range. Salary is set by Council. Amount shown is current rate.

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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 2011 Departmental Budget

- In 2011, the court will continue with the schedule for upgrading the court computers printers, server, and case management system.
- The court will start the process of being "Paper on Demand."
- Carpet Replacement will continue in the areas that were not completed in 2009.

Major Departmental Objectives of the Municipal Court

GOAL 1: COMMUNICATION
OBJECTIVE – IMPROVE INTERNAL AND EXTERNAL COMMUNICATION
ACTION STEPS:

- Continue utilizing email and court instant messaging system for communicating with staff and utilization of electronic notification of hearings for the various court customers.
- Monthly supervisor meetings and quarterly staff meetings.
- Continue to enhance the court web page with updated information.
- Create a list of attorney emails, and greater utilization of email with the attorneys.

GOAL 2: STEWARDSHIP
OBJECTIVE – SAFEGUARDING OF PUBLIC ASSESTS
ACTION STEPS:

- Quarterly review of outstanding court fees, and identifying the status of each case and the next course of action for collection.
- Continue with monthly evaluation of all accounts with First Merit Bank.
- Review all court costs.

GOAL 3: COMMUNITY ENGAGEMENT
OBJECTIVE -TO ENGAGE OUR COMMUNITY TO PROMOTE UNDERSTANDING AND POSITIVE IMPACTS
ACTION STEPS:

- Arrange for court staff to participate in various community events.
- Court Supervisors will be encouraged to take an active role in the community events.
- Greater utilization of the court community work service program.

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.
- Court staff will be re-trained on proper etiquette.

2010 ACCOMPLISHMENTS

- Two grants from the Office of Criminal Justice Services for victim advocacy were awarded to the court.
- All active warrants were reviewed and validated.
- Courtroom number 2 was painted.
- In lieu of purchasing a new court vehicle, the existing car was traded for the jeep that was utilized by the assistant city manager.
- The court continued with the purchasing of computers; laser printers were purchased in lieu of the dot matrix printers.
- Probation supervisor was trained and certified to carry a firearm.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	227,744	221,974	213,403	214,011
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	227,744	221,974	213,403	214,011

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	174,023	181,888	174,965	175,435
Benefits	47,577	35,819	38,438	38,576
Total Personal Services	221,600	217,707	213,403	214,011
Materials & Supplies	1,542	598	-	-
Other Services and Charges	4,602	3,669	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	6,144	4,267	-	-
Total Budget	227,744	221,974	213,403	214,011

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Municipal Court Judge**	Uncl.	18.2460	1	1	1	1
Deputy Bailiff	Uncl.	15.9275	1	1	0	0
Bailiff, Chief	Uncl.	15.5491	1	1	1	1
Part-Time						
Deputy Bailiff	Uncl.	15.9275	0	0	1	1
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
These positions do not have a grade or range. Salaries are set by Statute or Judge. Amount shown is current rate.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	607,414
Revenue Supported:	776,633	645,117	667,306	-
Fund Balance:	-	-	-	-
Total Revenue	776,633	645,117	667,306	607,414

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	481,850	449,982	480,288	441,647
Benefits	230,293	119,257	132,508	121,346
Total Personal Services	712,143	569,239	612,796	562,993
Materials & Supplies	4,815	4,104	-	-
Other Services and Charges	59,675	71,774	54,510	44,421
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	64,490	75,878	54,510	44,421
Total Budget	776,633	645,117	667,306	607,414

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Clerk of Court/Admin. **	UNCL	20.6088	1	1	1	1
Civil Division Supervisor	10	16.6907 - 21.3024	1	1	1	1
Deputy Court Clerk II	8	15.1392 - 19.3220	2	2	3	2
Deputy Court Clerk I	7	14.4183 - 18.4022	10	7	6	8
Deputy Clerk Supervisor	10	16.6907 - 21.3024	0	1	1	0
Part-Time						
Deputy Clerk	7	14.4183 - 18.4022	1	2	2	2
Deputy Clerk II	8	15.1392 - 19.3220	0	1	1	0
Total Staff			15	15	15	14

**NOTE: UNCL positions do not have a grade or range. Salaries are set by Judge. Amounts shown are current rates. 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. T he 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	174,217	150,334	165,514	169,153
Revenue Supported:	-	-	2,600	-
Fund Balance:	-	-	-	-
Total Revenue	174,217	150,334	168,114	169,153

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	111,128	117,210	130,425	131,265
Benefits	63,089	33,124	37,689	37,888
Total Personal Services	174,217	150,334	168,114	169,153
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	174,217	150,334	168,114	169,153

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Probation Supervisor	16	22.3676 - 28.5470	1	1	1	1
Probation Officer I	11	17.5252 - 22.3676	1	0	0	0
Probation Officer	12	18.4022 - 23.4864	1	2	2	2
Total Staff			3	3	3	3

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	24,000	40,000
Fund Balance:	1,374	9,218	16,000	-
Total Revenue	1,374	9,218	40,000	40,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	1,374	9,218	40,000	40,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,374	9,218	40,000	40,000
Total Budget	1,374	9,218	40,000	40,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
None						

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	110,145	114,089	129,895	137,296
Fund Balance:	-	-	-	-
Total Revenue	110,145	114,089	129,895	137,296

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	67,084	70,593	75,050	82,761
Benefits	14,939	14,668	15,645	18,185
Total Personal Services	82,023	85,261	90,695	100,946
Materials & Supplies	4,212	4,133	10,000	7,500
Other Services and Charges	23,910	24,696	29,200	28,850
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	28,122	28,828	39,200	36,350
Total Budget	110,145	114,089	129,895	137,296

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Secretary I	9	15.8964 - 20.2880	1	1	1	1
Part-Time						
Probation Officer	11	17.5252 - 22.3676	2	2	2	2
Total Staff			3	3	3	3

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	124,344	68,046	64,175	73,183
Fund Balance:	-	-	-	-
Total Revenue	124,344	68,046	64,175	73,183

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	34,544	34,770	37,294	44,124
Benefits	17,847	9,683	10,381	12,559
Total Personal Services	52,391	44,452	47,675	56,683
Materials & Supplies	7,203	-	500	500
Other Services and Charges	21,609	22,906	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	43,141	688	16,000	16,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	71,953	23,594	16,500	16,500
Total Budget	124,344	68,046	64,175	73,183

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Personal Services reflects
- 40% of Clerk of Court
- 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	24,183	23,150	22,825	15,344
Fund Balance:	-	-	2,351	-
Total Revenue	24,183	23,150	25,176	15,344

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	16,819	18,088	19,565	11,864
Benefits	7,364	5,062	5,611	3,480
Total Personal Services	24,183	23,150	25,176	15,344
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	24,183	23,150	25,176	15,344

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Reflects 15% of salary for Probation Supervisor and 30% for Probation Secretary.

Victim's Advocate Grant Fund
Clerk of Courts
234.122

Honorable Michael Cicconetti, Judge
Nick Cindric, Clerk of Courts

Division Description

This fund reflects the "Personal Services" expenditures that are related to the duties of a victim's advocate and deputy clerk under the Victim's Advocate Grant Fund. This represents 75% of costs for the Victim's Advocate Program.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	56,962
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	56,962

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	45,998
Benefits	-	-	-	10,964
Total Personal Services	-	-	-	56,962
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	-	-	-	56,962

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Victim's Advocate	Uncl.	19.0000	0	0	0	1
Part-Time						
Deputy Clerk	Uncl.	17.0000	0	0	0	1
Total Staff			0	0	0	2

Personal services reflects the grant's portion staff.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	33,334	31,468	-	67,826
Fund Balance:	-	-	81,663	-
Total Revenue	33,334	31,468	81,663	67,826

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	690	1,589	20,000	5,000
Benefits	399	208	3,553	966
Total Personal Services	1,089	1,797	23,553	5,966
Materials & Supplies	5,080	718	7,150	6,650
Other Services and Charges	5,385	7,456	12,960	14,210
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	21,780	21,497	38,000	41,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	32,245	29,671	58,110	61,860
Total Budget	33,334	31,468	81,663	67,826

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	8,217	12,103	100,000	82,747
Fund Balance:	-	-	13,467	-
Total Revenue	8,217	12,103	113,467	82,747

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	6,051	4,206	4,000	20,340
Benefits	1,415	1,138	897	5,037
Total Personal Services	7,466	5,345	4,897	25,377
Material & Supplies	751	6,318	18,270	15,570
Other Services and Charges	-	440	64,300	41,800
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	26,000	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	751	6,758	108,570	57,370
Total Budget	8,217	12,103	113,467	82,747

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Overtime for court personnel is reflected here.
The City's portion for the Victim's Advocate Grant program is also reflected here.

Municipal Court Special Projects
Immobilization Remote Devices
429.124

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	10,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	10,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Material & Supplies	-	-	-	-
Other Services and Charges	-	-	10,000	10,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	10,000	10,000
Total Budget	-	-	10,000	10,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	70,000	70,000
Fund Balance:	68,233	73,497	-	-
Total Revenue	68,233	73,497	70,000	70,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	68,233	73,497	70,000	70,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	68,233	73,497	70,000	70,000
Total Budget	68,233	73,497	70,000	70,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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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 2011 Departmental Budget

- Enhance coordination of maintenance operations between departments.
- Establish succession plans for all departments.
- Expand implementation of wireless technology.
- Implement the city-wide marketing plan.
- Expand use of the website as communication tool to both residents and employees.
- Coordinate implementation of the community engagement policy.

Major Departmental Objectives of the City Manager's Office

1. **Goal: Stewardship and Fiscal Responsibility**
    a. Fiscal Awareness:
        i. Review monthly reports on financial status.
        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.
        iv. Explore additional "Green" alternatives in all departments for energy efficiency and long term cost benefits.

    b. Managing personnel costs:
        i. Create programs to use personnel appropriately for the needs of the community through cross-training or work groups.
            1. Provide monthly discussions in Utility and Safety Departmental meetings on cross training.
        ii. Develop succession plans with departments addressing long term organization framework by April of 2011.

    c. Promote efficient operations:
        i. Enhance the use of existing technology in all departments to improve efficiencies.
        ii. Implement the use of wireless technology to promote improved operations in utility operations.
        iii. Establish additional performance measures in all departments.

    d. Promote use of assets:
        i. Evaluate all personnel positions that become open for appropriateness of filling.
        ii. Identify 5 year plans for street improvements, utility upgrades and facility improvements at Public Works.
        iii. Evaluate all fee structures by June of 2011.
        iv. Identify alternate funding mechanisms for long term financing and capital improvements.
        v. Apply for grants to supplement City revenue.

2. **Goal: Communication**:
    a. Expand communication opportunities with residents:
        i. Maintain oversight of implementation of citywide marketing plan engaging other community entities to synchronize our efforts.
        ii. Continue quarterly newsletter.
        iii. Monitor expanded use of the city's website for resident communication by developing a system to create an e-mail communication tool and create appropriate policies by October of 2011.
        iv. Expand the use of the new resident packets.
    b. Improve internal communications with employees:
        i. Develop semi-annual sessions at each departmental staff meeting on what is new in the community.
        ii. Create an 'employees only' section to the web-site.
        iii. Increase use of technology to interact with employees and provide information.
    c. Foster relationships with News Herald and other media.

3. **Goal: Customer Service:**
    a. Insure departmental responses to resident and Council requests are as quick as possible. Track weekly.
    b. Oversee annual review of operations to ensure they are appropriate to address community needs and cost effective.
    c. Work to develop performance criteria in all departments.
    d. Expand the use of the website to communicate with the customers.
    e. Conduct customer service training session in each department and training on the use of WebQA.

4. **Goal: Improving Painesville's Image:**
    a. Image Enhancement:
        i. Inspect all city facilities by April of 2011 to evaluate compliance with established standards for appearance of all the public facilities.
        ii. Continue to work with developers and businesses to encourage reinvestment in the downtown area.
        iii. Develop mechanism to improve the entrances to the city through community involvement.
        iv. Coordinate the development of a marketing plan with other agencies to improve the image of the community.
    b. Improve appearance of private property:
        i. Coordinated implementation and expansion of the Crime Free Rental program to achieve 90% registration in 2011.
        ii. Coordinate the implementation of the Economic Development Strategy.
        iii. Be a liaison to the community groups to encourage reinvestment in the community.
        iv. Work with neighborhood to enhance their community.
    c. Perceived Image:
        i. Promote the achievements and initiatives of the City of Painesville.
            1. Send weekly press releases on positive items in the City.
        ii. Partnership with other entities in the community to coordinate information and sell the community.
        iii. Continue working in collaboration with the Public Relations Committee made up of representatives from the Schools, City and College to improve the perceived image of Painesville.
            1. Run a "Proud to be Painesville" motto campaign in conjunction with Public Relations Committee.

5. **Goal: Community Engagement**
    a. Community Involvement:
        i. Evaluate efforts to implement the community engagement policy by June of 2011.
        ii. Work with each department to expand the use of volunteers.
        iii. Expand relationship with various civic and community organization to improve awareness and understanding of each other. Maintain current and continue to seek out partnerships with new organizations.
            1. Establish two new partnerships.
        iv. Engage the communities to educate city employees about their heritage and other cultural aspects and diversity training.
        v. Promote and encourage neighborhood group associations, involvement through block watch groups, block parties, and beautification of their areas.

2010 Accomplishments City Manager's Office

- Expanded city wide marketing through the use of social media.
- Expanded the cross-training and cross departmental use of personnel based on skill sets.
- Expanded the use of the wireless technology bringing 3 remote city facilities onto the network.
- Continued and expanded the use of new resident packets.
- Increased implementation of city wide goals through the creation of goal oversight committees.
- Expanded the communication with community and church entities in the community through outreach breakfasts.
- Awarded the demolition contract for the Lake East Hospital to implement the Downtown Master Plan.
- Completed the streetscape plan and obtain grant funding for main street implementation.
- Presented a budget to Council without layoffs or furloughs of personnel.
- Create a new Council orientation process.
- Established departmental monthly staff meeting to improve internal communication and enhance coordination.
- Continued liaison activities throughout the region including obtaining an appointment to the Sourcing Office Regional Council of Governments.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	55,254	55,718	54,561	52,803
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	55,254	55,718	54,561	52,803

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	32,816	38,102	38,230	37,589
Benefits	15,223	10,782	11,031	10,849
Total Personal Services	48,039	48,884	49,261	48,438
Materials & Supplies	714	294	430	355
Other Services and Charges	6,211	6,540	4,870	4,010
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	290	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	7,215	6,834	5,300	4,365
Total Budget	55,254	55,718	54,561	52,803

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
City Manager	UNCL	3,846.15 Bi-weekly	1	1	1	1
Assist. City Mgr/Com. Dev. Dir.**	27	33.3449 - 44.9309	1	1	1	1
Administrative Secretary	12	18.4022 - 23.4864	1	1	1	1
Total Staff			3	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	2,802	4,310	3,775
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	2,802	4,310	3,775

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	70	150	75
Other Services and Charges	-	2,733	4,160	3,700
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	2,802	4,310	3,775
Total Budget	-	2,802	4,310	3,775

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	26,548	33,900	30,500
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	26,548	33,900	30,500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	504	1,000	-
Other Services and Charges	-	26,044	32,900	30,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	26,548	33,900	30,500
Total Budget	-	26,548	33,900	30,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2011 Departmental Budget

§ Encourage fulfillment and investment in the 2010-2015 Strategic Plan for Economic Development.
§ Development new outreach techniques for identifying companies that have the potential to relocate, expand and grow in Painesville.

Major Departmental Objectives of Economic Development

1. **Encourage fulfillment and investment in the 2010-2015 Strategic Plan for Economic Development as defined in goals 2, 3 and 4 below.**

2. **Attract Customers to the Community through Image, Diversity and Communication.**
   a. Focus on more media relations that will result in attracting not only residents but visitors to each of the city's events.
   b. Promote city events through press releases to television, radio and other news media avenues throughout the county and tri-county region. Reflect the city's image through these events and event promotions.
   c. Work with the newly created Public Relations Committee to exemplify the positive efforts of college, business, city, county, manufacturing organizations, chamber of commerce and schools to raise community image working in conjunction with the City's Marketing Plan.
   d. Promote positive campaigns around the safety of the community.
   e. Review and enhance marketing approaches that can achieve the same impact that previous advertisements in Inside Business, Crain's, Cleveland Business Magazines and other regional marketing avenues had achieved. Explore new technological approaches that will result in reaching a similar company demographic.

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

3. **Maintain Current Businesses (Retail, Commercial, Manufacturing)**
   a. Creating documentation on the growth potential of each city manufacturer and regional high-growth company.
   b. Identifying companies within city that have potential to expand with new broadband technologies.
   c. Continue working with all mid-sized manufacturers and Key Account companies to assist them in identifying resources for implementing five to ten year growth plans.
   d. Administer exit surveys of businesses closing and leaving the community.
   e. Enhance communication with businesses through monthly e-mails and quarterly newsletters. Promote incentives, affordability of utilities and other resources.

f. Within other city departments advocate for business, foster building improvements and rehabilitation, new investments in existing buildings and properties, and bridge regulatory agencies to help business.
g. Continue to educate business owners and managers about the resources available. Make businesses aware of what's available; many times they don't have the time to research such items.
h. Continue to seek funding and incentives from other county, state and federal government agencies for business expansion, renovation and infrastructure.
i. Continue to seek energy efficiency programs to assist companies in reducing spikes in energy use, and determine if utility meters or infrastructure within companies needs upgraded especially for older companies.
j. Continue to encouraging in-fill redevelopment and Brownfield redevelopment on sites such as Coe Manufacturing, the Hotel Property and the Hospital Site. C ontinue to update the city-wide Brownfield inventory and list inventory sites with the Ohio EPA to market potential end-users.

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

4. Attract New Businesses (Retail, Commercial, Manufacturing)

a. Develop a strong relationship with Regional Manufacturing Alliances to develop potential contacts that can lead to new suppliers or manufacturers that would benefit from having a l ocation in Painesville and Northeast Ohio.
b. Work with MAGNET and TEAMNEO to research the area's strengths and the assets within the area that would benefit in the attraction of key targeted industries.
c. Examine the role of incentives – Work to determine what the net gain for the community will be when determining the use of incentives.
d. Focus on the needs to upgrade building stock within the City so that the buildings are sellable and leasable to anchor tenants. Focus on obtaining large anchor tenants that will compliment efforts to attract smaller businesses.
e. Promote and market the City's assets (power plant, utilities, college, infrastructure, workforce).
f. Create a te am of key representative that can develop new outreach techniques for identifying companies that have the potential to relocate, expand and grow in Painesville.

Related to Achieving City Goal, Revitalization of Painesville: Improving Painesville's environment and image: To improve the physical and perceived image of the city. **Also related to City Goal, Communication:** To further improve communication to the public and employees; also related to Goal: **Stewardship and Fiscal Responsibility.**

Accomplishments from 2010

Economic Development Strategic Plan: The 2010-2015 Five Year Economic Development Strategy has been completed with key goals established to attract customers, retain current and existing businesses and attract new businesses into the City of Painesville.

Downtown Initiatives

- Worked with the County CDGB Grant which was received in the amount of $30,000 to provide façade improvements and other improvement projects for Gartman's Bakery, Federico Tire, Bella Donna Salon & Spa, Pollutro Insurance Agency, Bistro 70, Your Vine or Mine, 170 Main Street, Conway Land & Title Company, and 3 South State Street.
- Worked with downtown merchants to reestablish regular merchant meetings with topics focused on bringing new opportunities to retail businesses in the downtown area.
- Met with Key Downtown Stakeholders to share Downtown Master Plan and Streetscape Plan thoughts and determine potential funding interests.

- Held annual meeting with the Painesville Safety forces to address concerns from business about issues related to homeless, fraudulent credit cards and checks and business security systems.
- Aggressive sought efforts to utilize the City's reaming USEPA grant funding for Phase I, Phase II and asbestos's environmental assessments in the downtown area.
- Continued working to identify potential solutions and new partners for the revitalization of the existing Chase Bank building in downtown Painesville.
- Offered one major incentive proposal for the purchase of 170 Main Street, building was purchased and redevelopment continues on the property with a tentative open in Spring 2011.
- In partnership with the NAACP initiated a minority business group for Painesville called the Painesville Minority Business Exchange.
- Conducted Commercial/Retail Synchronist type surveys with key employers, city banks, mortgage offices and other key institutional partners to determine the impacts of the economy on their operations.
- Successful events: Business Appreciation Events, Farmers Market, Art-in-the-Park, Taste of Painesville, International Cuisine Festival, Quarterly Business Breakfast Series.

Manufacturing/ Workforce Initiatives

- Conducted Synchronist Surveys with the City's Key Account companies to asses and evaluate the economic impacts each were facing and any future resources that could be offered to assist them with new job creation.
- Worked aggressively with Core Systems for an expansion and addition of 60 new employees to the State of Ohio and Painesville.
- Received Energy Assessment Grants and conducted Energy Assessments in conjunctions with AMP Ohio for STP Products and Aero-Controlex.
- A Painesville Manufacturing Forum was held this year in conjunction with the Painesville Area Chamber of Commerce the Port Authority and the ODOD to educate manufacturers on resources available through the City, County and State of Ohio to help with business expansion and growth of employment.
- Presented one major company proposals for relocation of that company to a manufacturing building in Painesville and two major company proposal for business expansion of existing City businesses.
- Key Manufacturing Projects: Coe Manufacturing (Brownfield), Core Systems (Expansion), , STP Products & Eckart America (Change in Ownership, Retention), Associated Enterprises (Metering), Aero-Controlex (Audit & Expansion), PCC Airfoils (Itron System Instillation), Avery Dennison (Metering), Eckart America (Carbon Foot Print Analysis), Genesis Lamp Company (Expansion), RDP MotorSports (Expansion), High Tech (Financing).

Other Project Initiatives

- Formulated a Public Relations Campaign Committee made up of representatives from Lake Erie College, Painesville City Schools, Painesville City Economic Development and Downtown Org to strengthen our public image.
- Initiated the Phase I, Phase II and asbestos's survey with the US EPA Brownfield Grant for the Painesville Hotel Project.
- Requested $200,000 for asbestos's removal funding for Chase Building for Lake Hospital Urgent Care Center, still waiting to hear results of grant request.
- Working with Colleges & Universities including Lake Erie College, Lakeland College and Tri-C Community College for Alternative Energy Research Initiatives & Workforce Development Partnership Opportunities.
- Working closely with OSU Extension Office and Health District to strengthen Farmers Markets in Lake County and Painesville.
- 2010 Grant Projects: Job Ready Sites Grant, Tiger II Application, IBM Smart Cities Challenge, Department of Agriculture Grant, Lake County Visitors Bureau Arts & Culture Grant and CDGB Grant.
- Departmental Staff Meetings: Met with all City Departments to discuss City-wide projects.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	31,036	28,473	30,344	28,097
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	31,036	28,473	30,344	28,097

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	14,371	15,146	16,186	15,478
Benefits	5,838	3,676	4,008	3,869
Total Personal Services	20,209	18,822	20,194	19,347
Materials & Supplies	1,268	496	625	540
Other Services and Charges	6,997	8,455	9,525	8,210
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	2,562	700	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	10,827	9,651	10,150	8,750
Total Budget	31,036	28,473	30,344	28,097

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Economic Development Coordinator	16	22.3676 - 28.5470	1	1	1	1
Secretary I	6	13.7319 - 17.5252	1	0	0	0
Secretary I Part-Time	6	13.7319 - 17.5252	0	1	1	1
Total Staff			2	2	2	2

Brownfield Grant Fund
Economic Development
233.137

Division Description

This fund is used to track monies received from grant and other revenue sources relating to the assessment of hazardous substances.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	991	90,404	97,000	82,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	991	90,404	97,000	82,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	991	90,404	97,000	82,000
Utilities		-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	991	90,404	97,000	82,000
Total Budget	991	90,404	97,000	82,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

NONE

Deposit Trust Fund
Economic Development
601.137

Division Description

This fund is used to account for monies received and held for special events.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	30,000	25,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	30,000	25,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	30,000	25,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	30,000	25,000
Total Budget	-	-	30,000	25,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
NONE						

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 2011 Departmental Budget

- Transition employees to direct deposit.
- Expand Wellness program.
- Enhance communication with employees.

Major Departmental Objectives of Human Resources

Payroll -

- Transition all employees to direct deposit. With the 2011 IBEW contract negotiations, this should be accomplished.

Health & Wellness -

- Continue to promote the benefits of the middle healthcare plan.
- Continue to grow wellness programs with more employee participation.
- Investigate wellness websites that aid employees in being proactive in their health and wellness. An example is the "Vitality" program where employees are able to track and manage healthcare from multiple physicians.
- Develop a detailed wellness tab on the employee portion of the city website.
- Continue to grow the annual health fair with more vendors.

Communications – In conjunction with the communications committee and the citywide goal of enhancing communications with employees, Human Resources will continue to improve the employee portion of the City website. This allows employees without access to the City all-share, answers to commonly asked payroll and health related questions. P ayroll will also provide auto fill forms that can be sent electronically between the employee and Human Resources department utilizing the all-share. While electronic communications is preferred by the majority of employees, there are still a substantial number of employees who must depend on verbal or printed information.

Health Care – Health care reform legislation will be bringing many changes to our self-funded plan over the next several years. Two of the goals of the federal legislation are to expand coverage to the uninsured and more of a focus on the prevention of ill-health as well as the treatment of disease. Human Resources has the goal of adjusting our plan descriptions to meet federal regulations and communicating these adjustments prior to open enrollment so participants can make informed decisions.

2010 Accomplishments

Civil Service – Conducted promotional examinations in police department for lieutenants and sergeants and in the fire department for lieutenants and captains. An entrance examination was also held for the fire department. Dr. Thurston Cosner handled the assessment portions in both departments that resulted in very detailed reports outlining the strengths and weaknesses of the candidates. Very efficient processes were developed for future use.

Improvements have continued with CMI upgrades with the beginning of the emailing by Payroll of pay stubs directly to the employees.

Continually moving further toward technology by transitioning to online form submission and ACH payments as government agencies allow. For instance Child Support Payments and both pension systems. Transition to direct deposit is almost complete at 99.8 % participation by employees.
Page 2 – Human Resources Goals and Accomplishments

Midyear Healthcare Meetings for employees to increase knowledge and effectiveness of the benefits of the Middle Plan for UHC along with instruction on myuhc.com and the benefits of participating in your personal healthcare needs. Also, the availability of vast healthcare information and fast and effective results of tests and documented personal medical and prescription history at each member's fingertips through the technology of myuhc.com.

A successful year with our EAP, Ease @ Work, there was a program participation of 8.8% of employee and family usage.

We have successfully secured a new MCO to effectively manage common soft tissue injuries in a cost effective and timely manner.

Human Resources began construction of the employee portion of the City website with direction from the communications committee. This allows employees without access to the City allshare to obtain answers to commonly asked payroll and health related questions.

Began monthly "*Living Well Newsletter"* which focuses on current Wellness topics.

Continued to promote Wellness programs and saw increased participation in the 10,000 step walking program (approximately 41 participants), weight watchers at-work (over 400 pounds lost), County fitness programs (lunchtime Pilates, Yoga and Zumba classes) and YMCA classes (stretch bands). Participation resulting in 136 employees receiving reduction in payroll withholdings.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	47,318	37,648	45,139	43,600
Revenue Supported:	-	-	100	-
Fund Balance:	-	-	-	-
Total Revenue	47,318	37,648	45,239	43,600

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	24,653	25,370	27,582	27,031
Benefits	11,227	7,178	7,964	7,805
Total Personal Services	35,880	32,548	35,546	34,836
Materials & Supplies	322	349	400	400
Other Services and Charges	11,116	4,751	9,293	8,364
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,438	5,100	9,693	8,764
Total Budget	47,318	37,648	45,239	43,600

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Human Resources Director	23	28.2421 - 38.0543	1	1	1	1
Fiscal Clerk II	9	15.8964 - 20.2880	2	2	2	2
Total Staff			3	3	3	3

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	943	3,003	8,900	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	943	3,003	8,900	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	943	3,003	8,900	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	943	3,003	8,900	-
Total Budget	943	3,003	8,900	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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 2011 Departmental Budget

1. Continue preparing various segments of the City's CAFR in house, thus saving the City money.
2. Reduce operating expenses in both the Finance and Utilities Office for the third year in a row.

Major Departmental Objectives of Finance

1. **Maintain the City's Financial Position and Integrity – Relates to Citywide Goal, Stewardship and Fiscal Responsibility**
    a. Continue to analyze ways to increase the City's revenues and decrease expenses.
    b. Continue to prepare various segments of the CAFR in house, reducing the conversion costs by at least $3,000 a year.
    c. Continue to employ cross-training to two employees 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.
    d. The Finance Director will continue to make quarterly presentations to City Council on the status of the budget.
    e. Institute a tampering fee to help offset the cost of lost revenues and damaged equipment resulting from the tampering.

2. **Provide Accurate and Efficient Services – Relates to Citywide Goals, Stewardship and Fiscal Responsibility and Improve Customer Service**
    a. Continue to increase the accuracy of the billing department and meter readers by having increased accountability.
    b. Continue to assist City of Painesville residents with their local income tax returns.
    c. Continue to build rapport with agencies in the area by meeting with them semi-annually to discuss current programs offered to clients.
    d. The Finance Director will continue to meet with the individual departments at least once a year to provide additional training on the City's accounting system, and to evaluate budget process.

3. **Accurately Maintain and Improve Revenue Collections – Relates to Citywide Goal, Stewardship and Fiscal Responsibility**
    a. Obtain monthly death reports from Lake County to search for customers that are deceased and still have utility service in their names. This will decrease the number of invalid names on accounts and require new customers to pay the utility deposit and clear up any old balance.
    b. Continue to pursue collection of delinquent accounts, using all means possible, including legal action.

c. Cross check new utility customers with the CCA software to ensure that all new residents of Painesville are paying their municipal income taxes.
d. Establish a new utility's application for businesses that will provide the City with proper documentation if the business should declare bankruptcy.

4. Use technology available to the fullest of its capabilities – Relates to Citywide Goal, Stewardship/Efficiency of Operation

a. Continue to e-mailing utility bills to the customers. This will decrease costs to the City and make it easier for the customers.
b. Continue to allow the use of credit cards to make payments on the utility bills.
c. Continue to pursue the implementation of an automated meter reading system which will eliminate all the estimated reads and will drastically reduce the operating costs for reading the meters.

5. Reduce Delinquent Accounts – Relates to Citywide Goal, Stewardship and Fiscal Responsibility

a. Continue to work with a third party collection service provider.
b. Implement a policy to collect old accounts.
c. Implement a policy for writing off bad accounts.

Citywide Goals that were Achieved in 2010

Stewardship

1. Awarded the "Distinguished Budget Award" by the Governmental Finance Officers Association for the 2010 Budget Document, for the eighth consecutive year.
2. Maintained the "Certificate of Achievement for Excellence in Financial Reporting" for the 2010 CAFR, for the twenty-second consecutive year. In 2009, according to the latest information available, Painesville was one of only 16 cities in the entire state of Ohio to receive the 'Distinguished Budget Award" and the CAFR award from the GFOA. This represents less than 1% of the total cities in Ohio.
3. The City is aggressively going after individuals/businesses that do not pay their City income tax; including taking people to court if they don't pay. So far this has resulted in an additional $40,000 in income tax revenues to the City.
4. The Finance Department is doing parts of the audit conversion in house, which is saving the City $10,000 a year in costs.
5. Began accepting payments for utility bills by credit cards, which has increased the revenue collections for the utilities.
6. Began sending utility bills and employee pay stabs via e-mail, which is saving the City money.
7. All of the City's purchase orders are now generated on the laser printer instead of the dot matrix printer, which saved the City close to $1,000 in 2010.
8. I attended an investment training that allows the City to have some more options for investments and which resulted in better interest rates for the City.
9. Have 3 different collections agencies working for the City to help increase the collections of the City's delinquent utility accounts.
10. Received almost $40,000 in grant money to help get major water meters changed to touch pads to alleviate the need to lift the lids which could lead to injury and WC claims. The touch pads will also allow for more accurate reads of the meters.

Customer Service

1. The Finance Department assisted over 100 City of Painesville residents in completing their local income tax returns.
2. The City also had Central Collection Agency come to the City on two different Saturdays to do the residents of the City of Painesville's income taxes.
3. Accepting credit cards payments for utility bills makes it a l ot more convenient for the customers. For 2010, almost 1,500 customers have paid using credit cards.
4. Emailing utility bills has made it more convenient for the customers as well.
5. The grant for the touch pads will also increase customer service due to the fact that this will provide more accurate reads.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	56,658	48,147	51,963	49,463
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	56,658	48,147	51,963	49,463

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	30,450	32,083	33,844	34,421
Benefits	15,081	8,926	9,629	9,785
Total Personal Services	45,531	41,009	43,473	44,206
Supplies	271	359	275	195
Other Services and Charges	10,610	6,779	8,215	5,062
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	246	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,127	7,138	8,490	5,257
Total Budget	56,658	48,147	51,963	49,463

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Director of Finance	25	30.2449 - 40.7536	1	1	1	1
Finance Analyst	12	18.4022 - 23.4864	1	1	1	1
Administrative Analyst	11	17.5252 - 22.3676	1	1	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. T his function is also responsible for the City's fixed asset accounting system.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	58,386	50,179	54,028	53,913
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	58,386	50,179	54,028	53,913

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	20,452	21,334	23,250	23,215
Benefits	12,328	6,056	6,744	6,703
Total Personal Services	32,780	27,390	29,994	29,918
Supplies	567	540	450	365
Other Services and Charges	25,039	22,249	23,584	23,630
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	25,606	22,789	24,034	23,995
Total Budget	58,386	50,179	54,028	53,913

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Fiscal Clerk II	9	15.8964 - 20.2880	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	25,408	21,892	23,636	23,268
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	25,408	21,892	23,636	23,268

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	15,801	15,926	17,083	16,782
Benefits	8,342	4,693	4,963	4,866
Total Personal Services	24,143	20,619	22,046	21,648
Supplies	56	135	95	75
Other Services and Charges	520	536	580	705
Utilities	689	602	915	840
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,265	1,273	1,590	1,620
Total Budget	25,408	21,892	23,636	23,268

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Fiscal Clerk III	11	17.5252 - 22.3676	1	1	1	1
Store Clerk/Bldg & Ground Wkr	8	15.1023 - 19.2753	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	153,905	207,860	165,000	205,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	153,905	207,860	165,000	205,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	-	-	-	-
Other Services and Charges	153,905	207,860	165,000	205,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	153,905	207,860	165,000	205,000
Total Budget	153,905	207,860	165,000	205,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	177,446	150,554	162,190	175,262
Fund Balance:	-	-	-	-
Total Revenue	177,446	150,554	162,190	175,262

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	92,267	98,664	106,390	116,392
Benefits	55,304	27,740	30,330	32,219
Total Personal Services	147,571	126,404	136,720	148,611
Supplies	5,083	3,081	3,725	3,770
Other Services and Charges	21,405	19,607	21,465	20,041
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	3,387	1,462	280	2,840
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	29,875	24,150	25,470	26,651
Total Budget	177,446	150,554	162,190	175,262

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Utility Office Manager	16	22.3676 - 28.5470	1	1	1	1
Utility Field Supervisor	13	19.3220 - 24.6601	1	1	1	1
Collections Analyst	11	17.5252 - 22.3676	1	1	1	1
Fiscal Clerk I	6	13.7319 - 17.5252	6	6	6	6
Utilities Service Worker	10	16.6505 - 21.2511	1	1	1	1
Meter Reader	8	15.1023 - 19.2753	4	4	4	4
Part-Time						
Meter Reader	8	15.1023 - 19.2753	0	0	0	2
Total Staff			14	14	14	16

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	176,382	149,152	162,190	175,262
Fund Balance:	-	-	-	-
Total Revenue	176,382	149,152	162,190	175,262

EXPENSES	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Salaries & Wages	91,664	97,804	106,390	116,392
Benefits	54,843	27,198	30,330	32,219
Total Personal Services	146,507	125,002	136,720	148,611
Supplies	5,083	3,081	3,725	3,770
Other Services and Charges	21,405	19,607	21,465	20,041
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	3,387	1,462	280	2,840
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	29,875	24,150	25,470	26,651
Total Budget	176,382	149,152	162,190	175,262

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Utility Office Manager	16	22.3676 - 28.5470	1	1	1	1
Utility Field Supervisor	13	19.3220 - 24.6601	1	1	1	1
Collections Analyst	11	17.5252 - 22.3676	1	1	1	1
Fiscal Clerk I	6	13.7319 - 17.5252	6	6	6	6
Utilities Service Worker	10	16.6505 - 21.2511	1	1	1	1
Meter Reader	8	15.1023 - 19.2753	4	4	4	4
Part-Time						
Meter Reader	8	15.1023 - 19.2753	0	0	0	2
Total Staff			14	14	14	16

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	522,303	462,720	486,555	525,759
Fund Balance:	-	-	-	-
Total Revenue	522,303	462,720	486,555	525,759

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	274,408	293,385	319,158	349,154
Benefits	164,054	81,578	90,987	96,652
Total Personal Services	438,462	374,963	410,145	445,806
Supplies	15,223	9,218	11,175	11,310
Other Services and Charges	58,056	59,102	64,395	60,123
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	10,562	19,437	840	8,520
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	83,841	87,757	76,410	79,953
Total Budget	522,303	462,720	486,555	525,759

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Utility Office Manager	16	22.3676 - 28.5470	1	1	1	1
Utility Field Supervisor	13	19.3220 - 24.6601	1	1	1	1
Collections Analyst	11	17.5252 - 22.3676	1	1	1	1
Fiscal Clerk I	6	13.7319 - 17.5252	6	6	6	6
Utilities Service Worker	10	16.6505 - 21.2511	1	1	1	1
Meter Reader	8	15.1023 - 19.2753	4	4	4	4
Part-Time						
Meter Reader	8	15.1023 - 19.2753	0	0	0	2
Total Staff			14	14	14	16

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	3,800	2,600	1,300	18,000
Fund Balance:	-	-	-	
Total Revenue	3,800	2,600	1,300	18,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	-	-	-	-
Other Services and Charges	3,800	2,600	1,300	18,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	3,800	2,600	1,300	18,000
Total Budget	3,800	2,600	1,300	18,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	42,333	44,440	41,567	41,273
Fund Balance:	-	-	-	-
Total Revenue	42,333	44,440	41,567	41,273

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	42,333	44,440	41,567	41,273
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	42,333	44,440	41,567	41,273
Total Budget	42,333	44,440	41,567	41,273

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2011 Departmental Budget

- Continue to provide expert legal service through in-house Legal Counsel.

Major Departmental Objectives for Law

Enhance Customer Service:

- Continue to provide sound legal advice to Council, City Manager and Administrative Staff.
- Prepared and review legal documents on a timely basis.
- Review and inform Departments and Council of changes in State or Federal laws which will impact the community.
- Provide training as necessary to insure legal compliance with City, State and Federal requirements.
- Provide representation at Planning Commission and Board of Zoning Appeals meetings.

2010 Accomplishments Law

- Provided legal support to the Community Development Department by attending Planning commission and Board of Zoning Appeals meetings.
- Provided legal orientation to new Council persons.
- Maintained oversight on legislation as presented and reviewed by City Council.
- Assisted with the development of agreements for the acquisition of the Millstone Condominiums.
- Identified new trends in municipal legislation including internet cafes and property maintenance issues.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	57,785	79,635	49,775	38,358
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	57,785	79,635	49,775	38,358

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	22,722	23,132	25,419	24,598
Benefits	7,684	4,975	5,846	5,446
Total Personal Services	30,406	28,108	31,265	30,044
Materials & Supplies	-	-	-	-
Other Services and Charges	27,379	51,527	18,510	8,314
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	27,379	51,527	18,510	8,314
Total Budget	57,785	79,635	49,775	38,358

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Law Director	UNCL	2,734.00 Bi-Weekly	1	1	1	1
Part-Time						
Assist. Law Dir./Prosecutor	UNCL	1,366.98 Bi-Weekly	1	1	1	1
Assistant Law Director	UNCL	733.71 Bi-Weekly	1	1	1	1
Total Staff			3	3	3	3

Police

Troy A. Hager, Police Chief

Departmental Mission Statement

Our Mission Statement, "To provide quality and community responsive police service".

Highlights of the 2011 Departmental Budget

- Maintain our existing well-equipped vehicle fleet to serve the community.
- Utilize special patrol (CITE team) to address problem areas or areas of special concern.
- Use technology to improve efficiency of day-to-day operations through the upgrade of current computer software that would enable a greener paperless workplace.
- Continue our commitment of officer involvement at community meetings and events through representation from the department at these functions.
- Improve our public awareness campaign via the Citizen Police Academy, media outlets, community meetings, and City events.
- Foster our use of volunteers within key positions of the police department that will improve efficiency.
- Continue to offer mandated training for local landlords in the principles of crime free rental housing to improve their rental process and establish a landlord – police relationship and eliminate neighborhood problems at rental properties thru crime free principles and enforcement of the criminal nuisance law.

Major Departmental Objectives of Police Division

GOAL 1: Provide effective and efficient police response and services.

Department Objectives:

a. Maintain existing well equipped vehicle fleet to serve the community in light of current economic conditions that may require the department to forgo replacements scheduled for this year.

b. Initiate specialized operations to address problem areas or areas of special concern using our teams commonly called: CITE (Community Involved Tactical Enforcement) and WET (Warrant Entry Team)

c. Upgrade interview room(s) computers with video and audio capturing peripheral devices to meet new legal requirements and trends.

GOAL 2: Enhance Police involvement with the community and community responsiveness to the department.

Department Objectives:

a. Improve community / police relations through the implementation of individual officer performance objectives that emphasize community responsiveness.

b. Increase public awareness of our police department by utilizing our citizen police academy. Develop a diversified police candidate recruitment program utilizing active involvement at community meetings, City events, outreach to local schools/universities and local organizations.

c. Use of volunteers within key positions of the police department that will improve efficiency.

d. Offer mandated training for local landlords in principles of crime free rental housing to improve their rental process and establish a landlord – police relationship and eliminate neighborhood problems at rental properties thru crime free principles and enforcement of the criminal nuisance law.

2010 Accomplishments

- Our department recently took inventory of two new Crown Victoria Police Interceptors. The cruisers arrived earlier than expected and we're waiting in line to get them outfitted and marked.
- The police department continued the process of conducting promotional examinations for Chief of Police, Lieutenant and Sergeant.
- Newly appointed Chief of Police attended "New Chiefs Seminar" in Columbus, Ohio held by the Ohio Association of Chief of Police.
- The Citizens Police Academy class was held in which a crime scene, complete with body, was set up for participants to investigate.
- Officers patrolled Party in the Park, as this was one of the largest events attended; the department was not called upon to make any arrests for disorderly conduct or for disruptive people.
- Officers Cueni and Nagy Continued to hold Crime Free Rental Training Seminars for landlords in Painesville Municipal Court.
- Our Crime Free Rental Housing Liaison Officers, Waterman, Cueni and Nagy represented the City and gave information at the Northeast Ohio Apartment Association.
- Lieutenant Waterman completed a three week long Police Executive Administrator Leadership School, offered annually by North Coast Polytechnic Institution for police executives. This will assist the Lieutenant in his daily administrative duties.
- Police department hosted the 4th National Night out against Crime which was held in Veterans Park. Agencies from around the County were represented. This event appeared to be well attended.
- The AAA presented the City of Painesville with a Pedestrian Safety Commendation and Citation, for having two consecutive years without a pedestrian fatality.
- Run for the Parks: The police department provided traffic details to support the event. Following the Run was Fall Fest and officers were assigned to be present at the event.
- Our department continued to maintain our computer system by upgrading three of our servers. These servers maintain police records; connect officers' patrol cars computers to the station and to the State of Ohio Law Enforcement Automated Data System. Our servers were several years beyond their recommended life expectancy.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	3,343,260	2,952,988	3,382,842	3,235,685
Revenue Supported:	-	-	5,000	-
Fund Balance:	-	-	-	-
Total Revenue	3,343,260	2,952,988	3,387,842	3,235,685

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	2,352,389	2,353,048	2,570,311	2,456,092
Benefits	990,871	599,940	817,531	779,593
Total Personal Services	3,343,260	2,952,988	3,387,842	3,235,685
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	3,343,260	2,952,988	3,387,842	3,235,685

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Police Chief	25	30.2449 - 40.7536	1	1	1	1
Lieutenants	20	33.1247 - 34.7804	4	4	4	4
Sergeants	18	30.0449 - 31.5470	4	4	4	4
Police Officer	17	22.4205 - 28.6144	28	29	29	28
Total Staff			37	38	38	37

Police
Law Enforcement – Other
101.212

Troy A. Hager, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	641,268	501,857	555,612	549,790
Revenue Supported:	-	-	15,200	-
Fund Balance:	-	-	-	-
Total Revenue	641,268	501,857	570,812	549,790

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	257,877	246,219	279,763	274,904
Benefits	137,877	76,086	82,574	82,722
Total Personal Services	395,754	322,305	362,337	357,626
Materials & Supplies	111,954	67,908	88,650	78,850
Other Services and Charges	132,915	111,644	119,825	113,314
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	645	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	245,514	179,551	208,475	192,164
Total Budget	641,268	501,857	570,812	549,790

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Police Office Supervisor	10	16.6907 - 21.3024	1	1	1	1
Community Service Officer	10	16.6907 - 21.3024	2	1	1	1
Police Records Clerk I	8	15.1392 - 19.3220	3	3	3	3
School Resource Officer	12	18.4022 - 23.4864	1	1	1	1
Part-Time						
Special Court Officer	Flat	13.56	1	1	1	1
Total Staff			8	7	7	7

Police
Control Center
101.231

Troy A. Hager, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	442,032	453,617	458,434	465,043
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	442,032	453,617	458,434	465,043

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	8,964	8,964	8,370	8,964
Utilities	-	-	-	-
Other Operating Charges	433,068	444,653	450,064	456,079
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	442,032	453,617	458,434	465,043
Total Budget	442,032	453,617	458,434	465,043

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Police
Prisoner Expense
101.411

Troy A. Hager, Police Chief

Division Description

The expense associated with housing City prisoners in the County jail reflected under this function.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	2,198	-	6,075	1,500
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	2,198	-	6,075	1,500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	2	-	75	-
Other Services and Charges	2,196	-	3,000	750
Utilities	-	-	-	-
Other Operating Charges	-	-	3,000	750
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,198	-	6,075	1,500
Total Budget	2,198	-	6,075	1,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Police Pension Transfer Fund
Law Enforcement – Sworn Officers
208.211

Troy A. Hager, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	86,665	87,131	80,000	85,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	86,665	87,131	80,000	85,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	86,665	87,131	80,000	85,000
Total Personal Services	86,665	87,131	80,000	85,000
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	86,665	87,131	80,000	85,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Law Enforcement Fund
Law Enforcement - Other
212.212

Troy A. Hager, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	8,652	-	-
Revenue Supported:	11,584	-	20,000	12,500
Fund Balance:	-	-	-	-
Total Revenue	11,584	8,652	20,000	12,500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	11,500	8,652	16,000	7,500
Other Services and Charges	-	-	4,000	5,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	84	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,584	8,652	20,000	12,500
Total Budget	11,584	8,652	20,000	12,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

COPS Fund
Law Enforcement – Sworn Officers
223.211

Troy A. Hager, Police Chief

Division Description

This fund reflects the "Personal Services" expenditures that are related to duties of police officers 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	5,505	7,006	-	-
Revenue Supported:	-	-	20,000	20,000
Fund Balance:	-	-	-	-
Total Revenue	5,505	7,006	20,000	20,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	1,209	6,308	9,416	9,417
Benefits	297	697	3,084	3,083
Total Personal Services	1,506	7,006	12,500	12,500
Materials & Supplies	3,999	-	1,000	1,000
Other Services and Charges	-	-	6,500	6,500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	3,999	-	7,500	7,500
Total Budget	5,505	7,006	20,000	20,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Police Officer	17	22.4205 - 28.6144	1	0	0	0
Total Staff			1	0	0	0

Reflects special overtime for Police Officers

Law Enforcement Trust Fund
Law Enforcement - Other
613.212

Troy A. Hager, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	9,000	9,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	9,000	9,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	3,000	3,000
Other Services and Charges	-	-	4,000	4,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	2,000	2,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	9,000	9,000
Total Budget	-	-	9,000	9,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Fire

Mark Mlachak, Fire Chief

Departmental Mission Statement

"To Protect Life and Property"

Highlights of the 2011 Departmental Budget

- Increase funding through donations, grants and other sources.
- Provide timely and effective response to emergency situations within the City of Painesville.
- Provide a proactive means of improving the safety of the community.
- Continued focus placed on Health, Wellness and Safety.
- Continued replacement of equipment as necessary.

Major Departmental Goals and Objectives for the Division of Fire

Goal 1 **Increase funding through donations, grants and other sources (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.
    - S.A.F.E. (Support All Fire Education) goal $5,000
    - Residential fund raiser goal $3,000
    - Cans for Smoke Detectors program goal $1,000
- Research and apply for grants as they become available to support department objectives and operations.
    - Ohio EMS grant $4,500
    - Fire Act Grant
    - SAFER grant

Goal 2 **To provide timely and effective response to fire, rescue, and medical emergencies (customer service, improved image, stewardship)**

Departmental objectives:

- Maintain sufficient 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.
    - Meet State and local training requirements for EMS training.
    - Meet State, ISO and NFPA training requirements for fire training.
    - Hazardous materials response training – 24 hours annually.
    - Technical Rescue training – 24 hours for shift personnel and an additional 96 hours for "tech team" personnel.
- Continued regionalization of operations to improve services to the residents.

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.
- Ensure that every residence in the City has a working smoke detector.
- Continued emphasis on public safety education and programs.
- Enhance opportunities for the public to interact with the department.

Goal 4 **Health and welfare of the personnel of the fire division (Customer service (internal), image)**

Departmental objectives:

- Provide a safe work environment.
- Replacement of one (1) thermal imager. The imager to be replaced is over 10 years old and functions on obsolete technology. Replacement of this camera will improve the effectiveness of the responding crew and the safety of the residents.
- Reduce lost time due to illness and injuries through participation in physical fitness programs and health and wellness programs offered through the City.

2010 Accomplishments

- **To Secure an Ongoing Source of Funding**

  Funding continues to be our biggest challenge. The cost of an engine now exceeds $300,000, an ambulance $150,000 and an aerial nearly $1,000,000. The fire levy passed in 1991 is undersized and insufficient for continued operations. Increased funding must be found.

  The department continues to struggle with funding. No additional continuing source of revenue was identified in 2010. We did however manage to secure a grant to replace one (1) of our thermal imaging cameras, about $7,500 in value.

  We have also taken steps to form a "Painesville City Safety Forces Foundation. This foundation should be active early in 2011. The purpose of the foundation is to raise funds to assist the police and fire departments of the City of Painesville with special projects.

- **Provide Effective Response to Fire, Rescue and Medical Emergencies**

  This is and will continue to be our primary objective. This is what the fire service is all about. This department will continue to work with neighboring departments to find the best and most economical way of delivering truly effective service to our residents and businesses.

  This department adopted the goal of meeting NFPA (National Fire Protection Association) standards for emergency responses. That goal is to arrive at the scene of emergencies within 5 minutes of dispatch 90% of the time. In 2010 we achieved the 5 minute response 87.25% of the time. This is an improvement over the 83.71% achievement in 2009.

  The department continues to face a number of challenges:

  - § The south side of the Norfolk Southern rail line which presents all at grade crossings and therefore poses an extreme threat to timely response.

- § Growth of the City in the northwest corner of the City, specifically Heisley Park and Cobblestone.
- § Increased turnaround time for ambulances due to the move of the hospital there by effectively reducing our available staffing and increasing our reliance on mutual aid all of which creates increased response times.

The department has been able to meet the NFPA's recommended standards for number of responding personnel only through the use of auto-aid with neighboring departments.

- **Provide a Proactive Means of Improving the Safety of the Community**

This department will continue to strive to find ways to make this community a safer place to live and work through code enforcement and public education.

The department continues to provide public education within our local elementary schools and in 2010 held the department's third annual Citizen's Fire Academy. The department also completed its third straight year of door-to-door smoke detector give away with the goal of insuring every residence within the City has at least one (1) working smoke detector in the home.

- **Enhance Fire Department Interaction with the Community**

Volunteerism has been identified as a valid means of providing a service at minimal costs. This department will continue to strive to develop a volunteer program that will benefit the department and the community.

We were able to establish a volunteer Chaplain in the fire department this year. He has shown himself to be an active member of the department and has spear headed the formation of the "Painesville City Safety Forces Foundation."

We hope to be able to expand our volunteer programs in the future.

- **Health and Welfare of the Personnel of the Fire Division**

The department and the City will continue to strive to make the living conditions and work place a safer and healthier place for our firefighters.

The department continues to require regular daily physical fitness work outs of all personnel and in 2008 implemented as a condition of employment the annual passing of the physical agility test given by Cuyahoga Community College.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	2,306,683	2,155,554	2,297,428	2,147,176
Revenue Supported:	-	-	175	-
Fund Balance:	-	-	-	-
Total Revenue	2,306,683	2,155,554	2,297,603	2,147,176

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	1,539,544	1,601,049	1,607,720	1,496,046
Benefits	640,337	421,533	541,134	516,613
Total Personal Services	2,179,881	2,022,582	2,148,854	2,012,659
Materials & Supplies	32,436	32,753	38,800	32,250
Other Services and Charges	94,295	100,219	109,889	100,517
Utilities	-	-	-	-
Other Operating Charges	71	-	60	1,750
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	126,802	132,972	148,749	134,517
Total Budget	2,306,683	2,155,554	2,297,603	2,147,176

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Fire Chief	23	28.2421 - 38.0543	1	1	1	1
Fire Captains	20	22.7137 - 28.9888	4	4	4	3
Fire Lieutenants	18	20.6016 - 26.2935	3	3	3	3
Firefighters/EMTs	17	18.6866 - 23.8489	20	20	21	21
Total Staff			28	28	29	28

Fire Chief is charged 50% to 101.221 and 50% to 229.221
All other personal services reflect 85% in 101.221 and 15% in 229.221

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 are charged against this function.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	146,456	186,519	182,505	153,610
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	146,456	186,519	182,505	153,610

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	124,485	157,497	164,569	139,437
Benefits	15,891	15,874	17,936	14,173
Total Personal Services	140,376	173,371	182,505	153,610
Materials & Supplies	3,433	9,154	-	-
Other Services and Charges	2,647	3,994	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	6,080	13,148	-	-
Total Budget	146,456	186,519	182,505	153,610

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Part-Time						
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Fire Inspector	11	17.5252 - 22.3676	1	1	1	1
Training Coordinator	Flat	10.85 - 13.70	0	1	1	1
Firefighters	Flat	10.85 - 13.70	0	3	3	3
Total Staff			2	6	6	6

Personal services reflects 20% of secretary 101.222 and 80% to 229.222
Personal services reflect 85% of part-time firefighters in 101.222 and 15% in 229.222

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	85,680	87,131	80,000	85,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	85,680	87,131	80,000	85,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	85,680	87,131	80,000	85,000
Total Personal Services	85,680	87,131	80,000	85,000
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	85,680	87,131	80,000	85,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-		
Revenue Supported:	581,032	206,555	14,000	30,000
Fund Balance:	-	-	-	-
Total Revenue	581,032	206,555	14,000	30,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	33,654	18,168	14,000	8,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	1,330	-	-	-
Capital Outlay	319,695	188,386	-	22,000
Debt Service	226,353	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	581,032	206,555	14,000	30,000
Total Budget	581,032	206,555	14,000	30,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	14,220	12,326	12,000	7,450
Fund Balance:	-	-	-	-
Total Revenue	14,220	12,326	12,000	7,450

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	6,104	12,326	12,000	6,450
Other Services and Charges	-	-	-	1,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	8,116	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	14,220	12,326	12,000	7,450
Total Budget	14,220	12,326	12,000	7,450

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Emergency Medical Services Fund
Fire Fighting, Prevention & Inspection
229.221

Mark Mlachak, Fire Chief

Division Description

To account for firefighting services that relate to emergency medical transports.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	269,993	415,389	482,785	608,313
Fund Balance:	-	-	-	-
Total Revenue	269,993	415,389	482,785	608,313

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	166,471	169,471	284,176	296,651
Benefits	68,293	46,107	103,878	110,713
Total Personal Services	234,764	215,578	388,054	407,364
Materials & Supplies	870	3,778	16,500	20,200
Other Services and Charges	32,561	27,765	76,481	97,049
Utilities	-	-	-	-
Other Operating Charges	300	205	250	200
Capital Outlay	-	168,064	-	80,000
Debt Service	-	-	-	-
Other Nonoperating Charges	1,498	-	1,500	3,500
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	35,229	199,811	94,731	200,949
Total Budget	269,993	415,389	482,785	608,313

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Fire Chief is charged 50% in 229.221 and 50% in 101.221
Personal services reflects 15% in 229.221 and 85% in 101.221

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	8,968	12,644	22,276	38,341
Fund Balance:	-	-	-	-
Total Revenue	8,968	12,644	22,276	38,341

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	8,084	11,725	20,682	34,294
Benefits	884	919	1,594	4,047
Total Personal Services	8,968	12,644	22,276	38,341
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	8,968	12,644	22,276	38,341

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Personal services reflects 80% of secretary 229.222 and 20% to 101.222
Personal services reflect 15% of part-time firefighters in 229.222 and 85% in 101.222

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 2011 Departmental Budget

- It will be a challenge to provide the same service in 2011 as we did in 2010. It will be our responsibility to search out the best prices for our materials and to prudently spend the department's money for the betterment of the City.
- With the large increase in the cost of salt and fuel, Public Works will continue to develop different methods to salt and plow the roads to reduce the negative impact on the budget.
- The Street Construction, Maintenance and Repair and the State Highway Improvements Funds show a reduction in income due to less fuel being purchased by the public.

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 and Stewardship)

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/repair failed or collapsed sanitary and storm sewers. Jet and televise known problem areas on a weekly basis, and 25% of entire sewer system annually. Conduct preventive maintenance on sanitary and storm systems. Televise Storm and Sanitary Sewers to determine condition and maintenance requirements. (Refers to goal, Improve Community Service)

Objective: Respond to, and remedy, sewer-related complaints/concerns as timely and efficiently as possible to reduce impact, minimize inconvenience and ensure the health and safety of residents/business owners.

* * *

GOAL **6:** Continued collaboration with the Engineering Department on street repairs and repairs to concrete sidewalks and curbs. Continue to patch city streets as needed. (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 7: Efficiently administrate competitive out-bid services for residential refuse and yard-waste pickup and disposal for over 5,000 residential households. (Refers to goal, Stewardship)

Objective: Continue to provide efficient and affordable residential collection and disposal of resident-generated refuse and yard waste.

* * *

Goal 8: Maintain drop-off recycling area for residential use. (Refers to goal, Stewardship)

Objective: Continue to provide a drop-off area for residents to use for their recycling needs.

* * *

GOAL 9: Execute the City-sponsored Spring Yardwaste 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/yard waste 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, cost-effective snow and ice control operations for motorist and pedestrian safety.

* * *

GOAL 11: Expand meter enforcement. (Refers to goal, Stewardship)

Objective: Enhanced parking violation revenue.

* * *

GOAL 12: Use of prismatic sheeting for new sign construction in the City. (Refers to goal, Improve Community Service)

Objective: Replace signs throughout the City as needed, for easier visibility to contribute to motorist and pedestrian safety.

* * *

GOAL 13: Complete a striping program at all signalized intersections and cross walks. (Refers to goal, Improve Community Service)

Objective: Enhanced motorist awareness and pedestrian safety.

* * *

GOAL 14: Refurbish municipal parking garage by power-washing and restriping all stalls, handicapped markings, and traffic directional's; continue with minor repairs 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 15: To utilize Web Q&A as a management tool to provide service and complaint resolution within seven (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.

* * *

Goal 16: Evaluate and implement "Green Initiatives" that will save the City money and improve the environment.

Objective: Investigate new methods of operation to reduce fuel and salt usage, continue in house recycling of paper, plastic and metal, provide for recycling opportunities at City functions and evaluate job functions to look for more environmentally sound ways of doing them.

2010 Accomplishments

- The Public Service Department did all street sweeping in house. This enabled us to begin sooner and do a better job than had been done when outsourcing the spring cleanup. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as improving Painesville's Environment and Image.

- Changing from a 3rd shift to a second shift gave us better winter coverage than a third shift. This enabled us to save overtime dollars. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service.

- Cinders from the Electric Plant were added to the salt. This reduced the amount of salt used and provided an effective means to deal with snowfall. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

- The Parking and Traffic Department painted stop bars, crosswalks and turn arrows at all signalized intersections in the City. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

- Repairs were made to all levels of the Parking Garage by private contract. In the fall an in house program of upgrading of the lights in the garage was started by the Electric Division with assistance of Public Service. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

- Public Service replaced 100 yards of concrete to repair joints and broken pavement on Richmond by Route 2. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

- Public Service cleaned 40 catch basins and had cleaned an additional 265 with a private contractor. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and image.

- Public Works is called upon to provide assistance to all departments. Public Works asphalts all Water Department road repairs, removes all stump grindings and plants grass for the Electric Department, 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 to perform various other assistance to the Parks and Recreation Department. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

- Public Service Cleaned and televised sewers on Gate Street, Cedarbrook, Glenwood, Malvern, Overlook Ct., Southington, Mentor Ave. Jefferson, Axtell, Morse Ave. Kerr, First St., Second St., Second St., Nebraska, N.Settlers Lane, Cotrland, E.Prospect and W. Prospect. These activities reflect the City wide goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Painesville's Environment and Image.

Administration
101.311

Kevin Lynch, Service Director

Division Description

This function of this program is to provide supervision for the Streets and Sewer Sections and to maintain payroll, purchasing and materials records.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	202,965	176,105	190,856	186,203
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	202,965	176,105	190,856	186,203

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	110,979	114,815	128,226	126,330
Benefits	61,139	31,846	36,349	36,464
Total Personal Services	172,118	146,662	164,575	162,794
Materials & Supplies	2,500	1,728	3,850	2,700
Other Services and Charges	27,347	27,716	22,431	20,709
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	1,000	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	30,847	29,444	26,281	23,409
Total Budget	202,965	176,105	190,856	186,203

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Public Works Supervisor	18	24.6601 - 31.4733	1	1	1	1
Maintenance Supervisor I	12	18.4022 - 23.4864	1	1	1	1
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Total Staff			3	3	3	3

***Note** Public Works Supervisor is charged: 85% to 101.311, 15% to 720.725 Maintenance Supervisor I : 80% to 101.311, 20% to 720.725

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	38,875	34,692	40,000	37,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	38,875	34,692	40,000	37,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	38,875	34,692	40,000	37,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	38,875	34,692	40,000	37,000
Total Budget	38,875	34,692	40,000	37,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	3,102	-	4,000	1,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	3,102	-	4,000	1,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	2,971	-	4,000	1,000
Other Services and Charges	131	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	3,102	-	4,000	1,000
Total Budget	3,102	-	4,000	1,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	51,843	55,611	59,240	51,275
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	51,843	55,611	59,240	51,275

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	3,071	3,851	5,700	4,950
Other Services and Charges	9,712	11,096	9,900	7,750
Utilities	35,397	37,060	40,000	35,000
Other Operating Charges	-	-	-	-
Capital Outlay	26	-	-	-
Debt Service	3,637	3,604	3,640	3,575
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	51,843	55,611	59,240	51,275
Total Budget	51,843	55,611	59,240	51,275

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	282,398	211,615	150,978	137,692
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	282,398	211,615	150,978	137,692

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	86,309	90,693	19,814	20,019
Benefits	43,400	24,840	5,589	5,648
Total Personal Services	129,709	115,533	25,403	25,667
Materials & Supplies	138,492	87,940	117,500	104,300
Other Services and Charges	14,197	8,142	8,075	7,725
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	152,689	96,082	125,575	112,025
Total Budget	282,398	211,615	150,978	137,692

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Automotive Maintenance Mechanic	13	19.2753 - 24.6003	2	2	2	2
Total Staff			2	2	2	2

*Personal Services only are distributed 101.319 - 20%, 710.711 - 25%, 720.721 - 20%, 730.731 - 35%

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	375,232	307,459	299,424	290,427
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	375,232	307,459	299,424	290,427

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	243,052	239,941	232,606	225,527
Benefits	132,180	67,518	66,818	64,900
Total Personal Services	375,232	307,459	299,424	290,427
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	375,232	307,459	299,424	290,427

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Maintenance Crew Leader	10	16.6505 - 21.2511	2	2	2	2
Maintenance Worker II	9	15.8579 - 20.2389	11	11	11	11
Total Staff			13	13	13	13

Note: All staff is charged
- 40% to 101.320
- 25% to 201.312
- 20% to 720.725
- 5% to 730.341
- 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	2,979	2,000	2,000
Revenue Supported:			-	-
Fund Balance:	-	-	-	-
Total Revenue	-	2,979	2,000	2,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	2,633	2,000	2,000
Other Services and Charges	-	347	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	2,979	2,000	2,000
Total Budget	-	2,979	2,000	2,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	336	1,127	1,950	1,225
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	336	1,127	1,950	1,225

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	950	950	750
Other Services and Charges	336	177	1,000	475
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	336	1,127	1,950	1,225
Total Budget	336	1,127	1,950	1,225

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	1,585	-	1,000	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	1,585	-	1,000	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies			-	-
Other Services and Charges	1,585	-	1,000	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,585	-	1,000	-
Total Budget	1,585	-	1,000	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	1,000
Fund Balance:	4,000	-	1,500	-
Total Revenue	4,000	-	1,500	1,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	4,000	-	1,500	1,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	4,000	-	1,500	1,000
Total Budget	4,000	-	1,500	1,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	345,604	195,129	172,948	173,140
Fund Balance:	-	-	-	-
Total Revenue	345,604	195,129	172,948	173,140

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	345,604	195,129	172,948	173,140
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	345,604	195,129	172,948	173,140
Total Budget	345,604	195,129	172,948	173,140

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	47,831	1,912	-	-
Revenue Supported:	-	-	2,375	2,025
Fund Balance:	-	-	-	-
Total Revenue	47,831	1,912	2,375	2,025

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	35,362	14	-	-
Benefits	9,980	-	-	-
Total Personal Services	45,342	14	-	-
Materials & Supplies	1,372	991	1,325	1,170
Other Services and Charges	1,117	907	1,050	855
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,489	1,898	2,375	2,025
Total Budget	47,831	1,912	2,375	2,025

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Parking & Traffic Technician	9	15.8579 - 20.2389	1	0	0	0
Total Staff			1	0	0	0

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	9,393	8,758	15,475	13,400
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	9,393	8,758	15,475	13,400

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	15	25	-
Other Services and Charges	7,800	7,150	13,850	11,800
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	9,393	8,758	15,475	13,400
Total Budget	9,393	8,758	15,475	13,400

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	107,751	83,598	95,606	90,196
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	107,751	83,598	95,606	90,196

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	30,825	40,762	49,087	48,032
Benefits	13,110	10,685	14,269	13,964
Total Personal Services	43,935	51,448	63,356	61,996
Materials & Supplies	25,211	18,175	15,050	10,250
Other Services and Charges	29,013	13,975	17,200	17,950
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	9,592	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	63,816	32,150	32,250	28,200
Total Budget	107,751	83,598	95,606	90,196

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Sign Fabricator	11	17.4826 - 22.3134	1	1	1	1
Total Staff			1	1	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	32,636	30,646	26,664	26,686
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	32,636	30,646	26,664	26,686

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	22,884	23,889	20,691	20,820
Benefits	9,752	6,758	5,973	5,866
Total Personal Services	32,636	30,646	26,664	26,686
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	32,636	30,646	26,664	26,686

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Service Director	26	31.7571 - 42.7911	1	1	1	1
			1	1	1	1

Service Director is charged:
25% - 201.312
25% - 710.711
30% - 720.721
10% - 730.731
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	330,789	271,479	187,142	183,742
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	330,789	271,479	187,142	183,742

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	214,170	212,016	145,381	142,680
Benefits	116,619	59,463	41,761	41,062
Total Personal Services	330,789	271,479	187,142	183,742
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	330,789	271,479	187,142	183,742

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

*Note: Reflects 25% 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, i.e. cold mix, hot mix, guard rails, etc. It also includes the purchase of vehicles and equipment.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	31,066	25,531	23,850	13,550
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	31,066	25,531	23,850	13,550

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	20,095	19,667	20,350	10,300
Other Services and Charges	3,168	1,962	3,500	3,250
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	7,803	3,901	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	31,066	25,531	23,850	13,550
Total Budget	31,066	25,531	23,850	13,550

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	238,029	203,203	232,800	207,250
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	238,029	203,203	232,800	207,250

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	201,100	148,266	182,500	157,000
Other Services and Charges	-	-	300	250
Utilities	-	-	-	-
Other Operating Charges	36,929	54,938	50,000	50,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	238,029	203,203	232,800	207,250
Total Budget	238,029	203,203	232,800	207,250

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	96,573	24,750	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	96,573	24,750	-	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	96,573	24,750	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	96,573	24,750	-	-
Total Budget	96,573	24,750	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	27,859	24,987	30,000	30,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	27,859	24,987	30,000	30,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	27,859	24,987	30,000	30,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	27,859	24,987	30,000	30,000
Total Budget	27,859	24,987	30,000	30,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	7,000	7,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	7,000	7,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies			-	-
Other Services and Charges	-	-	7,000	7,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	7,000	7,000
Total Budget	-	-	7,000	7,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	99,424	86,053	207,896	198,388
Fund Balance:	-	-	-	-
Total Revenue	99,424	86,053	207,896	198,388

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	46,430	47,022	136,417	133,252
Benefits	22,896	13,098	39,209	38,366
Total Personal Services	69,326	60,121	175,626	171,618
Materials & Supplies	1,225	226	2,000	1,500
Other Services and Charges	28,873	25,707	30,270	25,270
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	30,098	25,933	32,270	26,770
Total Budget	99,424	86,053	207,896	198,388

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Note: Personal Services reflects 20% 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	3,467	92,424	4,095	5,095
Fund Balance:	-	-	-	-
Total Revenue	3,467	92,424	4,095	5,095

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	2,344	2,491	1,895	2,895
Other Services and Charges	1,123	1,826	2,200	2,200
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	88,106	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	3,467	92,424	4,095	5,095
Total Budget	3,467	92,424	4,095	5,095

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	22,714	26,787	76,835	76,163
Fund Balance:	-	-	-	-
Total Revenue	22,714	26,787	76,835	76,163

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	29,081	28,623
Benefits	-	-	8,354	8,240
Total Personal Services	-	-	37,435	36,863
Materials & Supplies	1,956	4,723	5,900	5,600
Other Services and Charges	20,758	22,063	33,500	33,700
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	22,714	26,787	39,400	39,300
Total Budget	22,714	26,787	76,835	76,163

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

Personal services reflect 5% of Public Works staff allocation

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	5,038	925	7,500	10,000
Fund Balance:	-	-	-	-
Total Revenue	5,038	925	7,500	10,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	5,038	925	7,500	10,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	5,038	925	7,500	10,000
Total Budget	5,038	925	7,500	10,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	10,000	10,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	10,000	10,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	137,982	5,685	10,000	10,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	137,982	5,685	10,000	10,000
Total Budget	137,982	5,685	10,000	10,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-		
Revenue Supported:	-	-	1,050	60,700
Fund Balance:	-	-	-	-
Total Revenue	-	-	1,050	60,700

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	21	-	30	100
Other Services and Charges	651	-	1,020	54,100
Utilities	-	-	-	-
Other Operating Charges	-	-	-	6,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	672	-	1,050	60,700
Total Budget	672	-	1,050	60,700

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	133,379	106,102	211,252	145,898
Fund Balance:	-	-	-	-
Total Revenue	133,379	106,102	211,252	145,898

EXPENDITURES	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Salaries & Wages	32,581	33,086	35,435	34,828
Benefits	20,085	9,451	10,332	10,158
Total Personal Services	52,666	42,537	45,767	44,986
Materials & Supplies	774	1,780	3,400	2,475
Other Services and Charges	23,805	30,720	30,345	17,947
Utilities	25,783	25,876	26,340	23,090
Other Operating Charges	5,194	5,190	5,400	5,400
Capital Outlay	25,157	-	100,000	52,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	80,713	63,566	165,485	100,912
Total Budget	133,379	106,102	211,252	145,898

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Full-Time						
Parking Enforcement/Cashier	6	13.6985 - 17.4826	1	1	1	1
Total Staff			1	1	1	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 community's quality of life.

Highlights of the 2011 Departmental Budget

RECREATION DIVISION:
- Continue programming to include activities at block parties, and neighborhood and community events.
- Enhance and improve marketing of programs and special events.
- Increase Partnership with Painesville Area Senior Citizen Center and YMCA.

PARKS DIVISION:
- Restoration and improvements to the Kiwanis Recreation Park Pond.
- Restoration of Gristmill/Millstone Conservation Area.
- Phase I Development of State Street Park Property.
- Phase I Development of Lathrop Park Property.
- Phase I Development of Huntington Park Property.

CEMETERIES DIVISION:
- Increase Landscape maintenance efforts.

BUILDING MAINTENANCE DIVISION:
- Continue to improve maintenance of city hall complex.

Major Departmental Goals and Objectives of Recreation and Public Lands

Goal #1 Maintain Recreation Programming as funding is available to facilitate block parties, and neighborhood and community events to meet the City's goals of Stewardship and Fiscal Responsibility, Community Engagement and Improving Painesville's Environment and Image.

Objectives:
- Continue programming to include activities attending 10 block parties, and neighborhood or community events.
- Seek sponsorships, grants, and partnerships to support programs and events which need subsidies.
- Continue to grow partnerships with the community to aid in programming of the Recreation Division's programs, including volunteerism and fund raising.
- Support other City Departments and Local Organization in their projects and programs.

Goal #2 Continue to Improve Communication and Marketing efforts. Meeting the City's goal of establishing a Comprehensive Communication and Marketing Plan.

Objectives:

- Work within our department and with other departments to institute our City's Comprehensive Communication and Marketing Plan improving communications to our customers and marketing of City programs and events.
- Work with the City Wide Public Relations Committee with the "Proud to be Painesville" Program.

Goal #3 Strengthen Partnership with the Painesville Area Senior Citizen Center and YMCA to meet the City's goals of Community Engagement and Improving Painesville's Environment and Image.

Objectives:

- Continue partnership by increasing joint programs.
- Develop a Strategic development plan for a YMCA/Community/Senior Center in the City of Painesville.

Goal #4 Improvements to Kiwanis Recreation Park Facilities. Meeting the City-wide goals of Stewardship, Fiscal Responsibility, and Improving Painesville's Environment and Image.

Objectives:

- Restoration and improvements to the Kiwanis Recreation Park Pond.

Goal #5 Continued Improvement of down-town esthetics. Meeting the City-wide goal of Improving Painesville's Environment and Image.

Objectives:

- Continue hanging flower basket program in downtown area.
- Maintain and improve entrance ways to the City.
- Assist in completion of Streetscape Plan Near Term Initiative
- Continue to develop and build Downtown Volunteer and Gardening Group

Goal #6 Restoration of Gristmill/Millstone Property. Meeting the city-wide goal of Improving Painesville's Environment and Image.

Objectives:

- Restore the Gristmill/Millstone Property to Conservation Area.

Goal #7 Phase I Development of New Park Properties. Meeting the city-wide goal of Improving Painesville's Environment and Image.

Objectives:

- Phase I Development of State Street Park Property.
- Phase I Development of Lathrop Park Property.
- Phase I Development of Huntington Park Property.

2010 Accomplishments

Goal #1 Expand Recreation Programming to facilitate block parties, neighborhood, and community events to meet the City's goals of Stewardship, Fiscal Responsibility, Community Engagement and Improving Painesville's Environment and Image.

- Held community planning meetings in the process of planning parks for the newly acquired properties.
- Held Community Block Party in each Ward.
- Worked with the Downtown Organization to work with volunteers and court workers to enhance the downtown streetscape.
- Facilitated Friday Night Car Cruise.

- Facilitated, Hosted, and/or Operated the following Events which in total had increase attendance in 2011:

Winter Carnival & Chili Cook-off	Unity in the Community
Black History Month Celebration	Art-in the Park
PBA Painesville Night with the Cav's	National Night Out with the Safety Forces
P.C.I.C. Easter Egg Hunt	Taste of Painesville
Earth Day Celebration	Painesville Community Day
National Heart Association Heart Walk	LEC Football & Fireworks
International Cuisine Festival	Run for the Parks 5K
Annual Kids Fishing Derby	Annual Fall Festival and Parade
Summer Gazebo Concerts	P.C.I.C. Annual Spirit of the Season
Painesville Sunrise Run/Walk	LEC Apolo's Fire Concert
P.C.I.C. Party in the Park	LEC Welcome Back Concert
Memorial Day Gazebo Concert	RotaryInternational Exchange Program

Goal # 2 Continue to Improve Communication and Marketing efforts. Meeting the City's goal of establishing a Comprehensive Communication and Marketing Plan.

- Enhanced and improved marketing of programs and special events through ads, news releases, radio interviews, and email blasts leading to such opportunities as being: "the place to go for the weekend" on Channel 8 for our Fall Festival and Parade which increased participation three fold and Cleveland Magazines "Best Place to Fish for Steelhead."

Goal # 3 Strengthen Partnership with Community Organization the Painesville Area Senior Citizen Center and YMCA.

- Continued to grow partnerships with community to aid in programming. Partners include:

Painesville Community Improvement Corp.	Lake Metroparks
Painesville City Local Schools	Painesville Little League
Painesville's Downtown Organization	Painesville Girl's Softball
Rotary Club of Painesville	RSVP of Lake County
Painesville Area Senior Center	Lake county Solid Waste District
Lake Erie College	American Heart Association
Lake County General Heart District	North East Ohio Walleye Assoc.
Lake County Soil and Water Conservation Dist.	Lake County YMCA
Painesville Area Churches	

- Facilitated Painesville Area Senior Center continued programming after November's fire.

Goal # 4 Improvements to Kiwanis Recreation Park Facilities. Meeting the City wide goals of Stewardship and Fiscal Responsibility.

- Received Nature Works Grant from ODNR for restoration of the Kiwanis Recreation Park Pond – to be completed in 2011.
- Renovated Diamond #2 to include renovation of end field and new dugouts. Received funds from LEC to aid in renovations.
- Renovated infield of Diamond #8.
- Replaced outfield fence, completed dugout safety repairs, installed pitcher warm-up area. Project funded by Painesville Girls Softball.
- Renovated Diamond #9 concession to meet Health Department regulations aided by Painesville Girls Softball.

Goal # 5 Continued Improvement of Down-Town esthetics. Meeting the City Wide Goal of Improving Painesville's Environment and Image.

- Continued hanging flower basket program in downtown area.
- Worked with Downtown Organization and volunteers to enhance and improve landscape areas of downtown area. Including planting of flower beds surrounding Victoria Place.
- Began organization of Painesville Garden Club.

Goal # 6 Continued Improvement of the Physical Plant at the City Hall Complex to meet the City's Goal of Stewardship and Fiscal Responsibility.

- Flat Roof Replacement at City Hall Complex.
- Replaced Exterior Doors at City Hall Complex.
- Repairs to Exterior Steps at City Hall Complex.

Goal # 7 Restoration of Gristmill/Millstone Property. Meeting the city-wide goal of Improving Painesville's Environment and Image.

- No progress.

Goal # 8 Develop Master Plans for new City Property. Meeting the City-wide goal of Improving Painesville's Environment and Image.

- Completed Master Plans for three newly required properties with the aid of the neighboring community.

Miscellaneous Accomplishments:

- Received $500.00 Grant for Hooked on Fishing Program form ODNR.
- Worked with Lake County Health District to Establish September 10, 2011 as Lake County Bike Day.
- Established Division 13 at Riverside Cemetery for future sales.
- Established new lots in division H at Evergreen Cemetery for future sales.
- Removed or managed the removal of surplus furniture, cabinetry, signs, fixtures, machinery, etc. from Lake East Hospital to be used by City Departments and Local Non-Profits.
- Published Painesville Building Envelope Maintenance and Inspection Manual and Custodian Maintenance Manual to be used City-wide.
- Hosted Rotary International Taiwanese Delegation for tour of City Downtown, Painesville City Local Schools, and lake Erie College.

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	148,299	130,955	141,520	136,155
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	148,299	130,955	141,520	136,155

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	91,523	94,778	102,053	98,438
Benefits	47,818	26,753	29,457	27,511
Total Personal Services	139,341	121,531	131,510	125,949
Materials & Supplies	378	314	540	528
Other Services and Charges	8,580	9,110	9,470	9,678
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	8,958	9,424	10,010	10,206
Total Budget	148,299	130,955	141,520	136,155

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Recreation & Public Lands Dir.	23	28.2421 - 38.0543	1	1	1	1
Administrative Secretary	9	15.8964 - 20.2880	1	1	1	1
Parks & Cem Supervisor	16	22.3676 - 28.5470	1	1	1	1
Maintenance Supervisor I	12	18.4022 - 23.4864	1	1	1	1
Total Staff			4	4	4	4

***Note**

Rec. & Pub. Lands Director is charged - 25% to 101.511
25% to 101.521
50% to 204.421

Parks & Cem. Supv. is charged - 50% to 101.511/50% to 204.421

Administrative Sec. is 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	410,880	358,800	332,181	309,518
Revenue Supported:	-	-	16,000	-
Fund Balance:	-	-	-	-
Total Revenue	410,880	358,800	348,181	309,518

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	176,973	222,103	216,169	191,938
Benefits	115,727	60,662	60,328	54,900
Total Personal Services	292,700	282,764	276,497	246,838
Materials & Supplies	49,397	44,038	38,780	38,580
Other Services and Charges	68,050	31,277	32,176	23,385
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	5	-	-	-
Debt Service	728	721	728	715
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	118,180	76,036	71,684	62,680
Total Budget	410,880	358,800	348,181	309,518

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Maintenance Worker II	9	15.8579 - 20.2389	1	2	2	2
Maintenance Worker I	7	14.3835 - 18.3576	8	7	6	5
Automotive Service Worker	9	15.8579 - 20.2389	1	1	0	0
Automotive Maint. Mechanic*	13	19.2753 - 24.6003	0	0	1	1
Total Staff			10	10	9	8

***Note**
Auto. Maint. Mechanic is charged - 50% to 101.512
- 50% to 204.422

Maintenance Workers are charged - 60% to 101.512
- 40% 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	23,370	17,717	16,635	15,290
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	23,370	17,717	16,635	15,290

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	1,381	2,061	1,110	590
Other Services and Charges	5,945	1,110	1,225	1,200
Utilities	16,044	14,546	14,300	13,500
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	23,370	17,717	16,635	15,290
Total Budget	23,370	17,717	16,635	15,290

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	11,881	10,606	10,525	9,425
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	11,881	10,606	10,525	9,425

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	645	1,588	225	125
Other Services and Charges	1,820	793	550	550
Utilities	9,416	8,225	9,750	8,750
Other Operating Charges	-	-	-	-
Capital Outlay	-	-		
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,881	10,606	10,525	9,425
Total Budget	11,881	10,606	10,525	9,425

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	213,561	188,610	199,288	197,816
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	213,561	188,610	199,288	197,816

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	117,166	125,725	134,254	136,701
Benefits	63,742	35,505	38,809	39,465
Total Personal Services	180,908	161,230	173,063	176,166
Materials & Supplies	8,163	3,785	1,925	1,750
Other Services and Charges	24,490	23,594	24,300	19,900
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	32,653	27,380	26,225	21,650
Total Budget	213,561	188,610	199,288	197,816

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Recreation & Public Lands Dir.	23	28.2421 - 38.0543	1	1	1	1
Recreation Coordinator	11	17.5252 - 22.3676	2	2	2	2
Secretary	6	13.7319 - 17.5252	1	1	1	1
Total Staff			4	4	4	4

***Note**
Rec. & Pub. Lds. Director is charged - 25% to 101.511 / 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	25,000	25,000	25,000	25,000
Revenue Supported:				
Fund Balance:				
Total Revenue	25,000	25,000	25,000	25,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	25,000	25,000	25,000	25,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	25,000	25,000	25,000	25,000
Total Budget	25,000	25,000	25,000	25,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	131,161	129,209	133,660	123,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	131,161	129,209	133,660	123,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	131,161	129,209	133,660	123,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	131,161	129,209	133,660	123,000
Total Budget	131,161	129,209	133,660	123,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	1,000	1,000
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	-	1,000	1,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	1,000	1,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	1,000	1,000
Total Budget	-	-	1,000	1,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	410,466	362,577	207,216	319,128
Revenue Supported:	-	-	134,000	-
Fund Balance:	-	-	-	-
Total Revenue	410,466	362,577	341,216	319,128

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	43,508	43,852	45,693	44,541
Benefits	55,721	11,285	12,674	11,949
Total Personal Services	99,229	55,137	58,367	56,490
Materials & Supplies	16,077	10,256	11,700	10,800
Other Services and Charges	82,173	81,650	86,900	71,340
Utilities	98,111	101,777	115,867	113,367
Other Operating Charges	-	-	-	-
Capital Outlay	492	-	-	-
Debt Service	114,384	113,758	68,382	67,131
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	311,237	307,440	282,849	262,638
Total Budget	410,466	362,577	341,216	319,128

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Custodian II	8	15.1023 - 19.2753	1	1	1	1
Part-Time						
Switchbroad Operator	6	13.7319 - 17.5252	2	2	2	2
Total Staff			3	3	3	3

Note: Switchboard Operator is charged - 20% to 101.171 25% to 710.711
20% to 720.721 35% to 730.731

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	213,912	179,620	192,297	179,839
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	213,912	179,620	192,297	179,839

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	131,282	134,027	143,877	135,823
Benefits	72,768	37,811	41,530	38,304
Total Personal Services	204,050	171,838	185,407	174,127
Materials & Supplies	1,722	1,012	1,405	1,028
Other Services and Charges	8,140	6,771	5,485	4,684
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	9,862	7,782	6,890	5,712
Total Budget	213,912	179,620	192,297	179,839

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Rec & Pub Lands Director	23	28.2421 - 38.0543	1	1	1	1
Administrative Secretary	9	15.8964 - 20.2880	1	1	1	1
Parks & Cem Supervisor	16	22.3676 - 28.5470	1	1	1	1
Maintenance Supervisor I	12	18.4022 - 23.4864	1	1	1	1
Total Staff			4	4	4	4

****Note**

Rec & Pub. Lands Dir. is charged - 25% - 101.511
25% - 101.521
50% - 204.421

Parks & Cem. Supervisor is chg.: 50% - 204.421 / 50% - 101.511

Administrative Secretary is chg.: 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	251,428	209,202	102,025	200,936
Revenue Supported:	-	-	123,050	-
Fund Balance:	-	-	-	-
Total Revenue	251,428	209,202	225,075	200,936

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	128,753	143,819	154,505	137,898
Benefits	78,677	38,917	42,710	39,163
Total Personal Services	207,430	182,736	197,215	177,061
Materials & Supplies	30,874	22,622	23,210	20,240
Other Services and Charges	13,124	3,844	4,650	3,635
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	43,998	26,466	27,860	23,875
Total Budget	251,428	209,202	225,075	200,936

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Maintenance Worker I	7	14.3835 - 18.3576	8	7	6	5
Maintenance Worker II	9	15.8579 - 20.2389	2	2	2	2
Automotive Maint. Mechanic*	13	19.2753 - 24.6003	1	1	1	1
Total Staff			11	10	9	8

***Note**

Automotive Maint. Mechanic is charged - 50% to 101.512
50% to 204.422

Maintenance Workers are charged - 60% to 101.512
40% to 204.422

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	11,882	11,617	13,795	12,700
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	11,882	11,617	13,795	12,700

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	1,505	1,178	1,095	500
Other Services and Charges	1,407	1,584	1,650	1,550
Utilities	8,970	8,856	11,050	10,650
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,882	11,617	13,795	12,700
Total Budget	11,882	11,617	13,795	12,700

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Deposit Trust Fund
Cemeteries Administration
601.421

Lee Homyock, Director of Recreation & Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Division Description

To account for monies received for columbariums and foundations at Riverside and Evergreen cemeteries.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	6,450	5,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	6,450	5,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	4,883	6,450	5,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	4,883	6,450	5,000
Total Budget	-	4,883	6,450	5,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	3,500	3,000
Fund Balance:	2,275	1,848	-	-
Total Revenue	2,275	1,848	3,500	3,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	2,275	1,848	3,500	3,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,275	1,848	3,500	3,000
Total Budget	2,275	1,848	3,500	3,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Special Endowment – Operations Fund
Evergreen/Riverside
606.422

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 special endowment (non-resident) principal. The interest portion of the trust can be used to maintain the City's two cemeteries.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	1,750	1,750
Fund Balance:	-	-	-	-
Total Revenue	-	-	1,750	1,750

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	1,750	1,750
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	1,750	1,750
Total Budget	-	-	1,750	1,750

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	1,000	500
Fund Balance:	-	-	-	-
Total Revenue	-	-	1,000	500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	1,000	500
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	1,000	500
Total Budget	-	-	1,000	500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	19,171	13,276	23,190	14,495
Fund Balance:	-	-	-	-
Total Revenue	19,171	13,276	23,190	14,495

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	11,728	11,506	20,000	12,500
Benefits	7,443	1,769	3,190	1,995
Total Personal Services	19,171	13,276	23,190	14,495
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Total Other Expenditures	-	-	-	-
Total Budget	19,171	13,276	23,190	14,495

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Part-Time						
Counselors	UNCL		3	3	3	3
Recreation Assistant	UNCL		2	1	1	1
Total Staff			5	4	4	4

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	14,691	9,597	24,800	17,100
Fund Balance:	-	-	-	-
Total Revenue	14,691	9,597	24,800	17,100

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	1,993	1,194	1,800	1,500
Other Services and Charges	12,698	8,403	23,000	15,600
Total Other Expenditures	14,691	9,597	24,800	17,100
Total Budget	14,691	9,597	24,800	17,100

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	2,059	-	4,300	2,000
Fund Balance:	-	-	-	-
Total Revenue	2,059	-	4,300	2,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	2,059	-	4,300	2,000
Total Other Expenditures	2,059	-	4,300	2,000
Total Budget	2,059	-	4,300	2,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	15,429	11,678	19,850	12,500
Fund Balance:	-	-	-	-
Total Revenue	15,429	11,678	19,850	12,500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	5,459	2,239	3,150	2,000
Other Services and Charges	9,970	9,440	16,700	10,500
Total Other Expenditures	15,429	11,678	19,850	12,500
Total Budget	15,429	11,678	19,850	12,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	1,332	691	3,500	3,500
Fund Balance:	-	-	-	-
Total Revenue	1,332	691	3,500	3,500

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	1,332	691	3,500	3,500
Total Other Expenditures	1,332	691	3,500	3,500
Total Budget	1,332	691	3,500	3,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	120	-	1,000	750
Fund Balance:	-	-	-	-
Total Revenue	120	-	1,000	750

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	120	-	1,000	750
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	120	-	1,000	750
Total Budget	120	-	1,000	750

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	420	480	1,000	750
Fund Balance:	-	-	-	-
Total Revenue	420	480	1,000	750

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	420	480	1,000	750
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	420	480	1,000	750
Total Budget	420	480	1,000	750

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	25	50
Fund Balance:	-	-	-	-
Total Revenue	-	-	25	50

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	25	50
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	25	50
Total Budget	-	-	25	50

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Community Development

Douglas Lewis, Assistant City Manager/ Community Development Director
Richard Lesiecki, City Engineer
Russ Schaedlich, City Planner

Departmental Mission Statement

The Community Development Department handles a wide array of functions and is made up of Engineering, Buildings & Housing as well as City Planning. The goal of the Community Development Department is to provide a high level of quality services that are efficient and responsive to the present and future needs of the community, delivered by knowledgeable staff in a timely fashion with professionalism and common courtesy.

Highlights of the 2011 Departmental Budget

Roadway Improvements:
- Construction of Brookstone Boulevard and Shamrock Boulevard Extension, including all utilities.
- Annual paving program involving five or six residential streets within the City.

Storm Drainage Improvements:
- Design and construct certain neighborhood drainage improvements in conjunction with planned roadway improvements.
- Engineer and make minor repairs to storm sewers in the most cost efficient manner identified.

Planning Improvements:
- Implementation of major recommendations from the 2006-2007 Comprehensive Plan Update.
- Assist with implementation of near-term initiatives for the Transportation for Livable Communities Initiative (TLCI) Transportation and Streetscape Plan for the Central Business District.
- Continue implementation of the Hazard Mitigation Grant Program (HMGP) for acquisition and demolition of Millstone condominium units.
- Review and update Zoning Code as needed to implement the Downtown Master Plan.
- Review and update Zoning Code to remain current with accepted planning practices and trends.
- Coordinate and streamline interdepartmental review of subdivision plats and major site plans.

Buildings & Housing Improvements:
- Work with developers, contractors and engineering to reduce the amount of time it takes to issue residential and commercial building permits.
- Proactively enforce property maintenance code to improve housing stock in the community.
- Expedite the Property Maintenance and Code Enforcement resolution process while reducing resident complaints.
- Improve customer service approach to resolving property maintenance violations.
- Facilitate and encourage new development that is consistent with the Comprehensive Plan and the Zoning Code.

General Improvements:
- Provide expertise to City Departments that requires assistance by Community Development.
- Focus on improving internal and external customer service.
- Review fees and services and make a recommendation to the City Manager.
- Develop and track performance within Community Development.
- Improve the informational material that is provided to residents, developers and contractors.
- Share resources and manpower with other City Departments, as needed.

MAJOR DEPARTMENTAL OBJECTIVES

Citywide Goal: COMMUNICATIONS/COMMUNITY SERVICE

Actions:
- Provide final approvals (i.e., building and site plans) in 30 days or less.
- Utilize the website to provide the status of plan reviews and approvals for owners, developers, engineers, and architects.
- Coordinate and improve interdepartmental subdivision plat and major site plan review.

Goal 2: Implement procedures to enhance customer service.

Actions:
- Maintain schedules to ensure that counter area is staffed continuously throughout the day in Building, Zoning, Planning, and Housing.
- Return all telephone calls and/or e-mails to developers and residents within twenty-four hours of receipt.
- Monitor web site content to ensure accuracy and timeliness of information.
- Develop customer service cards and provide to every customer.
- Provide additional training to staff in order to enhance customer service.
- Investigate possibility of credit card payment for permits.
- Maintain certifications necessary to perform job functions.

Citywide Goal: IMPROVE ENVIRONMENT AND IMAGE/COMMUNICATIONS

Goal 3: Implement procedures to enhance Code Enforcement.

Actions:
- Maintain proactive approach to enforcing the property maintenance code.
- Investigate and provide a response to inquiries within forty-eight hours or less.
- Work cooperatively with Police Department to enforce the nuisance ordinance in order to address problem properties.
- Coordinate registration process for Rental Registration Program and work with the Police Department to ensure owners have attended the Crime Free Rental Program.
- Coordinate registration, approval and construction for Vinyl Siding Program.
- Reduce number of complaints received by improving communications with our residents.

Goal 4: Acquisition and demolition of Millstone Condominiums.

Actions:
- Draft contracts, policies, and procedures utilizing federal and state guidelines and requirements to implement the program.
  - Continue project administration including financial records, grant file, and individual property owner files.
- Keep property owners, city officials, and public informed of progress during program implementation.
- Ensure property is acquired, cleared, and returned to open space.
- Continue working with financial institutions to determine payoff settlements.

Citywide Goal: STEWARDSHIP/COMMUNITY SERVICE/COMMUNICATION

Goal 5: To continue to improve the management of the City's infrastructure.

Actions:
- Work cooperatively with other departments to track and record the condition and/or expansion needs of the various City infrastructure assets.
- Schedule effective maintenance and repair of the infrastructure.
- Facilitate efficient capital project planning and execution using these records.

- Utilize information contained in these records to support the need for funding requests either through grants and/or the budgeting process.
- Inform, educate and engage residents about infrastructure assets and future improvement and maintenance of them.
- To utilize GIS to input and track infrastructure improvements.

Goal 6: Planning and implementation of the Transportation for Livable Communities Initiative (TLCI) Grants

Actions:
- Implement a comprehensive streetscape and transportation plan for the central business district through the TLCI Grant.
- Identify future projects for TLCI funding.
- Identify and pursue outside funding sources for plan implementation.

Citywide Goal: COMMUNITY SERVICE/STEWARDSHIP

Goal 7: Continue to address the National Pollution Discharge Elimination System (NPDES) - Phase 2 requirements and take the necessary steps to obtain compliance.

Actions:
- Efficiently and effectively, inspect and coordinate development and construction work for storm water improvements.
- Attend seminars and read literature pertaining to the NPDES 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.
- Develop policies and procedures to comply with NPDES standards.
- Evaluate and make recommendation regarding storm water improvements in problem areas based upon feasibility to complete and available funding.
- Provided in-house engineering for storm water improvements when applicable.

Citywide Goal: COMMUNICATION/STEWARDSHIP/COMMUNITY SERVICE

Goal 8: Work cooperatively with other City Departments to make necessary improvements throughout the City.

Actions:
- Keep Department Directors informed of scheduled work on a monthly basis.
- 100% compliance with 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.

Goal 9: Implement major recommendations of the Comprehensive Plan Update.

Actions:
- Prioritize list of recommendations and develop action plans for completion.
- Assist neighborhoods to develop priority issues to improve quality of life.
- Identify and work with neighborhood leaders for assistance in addressing neighborhood priority issues.

Goal 10: Provide all current GIS data on the Intranet and limited information on the Internet.

Actions:
- Provide each GIS user in the City with ArcMap to utilize the data.
- Conduct training sessions for City employees on the use of ArcMap.

Citywide Goal: COMMUNICATION

Goal 11: To work with employees to streamline departmental tasks and procedures while overseeing engineering consultants, delivering capital improvement projects, maintaining production levels, and responding to our customers.

Actions:
- Encourage, increase, and refine communication among Department employees, as well as between management and support staff.
- Continue to improve interdepartmental cooperation and communication by 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 Internet.
- Keep open minds to change.

Goal 12: Continue to improve the Department's website and provide useful information.

Actions:
- Continue to develop ways to make the website more user-friendly.
- Provide a documents link with the Comprehensive Plan Update.

2010 ACCOMPLISHMENTS

a) Continued process of approving site plans, building and conditional use permits for several projects. Over 60 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.

b) Issued permits for 51 new single family dwellings; 0 permits for new duplexes; and 0 multi-family permits totaling 51 new dwelling units. An additional 537 permits were issued for residential improvements. Issued commercial permits with a valuation of $8.8 Million in construction.

c) New Development Infrastructure Project Coordination, Review and Construction Inspection.

d) City School Projects – site development coordination, review, and construction inspections:
   i) Harvey High School – inspections.
   ii) Existing school demolition packages – reviews and inspection.

e) ODOT Project Coordination:
   iii) Jackson Street/SR 44 Interchange Study.
   iv) US 20 Improvement Project.

f) Road and Drainage Projects – Design/Construction:
   i) North Avenue storm sewer and roadway improvements design and construction.
   ii) Lexington Avenue storm sewer improvements design and construction.
   iii) Storm water drainage system evaluations at several locations.
   iv) Paving of Jefferson Street, Corwin Drive, Cedarbrook Drive, Meriden Road and Grenney Lane.
   v) Abatement and demolition of the abandoned LakeEast Hospital Project.

g) Funding Applications:
   i) OPWC Issue I – one successful application (Newell Street Culvert Replacement Project in conjunction with Lake County Engineer, Lake County Stormwater Mgmt. and Painesville Twp).

i) Developed and instituted a Rental Registration Program and Crime–Free Housing Program (for 1, 2 and 3-unit dwellings.

Planning Commission
101.611
Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	2,902	2,456	3,098	2,623
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	2,902	2,456	3,098	2,623

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	939	1,233	1,200	1,000
Benefits	235	337	348	285
Total Personal Services	1,174	1,570	1,548	1,285
Materials & Supplies	107	135	100	90
Other Services and Charges	1,621	751	1,450	1,248
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	1,728	886	1,550	1,338
Total Budget	2,902	2,456	3,098	2,623

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

**Note personal services are charged here for usage of Administrative Secretary in the City Manager's Office.

Community Development
Demolition
101.621
Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	2,500	-	6,360	5,890
Revenue Supported:			-	-
Fund Balance:	-	-	-	-
Total Revenue	2,500	-	6,360	5,890

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	2,500		6,360	5,890
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	2,500	-	6,360	5,890
Total Budget	2,500	-	6,360	5,890

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Community Development
Planning and Development
101.631

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	36,438	34,074	45,402	34,456
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	36,438	34,074	45,402	34,456

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	17,248	24,327	24,168	24,024
Benefits	7,690	6,245	6,334	6,337
Total Personal Services	24,938	30,572	30,502	30,361
Materials & Supplies	229	202	275	225
Other Services and Charges	9,323	1,398	2,125	1,670
Utilities	-	-	-	-
Other Operating Charges	1,948	1,901	12,500	2,200
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	11,500	3,502	14,900	4,095
Total Budget	36,438	34,074	45,402	34,456

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Asst. City Mgr/Com. Dev. Dir.*	27	33.3449 - 44.9309	1	1	1	1
Planner	20	24.3972 - 32.8733	1	1	1	1
Part-Time						
Secretary I	6	13.7319 - 17.5252	0	1	1	1
Total Staff			2	3	3	3

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

Community Development
Code Enforcement
101.641

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	357,640	323,144	241,260	333,811
Revenue Supported:	-	-	99,900	-
Fund Balance:	-	-	-	-
Total Revenue	357,640	323,144	341,160	333,811

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	231,865	245,356	256,071	251,598
Benefits	107,791	62,337	70,449	69,623
Total Personal Services	339,656	307,694	326,520	321,221
Materials & Supplies	6,391	5,013	3,860	3,840
Other Services and Charges	10,085	10,438	10,780	8,750
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	1,508	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	17,984	15,451	14,640	12,590
Total Budget	357,640	323,144	341,160	333,811

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Building Official	18	24.6601 - 31.4733	1	1	1	1
Building Inspector	16	22.3676 - 28.5470	1	1	1	1
Housing Inspector	11	17.5252 - 22.3676	1	2	2	2
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Part-Time						
Secretary I	6	13.7319 - 17.5252	1	0	0	0
Total Staff			5	5	5	5

Community Development
Weed Control
101.652

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	8,899	13,183	13,370	13,120
Revenue Supported:	-	-	1,000	-
Fund Balance:	-	-	-	-
Total Revenue	8,899	13,183	14,370	13,120

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits			-	-
Total Personal Services	-	-	-	-
Materials & Supplies	115	188	120	120
Other Services and Charges	8,784	12,995	14,250	13,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	8,899	13,183	14,370	13,120
Total Budget	8,899	13,183	14,370	13,120

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Millstone Acquisition Fund
Planning and Development
431.631

Douglas Lewis, Assistant City Manager/Community Development Director

Division Description

To account for monies received for the acquisition and demolition of Millstone Condominiums.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	4,363	150	-	-
Revenue Supported:	-	-	4,063,948	4,063,948
Fund Balance:	-	-	-	-
Total Revenue	4,363	150	4,063,948	4,063,948

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	1,038	-	-	-
Other Services and Charges	3,325	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	150	4,063,948	4,063,948
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	4,363	150	4,063,948	4,063,948
Total Budget	4,363	150	4,063,948	4,063,948

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Gristmill FMA Acquisition Fund
Planning and Development
432.631

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	4,937	305,439		
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	4,937	305,439	-	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	1,704		-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	3,233	305,439	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	4,937	305,439	-	-
Total Budget	4,937	305,439	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Gristmill HMGP Acquisition Fund
Planning and Development
433.631

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	5,662	243,241	-	-
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	5,662	243,241	-	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	984	-	-	-
Other Services and Charges	2,229	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	2,449	243,241	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	5,662	243,241	-	-
Total Budget	5,662	243,241	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Lake Hospital Demolition Project Fund
Demolition
434.621

Douglas Lewis, Assistant City Manager/Community Development Director

Division Description

This fund is used to track monies received from grant and other revenue sources relating to the demolition of Lake Hospital.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	3,020,000	1,300,000
Fund Balance:	-	-	-	-
Total Revenue	-	-	3,020,000	1,300,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	3,020,000	1,300,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	-	3,020,000	1,300,000
Total Budget	-	-	3,020,000	1,300,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
NONE						

Deposit Trust Fund
Code Enforcement
601.641

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	21,110	17,659	2,000	2,000
Fund Balance:	-	-	-	-
Total Revenue	21,110	17,659	2,000	2,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	2,110	1,123	2,000	2,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	19,000	16,536	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	21,110	17,659	2,000	2,000
Total Budget	21,110	17,659	2,000	2,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Zoning Application Trust Fund
603.612

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	38	106	200	200
Fund Balance:	-	-	-	-
Total Revenue	38	106	200	200

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	38	106	200	140
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	38	106	200	140
Total Budget	38	106	200	140

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Community Development/Engineering
Administration
101.161

Douglas Lewis, Assistant City Manager/Community Development Director
Richard Lesiecki, City Engineer

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	123,543	134,800	134,669	129,834
Revenue Supported:	-	-	100	-
Fund Balance:	-	-	-	-
Total Revenue	123,543	134,800	134,769	129,834

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	81,196	99,525	97,191	95,666
Benefits	33,047	25,278	26,323	25,853
Total Personal Services	114,243	124,803	123,514	121,519
Supplies	2,045	1,475	1,585	1,100
Other Services and Charges	6,614	8,522	9,670	7,215
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	641	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	9,300	9,997	11,255	8,315
Total Budget	123,543	134,800	134,769	129,834

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
City Engineer	23	28.2421 - 38.0543	1	1	1	1
Senior Engineer	18	24.6601 - 31.4733	1	1	1	1
Engineering Technician	15	21.3024 - 27.1883	1	1	1	1
			3	3	3	3
Part-Time						
Secretary I	6	13.7319 - 17.5252	0	1	1	1
Total Staff			3	4	4	4

Street Construction, Maintenance & Repair
Highway/Street Improvement
201.791

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	361,388	135,989	685,400	160,000
Fund Balance:	-	-	-	-
Total Revenue	361,388	135,989	685,400	160,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	361,388	135,989	685,400	160,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	361,388	135,989	685,400	160,000
Total Budget	361,388	135,989	685,400	160,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Shamrock Boulevard Road Project Fund
Highway/Street Improvement
426.791

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	29,061	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	29,061	-	-

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	29,061	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	29,061	-	-
Total Budget	-	29,061	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2007	Actual FY 2009	Budget FY 2009	Proposed FY 2011
None						

Jackson St Interchange Improvement Fund
Highway/Street Improvement
427.791

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	18,195	450,000	450,000
Fund Balance:	-	-	-	-
Total Revenue	-	18,195	450,000	450,000

EXPENDITURES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	18,195	450,000	450,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenditures	-	18,195	450,000	450,000
Total Budget	-	18,195	450,000	450,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Deposit Trust Fund
Street Maintenance and Repair
601.313

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	8,325	5,579	-	7,000
Fund Balance:	-	-	-	-
Total Revenue	8,325	5,579	-	7,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	8,325	5,579	-	7,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	8,325	5,579	-	7,000
Total Budget	8,325	5,579	-	7,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Plan Review Trust Fund
Administration
602.161

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	11,802	21,713	-	17,500
Fund Balance:	-	-	-	-
Total Revenue	11,802	21,713	-	17,500

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	11,802	21,713	-	17,500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	11,802	21,713	-	17,500
Total Budget	11,802	21,713	-	17,500

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

None

Water Pollution Construction Fund
Sanitary Sewer Improvement
722.793

Douglas Lewis, 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	35,973	-	-
Fund Balance:	-	-	-	-
Total Revenue	-	35,973	-	-

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	35,973	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	35,973	-	-
Total Budget	-	35,973	-	-

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Water Service

Daniel McGannon, Superintendent of Water
Mark Connor, Water Distribution Supervisor
Frank McKeon, Water Plant Chief Operator

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.
(Stewardship)

Highlights of the 2011 Departmental Budget

- Install a crib to protect the 36" intake.
- Paint the inside of SR 86 water tank.
- Purchase new backhoe that will allow the water distribution to dig deeper.

Major Departmental Objectives of Water Service

WATER PLANT GOALS 2011

Goal #1: Optimize the Water Plant operations
(Relates to City goals: Communication and To Improve Community Service)

Objective: Maximize equipment life and performance, reduce plant waste, and modify, if necessary, each process to ensure best performance results.

Actions:
- Transfer plant residuals to City Wastewater Plant to optimize funding to the City.
- Profile 10 filters and adjust backwashing procedures to ensure efficient operations.
- Quarterly to monthly Jar test to ensure optimum treatment.
- Read all equipment manuals to ensure equipment is operated correctly.
- Re-organization of plant staff optimizing workforce working distribution personnel in plant operations and working plant personnel in distribution operations.
- Provide for required operator certifications contact hours as required by the Ohio EPA.
- Calibrate feed pumps and DP cells quarterly.

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:
- Provide a Consumer Confident Report to our customers by July 1, 2011.
- Perform THM (Disinfection Byproducts) testing as required.
- Work with 30 system residents at tier 1 sample site locations who participated in the tri-annual Lead and copper testing program. Review site locations for plumbing changes. Connect with VIP customers to ensure sample site locations.
- Daily Raw Plant and Distribution sample collection for chemical analysis.
- 30 Monthly Distribution samples collected for Total Coli form and E. coli analysis.

- Testing for Inorganic, Nitrate, Nitrite, Radiologicals, TOC, Volatile Organic Chemicals, and Synthetic Organic.
- Chemicals as prescribed by chemical monitoring schedule provided by the EPA.
- Submit state reports as required.

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:
- Review and address any concerns pertaining to the Contingency/Emergency Response/Risk Management Plan with employees.
- Upgrade camera monitoring system and security procedures.

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. Require daily communications with the superintendent and monthly reports.
- Review 2011 budget with employees in quarterly meetings.
- Involve employees in budget process prior to budget hearings.
- Monthly Labor-Management/Safety meetings.
- Quarterly operations meetings.
- Yearly employee evaluations.

Goal #5: Responsiveness to the community
(Relates to City goal: Communication)

Objective: Ensure public trust.

Actions:
- Continue plant tours for schools, etc.
- Participate in three community organized events.
- Follow up communications on all customer concerns.
- Write one article and submit it to the Painesville Pride.

Goal #6 Organize Plant procedures in the laboratory, maintenance and operations.

Objective: Complete tasks in a standardized procedure to improve efficiency of time.

Actions:
- Perform standarderization of all chemical reagents on same day of each month.
- Review and sample compliance testing at the beginning of each sample period.
- Form a sample calendar of compliance events.
- Change operator round procedure to ensure the capture of water quality changes and breakdowns.
- Standardize how all personnel answer the phone.
- Make a new maintenance schedule for all plant equipment.
- Evaluate chemical and reagent ordering procedures to eliminate waste.

Goal #7: Provide the highest qualified and professional workforce for water system operations
(Relates to City goal: Stewardship)

Objective: Develop employee skills and involvement in compliance issues.

Actions:
- Provide hands on training for; main locating equipment, tapping machine equipment, water main repair, Backhoe operations, epanet2 water model computer operations, welding, trench safety, electrical safety, industrial electronic equipment calibration and water quality testing equipment.
- Provide employee training through seminars and classes from AWWA, WEF, OTCO and local colleges.
- Provide customer service training.
- Monthly safety training meetings.
- Provide computer training for record keeping capturing and storing accurate and meaningful information.
- Provide in- house training to the Staff on city policies.
- Provide in-house training for EPA rules and regulations.

WATER DISTRIBUTION GOALS 2011

Goal #1: To maintain a safe, reliable and high quality water supply to all our customers
(Relates to City goal: Stewardship)

Objective: To maintain disinfection throughout the distribution system perform proper maintenance including appropriate pipe replacement and repair procedures, main flushing programs, proper operations and maintenance of storage tanks, and continuously maintaining a positive pressure in the distribution system.

Actions:
- Keep in stock all essential repair part.
- Keep all essential equipment in good working order.
- Unidirectional Flush 1/3 Distribution System.
- Flush 154 dead-end water mains throughout system.
- Ensure a minimum of 25% daily tank turnovers and adjust system operations to ensure cl2 residuals > 0.2mg/l.
- Install 100 touch-read meters in existing and new home systems replacing non-touch read meters/coordinate with utilities office.
- Install 10 new hydrants and repair broken hydrants within 72 hours.
- Update Water Contingency/Emergency Response Plan in February.
- Replace water mains as specified in capital budget.
- Provide precautionary notification to customer during main repair.
- Chlorinate all water main break repair parts and swab entire main repair.
- Calculate free and leakage in the system quarterly.
- Evaluate energy usage and pump efficiency of all pumping stations determine actual cost per pressure zone quarterly.
- Evaluate system pressures and pump station pressures and look for water hammers as possible cause of main breaks.
- Monitor soft starts at Chestnut pump station with portable pressure monitor to look for pressure spikes monthly adjust soft starts as needed.
- Complete a hydraulic analysis of the distribution system.

Goal #2: Optimize the System operations
(Relates to City goals: Communication and To Improve Community Service)

Objective: Maximize equipment life and performance, reduce electrical cost, and modify, if necessary, each process to ensure best performance results.

Actions:
- Read all equipment manuals to ensure equipment is operated correctly.

- Re-organization staff optimizing workforce working distribution personnel in plant operations and plant personnel in distribution operations. Investigate combining certain tasks with the service garage.
- Provide for required operator certifications contact hours as required by the Ohio EPA.
- Calibrate feed pumps and DP cells quarterly at pump stations and towers.

Goal #3: Responsiveness to the community
(Relates to City goals: Customer Service, Communication and Community Engagement)

Objective: Ensure public trust.

Action:
- Treat each customer with respect.
- Provide timely and professional restorations of all property damaged from water main service work.
- Notify all customers ahead of time of scheduled work to the system.
- Supervisor communication to all customers requesting service connections and scheduling.
- Follow up calls by (supervisors) to all service installations, meter repairs, hydrant repairs, dirty water complaints, taste and odor complaints, low flow issues and restorations.
- Listen to the customer completely and document any and each complaint.
- Evaluate customer satisfaction, Superintendent, Supervisors and all employees.
- Have a representative at council meetings (Superintendent).
- Submit one article to the Painesville Pride.
- Submit annual report by July 1, 2011.
- Participate in three community organized events.
- Develop backflow letter for customer compliance.
- Email strip maps and OUPS at upon request.

Goal #4: Provide the highest qualified, professional workforce for Water System Operations (Relates to City goal: Stewardship)

Objective: Develop Supervisors skills and employee skills and involvement in compliance issues.

Action:
- Require Class 3 water supply certification for all Supervisors. (Ensure technical competency)
- Provide hands on training for; main locating equipment, tapping machine equipment, water main repair, backhoe operations, epanet2 water model computer operations, welding, trench safety, electrical safety, industrial electronic equipment calibration and water quality testing equipment.
- Provide employee training through seminars and classes from AWWA, WEF, OTCO and local colleges.
- Provide customer service training.
- Monthly safety training meetings.
- Provide Computer training for record keeping capturing and storing accurate and meaningful information.
- Provide in- house training to the Staff on city policies.
- Provide in-house training for EPA rules and regulations.

Goal #5: Employee relations and communication
(Relates to City goal: Communication)

Objective: Communicate and receive feedback from all employees regarding day-to-day water system operations and policies. Build a harmonious relationship between labor and management for the betterment of the City of Painesville.

Actions:
- Quarterly meetings with Engineering Technician, Supervisors & Superintendent to review operational history, and future planning.
- Monthly labor-management meetings focused on building a harmonious relationship between labor and management.
- Review 2011 budget with employees quarterly.
- Update SOP's for shoring equipment with employees quarterly.
- Update SOP's for all pumping stations with employees quarterly.
- Involve employees in budget process.
- Review city safety policies with employees.
- Inform employees of latest technologies and practices.
- Yearly employee evaluations.
- Develop an open door policy where employees can submit suggestions that promote efficient and cost effective ideas.

Goal #6: Maintain Distribution Building office area and all equipment

Objective: To maintain a clean, safe and organized working environment.

Action:
- Organize mail and documents in a filing system.
- Clean building once a week (Friday).
- Oil and maintain tapping equipment and generators.
- Organize truck 16 service parts, lids, worm gears and meters.

2010 Accomplishments

- Replaced 1000 feet of water main with 8" C909 plastic pipe.
- Unidirectional flushing of 1/3 system yearly.
- Installed 100 touch pad meter reading devices.
- Purchased tanker truck.
- Camera and cleaned 36" intake.
- Continued to review and modify the backflow prevention program and notification procedures.
- Installed 8 new Hydrants in the City of Painesville.
- Installed approximately 100 new services.
- Continued monitoring for cryptosporidium and bacteria in raw water source for the long term 2 Enhanced Surface Water Treatment rule.
- Cleaned and inspected the inside of Rt. 86, Auburn, Crile and Ravenna Roads water towers with employees.

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 expensed against this function: City Council, Clerk of Council, City Manager, Economic Development, Human Resources, Finance Administration, Accounting, Purchasing & Warehousing, Law, Engineering Department, Switchboard and Community Development; 25% of Sign Fabricator wages and 25% of the Public Works Director's salary are expensed against this function; and 100% of the Water Superintendent's salary is expensed against this function.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	760,342	703,158	760,940	711,467
Fund Balance:	-	-	-	-
Total Revenue	760,342	703,158	760,940	711,467

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	389,374	412,614	459,674	454,355
Benefits	167,229	109,861	126,015	123,519
Total Personal Services	556,603	522,476	585,689	577,874
Materials & Supplies	5,611	4,760	5,835	3,691
Other Services and Charges	192,793	173,332	152,647	126,102
Utilities	-	214	1,144	1,050
Other Operating Charges	2,435	2,377	15,625	2,750
Capital Outlay	2,900	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	203,739	180,682	175,251	133,593
Total Budget	760,342	703,158	760,940	711,467

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Water Superintendent	23	28.2421 - 38.0543	1	1	1	1
Total Staff			1	1	1	1

Water Service
Filtration and Pumping
710.713

Daniel McGannon, Superintendent of Water
Frank McKeon, Water Plant Chief Operator

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	1,125,411	951,594	1,120,373	959,253
Fund Balance:	-	-	-	-
Total Revenue	1,125,411	951,594	1,120,373	959,253

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	411,481	295,437	396,650	341,930
Benefits	141,112	81,715	112,747	98,403
Total Personal Services	552,593	377,152	509,397	440,333
Materials & Supplies	119,696	132,272	143,186	143,191
Other Services and Charges	205,214	232,959	265,040	173,229
Utilities	247,908	209,211	202,750	202,500
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	572,818	574,442	610,976	518,920
Total Budget	1,125,411	951,594	1,120,373	959,253

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Water Treatment Plant Supervisor	19	23.2350 - 31.3075	1	0	0	1
Chief Operator	15	21.3024 - 27.1883	0	0	1	0
Laboratory Technician II	14	20.2880 - 25.8932	3	1	1	1
Maintenance Technican	11	17.4826 - 22.3134	4	4	4	4
Water Treatment Plt, Operator II	14	20.2389 - 25.8306	2	1	1	0
Treatment Plant Mechanic II	13	19.2753 - 24.6003	1	1	1	1
Total Staff			11	7	8	7

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	179,332	151,935	165,875	167,627
Fund Balance:	-	-	-	-
Total Revenue	179,332	151,935	165,875	167,627

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	90,352	92,607	98,557	103,133
Benefits	48,921	25,313	27,788	28,704
Total Personal Services	139,273	117,921	126,345	131,837
Materials & Supplies	8,091	4,976	4,380	3,470
Other Services and Charges	13,876	12,151	16,980	13,650
Utilities	6,348	5,074	8,170	6,670
Other Operating Charges	11,744	11,813	10,000	12,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	40,059	34,014	39,530	35,790
Total Budget	179,332	151,935	165,875	167,627

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Water Distribution Supervisor	18	24.6601 - 31.4733	1	1	1	1
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Total Staff			2	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	946,797	860,072	946,444	873,504
Fund Balance:	-	-	-	-
Total Revenue	946,797	860,072	946,444	873,504

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	448,602	476,258	529,373	484,294
Benefits	228,596	133,651	150,831	138,095
Total Personal Services	677,198	609,909	680,204	622,389
Materials & Supplies	158,484	143,892	147,740	133,415
Other Services and Charges	20,786	19,246	23,000	12,000
Utilities	88,920	85,654	94,700	105,100
Other Operating Charges	1,409	1,372	800	600
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	269,599	250,163	266,240	251,115
Total Budget	946,797	860,072	946,444	873,504

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Engineering Technician	13	19.3220 - 24.6601	1	1	1	1
Maintenance Supervisor I	12	18.4022 - 23.4864	2	2	2	2
Asst. Engineering Technician	11	17.5252 - 22.3676	2	2	2	1
Heavy Equipment Operator	11	17.4826 - 22.3134	1	1	1	1
Utility Service/Maint. Worker	10	16.6505 - 21.2511	5	5	5	5
Total Staff			11	11	11	10

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	23,050	25,794	12,000	10,000
Fund Balance:	-	-	-	-
Total Revenue	23,050	25,794	12,000	10,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	4,245	4,891	-	-
Benefits	1,123	1,276	-	-
Total Personal Services	5,368	6,167	-	-
Materials & Supplies	17,682	19,627	12,000	10,000
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	17,682	19,627	12,000	10,000
Total Budget	23,050	25,794	12,000	10,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 plant.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:			-	-
Revenue Supported:	8,889	11,341	200,000	125,000
Fund Balance:	-	-	-	-
Total Revenue	8,889	11,341	200,000	125,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	8,889	11,341	200,000	125,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	8,889	11,341	200,000	125,000
Total Budget	8,889	11,341	200,000	125,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	95,694	1,083,506	195,000	268,075
Fund Balance:	-	-	-	-
Total Revenue	95,694	1,083,506	195,000	268,075

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	95,694	1,083,506	195,000	268,075
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	95,694	1,083,506	195,000	268,075
Total Budget	95,694	1,083,506	195,000	268,075

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Water Pollution Control Service

Randy Bruback, Superintendent of Water Pollution Control
Joseph Elliott, Operations Supervisor

Departmental 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.

Description

The Painesville Sewerage System was first developed about 1887. As the City grew the sewerage system has expanded to include an area of approximately seven square miles and 32 miles of sanitary sewer pipe. The system has seven pump stations that transmit the sewage to the Water Pollution Control Plant. The WPCP serves the City of Painesville population of 17,500.

The sewerage system and treatment plant's primary role is to convey and treat the sewerage collected throughout the service area. The WPCP assures that the public health is protected and the treated effluent discharged into the Grand River is in compliance with the limits established by the National Pollution Discharge Elimination System and other applicable laws, rules, and regulations imposed by the Clean Water Act, US EPA and Ohio EPA. The WPCP has a capacity to treat an average of 6.0 million gallons per day (mgd) and a peak hydraulic flow of 28.0 mgd. The plant produces on an average 2750 wet tons of wastewater residuals each year, which are landfilled in accordance with applicable state and federal rules.

Highlights of the 2011 Departmental Budget

Capital Projects
a. Maintenance Service Truck
b. Anaerobic Digester's Sludge Heater

- Maintenance Service Truck - New maintenance service vehicle to replace 1997 Ford Ranger pick-up truck. Ranger pick-up will either be sold in City auction or transferred to another department. New service truck will be outfitted with tool bins, pump crane, emergency lighting, tailgate lift and compressor to service plant and pump stations.
- Anaerobic Digester's Sludge Heater Replacement – Replace the existing two sludge heaters with new. The existing sludge heaters were installed in 1978. The burner assembly is ineffective and uses natural gas to maintain its pilot light. A new sludge heater will utilize a solid state ignition and heater system that will improve the efficiency of the sludge heating operation.

Major Departmental Goals and Objectives

Strategic Goal #1
Valve Exercising Program (Stewardship and Fiscal Responsibiity)

A valve exercising program will be initiated and managed to improve the operation of plant valving. Preventative maintenance of valve repair and replacement by scheduling valve exercises will assure the useful life of plant valves.

Strategic Goal #2
Landscaping of Administration Building (Improving Painesville's Environment and Image)

A new front entrance design for the Administration Building will enhance the image of the WPCP. Visitors to the WPCP will be presented with a new and improved image of the administration building front entrance.

Strategic Goal #3
Volunteer Program (Community Engagement)

Contact area high schools and colleges to promote a volunteer program for the WPCP. Opportunities to encourage area students to consider a career in the wastewater industry.

Accomplishments of the 2010 Departmental Budget

- Water Pollution Control Loan Fund (WPCLF) Construction- completed construction of major plant equipment and systems.
- Alum Sludge De-watering – in January of 2010 alum sludge was trucked to the WPCP where plant personnel de-watered the alum sludge. De-watered alum sludge was then transported to the Lake County Landfill for disposal.
- Computer's – Purchased new computers to operate the WPCP SCADA system
- Standby Generator – Completed construction of new 2.2 megawatt generator. New generator can provide power to the WPCP during power outages.
- Pump Station Communication – installed new pump controllers in 5 pump stations that will allow communications via radio signals.
- SCADA – Keeping with the goal of plant automation, the SCADA system has the ability to perform the following new functions:
  a. automatically waste sludge to the primary clarifiers
  b. automatically pump raw sludge to the anaerobic digesters
  c. backwash the tertiary filters
  d. control the airflow in the aeration process
- Vactor Truck Dump Station – Completed construction on new vactor truck dump station. New fiberglass wall extensions were installed to prevent station leaks during dumping. Two new pumps were purchased to de-water the dump station.
- Computer Server Upgrade –Updated the SCADA system IFIX program.
- Administration Building Roof Replacement – replaced the existing rubber membrane on the administration building with new. The new roof has been insulated and replaced with new white roof membrane.
- Variable Frequency Drives – VFD's that were salvaged from Lake East Hospital have been installed on the sludge press pump (No. 2). The new VFD allows the operator of the press to adjust the sludge flow to the belt filter press.
- Senior Employment – The WPCP employ's an employee who is a member of the SCSEP, Senior Community Employment Program. The overall goal of this program is to help build skills that improve the employee's ability to find employment in the wastewater profession. The employee is provided a 20 hour work week that is funded by federal budget.
- Harvey High School Salvage – Department personnel identified salvageable equipment in Harvey High School that was removed for use. Equipment included a 90 gallon hot water heater, welder, folding chairs, table saw, planer, sander, ceiling fans, water cooler, floor fan and other related items of value.
- Lake East Hospital Salvage – Department personnel identified salvageable equipment in the hospital that was removed. Equipment included electrical panels, variable frequency drives, cabinets, dry erase boards, sinks, faucets, communication towers, security camera's, pumps and other related items of value.

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 expensed against this function: City Council, Clerk of Council, City Manager, Economic Development, Human Resources, Finance Administration, Accounting, Purchasing & Warehousing, Law, Engineering Department, Switchboard and Community Development; 20% of Sign Fabricator wages and 30% of the Public Works Director's salary are expensed against this function; and 100% of the Water Pollution Control Superintendent's salary is expensed against this function.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	635,002	585,775	637,457	599,716
Fund Balance:	-	-	-	-
Total Revenue	635,002	585,775	637,457	599,716

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	329,557	348,170	390,717	387,103
Benefits	142,371	93,045	107,445	105,745
Total Personal Services	471,928	441,215	498,162	492,848
Materials & Supplies	4,505	3,829	3,766	2,950
Other Services and Charges	154,301	138,658	122,114	100,878
Utilities	-	171	915	840
Other Operating Charges	1,948	1,901	12,500	2,200
Capital Outlay	2,320	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	163,074	144,560	139,295	106,868
Total Budget	635,002	585,775	637,457	599,716

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Water Pollution Control Sup't.	23	28.2421 - 38.0543	1	1	1	1
Total Staff			1	1	1	1

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	55,437	46,751	50,787	49,103
Fund Balance:	-	-	-	-
Total Revenue	55,437	46,751	50,787	49,103

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	29,447	31,413	33,897	33,289
Benefits	17,437	8,903	9,840	9,614
Total Personal Services	46,884	40,316	43,737	42,903
Materials & Supplies	1,944	1,763	1,150	1,300
Other Services and Charges	6,609	4,671	5,900	4,900
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	8,553	6,434	7,050	6,200
Total Budget	55,437	46,751	50,787	49,103

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Total Staff			1	1	1	1

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-		
Revenue Supported:	1,772,687	1,580,071	1,679,957	1,648,971
Fund Balance:	-	-	-	-
Total Revenue	1,772,687	1,580,071	1,679,957	1,648,971

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	729,397	749,899	801,820	758,282
Benefits	379,994	208,315	226,837	215,264
Total Personal Services	1,109,391	958,214	1,028,657	973,546
Materials & Supplies	215,093	193,655	175,800	191,425
Other Services and Charges	169,159	143,367	171,750	175,250
Utilities	269,371	276,049	293,750	300,750
Other Operating Charges	9,673	8,786	10,000	8,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	663,296	621,856	651,300	675,425
Total Budget	1,772,687	1,580,071	1,679,957	1,648,971

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
WPCP Operations Supervisor	16	22.3676 - 28.5470	1	1	1	1
WPCP Maintenance Supervisor	16	22.3676 - 28.5470	1	1	1	1
Laboratory Tech Supervisor	16	22.3676 - 28.5470	1	1	1	1
WPCP Operator II	14	20.2880 - 25.8932	5	5	5	5
WPCP Operator I	10	16.6505 - 21.2511	4	4	4	4
Laboratory Technician I	10	16.6505 - 21.2511	1	1	1	1
Mechanic/Electrician, WPCP	14	20.2389 - 25.8306	1	1	1	1
Mechanic II, WPCP	13	19.2753 -24.6003	1	1	1	1
Mechanic I, WPCP	10	16.6505 - 21.2511	1	1	1	1
Total Staff			16	16	16	16

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	172,485	2,269,692	214,000	365,000
Fund Balance:	-	-	-	-
Total Revenue	172,485	2,269,692	214,000	365,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	172,485	2,269,692	214,000	365,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	172,485	2,269,692	214,000	365,000
Total Budget	172,485	2,269,692	214,000	365,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011

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 2011 Departmental Budget

- Do a complete inspection of #7 T/G for insurance purposes.
- Continue our work on MACT compliance.
- Expand the relay & SCADA equipment at the substation.
- Complete the construction of the second substation and reroute the circuits.
- Start physical construction of the Vanadium Redox Battery.
- Complete the integration of the wind farms into our distribution system.
- Upgrade more of the controls and instrumentation on #5 Boiler.
- Implement the recommendations from our electric distribution study.
- Replace three computers in the plant & distribution offices.
- Replace Truck #203 and Car #8 in Electric Distribution per our ongoing replacement schedule.
- Expand the internal SCADA system in the power plant.
- Upgrade the 4160 Switchgear and instrumentation.
- Continue our street light upgrade program and evaluate new types of lights.
- Continue our involvement in the City-wide safety committee and programs.
- Develop an energy efficiency approach for the various customer rates.
- Install Backup Generators obtained from the Hospital.
- Develop 2nd substation for reliability.

Major Departmental Objectives of Electric Service

(I) Administrative:

(A) Goal = To improve communications with our customers and the community.

- Objective - Update the Web Page within the first quarter of the year so information about the Electric Division is available on the internet.
- Objective - Continue our "Key Accounts" program by visiting four of our largest customers.
- Objective - Prepare one new promotional item to hand out at public events.
- Objective - Expand the annual report with additional data, table or chart.
- Objective - Provide at least one seminar or program for our customers as part of our Key Accounts program.
- Objective - Make information available about our RP3 certification.

(B) Goal = To maintain the Electric System's status in the present economic market.

- Objective - Monitor our power purchase and dispatch operations with AMP to take advantage of the fluctuating power market.

- Objective - Review our fee structure to enhance our revenue or find new sources.
- Objective - Continue our search for reliable and economical power sources.

(C) Goal = To expand the divisions environmental stewardship.

- Objective - Evaluate participation in AMP's energy efficiency program.
- Objective - Increase our involvement in wind and hydro power.
- Objective - Explore other sources of renewable energy.
- Objective - Evaluate rate changes which would promote energy effiency.

(II) Generation Plant:

(A) Goal = To maintain and improve safety, reliability, and efficiency in various areas of the Electric Plant.

- Objective - Continue engineering and legal review of MACT compliance requirements.
- Objective - Inspect and repair #7 Turbine Generator.
- Objective- Complete the installation of the SCADA system at the substation.
- Objective - Remove obsolete control panel in the Hydro-Ash room.
- Objective - Install multimeters on two feeder breakers to make data available to the SCADA system.
- Objective - Continue installing motion-sensor light fixtures in the office.
- Objective - Review the meters and routing of our plant water piping system.
- Objective - Inspect and upgrade some of the 4160 volt switchgear.
- Objective - Evaluate and upgrade the storm-water system.

(B) Goal = To continue and expand our Safety Program.

- Objective - Send one or more employees to the City Safety Committee meetings and the Lake County Safety Council meetings.
- Objective - Continue to update radios, tools and other safety equipment.

(III) Distribution:

(A) Goal = Improve the reliability, flexibility and efficiency of the distribution system.

- Objective - Replace one of our nine distribution vehicles on an eight year cycle.
- Objective - Modify and upgrade various circuits as recommended by the circuit study.
- Objective - Rebuild the circuit crossing under the RR on Newell Street.
- Objective - Purchase per our vehicle replacement schedule a new bucket truck for $220,000 to maintain the efficiency of our line crew.
- Objective - Construct UG electric facilities within the various new subdivisions throughout the City as needed.
- Objective - Replace several fixtures with Induction units as a pilot project and replace 100 MV bulbs with HPS retro units to improve the efficiency of our street light system.
- Objective - Cutover ten sections of line in the South end from 4160 volts to 13.2 Kv.
- Objective - Continue to improve the data for the GIS system to include underground

allotments.

- Objective - Continue our program to repair or replace cable racks in three manholes per year within the city.
- Objective - Update one section of aged distribution line somewhere in the system.

(B) Goal = To continue and expand our Safety Program.

- Objective - Do structural and dielectric testing on 9 vehicles and 23 hot sticks in the Distribution section.
- Objective - Send one employee to the City Safety Committee meetings and the Lake County Safety Council meetings.
- Objective - Test fifteen pair of high voltage gloves, eleven pairs of low voltage gloves and ten sets of rubber sleeves four times per year.
- Objective - Purchase two AED's for the Service Trucks and other safety equipment.

(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 - Continue monitoring AMP's Base Load Power Plant conversion.
- Objective - Maintain our involvement in AMP-s Prairie State project at 10 MW.
- Objective - Maintain our involvement in AMP's Hydro project at 3.8 MW.
- Objective - Finalize the purchase of land for a second substation and start construction.
- Objective - Evaluate areas for more wind energy installations in and around our system.
- Objective - Maintain our participation in JV2 at 7 MW or higher.
- Objective - Review and evaluate new joint venture projects with AMP Inc.
- Objective- Obtain and install other diesel generators within our system.

2010 Accomplishments

- Continued work related to MACT Compliance included HCl and Mercury testing.
- Complete the installation of a 2.0 MW Black Start generator at the WPC plant.
- Purchased a new 1 ton specialized dump truck for the forestry crew.
- Completed installation of first half of new relay panels at the substation.
- Completed rebuild of equipment and wiring in the substation damaged by the breaker failure and fire.
- Completed installation of UG electric infrastructure in phase 12 of Heisley Park.
- Repaired the Brick Stack for #3 and #4 boilers.
- Inspected and repaired #6 Cooling Tower.
- Repaired the East Feed Pump for the #5 boiler.
- Inspected and repaired the LP Heater for #7 turbine.
- Installed a pilot project of Induction light on the SR-2 interchange.
- Reconfigured the circuit on Antioch Road for the new Wind project.
- Started evaluating the installation of a VRB at the power plant.

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; 10% of salary for the Public Works Director and 35% of wages for the Sign Fabricator are expensed against this function; and 100% of the Electric Superintendent's salary and the Project Coordinator's salary are expensed against this function.

Budget Summary

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	919,301	848,443	1,000,538	924,435
Fund Balance:	-	-	-	-
Total Revenue	919,301	848,443	1,000,538	924,435

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	446,452	476,705	597,393	583,190
Benefits	192,732	124,395	164,049	158,837
Total Personal Services	639,184	601,100	761,442	742,027
Supplies	6,733	5,931	7,289	4,555
Other Services and Charges	266,270	237,832	208,330	172,533
Utilities	-	252	1,602	1,470
Other Operating Charges	3,410	3,327	21,875	3,850
Capital Outlay	3,704	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	280,117	247,343	239,096	182,408
Total Budget	919,301	848,443	1,000,538	924,435

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Electric Superintendent	25	30.2449 - 40.7536	1	1	1	1
Project Coordinator	13	19.3220 - 24.6601	0	0	0	1
			1	1	1	2
Part-Time						
Project Coordinator	13	19.3220 - 24.6601	0	0	1	0
Total Staff			1	1	2	2

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	1,596,846	1,577,357	1,607,143	1,668,389
Fund Balance:	-	-	-	-
Total Revenue	1,596,846	1,577,357	1,607,143	1,668,389

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	107,302	109,648	113,668	113,440
Benefits	53,834	28,958	30,928	30,552
Total Personal Services	161,136	138,606	144,596	143,992
Supplies	30,703	24,355	18,600	17,650
Other Services and Charges	123,766	139,414	142,630	226,780
Utilities	54,692	54,501	54,967	54,967
Other Operating Charges	192,055	196,874	230,000	115,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	1,034,494	1,023,607	1,016,350	1,110,000
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	1,435,710	1,438,751	1,462,547	1,524,397
Total Budget	1,596,846	1,577,357	1,607,143	1,668,389

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Electric Generation Supervisor	21	26.2482 - 34.5164	1	1	1	1
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Total Staff			2	2	2	2

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	3,666,024	3,076,597	3,670,007	3,082,504
Fund Balance:	-	-	-	-
Total Revenue	3,666,024	3,076,597	3,670,007	3,082,504

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	1,493,463	1,436,149	1,566,021	1,373,880
Benefits	816,597	401,730	451,136	393,474
Total Personal Services	2,310,060	1,837,879	2,017,157	1,767,354
Supplies	464,963	449,936	590,600	468,050
Other Services and Charges	798,096	732,157	964,700	754,600
Utilities	92,905	56,625	97,550	92,500
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	1,355,964	1,238,718	1,652,850	1,315,150
Total Budget	3,666,024	3,076,597	3,670,007	3,082,504

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Senior Engineer - Maintenance	18	24.6601 - 31.4733	1	1	1	1
Stationery Engineer	20	21.5049 - 26.3319	8	8	8	7
Mechanic/Welder, EP	19	20.8197 - 25.2728	3	3	3	4
Maintenance Worker II, EP	14	17.4261 - 20.8197	10	10	10	9
Utility Worker	21	22.5049 - 27.4151	5	5	5	5
Heavy Equipment Operator	18	20.0497 - 24.2859	2	2	2	1
Mechanic, EP	18	20.0497 - 24.2859	2	2	2	1
Total Staff			31	31	31	28

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	1,850,527	1,611,645	1,721,556	1,972,726
Fund Balance:	-	-	-	-
Total Revenue	1,850,527	1,611,645	1,721,556	1,972,726

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	539,693	541,485	585,678	570,236
Benefits	268,483	150,370	169,228	161,840
Total Personal Services	808,176	691,855	754,906	732,076
Supplies	322,262	343,600	209,650	338,650
Other Services and Charges	361,420	386,265	347,000	502,000
Utilities	358,669	189,925	410,000	400,000
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	1,042,351	919,790	966,650	1,240,650
Total Budget	1,850,527	1,611,645	1,721,556	1,972,726

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Senior Engineer - Operations	18	24.6601 - 31.4733	1	1	1	1
Operating Engineer	16	22.3676 - 28.5470	5	5	5	5
Electrician	20	21.6626 - 26.3319	3	3	3	3
Total Staff			9	9	9	9

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	9,065,684	8,834,839	10,877,000	11,703,250
Fund Balance:	-	-	-	-
Total Revenue	9,065,684	8,834,839	10,877,000	11,703,250

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Supplies	6,720,860	3,003,076	4,500,000	3,576,250
Other Services and Charges	-	-	-	-
Utilities	2,001,289	5,483,346	6,000,000	7,750,000
Other Operating Charges	343,535	348,418	377,000	377,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	9,065,684	8,834,839	10,877,000	11,703,250
Total Budget	9,065,684	8,834,839	10,877,000	11,703,250

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	245,977	208,281	237,621	231,782
Fund Balance:	-	-	-	-
Total Revenue	245,977	208,281	237,621	231,782

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	134,553	142,329	149,490	148,940
Benefits	67,532	38,480	41,573	41,384
Total Personal Services	202,085	180,809	191,063	190,324
Supplies	7,965	3,441	9,845	8,420
Other Services and Charges	18,976	11,072	18,075	14,900
Utilities	16,951	12,960	18,638	18,138
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	43,892	27,473	46,558	41,458
Total Budget	245,977	208,281	237,621	231,782

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Asst. Electric Distribution Supervisor	18	24.6601 - 31.4733	1	1	1	1
Secretary I	6	13.7319 - 17.5252	1	1	1	1
Public Works Guard	7	14.3835 - 18.3476	1	1	1	1
Total Staff			3	3	3	3

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	1,881,462	1,505,951	1,798,410	1,706,924
Fund Balance:	-	-	-	-
Total Revenue	1,881,462	1,505,951	1,798,410	1,706,924

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	1,019,414	997,783	1,135,569	1,088,597
Benefits	550,010	275,045	323,841	311,313
Total Personal Services	1,569,424	1,272,828	1,459,410	1,399,910
Supplies	250,901	193,959	262,800	241,419
Other Services and Charges	61,137	39,164	76,200	65,595
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Financing Uses	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	312,038	233,123	339,000	307,014
Total Budget	1,881,462	1,505,951	1,798,410	1,706,924

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Full-Time						
Field Supervisor, Electric Distribution	16	22.3676 - 28.5470	2	2	2	2
Electric Distribution Worker I	21	22.5049 - 27.4151	7	7	7	6
Electric Distribution Worker II	19	20.8197 - 25.2728	3	3	3	4
Apprentice Electric Distribution Worker	17	19.3278 - 23.3716	2	2	2	2
Tree Trimmer	20	21.6626 - 26.3319	1	1	1	1
Assistant Tree Trimmer	18	20.0497 - 24.2859	1	1	1	1
Electric Meter Repair Worker	18	20.0497 - 24.2859	1	1	1	1
Electric Ground Worker	15	17.9557 - 21.6626	4	4	4	4
Total Staff			21	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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	470,134	1,138,096	4,085,000	4,895,000
Fund Balance:	-	-	-	-
Total Revenue	470,134	1,138,096	4,085,000	4,895,000

EXPENSES	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	470,134	1,138,096	4,085,000	4,895,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	470,134	1,138,096	4,085,000	4,895,000
Total Budget	470,134	1,138,096	4,085,000	4,895,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	927,987	221,380	3,326,400	3,595,800
Fund Balance:	-	-	-	-
Total Revenue	927,987	221,380	3,326,400	3,595,800

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	927,987	221,380	3,326,400	3,595,800
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	927,987	221,380	3,326,400	3,595,800
Total Budget	927,987	221,380	3,326,400	3,595,800

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

Smart Grid Project Fund
Redox Battery Project
735.960

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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	-	-	-	4,109,895
Fund Balance:	-	-	-	-
Total Revenue	-	-	-	4,109,895

EXPENSES	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	-	-	4,109,895
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	-	-	-	4,109,895
Total Budget	-	-	-	4,109,895

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Proposed FY 2010	Proposed FY 2011
None						

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Storm Water Utility

Kevin Lynch, Service Director & Richard Lesiecki, City Engineer

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 2011 Departmental Budget

Storm drainage improvements:

- Design and construct certain neighborhood drainage improvements in conjunction with roadway improvements, such as Lexington Avenue and North Avenue.
- Address storm sewer issues on various city streets.
- To engineer in-house and make minor repairs to storm sewers in most cost efficient manner identified.

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.

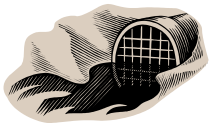
Citywide Goal: **STEWARDSHIP**

- Design and construct needed storm improvements.

2010 Accomplishments

a) Road and Drainage Projects – Design/Construction
- Construction of a new piped storm sewer system on North Avenue replacing open ditches.
- Construction of a detention basin between Owego Street and North St. Clair Street associated with the North Avenue storm system.
- Constructed storm water conveyance improvements in the backyards of houses along Hine Avenue and North Avenue.
- Public Works cleaned and televised storm sewers on Jefferson Street, Meriden Road, Grenney Lane, Cedarbrook Drive and Corwin Drive.
- Design of a culvert replacement project on Newell Street in conjunction with Lake County Storm Water Management, Lake County Engineer's Office and Painesville Township.

b) Studies
- FEMA Hydrology and Hydraulic Study – Tiber Creek Watershed Area



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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	114,349	109,964	113,038	111,946
Fund Balance:	-	-	-	-
Total Revenue	114,349	109,964	113,038	111,946

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	7,628	7,963	8,277	8,128
Benefits	3,191	2,222	2,391	2,348
Total Personal Services	10,819	10,185	10,668	10,476
Materials & Supplies	371	188	100	200
Other Services and Charges	4,334	267	270	270
Utilities	-	-	-	-
Other Operating Charges	98,825	99,324	102,000	101,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	103,530	99,779	102,370	101,470
Total Budget	114,349	109,964	113,038	111,946

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Service Director	26	31.7571 - 42.7911	1	1	1	1
			1	1	1	1

Service Director is charged: 25% - 201.312 30% - 720.721
25% - 710.711 10% - 730.731 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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	108,865	179,524	112,564	99,877
Fund Balance:	-	-	-	-
Total Revenue	108,865	179,524	112,564	99,877

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	53,655	53,072	58,158	56,939
Benefits	29,463	14,927	16,706	16,388
Total Personal Services	83,118	67,999	74,864	73,327
Materials & Supplies	10,083	8,777	16,800	10,550
Other Services and Charges	15,664	14,642	20,900	16,000
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	-	88,106	-	-
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	25,747	111,525	37,700	26,550
Total Budget	108,865	179,524	112,564	99,877

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
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 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	-	-	-	-
Revenue Supported:	157,803	62,571	436,200	200,000
Fund Balance:	-	-	-	-
Total Revenue	157,803	62,571	436,200	200,000

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Salaries & Wages	-	-	-	-
Benefits	-	-	-	-
Total Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Utilities	-	-	-	-
Other Operating Charges	-	-	-	-
Capital Outlay	157,803	62,571	436,200	200,000
Debt Service	-	-	-	-
Other Nonoperating Charges	-	-	-	-
Operating Transfers/Reserves	-	-	-	-
Total Other Expenses	157,803	62,571	436,200	200,000
Total Budget	157,803	62,571	436,200	200,000

Staffing Summary

Position	Grade	Range	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
None						

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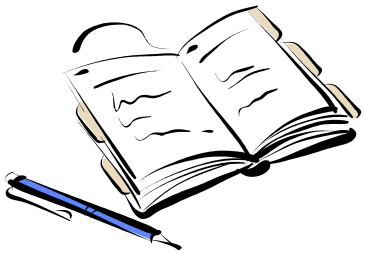
Non-Departmental

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 a specific purpose (debt service, trust and agency funds).

The following schedules make up the non-departmental section of the 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

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	$ -	$ -	$ -	$ -
Revenue Supported:	-	-	-	-
Fund Balance:	-	-	-	-
Total Revenue	$ -	$ -	$ -	$ -

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Other Operating Charges	$ 13,598	$ 11,165	$ 12,130	$ 8,775
Total Budget	$ 13,598	$ 11,165	$ 12,130	$ 8,775

Non-Departmental

101.970

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	$ 2,424,342	$ 2,279,559	$ 1,927,966	$ 1,929,900
Revenue Supported:	2,339,236	1,895,504	1,746,082	1,567,075
Fund Balance:	-	-	-	-
Total Revenue	$ 4,763,578	$ 4,175,063	$ 3,674,048	$ 3,496,975

EXPENSES	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Employee Benefits	$ -	$ 1,315,201	$ 1,635,583	$ 1,279,672
Other Services and Charges	-	-	-	-
Debt Service	4,853	2,427	-	-
Other Financing Uses	558,975	260,710	246,360	239,000
Total Budget	563,828	1,578,338	1,881,943	1,518,672

Schedule of Health Insurance

Account	FUND	Administrative Costs	Claims Estimate	TOTAL
101.970	GENERAL FUND TOTAL	$ 248,075	$ 786,419	$ 1,034,494
201.970	STREET CONST., MAINT. TOTAL	7,720	29,900	37,620
204.970	CEMETERIES TOTAL	13,407	69,000	82,407
222.970	PROBATION TOTAL	1,544	11,960	13,504
229.970	EMS TOTAL	10,037	23,460	33,497
230.970	MUNI CT CAPITAL PROJ TOTAL	2,978	13,570	16,548
429.970	MUNI CT SPECIAL PROJECTS TOTAL	137	8,231	8,368
710.970	WATER TOTAL	67,941	276,000	343,941
720.970	SEWER TOTAL	63,198	276,000	339,198
730.970	ELECTRIC TOTAL	179,669	782,000	961,669
750.970	PARKING TOTAL	2,206	9,200	11,406
760.970	STORM WATER TOTAL	3,088	14,260	17,348
		$ 600,000	**$ 2,300,000**	**$ 2,900,000**

Schedule of Worker's Compensation

Account	Department/Division	# of Emp	Administrative Costs	Claims Estimate	TOTAL
101.970	GENERAL FUND TOTAL		$ 128,685	$116,493	$245,178
201.970	STREET CONST., MAINT. TOTAL		3,278	43,500	46,778
204.970	CEMETERIES TOTAL		5,640	7,500	13,140
222.970	PROBATION TOTAL		1,514	90	1,604
229.970	EMS TOTAL		8,096	1,650	9,746
230.970	MUNI COURT CAPITAL TOTAL		1,207	59	1,266
234.970	VICTIM'S ADVCATE GRANT TOTAL		579	1,500	2,079
429.970	MUNI COURT SPECIAL PRJ TOTAL		690	1,560	2,250
710.970	WATER TOTAL		31,729	9,659	41,388
720.970	SEWER TOTAL		30,896	18,239	49,135
730.970	ELECTRIC TOTAL		85,250	84,750	170,000
750.970	PARKING TOTAL		745	750	1,495
760.970	STORM WATER UTILITY TOTAL		1,306	13,500	14,806
770.970	COMMUNITY PROGRAMS TOTAL		385	750	1,135
			$ 300,000	$300,000	$600,000

Summary of Insurance Coverage

Company	Policy Number	Policy Period	Type	2010-2011	%+	2009-2010	2008-2009	2007-08
GUA/Argonaut	BA-4615338	9/15/08 - 9/15/09	Comprehensive Automobile Liability Single limit $1,000,000 per occurrence Comprehensive & collision coverage Deductible of $500 comp/$1000 coll	73,892	0.00%	73,892	72,651	75,691
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Comprehensive General Liability Single limit $1,000,000 per occurrence; $2,000,000 general aggregate No deductible	19,000	-0.01%	19,001	18,682	19,455
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Ohio Employers Intentional Tort Liability					-
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Property Blanket coverage of: Buildings - $138,684,000 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	115,736	0.87%	114,736	113,848	108,224
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Boiler & Machinery	103,311	2.99%	100,312	98,628	102,757
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Miscellaneous Articles Floater Contractor's equipment coverage of $1,539,596 Radio & communication equipment of $708,476 Computer coverage of $810,000 Deductible of $250					10,333
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Money & Securities * Blanket coverage for loss inside or outside the premises in the amount of $5,000				-	-
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Public Employees Faithful Performance Blanket Position Bond Blanket coverage for $500,000	3,521	0.00%	3,521	3,462	3,607
GUA/Argonaut	PO-4615338	9/15/08 - 9/15/09	Public Officials & Employees Practices Liability ** Blanket coverage Prior acts coverage - $1,000,000 per occurrence/$2Maggregate subject to $5,000 deductible					-
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Public Officials Errors & Omissions Limits of $1,000,000 per occurrence; full prior acts included Deductible of $10,000	7,479	0.00%	7,479	7,353	7,659
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Fire Department Umbrella *** Supplemental coverage Coverage of $10,000,000 per occurrence Limits of $10,000,000 aggregate No deductible				-	-
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Fire Legal Liability **** Fire department legal liability subject to $1,000,000 per occurrence $2,000,000 aggregate; including excess coverage.				-	-
GUA/Argonaut	LE-4615338	9/15/08 - 9/15/09	Law Enforcement Professional Liability $1,000,000 per occurrence/$2M aggregate Deductible of $5,000	20,783	0.00%	20,783	20,434	21,290
GUA/Argonaut	UMB-4615338	9/15/08 - 9/15/09	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	25,301	0.00%	25,301	24,876	25,918
GUA/ American Alternative	69A2FF0000001-00	9/15/08 - 9/15/09	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	19,000	0.00%	19,000	20,000	20,000
GUA/Argonaut	PE-4615338	9/15/08 - 9/15/09	Terrorism	7,925	0.00%	7,925	7,925	7,925
GUA/ American Bankers	AB00013978	11/7/08 - 11/7/09	Flood Insurance	21,919	-1.56%	22,267	21,261	19,945
			GRAND TOTAL	**417,867**		**414,217**	**409,120**	**422,804**
			GUA/Argonaut	376,948		372,950	367,859	382,859
			GUA/American Alternative	19,000		19,000	20,000	20,000
			GUA/American Bankers	21,919		22,267	21,261	19,945
			TOTAL by Company	417,867		414,217	409,120	422,804
			Difference	3,650	0.881%			

* 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 Effected

REVENUE	Actual FY 2008	Budgeted FY 2009	Proposed FY 2010	Proposed FY 2011
Tax Supported:	$ 129,703	$ 111,862	$ 87,640	$ 90,803
Revenue Supported:	290,439	317,084	347,286	358,547
Fund Balance:	-	-	-	-
Total Revenue	$ 420,142	$ 428,946	$ 434,926	$ 449,350

EXPENSES		Actual FY 2008	Budgeted FY 2009	Proposed FY 2010	Proposed FY 2011
Municipal Court	101.122	$ 2,112	$ 2,037	$ 2,058	$ 2,119
General Government	101.191	67,861	48,871	31,895	32,834
Public Works	101.311	11,786	12,218	8,231	8,474
Parks	101.511	7,851	8,010	8,417	9,245
Police	101.212	29,702	30,544	26,750	27,539
Fire	101.221	10,391	10,182	10,289	10,592
Fire - EMS	229.221	-	-	8,231	8,474
Cemeteries	204.421	3,472	4,073	3,087	3,178
Water Revenue	710.719	74,520	84,218	77,444	80,241
Water Poluution Revenue	720.729	72,205	76,073	69,214	71,768
Electric Revenue	730.739	136,364	148,647	185,195	190,649
Off-Street Parking Revenue	750.332	3,878	4,073	4,115	4,237
Total Budget		$ 420,142	$ 428,946	$ 434,926	$ 449,350

Summary of Debt

Account Number	Description	Payee	Final P/O	Type	Original Issuance Amount	Budgeted Principal & Int. Payments for 2011
101.970.58305 101.970.58305	Newell Street Land Acquisition Note [INTERNAL NOTE]	COP	3/10/2011	Principal Interest	$ 234,320.00	$ 239,000.00
201.801.57101 201.801.57201	Street Resurfacing - 2006	Chase	12/1/2022	Principal Interest	$ 236,000.00	$ 22,362.50
201.801.57101 201.801.57201	Street Resurfacing - 2004	Chase	12/1/2022	Principal Interest	$ 103,000.00	$ 10,105.00
201.801.57101 201.801.57201	Argonne Dr Improvements	Chase	12/1/2027	Principal Interest	$ 217,000.00	$ 17,377.50
201.801.57101 201.801.57201	West Eagle St. Sidewalk 2006	Chase	12/1/2022	Principal Interest	$ 21,000.00	$ 1,847.50
201.801.57101 201.801.57201	Renaissance Parkway	Chase	12/1/2025	Principal Interest	$ 163,000.00	$ 11,852.50
201.801.57101 201.801.57201	Liberty St Resurfacing	Chase	12/1/2022	Principal Interest	$ 348,000.00	$ 31,752.50
201.801.57102 201.801.57202	Renew Street Resurfacing - 2007	RBC Dain	3/10/2011	Principal Interest	$ 199,334.00	$ 203,321.00
201.801.57102 201.801.57202	Renew Street Resurfacing - 2007	RBC Dain	3/10/2011	Principal Interest	$ 86,666.00	$ 88,400.00
201.801.57102 201.801.57202	Renew Street Resurfacing - 2008	RBC Dain	3/10/2011	Principal Interest	$ 177,666.00	$ 181,220.00
201.801.57102 201.801.57202	Nelson Street Resurfacing	RBC Dain	3/10/2011	Principal Interest	$ 105,300.00	$ 107,406.00
201.801.57102 201.801.57202	East Main Street Improvements	RBC Dain	3/10/2011	Principal Interest	$ 288,000.00	$ 293,760.00
201.801.57102 201.801.57202	Fleet Procurement	RBC Dain	3/10/2011	Principal Interest	$ 99,000.00	$ 100,980.00
201.805.57103	Chester St. Roadway Imp.	OPWC	7/1/2027	Principal	$ 97,801.41	$ 4,890.08
220.801.57102 220.801.57202	Fire Station Drive Improvements	RBC Dain	3/10/2011	Principal Interest	$ 67,500.00	$ 68,850.00
220.801.57102 220.801.57202	Technical Rescue Vehicle	RBC Dain	3/10/2011	Principal Interest	$ 139,740.00	$ 142,535.00
303.801.57101 303.801.57201	Special Assessment Bonds, Series 2005 Renaissance Pkv I	Chase	12/1/2025	Principal Interest	$ 410,000.00	$ 31,925.00
303.801.57101 303.801.57201	Industrial Prk Fund- Renaissance Park Extension (RE)	Chase	12/1/2027	Principal Interest	$ 340,000.00	$ 27,707.50
303.801.57101 303.801.57201	Colonial Drive	Chase	12/1/2027	Principal Interest	$ 274,000.00	$ 21,850.00
304.970.58305 304.970.58305	Newell Street Land Acquisition Note	COP	3/10/2011	Principal Interest	$ 234,320.00	$ 239,000.00
415.801.57101 415.801.57201	Muni Ct. Cap Proj Fd - Muni Ct Renovations	Chase	12/1/2011	Principal Interest	$ 209,000.00	$ 54,210.00
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
426.801.57102 426.801.57202	Shamrock Blvd. Note	RBC Dain	8/12/2011	Principal Interest	$ 1,842,240.00	$ 1,897,740.00
428.801.57101 428.801.57201	Industrial Park Fund - Renaissance Parkway (RP)	Chase	12/1/2022	Principal Interest	$ 164,000.00	$ 15,460.00

Summary of Debt
(continued)

Account Number	Description	Payee	Final P/O	Type	Original Issuance Amount	Budgeted Principal & Int. Payments for 2011
710.803.57101 710.803.57201	Waterworks Improvement Bonds, Series 2003	Chase	12/1/2012	Principal Interest	$ 2,380,000.00	$ 284,042.50
710.803.57101 710.803.57201	General Obligation Bonds - Water Series 1998	Chase	12/1/2018	Principal Interest	$ 5,000,000.00	$ 341,875.00
712.805.57102 712.805.57202	Elm St. Water Line	RBC Dain	3/10/2011	Principal Interest	$ 202,500.00	$ 206,550.00
712.805.57102 712.805.57202	Filter Rehabilitation Phase II	RBC Dain	3/10/2011	Principal Interest	$ 270,000.00	$ 275,400.00
712.805.57102 712.805.57202	Chestnut Storage Tank 2006	RBC Dain	3/10/2011	Principal Interest	$ 214,154.00	$ 218,438.00
712.805.57102 712.805.57202	86 & Auburn Rd.	RBC Dain	11/6/2011	Principal Interest	$ 180,500.00	$ 186,000.00
712.805.57102 712.805.57202	Water Line - N. St. Clair	RBC Dain	8/12/2011	Principal Interest	$ 190,000.00	$ 196,000.00
712.805.57102 712.805.57202	Water Line - Nottingham	RBC Dain	8/12/2011	Principal Interest	$ 45,000.00	$ 46,500.00
712.805.57103	Raw Well Pump Sta.Replmnt.	OPWC	7/1/2012	Principal	$ 600,000.00	$ 60,000.00
712.805.57103	Wtr Trtmnt Plnt Imp/Filter Rehab	OPWC	1/1/2015	Principal	$ 413,573.80	$ 41,357.38
720.805.57102 720.805.57202	Sewer Camera	RBC Dain	8/12/2011	Principal Interest	$ 88,000.00	$ 76,380.00
722.805.57103	Mentor Ave. W. Jackson St.	OPWC	7/1/2027	Principal	$ 40,973.75	$ 2,048.66
722.805.57102 722.805.57202	Green House	RBC Dain	11/6/2011	Principal Interest	$ 40,500.00	$ 41,900.00
722.805.57102 722.805.57202	Aeration Diffuser	RBC Dain	11/6/2011	Principal Interest	$ 13,500.00	$ 14,100.00
722.805.57102 722.805.57202	Sanitary Interceptor and Septage Receiving-San Swr Imp	RBC Dain	11/6/2011	Principal Interest	$ 162,000.00	$ 167,000.00
722.805.57102 722.805.57202	Anaerobic Digester #2 Note-San Swr Imp	RBC Dain	11/6/2011	Principal Interest	$ 67,500.00	$ 69,700.00
722.805.57102 722.805.57202	Mentor Ave. & Jackson Street Railroad Crossing Grant 20 yr	RBC Dain	11/6/2011	Principal Only	$ 108,000.00	$ 111,400.00
722.805.57102 722.805.57202	Hydrochlorination Generation Equipment	RBC Dain	11/6/2011	Principal Interest	$ 104,930.00	$ 108,279.00
730.736.55113	Omega JV2	AMP Ohio	12/31/2021	Prin & Int	$ 3,347,924.56	$ 266,742.36
760.805.57102 760.805.57202	Sewer Camera	RBC Dain	8/12/2011	Principal Interest	$ 88,000.00	$ 76,380.00
760.805.57102 760.805.57202	Argonne Dr Storm Sewers	RBC Dain	3/10/2011	Principal Interest	$ 96,300.00	$ 98,226.00
760.805.57102 760.805.57202	North Ave. Storm Sewer	RBC Dain	3/10/2011	Principal Interest	$ 186,200.00	$ 189,924.00
760.805.57102 760.805.57202	2010 Storm Sewer Improvement	RBC Dain	3/10/2011	Principal Interest	$ 113,800.00	$ 116,076.00
760.805.57102 760.805.57202	Storm Water Management - B	RBC Dain	3/10/2011	Principal Interest	$ 112,500.00	$ 114,750.00
760.805.57102 760.805.57202	Storm Water Management - C	RBC Dain	3/10/2011	Principal Interest	$ 90,000.00	$ 91,800.00
	TOTAL BONDS, LOANS & NOTES:					$ 7,333,326.36

Summary of Debt

(continued)

Account Number	Description	Payee	Final P/O	Type	Original Issuance Amount	Budgeted Principal & Int. Payments for 2011
220.901.57103	Citywide leasing 7YR 2005	Chase # 1000122131 3.3900%	3/25/2012	Principal	$ 563,000.00	43,213.74
220.901.57203				Interest		1,852.94
229.901.57103				Principal		3,720.29
229.901.57203				Interest		159.52
722.902.57103				Principal		13,294.24
722.902.57203				Interest		570.04
732.902.57103				Principal		14,626.65
732.902.57203				Interest		627.16
					Total	**$ 78,064.58**
201.901.57103	Key Bank Leasing -2006	Key Bank 4.26%	3/24/2011	Principal	$ 38,121.00	$ 4,859.72
201.901.57203				Interest		$ 34.54
220.901.57103				Principal	$ 96,209.00	$ 971.94
220.901.57203				Interest		$ 6.90
230.901.57103				Principal	$ 8,605.00	$ 777.55
230.901.57203				Interest		$ 5.52
430.901.57103				Principal	$ 120,870.00	$ 7,386.75
430.901.57203				Interest		$ 52.50
712.902.57103				Principal	$ 21,088.00	$ 4,859.72
712.902.57203				Interest		$ 34.54
722.902.57103				Principal	$ 38,338.00	$ 194.40
722.902.57203				Interest		$ 1.38
732.902.57103				Principal	$ 36,425.00	$ 388.82
732.902.57203				Interest		$ 2.76
					Total	**$ 19,577.04**
101.901.57103	Chase 5 YR 2007	Chase # 1000130738 4.0500%	4/16/2012	Principal	$ 407,964.09	395.37
101.901.57203				Interest		14.20
201.901.57103				Principal		24,390.24
201.901.57203				Interest		876.61
430.901.57103				Principal		31,033.89
430.901.57203				Interest		1,115.40
710.902.57103				Principal		881.50
710.902.57203				Interest		31.67
712.902.57103				Principal		5,470.47
712.902.57203				Interest		196.61
720.902.57103				Principal		784.26
720.902.57203				Interest		28.17
730.902.57103				Principal		1,860.29
730.902.57203				Interest		66.84
					Total	**$ 67,145.52**
101.171.57103	Citi Corp 10YR 2007 via Johnson Controls (City Hall) Phase I	Citi Corp Escrow 4.2500%	10/5/2016	Principal	$ 587,645.00	52,713.44
101.171.57203				Interest		14,416.60
101.318.57103				Principal		2,803.91
101.318.57203				Interest		766.84
101.512.57103				Principal		560.78
101.512.57203				Interest		153.37
					Total	**$ 71,414.94**
710.902.57103	Citi Corp 20YR 2007 via Johnson Controls (Water 90%,WPCF 6%,Electric 4%) Phase II	Citi Corp Escrow 4.3500%	6/27/2027	Principal	$ 4,260,214.00	169,489.31
710.902.57203				Interest		142,563.69
720.902.57103				Principal		11,299.29
720.902.57203				Interest		9,504.25
730.902.57103				Principal		7,532.86
730.902.57203				Interest		6,336.16
					Total	346,725.56
220.901.57103	Fire Truck Lease	Republic 1st National	12/1/2022	Principal	$ 303,733.00	16,542.26
220.901.57203				Interest		12,155.99
					Total	**28,698.25**
	TOTAL LEASES:					611,625.89
	GRAND TOTALS				**$ 28,172,611.29**	**$ 7,944,952.25**

Schedule of Debt

Fund Summary for 2011

Fund No.	Note	Bond	Loans	Lease
101	239,000.00			71,824.00
201	975,087.00	95,298.00	4,890.00	30,161.00
220	211,385.00			74,744.00
229				3,880.00
230				783.00
303		81,482.00		
304	239,000.00			
415		54,210.00		
425			118,905.00	
426	1,897,740.00			
428		15,460.00		
430				39,588.00
710		625,918.00		312,966.00
712	1,128,888.00		101,357.00	10,562.00
720	76,380.00			21,616.00
722	512,380.00		2,049.00	14,059.00
730	266,743.00			15,796.00
732				15,645.00
760	687,156.00			
	$ 6,233,759.00	$ 872,368.00	$ 227,201.00	$ 611,624.00
TOTAL	7,944,952.00			

Schedule of Transfers

Transfer From	Amount	Transfer To	Amount
General Fund	295,000	Cemeteries Fund	295,000
General Fund	50,000	Off-Street Parking Revenue Fund	50,000
Municipal Motor Vehicle License Tax Fund	41,000	Street Const., Maint. & Repair Fund	41,000
City Motor Vehicle License Tax Fund	71,000	Street Const., Maint. & Repair Fund	71,000
TOTAL TRANSFERS FROM	**$ 457,000**	**TOTAL TRANSFERS TO**	**$ 457,000**

Schedule of Advances

Advance From	Amount	Advance To	Amount
Fire Levy Fund	20,000	General Fund	20,000

*To repay the General Fund for $300,000 advance that the Fire Levy Fund received.

Schedule of Other Financing Uses

Budgets Effected

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	$ 315,397	$ 362,221	$ 246,320	$ 225,200
Revenue Supported:	537,196	611,955	475,093	432,612
Fund Balance:	-	-	-	-
Total Revenue	$ 852,593	$ 974,176	$ 721,413	$ 657,812

EXPENSES		Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
General Fund	101.901	$ 108,074	$ 207,816	$ 110,410	$ 116,411
Street Construction, Maintenance & Repair Fund	201.901	70,789	62,098	53,768	30,162
Cemeteries Fund	204.901	152	-	-	-
Fire Levy Fund	220.901	132,500	88,427	78,262	74,746
Emergency Medical Services Fund	229.901	3,882	3,880	3,880	3,881
Municipal Court Computerization Fund	230.901	6,045	3,132	3,133	786
Capital Equipment Reserve Fund	430.901	110,200	80,055	61,907	39,589
Deposit Trust Fund	601.901	75	2,001	-	-
Water Revenue Fund	710.902	302,332	414,372	312,655	312,971
Water Construction Fund	712.902	26,684	25,157	25,244	10,571
Water Pollution Revenue Fund	720.902	21,975	29,144	22,086	21,620
Water Pollution Construction Fund	722.902	25,631	19,220	14,648	14,075
Electric Revenue Fund	730.902	16,721	21,462	16,575	15,800
Electric Construction Fund	732.902	25,757	16,820	16,820	15,650
Refuse Fund	740.902	5,525	-	-	-
Off-Street Parking Revenue Fund	750.902	-	-	-	-
Off-Street Parking Deposit Fund	752.902	-	-	-	-
Storm Water Utility Fund	760.902	1,236	112	-	-
Evergreen Cemetery Trust Fund	901.902	120	-	1,000	750
Riverside Cemetery Trust Fund	902.902	420	480	1,000	750
Special Endowment Trust Fund	903.902	-	-	25	50
Total Budget		$ 858,118	$ 974,176	$ 721,413	$ 657,812

Major Fund Reserves

Budgets Effected

REVENUE	Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
Tax Supported:	$ 11,982	$ 13,028	$ 50,000	$ 40,000
Revenue Supported:	22,941	41,860	400,000	425,000
Fund Balance:	-	-	-	-
Total Revenue	$ 34,923	$ 54,888	$ 450,000	$ 465,000

EXPENSES		Actual FY 2008	Actual FY 2009	Budget FY 2010	Proposed FY 2011
General Fund	101.999	$ 11,982	$ 13,028	$ 50,000	$ 40,000
Water Revenue Fund	710.999	21,371	13,433	75,000	55,000
Water Pollution Revenue Fund	720.999	386	1,902	75,000	75,000
Electric Revenue Fund	730.999	1,184	26,525	250,000	295,000
Storm Water Fund	760.999	-	-	-	-
Total Budget		$ 34,923	$ 54,888	$ 450,000	$ 465,000

The balances listed above are reserved in each of the major funds to appropriate dollars for unexpected and unanticipated costs that can occur. To access 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.

CITY OF PAINESVILLE
2011 LONG-TERM DEBT

PURPOSE	FUND	PRINCIPAL OUTSTANDING 1/1/2011	INTEREST RATE	MATURITY	2011 PAYMENTS PRINCIPAL	2011 PAYMENTS INTEREST	OUTSTANDING 12/31/2011
GENERAL OBLIGATION BONDS							
Various Purpose Bonds	201,415 303,428	1,700,000.00	4.25 - 5%	2028	135,000.00	76,500.00	1,565,000.00
Waterworks	710	540,000.00	1.35 - 3.6%	2012	265,000.00	19,042.50	275,000.00
Waterworks	710	2,000,000.00	3.25 - 4.6%	2018	250,000.00	91,876.00	1,750,000.00
Joint Venture Agreement	730	2,095,797.00	4.6 - 4.7%	2021	155,539.00	111,042.00	1,940,258.00
TOTAL GENERAL OBLIGATION BONDS		6,335,797.00			805,539.00	298,460.50	5,530,258.00
SPECIAL ASSESSMENT BONDS							
Renaissance Parkway	303	340,000.00	4.75%	2021	15,000.00	16,925.00	325,000.00
TOTAL SPECIAL ASSESSMENT BONDS		340,000.00			15,000.00	16,925.00	325,000.00
OWDA LOAN							
Safe Drinking Girdled Road Water Improve	425	866,138.00	4.61%	2019	79,601.00	39,305.00	786,537.00
OPWC LOANS							
Chester Street Roadway Improve.	201	83,130.25	0.00%	2027	4,890.00	0.00	78,240.25
Raw Well Water Pump Station Replace.	712	120,000.00	0.00%	2012	60,000.00	0.00	60,000.00
Pump Station	712	206,687.00	0.00%	2015	41,358.00	0.00	165,329.00
Mentor Ave./West Jackson St. Improve.	722	34,826.93	0.00%	2027	2,049.00	0.00	32,777.93
TOTAL OPWC LOANS		444,644.18			108,297.00	0.00	336,347.18
TOTAL LONG TERM DEBT		7,986,579.18			1,008,437.00	354,690.50	6,978,142.18

Capital Budget

Five Year Capital Improvement Plan

The City of Painesville's 2011 - 2015 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. It also should reflect the City wide goals and objectives.

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 (regardless of cost), 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.

- 2011 Capital Budget:
  This section includes a listing with a brief description of the capital projects that have been recommended in the 2011 operating budget, as well as a proposed financing mechanism.

- 2012-2015 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
- Storm Water Fund

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: 2011 Capital Budget

The proposed funding mechanism utilized by the City of Painesville to fund the 2011 capital improvement plan are; cash, several short term note issuances to pay for larger priced items, the City also will be receiving some grant money for some of these projects. The table below outlines the type of funding method needed by each fund to pay for the 2011 projects. The notes are proposed for the various storm water projects and for the large electric projects. However the large electric projects could be paid in cash, but this could create a cash flow problem with the electric fund. Immediately following the table is a detailed project list that provides a description of each project for the 2011 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 its limited capital projects this year primarily through cash.

TABLE NO. 1

FUND NO.	FUND NAME	CASH	GRANTS	NOTE	TOTAL
101	General Fund	$ -	$ -	$ -	$ -
201	Street Construction Mnt & Rpr Fd	20,000	-	140,000	160,000
220	Fire Levy Fund	22,000	-	-	22,000
229	Emergency Medical Service Fund	80,000	-	-	80,000
230	Municipal Court Computerization	16,000	-	-	16,000
231	Shamrock Business Center TIF Fd	-	-	3,648,000	3,648,000
424	Capital Improvement Fund	130,000	990,000	-	1,120,000
427	Jackson Street Interchange Fd	-	450,000	-	450,000
429	Muni Court Special Projects Fd	41,000	-	-	41,000
430	Capital Equipment Reserve Fund	347,200	-	-	347,200
431	Millstone Acquisition Fund	-	4,063,948	-	4,063,948
434	Lake Hospital Demolition Project	-	1,300,000	-	1,300,000
710	Water Revenue Fund	2,840	-	-	2,840
712	Water Construction Fund	393,075	-	-	393,075
720	Sewer Revenue Fund	2,840	-	-	2,840
722	Sewer Construction Fund	365,000	-	-	365,000
730	Electric Revenue Fund	8,520	-	-	8,520
732	Electric Construction Fund	5,500,800	-	3,000,000	8,500,800
735	Smart Grid Project Fund	450,000	3,659,895	-	4,109,895
750	Off-Street Parking Revenue Fd	52,000	-	-	52,000
760	Storm Water Utility Fund	200,000	-	-	200,000
TOTAL		$ 7,631,275	$ 10,463,843	$ 6,788,000	$ 24,883,118
PERCENT OF TOTAL		30.67%	42.05%	27.28%	100.00%

Summary of Projects for 2011

The following pages list the capital projects for 2011 and provide a brief description of those projects.

Capital Improvement Project Description

CIP Name: HARTSHORN DRIVE REPAVING
Department: Engineering Division/Community Development

Funding Source:	Funding Method:
Street Construction, Maintenance and Repair Fund #201	**Cash/Note Issuance**

Project Description:

Repave Hartshorn Drive.

Benefits/Costs:

Improve safety, and decrease costs of maintenance and repair, and associated labor costs.

Operating Budget Impact:

Anticipated reduction in maintenance and repair costs.

Project Cost Detail:

Design & Engineering:	
Construction:	**$160,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$160,000.00**

Capital Improvement Project Description

CIP Name: SECOND CHASE VEHICLE
Department: Fire

Funding Source:	Funding Method:
Fire Levy Fund #220	Cash

Project Description:

Purchase second Chase Vehicle.

Benefits/Costs:

Provide a second chase vehicle suitable for the purpose and to relieve the need for 3 persons to go on all transports.

Operating Budget Impact:

Anticipated reduction in Fire Department personnel needed on transport calls.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$22,000.00**
Total Estimated Cost:	**$22,000.00**

Capital Improvement Project Description

CIP Name: AMBULANCE REPLACEMENT
Department: Fire

Funding Source:	**Funding Method:**
Emergency Medical Service Fund #229	**Cash**

Project Description:

Replace chassis of ambulance.

Benefits/Costs:

Improve safety, and decrease costs of maintenance and repair, and associated labor costs.

Operating Budget Impact:

Reduction in maintenance and repair costs associated with labor. By just replacing the chassis and not purchasing an entirely new ambulance, the City will save over $70,000.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$80,000.00**
Total Estimated Cost:	**$80,000.00**

Capital Improvement Project Description

CIP Name: COMPUTER REPLACEMENT
Department: Municipal Court

Funding Source:	**Funding Method:**
Municipal Court Computerization Fund #230	**Cash**

Project Description:

On-going computer replacement program.

Benefits/Costs:

Increase efficiency of operations by keeping up with new technology.

Operating Budget Impact:

Increased efficiency, productivity with up-to-date equipment.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$16,000.00**
Vehicle:	
Total Estimated Cost:	**$16,000.00**

Capital Improvement Project Description

CIP Name: BROOKSTONE BOULEVARD EXTENSION
Department: Engineering

Funding Source:	**Funding Method:**
Shamrock Business Center TIF Fund #231	**Note**

Project Description:

Extension of Brookstone Boulevard to Shamrock Boulevard.

Benefits/Costs:

Extension of new City roadway. This will allow for new developments in the City which will lead to additional revenues for the City.

Operating Budget Impact:

Provide improved roadway for continued growth within the City. Some of these expenses are offset with TIF monies and grants.

Project Cost Detail:

Design & Engineering:	
Construction:	**$3,648,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$3,648,000.00**

Capital Improvement Project Description

CIP Name: GRISTMILL/MILLSTONE NATURE PRESERVES
Department: Parks Division/Recreation & Public Lands

Funding Source:	**Funding Method:**
Capital Improvement Fund #424	**Grants**

Project Description:

Build a new nature park reserve in the City.

Benefits/Costs:

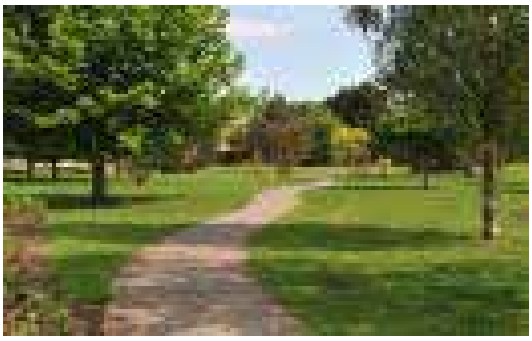
Provide a better use of the land for residents and City.

Operating Budget Impact:

Grants received through the Water Resource Restoration Sponsor Program will pay for 100% of this project.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$990,000.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$990,000.00**



Capital Improvement Project Description

CIP Name: PARK IMPROVEMENTS
Department: Parks Division/Recreation & Public Lands

Funding Source:	**Funding Method:**
Capital Improvement Fund #424	**Cash**

Project Description:

Purchase equipment for three new parks.

Benefits/Costs:

Increased use of park space for City residents.

Operating Budget Impact:

None.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$75,000.00**
Vehicle:	
Total Estimated Cost:	**$75,000.00**

Capital Improvement Project Description

CIP Name: FLEET PROCUREMENT
Department: Public Works

Funding Source:	**Funding Method:**
Capital Improvement Fund #424	**Cash**

Project Description:

Replace Truck #23 with a 1 Ton Cab and Chassis with Cabinet and Tommy Gate.

Benefits/Costs:

Reliable vehicle with provide better service and be more efficient.

Operating Budget Impact:

Vehicle repair costs will be reduced.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$50,000.00**
Total Estimated Cost:	**$50,000.00**

Capital Improvement Project Description

CIP Name: SR 44/JACKSON ST. INTERCHANGE
Department: Engineering Division/Community Development

Funding Source:	**Funding Method:**
Jackson Street Interchange Project Fund #427	**Grant**

Project Description:

SR 44/Jackson St. Interchange Upgrade Project.

Benefits/Costs:

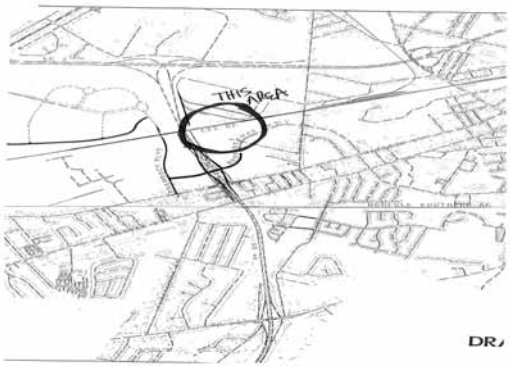
The proposed improvements are needed to improve access to SR 44 and the Shamrock Business Center. These improvements will increase safety along Jackson Street.

Operating Budget Impact:

No immediate budget impact. All costs are paid by Federal Earmark funding.

Project Cost Detail:

Design & Engineering:	
Construction:	**$450,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$450,000.00**



Capital Improvement Project Description

CIP Name: UPGRADE VIDEO ARRAIGNMENT EQUIPMENT
Department: Municipal Court

Funding Source:	**Funding Method:**
Muni Court Special Projects Fund #429	**Cash**

Project Description:

Upgrade the video arraignment system in Municipal Court.

Benefits/Costs:

Enhance security in courtroom and improved video arraignments with updated equipment.

Operating Budget Impact:

Will improve efficiency of operations and provide security during arraignments.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$10,000.00**
Vehicle:	
Total Estimated Cost:	**$ 10,000.00**

Capital Improvement Project Description

CIP Name: PAPER ON-DEMAND PROJECT
Department: Municipal Court

Funding Source:	**Funding Method:**
Muni Court Special Projects Fund #429	**Cash**

Project Description:

Purchase new computer system that will allow the Court to go to a paperless system.

Benefits/Costs:

Increase efficiency of operations by keeping up with new technology.

Operating Budget Impact:

Increased productivity, less copier and paper supply costs.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$26,000.00**
Vehicle:	
Total Estimated Cost:	**$26,000.00**

Capital Improvement Project Description

CIP Name: COMPUTER REPLACEMENT
Department: Various

Funding Source:	**Funding Method:**
Capital Equipment Reserve Fund #430	**Cash**

Project Description:

On-going computer replacement program.

Benefits/Costs:

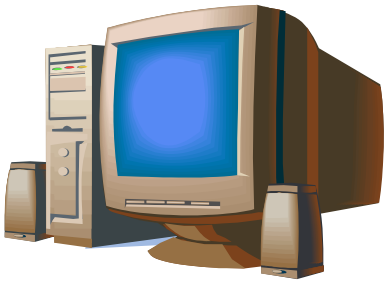
Increase efficiency of operations by keeping up with new technology.

Operating Budget Impact:

Increased efficiency, productivity with up-to-date equipment.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$22,200.00**
Vehicle:	
Total Estimated Cost:	**$22,200.00**



Capital Improvement Project Description

CIP Name: PATROLCARS
Department: Police Division/Safety

Funding Source:	**Funding Method:**
Capital Equipment Reserve Fund #430	**Cash**

Project Description:

Replacement of two police patrol vehicles with all equipment to be fully functional.

Benefits/Costs:

By implementing two new vehicles into the fleet, we will be able to dispose of some cruisers whose service exceeds the warranty.

Operating Budget Impact:

By acquiring a new vehicle we will be able to continue our efforts to keep our motor vehicle maintenance budget lower. Vehicles over three (3) years old have average maintenance costs 20% higher than newer vehicles

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$50,000.00**
Total Estimated Cost:	**$50,000.00**

Capital Improvement Project Description

CIP Name: RADIOS
Department: Police Division/Safety & Fire Division/Safety

Funding Source:	**Funding Method:**
Capital Equipment Reserve Fund #430	**Cash**

Project Description:

Purchase new radios linking our departments with other Lake County safety department.

Benefits/Costs:

Provide up-to-date equipment/technology.

Operating Budget Impact:

Increase communication within departments and response times.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$275,000.00**
Vehicle:	
Total Estimated Cost:	**$275,000.00**

Capital Improvement Project Description

CIP Name: MILLSTONE LAND ACQUISITION
Department: Recreation & Public Lands/Community Development

Funding Source:	Funding Method:
Millstone Acquisition Fund #431	Grants

Project Description:

Acquisition of Millstone condominiums with Hazard Mitigation Funds for future open space preservation.

Benefits/Costs:

Acquisition of Millstone condominiums will allow the City to create an improved and safer use of the land.

Operating Budget Impact:

All of the expenses associated with this will be offset by grants.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$4,063,948.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$4,063,948.00**

Capital Improvement Project Description

CIP Name: DEMOLITION OF HOSPITAL
Department: Community Development

Funding Source:	**Funding Method:**
Millstone Acquisition Fund #434	**Grants**

Project Description:

Demolition of Lake East Hospital.

Benefits/Costs:

Demolition of old vacant building in order to put up a new development that will bring in additional revenues to the City.

Operating Budget Impact:

All of the cost associated with this will be offset by a Clean Ohio Revitalization Grant.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$1,300,000.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$1,300,000.00**

Capital Improvement Project Description

CIP Name: COMPUTER REPLACEMENT
Department: Utilities Office/Finance

Funding Source:	Funding Method:
Water Fund#710, Sewer Fund #720 **Electric Fund #730**	**Cash**

Project Description:

Replace computer as part of the Citywide Computer Replacement Program.

Benefits/Costs:

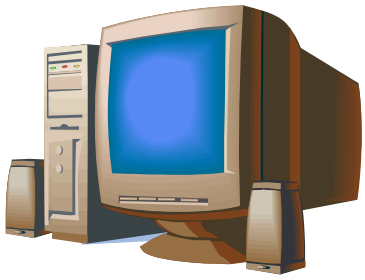
Provide up-to-date technology and the ability to interact with new software programs.

Operating Budget Impact:

Increase productivity, better service to residents and city departments.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$2,200.00**
Vehicle:	
Total Estimated Cost:	**$2,200.00**



Capital Improvement Project Description

CIP Name: HANDHELD COMPUTER REPLACEMENT
Department: Utilities/Water Distribution

Funding Source:	Funding Method:
Water Fund #710, Sewer Fund #720, Electric Fund #730	Cash

Project Description:

Purchase new handheld computer for meter readers.

Benefits/Costs:

Improved technology will allow Meter Readers to more efficiently collect and relay data.

Operating Budget Impact:

Increase productivity allowing better service to residents.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$12,000.00**
Vehicle:	
Total Estimated Cost:	**$12,000.00**

Capital Improvement Project Description

CIP Name: INTAKE ENGINEERING
Department: Utilities/Water Plant

Funding Source:	Funding Method:
Water Construction Fund #712	Cash

Project Description:

Install a crib to protect the 36" water intake in the lake.

Benefits/Costs:

Assist raw water being supplied to the treatment plant.

Operating Budget Impact:

Improve efficiency of overall operation.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$125,000.00**
Vehicle:	
Total Estimated Cost:	**$125,000.00**

Capital Improvement Project Description

CIP Name: SR 86 WATER TOWER
Department: Utilities/Water Distribution

Funding Source:	**Funding Method:**
Water Construction Fund #712	**Cash**

Project Description:

Paint the inside of the SR 86 water tank.

Benefits/Costs:

This required maintenance will facilitate operations of the water tank to both residents and non-residents.

Operating Budget Impact:

Periodic painting on the insides of the tank will help prevent more costly maintenance in future years.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$70,000.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$70,000.00**

Capital Improvement Project Description

CIP Name: EXTENDED BOOM BACKHOE
Department: Utilities/Water Distribution

Funding Source:	Funding Method:
Water Construction Fund #712	**Cash**

Project Description:

Purchase a new backhoe that will allow this department to dig deeper into the earth.

Benefits/Costs:

Easier access to deeper water main break locations in order to make repairs on a speedier basis. This also will save the City money due to the fact the City won't have to contract out larger repairs.

Operating Budget Impact:

Long run payroll savings by cutting time of repairs.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$120,000.00**
Total Estimated Cost:	**$120,000.00**

Capital Improvement Project Description

CIP Name: SEWER REHABILITATION & REPAIR
Department: Engineering

Funding Source:	**Funding Method:**
Sewer Construction Fund #722	**Cash**

Project Description:

Rehabilitate deteriorated sanitary sewers or manholes

Benefits/Costs:

Improve infrastructure to aging and deteriorated sanitary sewers/manholes.

Operating Budget Impact:

Eventual long run savings by improving the condition of existing infrastructure. Less costs for future repairs.

Project Cost Detail:

Design & Engineering:	
Construction:	**$50,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$50,000.00**

Capital Improvement Project Description

CIP Name: MAINTENANCE SERVICE VEHICLE
Department: Utilities/WPCP

Funding Source:	Funding Method:
Sewer Construction Fund #722	**Cash**

Project Description:

Purchase a new Pickup Truck outfitted with equipment tool bins, pump hoist, emergency lighting, compressor and trailer lift.

Benefits/Costs:

Maintenance service vehicle will facilitate plant personnel in day to day maintenance and repair at both the WPCP and outlying areas.

Operating Budget Impact:

Can help eliminate hiring outside firms to perform regular maintenance chores.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$65,000.00**
Total Estimated Cost:	**$65,000.00**

Capital Improvement Project Description

CIP Name: ANAEROBIC DIGESTER SLUDGE HEATER REPLACEMENT
Department: Utilities/WPCP

Funding Source:	Funding Method:
Sewer Construction Fund #722	Cash

Project Description:

Purchase new energy efficient sludge heaters.

Benefits/Costs:

Replacing heaters installed in 1978. New energy efficient sludge heaters will use methane gas produced by the anaerobic digestion process to heat the sludge.

Operating Budget Impact:

Reduce volatile solids and hauling cost. This will also drastically reduce the Plant's heating costs.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$250,000.00**
Vehicle:	
Total Estimated Cost:	**$250,000.00**

Capital Improvement Project Description

CIP Name: TRAFFIC SIGNALIZATION
Department: Public Works

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Repair of traffic signals throughout the City.

Benefits/Costs:

Regular repair of damaged traffic signals.

Operating Budget Impact:

Extend the useful life of existing signals.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$10,000.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$10,000.00**

Capital Improvement Project Description

CIP Name: 33 MVA SUBSTATION
Department: Utilities/Electric Plant

Funding Source:	Funding Method:
Electric Construction Fund #732	Note

Project Description:

Build a second substation for interconnect with First Energy.

Benefits/Costs:

Increase capacity and reliability and diversify load within the system.

Operating Budget Impact:

Increased capacity and reliability will help provide service to new subdivisions and developments that are being built in the City. Will bring in additional revenues to the City as the number of electric customers increases.

Project Cost Detail:

Design & Engineering:	**$1,000,000.00**
Construction:	**$1,000,000.00**
Other Costs:	
Equipment:	**$1,000,000.00**
Vehicle:	
Total Estimated Cost:	**$3,000,000.00**

Capital Improvement Project Description

CIP Name: BOILER MACT COMPLIANCE
Department: Utilities/Electric Plant

Funding Source:	Funding Method:
Electric Construction Fund #732	Cash

Project Description:

EPA Air Regulations require control standards to reduce emissions of hazardous air pollutants from boilers. Add controls and equipment to meet new EPA air pollution mandates.

Benefits/Costs:

Reduce emissions to meet new EPA standards. Continue to generate electricity.

Operating Budget Impact:

Fuel savings from more efficient boiler operations.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$600,000.00**
Vehicle:	
Total Estimated Cost:	**$600,000.00**

Capital Improvement Project Description

CIP Name: STORMWATER IMPROVEMENTS
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Improve stormwater collection system at the Municipal Electric Plant.

Benefits/Costs:

Improve the stormwater collection system at the Municipal Electric Plant.

Operating Budget Impact:

Planned expense for improved daily operation of the Municipal Electric Plant.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	**$50,000.00**
Equipment:	
Vehicle:	
Total Estimated Cost:	**$50,000.00**

Capital Improvement Project Description

CIP Name: 350 KW GENERATORS
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Purchase and install two used 350 KW generators for additional behind the meter genration.

Benefits/Costs:

Provide additional service to customers.

Operating Budget Impact:

Reduced maintenance costs and provide better and more reliable service.

Project Cost Detail:

Construction:	
Other Costs:	
Equipment:	**$100,000.00**
Vehicle:	
Total Estimated Cost:	**$100,000.00**

Capital Improvement Project Description

CIP Name: PLANT SCADA SYSTEM
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Upgrade the Electric Plant's internal SCADA system.

Benefits/Costs:

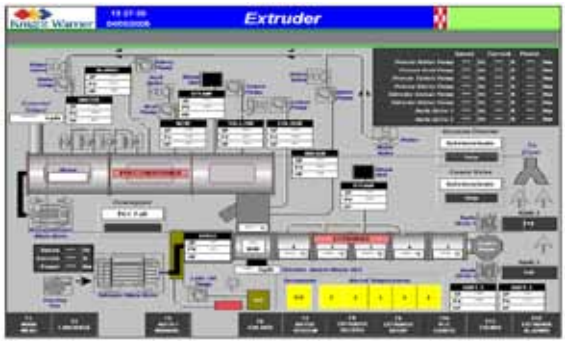
Upgrade will improve operations of the plant and reduce communication errors.

Operating Budget Impact:

Faster, more efficient productivity.

Project Cost Detail:

Design & Engineering:	**$15,000.0**
Construction:	**$30,000.00**
Other Costs:	
Equipment:	**$45,000.00**
Vehicle:	
Total Estimated Cost:	**$90,000.00**



Capital Improvement Project Description

CIP Name: SWITCHGEAR REPLACEMENT
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Replace 4160 volt switchgear.

Benefits/Costs:

Provide better flow of electricity, improve operations at plant.

Operating Budget Impact:

More efficient service to customers. Less maintenance.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$500,000.00**
Vehicle:	
Total Estimated Cost:	**$500,000.00**

Capital Improvement Project Description

CIP Name: UPGRADE BOILER CONTROLS
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Install new boiler controls to improve efficiency and reliability.

Benefits/Costs:

Will improve efficiency and reliability of Electric Plant's output.

Operating Budget Impact:

Reduce maintenance costs.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$550,000.00**
Vehicle:	
Total Estimated Cost:	**$550,000.00**

Capital Improvement Project Description

CIP Name: COMPUTER REPLACEMENT
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Annual computer replacement program at the plant.

Benefits/Costs:

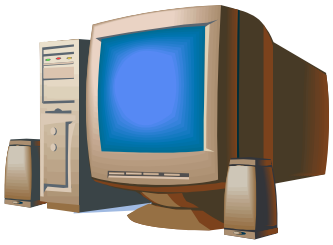
Maintain reliability of in-plant computer system.

Operating Budget Impact:

Faster, more efficient processing of data and less maintenance.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$5,000.00**
Vehicle:	
Total Estimated Cost:	**$5,000.00**



Capital Improvement Project Description

CIP Name: UG ELECTRIC IN VARIOUS SUBDIVISIONS
Department: Utilities/Electric Distribution

Funding Source:	Funding Method:
Electric Construction Fund #732	Cash

Project Description:

Installation of underground electric infrastructure in various subdivisions throughout the City.

Benefits/Costs:

Provide better service to customers in these subdivisions.

Operating Budget Impact:

Reduce maintenance and repair costs.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$110,000.00**
Vehicle:	
Total Estimated Cost:	**$110,000.00**

Capital Improvement Project Description

CIP Name: STREETLIGHT REVAMPING PROGRAM
Department: Utilities/Electric Distribution

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Ongoing replacement of the MV streetlights with more efficient HPS lights.

Benefits/Costs:

Improve the light levels on the streets throughout the City.

Operating Budget Impact:

Reduce costs for streetlights.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$35,000.00**
Vehicle:	
Total Estimated Cost:	**$35,000.00**

Capital Improvement Project Description

CIP Name: CIRCUIT EXTENSIONS FROM NEW SUBSTATION
Department: Utilities/Electric Distribution

Funding Source:	Funding Method:
Electric Construction Fund #732	Cash

Project Description:

Construct OH circuits to the new substation into existing circuits.

Benefits/Costs:

Ensure a safer, more efficient and more economical operation of electric distribution system.

These new circuits will allow the City to collect additional revenues.

Operating Budget Impact:

Prevent injuries, decreased damage to equipment and less downtime.

Project Cost Detail:

Design & Engineering:	
Construction:	**$3,050,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$3,050,000.00**

Capital Improvement Project Description

CIP Name: NEWELL STREET RR CROSSING
Department: Utilities/Electric Distribution

Funding Source:	Funding Method:
Electric Construction Fund #732	Cash

Project Description:

Installation of conduit and cable under the railroad tracks on Newell Street.

Benefits/Costs:

Provide fewer service disruptions.

Operating Budget Impact:

Decrease maintenance costs.

Project Cost Detail:

Design & Engineering:	**$10,000.00**
Construction:	**$20,000.00**
Other Costs:	
Equipment:	**$15,000.00**
Vehicle:	
Total Estimated Cost	**$45,000.00**

Capital Improvement Project Description

CIP Name: INDUSTRIAL TRANSFORMERS
Department: Utilities/Electric Distribution

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Purchase of power transformers 500 KVA or larger for new industrial customers and/or increase service to existing customers.

Benefits/Costs:

To provide service in a timely fashion to all commercial and industrial customers.

Operating Budget Impact:

Increase electric revenues to the City. Reduce maintenance costs to the City.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$90,000.00**
Vehicle:	
Total Estimated Cost:	**$90,000.00**

Capital Improvement Project Description

CIP Name: PURCHASE 65' BUCKET TRUCK
Department: Utilities/Electric Distribution

Funding Source:	**Funding Method:**
Electric Construction Fund #732	**Cash**

Project Description:

Purchase new bucket truck. Truck being replaced is 11 years old.

Benefits/Costs:

Replace aging vehicle whose reliability is decreasing and maintenance costs are increasing.

Operating Budget Impact:

Reduce vehicle maintenance costs with a new and more reliable bucket truck.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$200,000.00**
Total Estimated Cost:	**$200,000.00**

Capital Improvement Project Description

CIP Name: 1 TON TRUCK W/SNOW PLOW
Department: Utilities/Electric Distribution

Funding Source:	Funding Method:
Electric Construction Fund #732	Cash

Project Description:

Purchase new one-ton truck with plow.

Benefits/Costs:

Replace aging vehicle whose reliability is decreasing. Vehicle being replaced will be used by another department of the City.

Operating Budget Impact:

Provide better distribution service to residents/customers. Reduce maintenance and repair expenses.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	
Vehicle:	**$50,000.00**
Total Estimated Cost:	**$50,000.00**

Capital Improvement Project Description

CIP Name: VANADIUM BATTERY PROJECT
Department: Utilities/Electric Plant

Funding Source:	Funding Method:
Smart Grid Project Fund #735	**Grant**

Project Description:

Improvement to the City's electric system.

Benefits/Costs:

This will allow the City to save the electricity that is produced so the City will not have to Purchase electricity at peak costs.

Operating Budget Impact:

Reduce expenses associated with generating electricity such as coal and purchasing off the grid costs. This project will be funded 100% by a grant.

Project Cost Detail:

Design & Engineering:	
Construction:	
Other Costs:	
Equipment:	**$3,659,895.00**
Vehicle:	
Total Estimated Cost:	**$3,659,895.00**

Capital Improvement Project Description

CIP Name: VANADIUM BATTERY PROJECT
Department: Utilities/Electric Plant

Funding Source:	**Funding Method:**
Smart Grid Project Fund #735	**Cash**

Project Description:

Erect a building to house the new Vanadium Battery.

Benefits/Costs:

This will house the Vanadium battery.

Operating Budget Impact:

Decrease future expenses associated with purchasing electricity.

Project Cost Detail:

Design & Engineering:	
Construction:	**$450,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$450,000.00**

Capital Improvement Project Description

CIP Name: REPAIRS TO PARKING GARAGE
Department: Parking Garage Division/Public Works

Funding Source:	**Funding Method:**
Off-Street Parking Revenue Fund #750	**Cash**

Project Description:

Various repairs to parking garage.

Benefits/Costs:

Replace aging equipment/infrastructure which could cause safety hazards.

Operating Budget Impact:

Less maintenance and repairs.

Project Cost Detail:

Design & Engineering:	
Construction:	**$ 52,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$ 52,000.00**

Capital Improvement Project Description

CIP Name: HARTSHORN STORMWATER REPLACEMENT
Department: Engineering

Funding Source:	**Funding Method:**
Storm Water Utility Fund #760	**Cash**

Project Description:

Replace Hartshorn Drive Storm Water Sewers.

Benefits/Costs:

Needed replacement of aged sewer system.

Operating Budget Impact:

Decrease maintenance and repair costs.

Project Cost Detail:

Design & Engineering:	
Construction:	**$160,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**160,000.00**

Capital Improvement Project Description

CIP Name: NEWELL STREET CULVERT REPLACEMENT
Department: Engineering

Funding Source:	**Funding Method:**
Storm Water Utility Fund #760	**Cash**

Project Description:

Replacement of the storm sewer culvert on Newell Street. This is an OPWC project being done jointly with Lake County.

Benefits/Costs:

Necessary infrastructure repairs to benefit both City and Township residents and customers.

Operating Budget Impact:

Preventive work to avoid future costly repairs. This project is being funded through an OPWC grant.

Project Cost Detail:

Design & Engineering:	
Construction:	**$40,000.00**
Other Costs:	
Equipment:	
Vehicle:	
Total Estimated Cost:	**$40,000.00**

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	2012	2013	2014	2015
101	General Fund	-	-	2,000	2,000
201	Street Construction Maintenance & Repair	585,000	748,000	249,000	859,000
220	Fire Levy Fund	2,045,000	-	100,000	900,000
229	Emergency Medical Services Fund	45,000	175,000	25,000	-
230	Municipal Court Computerization	15,000	20,000	16,000	10,000
424	Capital Improvement Fund	96,000	159,000	374,000	1,554,000
427	Jackson Street Interchange Fund	4,500,000	-	-	-
429	Muni Court Special Projects Fund	15,000	-	-	10,000
430	Capital Equipment Reserve	296,679	194,585	218,771	208,471
710	Water Revenue Fund	4,880	5,100	5,100	5,000
712	Water Construction Fund	5,025,000	4,840,000	890,000	700,000
720	Sewer Revenue Fund	4,880	5,100	55,980	35,000
722	Sewer Construction Fund	530,000	120,000	150,000	205,000
730	Electric Revenue Fund	14,640	15,300	15,300	15,000
732	Electric Construction Fund	1,975,800	876,000	1,346,000	1,466,200
760	Storm Water Utility Fund	300,000	300,000	369,880	124,000
	TOTAL CAPITAL PLAN	**$ 15,452,879**	**$ 7,458,085**	**$ 3,817,031**	**$ 6,093,671**

Below is a summary by department/division of the Capital Improvement Plan over the next four years.

DEPARTMENT/DIVISION	2012	2013	2014	2015
City Manager	16,200	1,200	-	-
Community Development	20,100	4,150	18,500	-
Economic Development	27,250	-	-	-
Engineering	5,446,500	1,031,500	631,500	1,031,500
Finance	2,500	2,000	4,000	2,200
Fire	2,090,000	175,000	125,000	900,000
Municipal Court	30,000	20,000	16,000	20,000
Police	177,129	185,735	194,771	189,771
Finance - Utilities Office	24,400	25,500	25,500	25,000
Public Service Public Works	40,000	118,000	141,760	100,000
Water Construction	5,025,000	4,840,000	890,000	700,000
Sewer Construction	430,000	20,000	50,000	105,000
Electric Construction	1,975,800	876,000	1,346,000	1,466,200
Recreation & Public Lands	148,000	159,000	374,000	1,554,000
TOTAL CAPITAL PLAN	**$ 15,452,879**	**$ 7,458,085**	**$ 3,817,031**	**$ 6,093,671**

On the following pages are the schedules of future projects for years 2011 through 2014.

FY 2012 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT	DESCRIPTION
ANNUAL PAVING PROGRAM	ENGINEERING	$ 230,000.00	RESURFACING OF FIVE OR SIX RESIDENTIAL STREETS AT VARIOUS LOCATIONS THROUGHOUT THE CITY.
SOUTH ST. CLAIR STREET RENOVATION PROJECT	ENGINEERING	$ 250,000.00	DESIGN AND RECONSTRUCTION OF THE LAST PORTIONS OF SOUTH ST. CLAIR STREET.
ERIE STREET IMPROVEMENTS PROJECT	ENGINEERING	$ 65,000.00	RESURFACING OF ERIE STREET (CITY SHARE OF ODOT PROJECT).
3/4 TON PICKUP TRUCK	PUBLIC WORKS	$ 40,000.00	3/4 TON 4-WHEEL DRIVE PICK UP TRUCK WITH PLOW TO BE USED IN WINTER OPERATIONS AND DAILY OPERATIONS.
201 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND:		**$ 585,000.00**	
FIRE STATION LAND ACQUISITION	FIRE	$ 25,000.00	TO PURCHASE LAND REQUIRED FOR CONSTRUCTION OF SECOND STATION.
FIRE STATION CONSTRUCTION	FIRE	$ 2,000,000.00	TO BUILD A SECOND FIRE STATION SOUTH OF THE NORFOLK SOUTHERN RAILWAY.
REPLACE INSPECTOR'S CAR	FIRE	$ 20,000.00	THIS PROJECT WILL REPLACE THE FIRE PREVENTION CAR WHICH WILL BE 10 YEARS OLD AT THIS TIME.
220 FIRE LEVY FUND:		**$ 2,045,000.00**	
FIRE STATION LAND ACQUISITION	FIRE	$ 25,000.00	TO PURCHASE LAND REQUIRED FOR CONSTRUCTION OF SECOND STATION.
REPLACE INSPECTOR'S CAR	FIRE	$ 20,000.00	THIS PROJECT WILL REPLACE THE FIRE PREVENTION CAR WHICH WILL BE 10 YEARS OLD AT THIS TIME.
229 EMERGENCY MEDICAL SERVICES FUND:		**$ 45,000.00**	
COMPUTER/COURT SERVER REPLACEMENT	MUNICIPAL COURT	$ 15,000.00	REPLACE COMPUTERS AND COURT SERVER.
230 MUNICIPAL COUERT COMPUTERIZATION FUND:		**$ 15,000.00**	
ROOF REPLACEMENT ON BARN AT RECREATION PARK	CEMETERIES/PARKS	$ 25,000.00	REPLACE ROOF ON STORAGE BARN AT RECREATION PARK.
BALL DIAMOND IMPROVEMENTS	CEMETERIES/PARKS	$ 15,000.00	FENCE REPLACEMENT AND DIAMOND IMPROVEMENTS.
REPAIRS AND SEAL COAT MARINE PARK	CEMETERIES/PARKS	$ 20,000.00	MAKE REPAIRS AND SEAL COAT PARKING LOT AT MARINE PARK.
PURCHASE 2 RIDING LAWN MOVERS	CEMETERIES/PARKS	$ 24,000.00	REPLACEMENT OF 2 RIDING LAWN MOWERS.
PURCHASE OF TURF TRUCKSTER	CEMETERIES/PARKS	$ 12,000.00	REPLACEMENT OF TURF TRUCKSTER.
424 CAPITAL IMPROVEMENT FUND:		**$ 96,000.00**	

FY 2012 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT	DESCRIPTION
SR 44 INTERCHANGE	ENGINEERING	$ 4,500,000.00	SR 44 INTERCHANGE UPGRADE PROJECT.
427 JACKSON STREET INTERCHANGE PROJECT FUND:		**$ 4,500,000.00**	
COMPUTER/COURT SERVER REPLACEMENT	MUNICIPAL COURT	$ 15,000.00	REPLACE COMPUTERS AND COURT SERVER.
429 MUNI COURT SPECIAL PROJECTS FUND:		**$ 15,000.00**	
COMPUTER PROGRAMS	CEMETERIES/PARKS	$ 52,000.00	UPDATE BURIAL PROGRAM.
VEHICLE REPLACEMENT	CITY MANAGER	$ 15,000.00	REPLACEMENT OF VEHICLE USED BY ECONOMIC DEVELOPMENT COORDINATOR , THEN CITY MANAGER.
COMPUTER REPLACEMENTS	CITY MANAGER	$ 1,200.00	REPLACEMENT OF VARIOUS COMPUTERS IN THE DEPARTMENT.
VEHICLE REPLACEMENT	COMMUNITY DEVELOPMENT	$ 15,000.00	TO REPLACE VEHICLE THAT IS 10 YEARS OLD.
COMPUTER REPLACEMENT/ ENHANCEMENT	COMMUNITY DEVELOPMENT	$ 5,100.00	REPLACE TWO (2) EXISTING WORK STATIONS THAT WILL BE FIVE (5) YEARS OLD AND ADD TWO (2) LAPTOPS FOR FIELD WORK.
VEHICLE REPLACEMENT	ECONOMIC DEVELOPMENT	$ 27,250.00	THE ECONOMIC DEVELOPMENT OFFICE IS REQUESTING A VEHICLE REPLACEMENT TO REPLACE THE CURENT DODGE STRATUS. SINCE 2007 WE HAVE PLACED A VEHICLE REPLACEMENT REQUEST INTO THE CAPITAL PROJECT BECAUSE OF INCREASED MAINTENANCE CONCERNS. IN 2012, IT MAY BE NECESSARY FOR THIS REPLACEMENT.
COMPUTER REPLACEMENT	ENGINEERING	$ 1,500.00	REPLACEMENT OF DEPARTMENT COMPUTERS. 2011: RICHARD LESIECKI AND MARK SUEDKAMP; 2012: INTERN.
COMPUTER REPLACEMENT	FINANCE	$ 2,500.00	PURCHASE NEW COMPUTER FOR ANDY.
PATROL CARS	POLICE	$ 172,129.00	REPLACE THREE PATROL VEHICLES AND FULLY EQUIP THEM. THE CURRENT 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 VEHICLE MAINTENANCE COSTS FOR THE POLICE DEPARTMENT. IT WOULD REPLACE 3 PATROL CARS THAT HAVE IN EXCESS OF 5 YEARS SERVICE.
SERVER PROJECT	POLICE	$ 5,000.00	DEPARTMENT COMPUTERS WILL BE FIVE YEARS OLD, OUTDATED, AND IN NEED OF REPLACEMENT.
430 CAPITAL EQUIPMENT RESERVE FUND:		**$ 296,679.00**	

FY 2012 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT	DESCRIPTION
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 480.00	PURCHASE NEW COMPUTER AND MONITOR.
PURCHASE NEW UTILITY TRUCK	UTILITIES OFFICE	$ 4,400.00	PURCHASE NEW CARGO VAN FOR UTILITIES.
710 WATER REVENUE FUND:		**$ 4,880.00**	
TANK MAINTENANCE	WATER DISTRIBUTION	$ 345,000.00	THE INSIDE OF THE 86 TOWER IS RUSTING AND IN POOR CONDITION. PAINTING IS NEEDED TO PROLONG THE LIFE OF THIS TANK-2010. CHESTNUT OUTSIDE PAINTING-2011. RT 86 TANK PAINTING EXTERIOR-2012. CRILE ROAD EXTERIOR-2013, AUBURN ROAD INTERIOR-2014.
3000 FEET PIPE REPLACEMENT	WATER DISTRIBUTION	$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE, AND REMOVE 3000 FEET OF WATER LINE THAT DOESN'T SUPPLY WATER FLOW FOR FIRE PROTECTION.
RENOVATE RAVENNA RD STATIONS	WATER DISTRIBUTION	$ 200,000.00	RENOVATION OF PUMP STATIONS BUILT IN 1958 COULD BE EFFECTIVE IN TURNING OVER THE WATER IN RT 86 TOWER. REMOTE CONTROL STATIONS WOULD BE VERY EFFECTIVE IF ALTERNATED WITH CHESTNUT STATION NEW PUMPS MOTORS WITH RTU DEVICE TO COMMUNICATE TO PLANT.
48" INTAKE CONSTRUCTION	WATER PLANT	$ 4,000,000.00	START CONSTRUCTION OF 48" INTAKE WATER MAIN THAT EXTENDS 4500' FROM THE SHORE TO ENSURE FUTURE FLOW TO THE PLANT.
712 WATER CONSTRUCTION FUND:		**$ 5,025,000.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 480.00	PURCHASE NEW COMPUTER AND MONITOR.
PURCHASE NEW UTILITY TRUCK	UTILITIES OFFICE	$ 4,400.00	PURCHASE NEW CARGO VAN FOR UTILITIES.
720 SEWER REVENUE FUND:		**$ 4,880.00**	
SEWER LINING REHABILITATION	ENGINEERING	$ 75,000.00	REHABILITATE SELECTED EXISTING DETERIORATED SANITARY SEWERS BY TRENCHLESS CONSTRUCTION METHODS AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	$ 25,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MAHOLES TO ADDRESS I&I CONCERNS AND HEALTH AND SAFETY CONCERNS.

FY 2012 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT	DESCRIPTION
BELT FILTER PRESS REPLACEMENT	WATER POLLUTION CONTROL	$ 400,000.00	REPLACEMENT OF EXISTING 1.7 METER BELT FILTER PRESS WITH NEW. EXISTING PRESS MANUFACTURER IS NO LONGER IN BUSINESS.
INDUSTRIAL PRETREATMENT SAMPLING VAN	WATER POLLUTION CONTROL	$ 30,000.00	REPLACEMENT OF EXISTING INDUSTRIAL PRETREATMENT SAMPLING VAN. EXISTING VAN IS A 1997 FORD AEROSTAR VAN AND HAS MAJOR RUST AND SUSPENSION PROBLEMS.
722 SEWER CONSTRUCTION FUND:		**$ 530,000.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 1,440.00	PURCHASE NEW COMPUTER AND MONITOR.
PURCHASE NEW UTILITY TRUCK	UTILITIES OFFICE	$ 13,200.00	PURCHASE NEW CARGO VAN FOR UTILITIES.
730 ELECTRIC REVENUE FUND:		**$ 14,640.00**	
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	$ 1,800.00	REPLACE OFFICE COMPUTERS ON A FIVE YEAR CYCLE.
MANHOLE CABLE RACKS & COVERS	ELECTRIC DISTRIBUTION	$ 14,000.00	REPLACE AGING CABLE RACKS AND MANHOLE COVERS IN ALL MANHOLES IN THE SYSTEM ON AN EIGHT YEAR PROGRAM.
INDUSTRIAL TRANSFORMERS	ELECTRIC DISTRIBUTION	$ 90,000.00	PURCHASE INDUSTRIAL SIZE (500 KVA+) TRANSFORMERS TO SERVE NEW CUSTOMERS OR INCREASE SERVICE TO OUR EXISTING CUSTOMERS.
UG ELECTRIC IN VARIOUS SUBDIVISIONS	ELECTRIC DISTRIBUTION	$ 60,000.00	INSTALLATION OF UG ELECTRIC INFASTRUCTURES IN VARIOUS SUBDIVISIONS IN CITY.
STREETLIGHT REVAMPING PROGRAM	ELECTRIC DISTRIBUTION	$ 20,000.00	ONGOING REPLACEMENT OF THE MV STREETLIGHTS WITH MORE ENERGY EFFICIENT LIGHTS.
REPLACE DIRECT BURIED UG CABLE	ELECTRIC DISTRIBUTION	$ 50,000.00	REPLACE DIRECT BURIED UG CABLE IN THE OLDER SUBDIVISIONS.
REPLACE TRUCK #209	ELECTRIC DISTRIBUTION	$ 200,000.00	REPLACE 48' TWO-MAN BUCKET TRUCK (#209) PER OUR VEHICLE REPLACEMENT SCHEDULE.
REPLACE TRUCK #204	ELECTRIC DISTRIBUTION	$ 40,000.00	REPLACE TRUCK #204 WITH 3/4 TON 4-WHEEL DRIVE W/PLOW AND DUMP BED.
BOILER MACT COMPLIANCE	ELECTRIC PLANT	$ 400,000.00	ADD CONTROLS AND EQUIPMENT TO MEET NEW EPA AIR POLLUTION MANDATES.
STORMWATER IMPROVEMENTS	ELECTRIC PLANT	$ 250,000.00	IMPROVE THE STORMWATER COLLECTION SYSTEM.
COMPUTER REPLACEMENTS	ELECTRIC PLANT	$ 5,000.00	REPLACE THREE COMPUTERS EVERY YEAR TO MAINTAIN RELIABLE AND UP TO DATE COMPUTERS.

FY 2012 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL PROJECT	DESCRIPTION
SWITCHGEAR REPLACEMENT	ELECTRIC PLANT	$ 150,000.00	REPLACE 4160 VOLT SWITCHGEAR.
NOX MONITORS	ELECTRIC PLANT	$ 135,000.00	INSTALL NOX MONITORS.
#5 BOILER BURNER REPLACEMENT	ELECTRIC PLANT	$ 560,000.00	REPLACE #5 BOILER COAL BURNERS WITH LOW NOX BURNERS.
732 ELECTRIC CONSTRUCTION FUND:		**$ 1,975,800.00**	
ANNUAL STORM UTILITY CAPITAL IMPROVEMENTS PROGRAM	ENGINEERING	$ 300,000.00	ANNUAL FUNDING VARIOUS STORM UTILITY PROJECTS. PROJECT AREAS TO BE DETERMINED.
760 STORM WATER UTILITY FUND:		**$ 300,000.00**	
TOTAL 2012 CIP PLAN:		**$ 15,452,879.00**	

FY 2013 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
ANNUAL PAVING PROGRAM	ENGINEERING	$ 230,000.00	RESURFACING OF FIVE OR SIX RESIDENTIAL STREETS AT VARIOUS LOCATIONS THROUGHOUT THE CITY.
SOUTH ST. CLAIR STREET RENOVATION PROJECT	ENGINEERING	$ 400,000.00	DESIGN AND RECONSTRUCTION OF THE LAST PORTIONS OF SOUTH ST. CLAIR STREET.
FLEET PROCUREMENT	PUBLIC WORKS	$ 118,000.00	REPLACE TRUCK #41, A 2002 INTERNATIONAL, WITH A 2-1/2 TON DUMP TRUCK W/SLOW PLOW AND SPREADER.
201 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND:		**$ 748,000.00**	
REPLACEMENT OF AMBUALNCE	FIRE	$ 175,000.00	THIS IS THE ON GOING REPLACEMENT OF THE AMBULANCES WITHIN THE FLEET FOR THE PURPOSE OF PROVIDING SERVICE AND SAFETY.
229 EMERGENCY MEDICAL SERVICE FUND:		**$ 175,000.00**	
COMPUTER / PRINTER REPLACEMENT	MUNICIPAL COURT	$ 20,000.00	CONTINUATION OF THE COURT COMPUTER / PRINTER ANNUAL REPLACEMENT PROGRAM.
230 MUNICIPAL COURT COMUTERIZATION FUND:		**$ 20,000.00**	
PURCHASE 2 RIDING LAWN MOVERS	CEMETERIES/PARKS	$ 24,000.00	REPLACEMENT OF 2 RIDING LAWN MOWERS.
SKATE PARK ADDITION	CEMETERIES/PARKS	$ 50,000.00	ADDITONS TO SKATE PARK AND ROLLER HOCKEY RING.
UPGRADES TO VETERANS PARK	CEMETERIES/PARKS	$ 40,000.00	UPGRADES TO VETERANS PARK TO INCLUDE UNDERGROUND ELECTRIC EXPANSION OF PARK AS IN DOWNTOWN PLAN.
PURCHASE 2-WHEEL DRIVE PICKUP TRUCK	CEMETERIES/PARKS	$ 25,000.00	REPLACEMENT OF VEHICLE.
POND RESTORATION - RECREATION PARK	CEMETERIES/PARKS	$ 20,000.00	RESTORE POND SHORELINE AT RECREATION PARK.
424 CAPITAL IMPROVEMENT FUND:		**$ 159,000.00**	
COMPUTER REPLACEMENTS	CITY MANAGER	$ 1,200.00	REPLACEMENT OF VARIOUS COMPUTERS IN THE DEPARTMENT.
COMPUTER REPLACEMENT AND ENHANCEMENT	COMMUNITY DEVELOPMENT	$ 4,150.00	REPLACE ONE (1) WORK STATION AND ADD THREE (3) LAPTOPS FOR FIELD WORK.
COMPUTER REPLACEMENT	ENGINEERING	$ 1,500.00	REPLACEMENT OF DEPARTMENT COMPUTERS.
COMPUTER REPLACEMENT	FINANCE	$ 2,000.00	PURCHASE NEW COMPUTER FOR JEAN ANTHONY.

FY 2013 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
PATROL CARS	POLICE	$ 180,735.00	REPLACE THREE PATROL VEHICLES AND FULLY EQUIP THEM. THE CURRENT 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 VEHICLE MAINTENANCE COSTS FOR THE POLICE DEPARTMENT. IT WOULD REPLACE 3 PATROL CARS THAT HAVE IN EXCESS OF 5 YEARS SERVICE.
SERVER PROJECT	POLICE	$ 5,000.00	DEPARTMENT COMPUTERS WILL BE FIVE YEARS OLD, OUTDATED, AND IN NEED OF REPLACEMENT.
430 MUNI COURT SPECIAL PROJECTS FUND:		**$ 194,585.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 500.00	PURCHASE NEW COMPUTER AND MONITOR.
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 4,600.00	PURCHASE 4WD UTILITY VEHICLE.
710 WATER REVENUE FUND:		**$ 5,100.00**	
TANK MAINTENANCE	WATER DISTRIBUTION	$ 270,000.00	THE INSIDE OF 86 TOWER IS RUSTING AND IN POOR CONDITION. PAINTING IS NEEDED TO PROLONG THE LIFE OF THIS TANK-2010. CHESTNUT OUTSIDE PAINTING-2011. RT 86 TANK PAINTING EXTERIOR-2012. CRILE ROAD EXTERIOR-2013, AUBURN ROAD INTERIOR-2014.
3000 FEET PIPE REPLACEMENT	WATER DISTRIBUTION	$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE, AND REMOVE 3000 FEET OF WATER LINE THAT DOESN'T SUPPLY WATER FLOW FOR FIRE PROTECTION.
TOOL TRUCK REPLACE TRUCK 16	WATER DISTRIBUTION	$ 40,000.00	TRUCK 16 WAS PURCHASED IN 1999 AND HAS OUTLIVED ITS USEFUL LIFE. A TOOL TRUCK WILL REPLACE TRUCK 16.
48" INTAKE CONSTRUCTION	WATER PLANT	$ 4,000,000.00	START CONSTRUCTION OF 48" INTAKE WATER MAIN THAT EXTENDS 4500' FROM THE SHORE TO ENSURE FUTURE FLOW TO THE PLANT.
ENGINEERING STUDY FOR FEASABILTY OF LIQUID CHLORINE	WATER PLANT	$ 50,000.00	THE CITY CURRENTLY USES GAS CHLORINE TO DISINFECT THE WATER. DISINFECTION WITH LIQUID CHLORINE WILL PROVE TO BE SAFER FOR THE NEARBY RESIDENTS AND BEACH AREA.
712 WATER CONSTRUCTION FUND:		**$ 4,840,000.00**	

FY 2013 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 500.00	PURCHASE NEW COMPUTER AND MONITOR.
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 4,600.00	PURCHASE 4WD UTILITY VEHICLE.
720 SEWER REVENUE FUND:		**$ 5,100.00**	
SEWER LINING REHABILITATION	ENGINEERING	$ 75,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHLESS CONSTRUCTION METHODS AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	$ 25,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MAHOLES TO ADDRESS I&I CONCERNS AND HEALTH AND SAFETY CONCERNS.
VALVE REPLACEMNT (TERTIARY TREATMENT)	WATER POLLUTION CONTROL	$ 20,000.00	REPLACE EXISTING DRAIN FILTER BUTTERFLY VALVES WITH NEW. THE EXISTING VALVES ARE CORRODED AND DO NOT OPERATE EFFECTIVELY. THE NEW VALVES WILL BE CORROSION RESISTANT AND WILL OPERATE WITH NEW VALVE CONTROLLERS.
722 SEWER CONSTRUCTION FUND:		**$ 120,000.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 1,500.00	PURCHASE NEW COMPUTER AND MONITOR.
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 13,800.00	PURCHASE 4WD UTILITY VEHICLE.
730 ELECTRIC REVENUE FUND:		**$ 15,300.00**	
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	$ 2,000.00	REPLACE OFFICE COMPUTERS ON A FIVE YEAR CYCLE.
MANHOLE CABLE RACKS & COVERS	ELECTRIC DISTRIBUTION	$ 14,000.00	REPLACE AGING CABLE RACKS AND MANHOLE COVERS IN ALL MANHOLES IN THE SYSTEM ON A EIGHT YEAR PROGRAM.
INDUSTRIAL TRANSFORMERS	ELECTRIC DISTRIBUTION	$ 95,000.00	PURCHASE INDUSTRIAL SIZE (500 KVA+) TRANSFORMERS TO SERVE NEW CUSTOMERS OR INCREASED SERVICE TO OUR EXISTING CUSTOMERS.
UG ELECTRIC IN VARIOUS SUBDIVISIONS	ELECTRIC DISTRIBUTION	$ 60,000.00	INSTALLATION OF UG ELECTRIC INFASTRUCTURES IN VARIOUS SUBDIVISIONS IN CITY.
STREETLIGHT REVAMPING PROGRAM	ELECTRIC DISTRIBUTION	$ 20,000.00	ONGOING REPLACEMENT OF THE MV STREETLIGHTS WITH MORE ENERGY EFFICIENT LIGHTS.
REPLACE DIRECT BURIED UG CABLE	ELECTRIC DISTRIBUTION	$ 50,000.00	REPLACE DIRECT BURIED UG CABLE IN THE OLDER SUBDIVISIONS.

FY 2013 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
REPLACE TRUCK #208	ELECTRIC DISTRIBUTION	$ 40,000.00	REPLACE TRUCK #208 WITH 3/4 TON PICKUP TRUCK W/DUMP BED PER OUR VEHICLE REPLACEMENT SCHEDULE.
STORMWATER IMPROVEMENTS	ELECTRIC PLANT	$ 250,000.00	IMPROVE THE STORMWATER COLLECTION SYSTEM
#4 COAL SYSTEM	ELECTRIC PLANT	$ 65,000.00	REPLACE #4 COAL SYSTEM WITH NEW BELT AND TRANSFER SYSTEM.
COMPUTER REPLACEMENTS	ELECTRIC PLANT	$ 5,000.00	REPLACE THREE COMPUTERS EVERY YEAR TO MAINTAIN RELIABLE AND UP TO DATE COMPUTERS.
NOX MONITORS	ELECTRIC PLANT	$ 125,000.00	INSTALL NOX MONITORS.
#5 BOILER BURNER REPLACEMENT	ELECTRIC PLANT	$ 150,000.00	REPLACE #5 BOILER COAL BURNERS WITH LOW NOX BURNERS.
732 ELECTRIC CONSTRUCTION FUND:		**$ 876,000.00**	
ANNUAL STORM UTILITY CAPITAL IMPROVEMENTS PROGRAM	ENGINEERING	$ 300,000.00	ANNUAL FUNDING VARIOUS STORM UTILITY PROJECTS. PROJECT AREAS TO BE DETERMINED.
760 STORM WATER UTILITY FUND:		**$ 300,000.00**	
TOTAL 2013 CIP PLAN:		**$ 7,458,085.00**	

FY 2014 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
COPY MACHINE REPLACEMENT	PUBLIC WORKS	$ 2,000.00	LEASE OF A COPY MACHINE TO BE USED IN THE PUBLIC SERVICE DEPARTMENT. REPLACING A MACHINE THAT IS AT LEAST 15 YEARS OLD.
101 GENERAL FUND:		**$ 2,000.00**	
ANNUAL PAVING PROGRAM	ENGINEERING	$ 230,000.00	RESURFACING OF FIVE OR SIX RESIDENTIAL STREETS AT VARIOUS LOCATIONS THROUGHOUT THE CITY.
STREET SWEEPER REPLACEMENT	PUBLIC WORKS	$ 19,000.00	REPLACE 10 YEAR OLD STREET SWEEPER FOR THE MAINTENANCE OF STREETS AND STORM SEWERS.
201 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND:		**$ 249,000.00**	
REPLACE UTILITY VEHICLE	FIRE	$ 75,000.00	THIS IS TO REPLACE A 10 YEAR OLD UTILITY VEHICLE. THIS PROJECT WILL COVER THE PURCHASE AND EQUIPPING OF THE VEHICLE.
REPLACEMENT OF CHIEF'S CAR	FIRE	$ 25,000.00	THIS PROJECT WILL REPLACE A 10 YR OLD VEHICLE AND EQUIP IT TO SERVE AS A COMMAND AND STAFF VEHICLE.
220 FIRE LEVY FUND:		**$ 100,000.00**	
REPLACEMENT OF CHIEF'S CAR	FIRE	$ 25,000.00	THIS PROJECT WILL REPLACE A 10 YR OLD VEHICLE AND EQUIP IT TO SERVE AS A COMMAND AND STAFF VEHICLE.
229 EMERGENCY MEDICAL SERVICES FUND:		**$ 25,000.00**	
COMPUTER REPLACEMENT	MUNICIPAL COURT	$ 16,000.00	COURT COMPUTER REPLACEMENT.
230 MUNICIPAL COURT COMUTERIZATION FUND:		**$ 16,000.00**	
PURCHASE 2 RIDING LAWN MOVERS	CEMETERIES/PARKS	$ 24,000.00	REPLACEMENT OF 2 RIDING LAWN MOWERS.
WATERLINE IMPROVEMENT	CEMETERIES/PARKS	$ 5,000.00	WATERLINE IMPROVEMENT AT RIVERSIDE CEMETERY.
RECREATION PARK PARKING	CEMETERIES/PARKS	$ 125,000.00	UPGRADES TO PARKING AT RECREATION PARK.
BALL FIELD IMPROVEMENTS	CEMETERIES/PARKS	$ 35,000.00	REPLACEMENT OF FENCE AND BACK STOPS.
REPLACEMENT OF VEHICLE	CEMETERIES/PARKS	$ 40,000.00	PURCHASE NEW DUMP TRUCK.
RECREATION VAN REPLACEMENT	RECREATION & PUBLIC LANDS	$ 25,000.00	REPLACE RECREATION VAN.
VEHICLE REPLACEMENT	RECREATION & PUBLIC LANDS	$ 20,000.00	REPLACE RECREATION/PUBLIC LANDS DIRECTOR'S VEHICLE.
CITY HALL DOME REFURBISHING	RECREATION & PUBLIC LANDS-BLDG. MAINT.	$ 100,000.00	REFURBISH CITY HALL DOME TO MAINTAIN APPEARANCE.
424 CAPITAL IMPROVEMENT FUND:		**$ 374,000.00**	

FY 2014 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
VEHICLE REPLACEMENT	COMMUNITY DEVELOPMENT	$ 15,000.00	TO REPLACE VEHICLE THAT IS EIGHT (8) YEARS OLD.
COMPUTER REPLACEMENT	COMMUNITY DEVELOPMENT	$ 3,500.00	REPLACE TWO WORK STATIONS THAT ARE FIVE YEARS OLD.
COMPUTER REPLACEMENT	ENGINEERING	$ 1,500.00	REPLACEMENT OF DEPARTMENT COMPUTERS.
COMPUTER REPLACEMENT	FINANCE	$ 4,000.00	PURCHASE 2 NEW COMPUTERS (CHERYL F. & TARA)
PATROL CARS	POLICE	$ 189,771.00	REPLACE THREE PATROL VEHICLES AND FULLY EQUIP THEM. THE CURRENT 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 VEHICLE MAINTENANCE COSTS FOR THE POLICE DEPARTMENT. IT WOULD REPLACE 3 PATROL CARS THAT HAVE IN EXCESS OF 5 YEARS SERVICE.
SERVER PROJECT	POLICE	$ 5,000.00	DEPARTMENT COMPUTERS WILL BE FIVE YEARS OLD, OUTDATED, AND IN NEED OF REPLACEMENT.
430 CAPITAL EQUIPMENT RESERVE FUND:		**$ 218,771.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 500.00	PURCHASE NEW COMPUTER
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 4,600.00	PURCHASE 4WD UTILITY VEHICLE
710 WATER REVENUE FUND:		**$ 5,100.00**	
TOOL TRUCK REPLACE TRUCK 16	WATER DISTRIBUTION	$ 40,000.00	TRUCK 16 WAS PURCHASED IN 1999 AND HAS OUTLIVED ITS USEFUL LIFE. A TOOL TRUCK WILL REPLACE TRUCK 16.
TANK MAINTENANCE	WATER DISTRIBUTION	$ 270,000.00	THE INSIDE OF 86 TOWER IS RUSTING AND IN POOR CONDITION. PAINTING IS NEEDED TO PROLONG THE LIFE OF THIS TANK:2010. CHESTNUT OUTSIDE PAINTING 2011. RT 86 TANK PAINTING EXTEROR 2012. CRILE ROAD 2013 EXTEROR, AUBURN ROAD INTERIOR 2014.
3000 FEET PIPE REPLACEMENT	WATER DISTRIBUTION	$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE, AND REMOVE 3000 FEET OF WATER LINE THAT DOESN'T SUPPLY WATER FLOW FOR FIRE PROTECTION.
CONSTRUCTION OF LIQUID CHLORINE ROOM	WATER PLANT	$ 100,000.00	CITY CURRENTLY USES GAS CHLORINE TO DISINFECT WATER. DISINFECTION WITH LIQUID CHLORINE WILL PROVE TO BE SAFER FOR NEARBY RESIDENTS AND BEACH AREA.
712 WATER CONSTRUCTION FUND:		**$ 890,000.00**	

FY 2014 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 500.00	PURCHASE NEW COMPUTER
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 4,600.00	PURCHASE 4WD UTILITY VEHICLE
SEWER CAMERA	PUBLIC WORKS	$ 20,880.00	PURCHASE A SEWER CAMERA CAPABLE OF TELEVISING BOTH STORM AND SANITARY MAINS THROUGHOUT THE CITY.
SEWER JET REPLACEMENT	PUBLIC WORKS	$ 30,000.00	REPLACE 10 YEAR OLD SEWER JET AND CATCH BASIN CLEANER.
720 SEWER REVENUE FUND:		**$ 55,980.00**	
SEWER LINING REHABILITATION	ENGINEERING	$ 75,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHLESS CONSTRUCTION METHODS AND LINING THE EXISTING PIPE.
MANHOLE REHABILITATION	ENGINEERING	$ 25,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MAHOLES TO ADDRESS I&I CONCERNS AND HEALTH AND SAFETY CONCERNS.
PARKING LOT AND DRIVE PAVEMENT SLURRY SEAL	WATER POLLUTION CONTROL	$ 50,000.00	TO EXTEND THE LIFE OF THE WPCP DRIVE AND PARKING LOT ASPHALT, A SLURRY SEAL WILL BE APPLIED TO THE PAVEMENT. THE WPCP WILL USE STATE CONTRACT TO FACILITATE THE PROJECT.
722 SEWER CONSTRUCTION FUND:		**$ 150,000.00**	
COMPUTER REPLACEMENT	UTILITIES OFFICE	$ 1,500.00	PURCHASE NEW COMPUTER
VEHICLE REPLACEMENT	UTILITIES OFFICE	$ 13,800.00	PURCHASE 4WD UTILITY VEHICLE
710 WATER REVENUE FUND:		**$ 15,300.00**	
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	$ 2,000.00	REPLACE OFFICE COMPUTERS ON A FIVE YEAR CYCLE.
MANHOLE CABLE RACKS & COVERS	ELECTRIC DISTRIBUTION	$ 14,000.00	REPLACE AGING CABLE RACKS AND MANHOLE COVERS IN ALL MANHOLES IN THE SYSTEM ON A EIGHT YEAR PROGRAM.
INDUSTRIAL TRANSFORMERS	ELECTRIC DISTRIBUTION	$ 95,000.00	PURCHASE INDUSTRIAL SIZE (500 KVA+) TRANSFORMERS TO SERVE NEW CUSTOMERS OR INCREASED SERVICE TO OUR EXISTING CUSTOMERS.
UG ELECTRIC IN VARIOUS SUBDIVISIONS	ELECTRIC DISTRIBUTION	$ 60,000.00	INSTALLATION OF UG ELECTRIC INFASTRUCTURES IN VARIOUS SUBDIVISIONS IN CITY.
REPLACE VEHICLE #7	ELECTRIC DISTRIBUTION	$ 30,000.00	REPLACE VEHICLE #7 WITH NEW VEHICLE PER OUR VEHICLE REPLACEMENT SCHEDULE.

FY 2014 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
STREETLIGHT REVAMPING PROGRAM	ELECTRIC DISTRIBUTION	$ 20,000.00	ONGOING REPLACEMENT OF THE MV STREETLIGHTS WITH MORE ENERGY EFFICIENT LIGHTS.
REPLACE TRUCK #5	ELECTRIC DISTRIBUTION	$ 180,000.00	REPLACE 35' SQUIRT-BOOM BUCKET TRUCK (#5) PER OUR VEHICLE REPLACEMENT SCHEDULE.
REPLACE DIRECT BURIED UG CABLE	ELECTRIC DISTRIBUTION	$ 50,000.00	REPLACE DIRECT BURIED UG CABLE IN THE OLDER SUBDIVISIONS
ASH REMOVAL SYSTEM	ELECTRIC PLANT	$ 65,000.00	REPLACE EXSISTING ASH REMOVAL SYSTEM
WATER TREATMENT SYSTEM	ELECTRIC PLANT	$ 175,000.00	INSTALL A REVERSE OSMOSIS WATER TREATMENT SYSTEM.
COMPUTER REPLACEMENTS	ELECTRIC PLANT	$ 5,000.00	REPLACE THREE COMPUTERS EVERY YEAR TO MAINTAIN RELIABLE AND UP TO DATE COMPUTERS.
#4 COAL SYSTEM	ELECTRIC PLANT	$ 650,000.00	REPLACE #4 COAL SYSTEM WITH NEW BELT AND TRANSFER SYSTEM.
732 ELECTRIC CONSTRUCTION FUND:		**$ 1,346,000.00**	
ANNUAL STORM UTILITY CAPITAL IMPROVEMENTS PROGRAM	ENGINEERING	$ 300,000.00	ANNUAL FUNDING VARIOUS STORM UTILITY PROJECTS. PROJECT AREAS TO BE DETERMINED.
STREET SWEEPER REPLACEMENT	PUBLIC WORKS	$ 19,000.00	REPLACE 10 YEAR OLD STREET SWEEPER FOR THE MAINTENANCE OF STREETS AND STORM SEWERS.
SEWER CAMERA	PUBLIC WORKS	$ 20,880.00	PURCHASE A SEWER CAMERA CAPABLE OF TELEVISING BOTH STORM AND SANITARY MAINS THROUGHOUT THE CITY.
SEWER JET REPLACEMENT	PUBLIC WORKS	$ 30,000.00	REPLACE 10 YEAR OLD SEWER JET AND CATCH BASIN CLEANER.
760 STORM WATER UTILITY FUND:		**$ 369,880.00**	
TOTAL 2014 CIP PLAN:		**$ 3,817,031.00**	

FY 2015 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
COPY MACHINE REPLACEMENT	PUBLIC WORKS	$ 2,000.00	LEASE OF A COPY MACHINE TO BE USED IN THE PUBLIC SERVICE DEPARTMENT. REPLACING A MACHINE THAT IS AT LEAST 15 YEARS OLD.
101 GENERAL FUND:		**$ 2,000.00**	
ANNUAL PAVING PROGRAM	ENGINEERING	$ 230,000.00	RESURFACING OF FIVE OR SIX RESIDENTIAL STREETS AT VARIOUS LOCATIONS THROUGHOUT THE CITY.
STREET SWEEPER REPLACEMENT	PUBLIC WORKS	$ 19,000.00	REPLACE 10 YEAR OLD STREET SWEEPER FOR THE MAINTENANCE OF STREETS AND STORM SEWERS.
RICHMOND STREET RESURFACING PROJECT	ENGINEERING	$ 130,000.00	RESURFACING OF RICHMOND STREET (CITY SHARE OF ODOT PROJECT).
RESURFACING OF RT 20 FROM WATSON TO ECL	ENGINEERING	$ 480,000.00	RESURFACING OF SR 20(MENTOR AVENUE) FROM WATSON STREET TO THE EASTERN CITY LIMITS. ODOT PROJECT FUNDED AT 80% ODOT, 20% CITY.
201 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND:		**$ 859,000.00**	
AERIAL REPLACEMENT	FIRE	$ 900,000.00	TO REPLACE THE 1992 75' AERIAL WITH A 100' ELEVATED PLATFORM. IT IS RECOMMENDED THAT THIS BE RESEARCHED AS A REGIONAL PURCHASE AND SUPPORTED WITH ANY AVAILABLE GRANTS. REGARDLESS IT IS STILL NECESSARY TO REPLACE THIS VEHICLE AS THE VEHICLE IS OVER 20 YEARS OLD.
220 FIRE LEVY FUND:		**$ 900,000.00**	
COMPUTER/PRINTERS/ AND RECORDING SERVER REPLACEMENT	MUNICIPAL COURT	$ 10,000.00	COMPUTER/PRINTERS/ COURT RECORDING SERVER REPLACEMENT.
230 MUNICIPAL COURT COMPUTERIZATION FUND:		**$ 10,000.00**	
PURCHASE 2 RIDING LAWN MOVERS	CEMETERIES/PARKS	$ 24,000.00	REPLACEMENT OF 2 RIDING LAWN MOWERS.
RECREATION PARK	CEMETERIES/PARKS	$ 30,000.00	ADDITIONS TO PLAY EQUIPMENT.
YMCA/COMMUNITY CENTER/SENIOR CENTER	RECREATION & PUBLIC LANDS	$ 1,500,000.00	ADDITION TO COMMUNITY CENTER.
424 CAPITAL IMPROVEMENT FUND:		**$ 1,554,000.00**	
COMPUTER/PRINTERS/ AND RECORDING SERVER REPLACEMENT	MUNICIPAL COURT	$ 10,000.00	COMPUTER/PRINTERS/ COURT RECORDING SERVER REPLACEMENT.
429 MUNI COURT SPECIAL PROJECTS FUND:		**$ 10,000.00**	

FY 2015 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
COMPUTER REPLACEMENT	ENGINEERING	$ 1,500.00	REPLACEMENT OF DEPARTMENT COMPUTERS.
VEHICLE REPLACEMENT	ENGINEERING	$ 15,000.00	REPLACEMENT OF DEPARTMENT VEHICLES.
COMPUTER REPLACEMENT	FINANCE	$ 2,200.00	PURCHASE A NEW COMPUTER (JOEL G.)
PATROL CARS	POLICE	$ 189,771.00	REPLACE THREE PATROL VEHICLES AND FULLY EQUIP THEM. THE CURRENT 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 VEHICLE MAINTENANCE COSTS FOR THE POLICE DEPARTMENT. IT WOULD REPLACE 3 PATROL CARS THAT HAVE IN EXCESS OF 5 YEARS SERVICE.
430 CAPITAL EQUIPMENT RESERVE FUND:		**$ 208,471.00**	
PURCHASE NEW TRUCK	UTILITIES OFFICE	$ 5,000.00	PURCHASE NEW TRUCK FOR METER READER.
710 WATER REVENUE FUND:		**$ 5,000.00**	
TANK MAINTENANCE	WATER DISTRIBUTION	$ 220,000.00	THE INSIDE OF 86 TOWER IS RUSTING AND IN POOR CONDITION PAINTING IS NEEDED TO PROLONG THE LIFE OF THIS TANK.2010. CHESTNUT OUTSIDE PAINTING 2011.RT 86 TANK PAINTING EXTEROR 2012. CRILE ROAD 2013 EXTEROR, AUBURN ROAD INTERIOR 2014.
3000 FEET PIPE REPLACEMENT	WATER DISTRIBUTION	$ 480,000.00	CONSTRUCT 3000 LINEAL FEET OF 8" WATER MAIN THROUGHOUT THE CITY OF PAINESVILLE ,AND REMOVE 3000 FEET OF WATER LINE THAT DOESN'T SUPPLY WATER FLOW FOR FIRE PROTECTION.
712 WATER CONSTRUCTION FUND:		**$ 700,000.00**	
PURCHASE NEW TRUCK	UTILITIES OFFICE	$ 5,000.00	PURCHASE NEW TRUCK FOR METER READER.
SEWER JET REPLACEMENT	PUBLIC WORKS	$ 30,000.00	REPLACE 10 YEAR OLD SEWER JET AND CATCH BASIN CLEANER.
720 SEWER REVENUE FUND:		**$ 35,000.00**	
SEWER LINING REHABILITATION	ENGINEERING	$ 75,000.00	REHABILITATE SELECT EXISTING DETERIORATED SANITARY SEWERS BY TRENCHLESS CONSTRUCTION METHODS AND LINING THE EXISTING PIPE.

FY 2015 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
MANHOLE REHABILITATION	ENGINEERING	$ 25,000.00	REHABILITATE OR REPLACE SELECT SANITARY SEWER MAHOLES TO ADDRESS I&I CONCERNS AND HEALTH AND SAFETY CONCERNS.
SUPERINTENDENT PICK-UP TRUCK	WATER POLLUTION CONTROL	$ 30,000.00	REPLACE THE SUPERINTENDENT'S PICK-UP TRUCK WITH NEW, THROUGH STATE CONTRACT.
MECHANICAL BAR SCREEN	WATER POLLUTION CONTROL	$ 75,000.00	REPLACE EXISTING MANUAL RAKE BARSCREEN WITH NEW AUTOMATIC RAKE BARSCREEN.
722 SEWER CONSTRUCTION FUND:		**$ 205,000.00**	
PURCHASE NEW TRUCK	UTILITIES OFFICE	$ 15,000.00	PURCHASE NEW TRUCK FOR METER READER.
730 ELECTRIC REVENUE FUND:		**$ 15,000.00**	
COMPUTER REPLACEMENT	ELECTRIC DISTRIBUTION	$ 2,200.00	REPLACEMENT OF THE OFFICE COMPUTERS ON A FIVE YEAR CYCLE.
MANHOLE CABLE RACKS & COVERS	ELECTRIC DISTRIBUTION	$ 14,000.00	REPLACE AGING CABLE RACKS AND MANHOLE COVERS IN ALL MANHOLES IN THE SYSTEM ON A EIGHT YEAR PROGRAM.
INDUSTRIAL TRANSFORMERS	ELECTRIC DISTRIBUTION	$ 95,000.00	PURCHASE INDUSTRIAL SIZE (500 KVA+) TRANSFORMERS TO SERVE NEW CUSTOMERS OR INCREASED SERVICE TO OUR EXISTING CUSTOMERS.
UG ELECTRIC IN VARIOUS SUBDIVISIONS	ELECTRIC DISTRIBUTION	$ 60,000.00	INSTALLATION OF UG ELECTRIC INFASTRUCTURES IN VARIOUS SUBDIVISIONS IN CITY.
STREETLIGHT REVAMPING PROGRAM	ELECTRIC DISTRIBUTION	$ 20,000.00	ONGOING REPLACEMENT OF THE MV STREETLIGHTS WITH MORE ENERGY EFFICIENT LIGHTS.
REPLACE DIRECT BURIED UG CABLE	ELECTRIC DISTRIBUTION	$ 50,000.00	REPLACE DIRECT BURIED UG CABLE IN THE OLDER SUBDIVISIONS.
REPLACE TRUCK #40	ELECTRIC DISTRIBUTION	$ 220,000.00	REPLACE 55' FORESTRY BUCKET TRUCK (#40) PER OUR VEHICLE REPLACEMENT SCHEDULE.
COMPUTER REPLACEMENTS	ELECTRIC PLANT	$ 5,000.00	REPLACE THREE COMPUTERS EVERY YEAR TO MAINTAIN RELIABLE AND UP TO DATE COMPUTERS.
#4 COAL SYSTEM	ELECTRIC PLANT	$ 350,000.00	REPLACE #4 COAL SYSTEM WITH NEW BELT AND TRANSFER SYSTEM.
ASH REMOVAL SYSTEM	ELECTRIC PLANT	$ 650,000.00	REPLACE EXSISTING ASH REMOVAL SYSTEM.
732 ELECTRIC CONSTRUCTION FUND:		**$ 1,466,200.00**	

FY 2015 CAPITAL IMPROVEMENT PLAN

PROJECT TITLE	DEPT/DIVISION	TOTAL COST	DESCRIPTION
ANNUAL STORM UTILITY CAPITAL IMPROVEMENTS PROGRAM	ENGINEERING	$ 75,000.00	ANNUAL FUNDING VARIOUS STORM UTILITY PROJECTS. PROJECT AREAS TO BE DETERMINED.
STREET SWEEPER REPLACEMENT	PUBLIC WORKS	$ 19,000.00	REPLACE 10 YEAR OLD STREET SWEEPER FOR THE MAINTENANCE OF STREETS AND STORM SEWERS.
SEWER JET REPLACEMENT	PUBLIC WORKS	$ 30,000.00	REPLACE 10 YEAR OLD SEWER JET AND CATCH BASIN CLEANER.
760 STORM WATER UTILITY FUND:		**$ 124,000.00**	
TOTAL 2015 CIP PLAN:		**$ 6,093,671.00**	

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, 2009

Total debt (principal amount of all outstanding bonds and notes)		$13,516,343
Debt exempt from net indebtedness calculation:		
Special assessment bonds and notes	$355,000	
Self-supporting bonds and notes:		
Water system	6,054,377	
Sewer system	819,500	
Stormwater system	403,400	
Electric system	2,227,843	
Total exempt debt		9,860,120
Net indebtedness (voted and unvoted) subject to 10.5% debt limitation		$3,656,223
Assessed valuation of City (2008 for 2009 collection)		$275,691,690
Overall debt limitation- 10.5% of assessed valuation (maximum voted and unvoted general obligation debt allowed)		$28,947,627
Voted and unvoted debt subject to 10.5% debt limitation	$4,631,620	
Less: Amount available in Debt Service Fund	(94,922)	
Net voted and unvoted debt subject to 10.5% debt limitation		4,536,698
Legal debt margin within 10.5% limitation		$24,410,929
Unvoted debt limitation - 5.5% of assessed valuation		$15,163,043
Unvoted debt subject to 5.5% debt limitation	$2,426,087	
Less: Amount available in Debt Service Fund	(94,922)	
Net unvoted debt subject to 5.5% limitation		2,331,165
Legal debt margin within 5.5% limitation		$12,831,878

Computation of All Direct and Overlapping

General Obligation Debt

December 31, 2009

Jurisdiction	Assessed Valuation (1)	Net General Tax Supported Debt (2)	Percent Overlapping	Net Tax Supported Overall Debt
Direct				
City of Painesville	$275,691,690	$5,736,573	100.00%	$5,736,573
Overlapping Subdivisions				
Painesville City Schools	244,997,124	29,267,807	100.00%	29,267,807
Painesville Township Schools	887,805,590	5,344,525	2.08%	111,166
Lake County	6,346,048,449	18,992,000	4.08%	774,874
Lake County Library District	1,135,019,004	8,475,000	21.49%	1,821,278
			Subtotal	31,975,125
			Total	$37,711,698

(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, 2010

The following private and public employers have the ten largest work forces within the City:

	Employer	Type of Business	Approximate Number of Employees Full-Time	Part-Time	Total
1	County of Lake	Government	1,092	172	1,264
2	Fasson Division/ Avery International Corporation	Manufacturing	600	-	600
3	Painesville City Schools	Education	450	-	450
4	The City of Painesville	Government	268	16	284
7	Lake Erie College	Education	158	117	275
6	Core Systems	Manufacturing	240	3	243
7	AeroControlex Group, Inc.	Manufacturing	150	5	155
8	Cintas	Service	117	2	119
9	Eckart America	Manufacturing	108	1	109
10	SAS Rubber Division Mohawk Rubber Company	Manufacturing	86	1	87

The above private and public employers have the ten largest work forces within the City

Source: City Department of Finance.

Demographic Statistics
December 2010

	Income		Housing Units		
Year	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-Loraine-Elyria PMSA including comparisons with unemployment rates for the State of Ohio and the United States.

	Employed		Unemployed		Unemployment Rate			
Year	County	PMSA	County	PMSA	County	PMSA	Ohio	U.S.
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%
2006	125,400	1,030,100	6,300	58,200	4.80%	5.30%	5.50%	4.40%
2007	124,800	1,014,600	7,300	65,000	5.50%	6.00%	5.80%	5.00%
2008	120,500	979,300	8,500	74,700	6.60%	7.10%	7.40%	7.40%
2009	117,600	955,600	11,500	92,900	8.90%	8.90%	10.90%	10.00%
2010	94,397	983,800	11,200	91,300	8.30%	8.50%	9.60%	9.40%

Sources: Ohio Bureau of Employment Services.
U.S. Department of Labor, Bureau of Statistics

Miscellaneous Statistics
December 31, 2009

Date of Incorporation	1832
Form of Government	Council/Manager
Area (square miles)	7.01
Number of Employees (excluding Police and Fire)	
Full-time	201
Part-time	32
Facilities and Services:	
Miles of Streets	58
Number of Street Lights	1,474
Police Services:	
Number of Stations	1
Number of Police Personnel and Officers	41
Number of Patrol Units	14
Law Violations:	
Physical arrests	1,015
Traffic Violations	1,979
Parking Violations	2,019
Fire/Emergency Medical Services:	
Number of Stations	1
Number of Officers and Fire Personnel	26
Number of Calls Answered	2,949
Number of Inspections	630
Recreation and Culture:	
Community Centers	1
Number of Parks	10
Park Acreage	118.02
Number of Ball Fields:	
Lighted	1
Unlighted	8
Soccer Fields	1
Basketball Courts	2
Tennis Courts	2
Volleyball Courts	1
Skate Facility	1
Walking Paths	2
Sledding Hill	1
Fishing Pond	1
Number of Cemeteries	2
Cemetery Acreage	84

Water System:	
Number of Purification Plants	1
Miles of Water Mains	127.1
Number of Fire Hydrants	1,615
Number of Service Connections	9,247
Average Daily Consumption (gallons)	4,500,000
Maximum Daily Capacity of Plant (gallons)	7,500,000
Sewerage System:	
Number of Treatment Plants	1
Miles of Sanitary Sewers	49
Miles of Storm Sewers	37
Number of Service Connections	5,947
Average Daily Treatment (gallons)	317,000
Design Capacity (gallons)	6,000,000
Maximum Daily Capacity of Treatment (gallons)	28,000,000
Electric System:	
Number of Generating Plants	1
Number of Interconnections	1
Plant Generating Capacity in Megawatts	53.5
Miles of Line	205
Number of Service Connections	11403
Average Daily Generation in Kilowatt Hours	652416
Peak Load in Kilowatts - 2004	54200
Parking Facilities:	
Off-Street Parking Garages	1
Parking Levels	7
Parking Spaces	543
Average Daily Cars Parked	470
Off-Street Surface Parking Lots (Leased)	2
Parking Spaces	161
On-Street Parking Meters	167
Education:	
Elementary Schools	3
Elementary School Students	1,467
Elementary School Instructors	75
Middle Schools	1
Middle School Students	582
Middle School Instructors	45
High Schools	1
High School Students	629
High School Instructors	55
Colleges	1
College Students	975
Libraries:	
Number of Libraries	1
Circulation	717,520

THE CITY OF PAINESVILLE, OHIO
DISTRIBUTION OF ACCOUNTS

DEPARTMENT/DIVISON	101 GENERAL FUND	201 STREET CONSTRUCTION FUND	229 EMS FUND	204 CEMETERIES FUND	710 WATER REVENUE FUND	720 SEWER REVENUE FUND	730 ELECTRIC REVENUE FUND	760 STORM WATER FUND
Unless Otherwise Noted								
Distribution Percentage is -	**20%**				**25%**	**20%**	**35%**	
Council	101.111.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.111.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.111.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.111.56XXX				710.711.56501	720.721.56501	730.731.56501	
Clerk of Council	101.112.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.112.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.112.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.112.56XXX				710.711.56501	720.721.56501	730.731.56501	
City Manager's Office	101.131.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.131.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.131.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.131.56XXX				710.711.56501	720.721.56501	730.731.56501	
	10% Ea.							
Assist. City Mgr/Com. Dev. Dir. Only	101.131.51XXX							
	101.631.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
Communications	101.133.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.133.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.133.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.133.56XXX				710.711.56501	720.721.56501	730.731.56501	
Information Technology	101.134.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.134.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.134.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.134.56XXX				710.711.56501	720.721.56501	730.731.56501	
Human Resource	101.135.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.135.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.135.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.135.56XXX				710.711.56501	720.721.56501	730.731.56501	
Economic Development	101.137.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.137.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.137.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.137.56XXX				710.711.56501	720.721.56501	730.731.56501	
Finance - Administration	101.141.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.141.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.141.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.141.56XXX				710.711.56501	720.721.56501	730.731.56501	

DEPARTMENT/DIVISON	101 GENERAL FUND	201 STREET CONSTRUCTION FUND	229 EMS FUND	204 CEMETERIES FUND	710 WATER REVENUE FUND	720 SEWER REVENUE FUND	730 ELECTRIC REVENUE FUND	760 STORM WATER FUND
****Unless Otherwise Noted****								
Distribution Percentage is -	**20%**				**25%**	**20%**	**35%**	
Finance - Acccounting Division	101.142.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.142.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.142.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.142.56XXX				710.711.56501	720.721.56501	730.731.56501	
Finance - Purchasing/Warehouse	101.143.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.143.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.143.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.143.54XXX				710.711.54120	720.721.54120	730.731.54120	
	101.143.56XXX				710.711.56501	720.721.56501	730.731.56501	
Law - Administration	101.151.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.151.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.151.53XXX				710.711.53920	720.721.53920	730.731.53920	
For Engineering Dept. Only	**45%**				**25%**	**20%**	**10%**	
Engineering Department	101.161.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
	101.161.52XXX				710.711.52220	720.721.52220	730.731.52220	
	101.161.53XXX				710.711.53920	720.721.53920	730.731.53920	
	101.161.56XXX				710.711.56501	720.721.56501	730.731.56501	
Building Operations - Switchboard	101.171.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	
For Fire Only	**85%**		**15%**					
Fire Fighting, Prevention & Insp.	101.221.51XXX		229.221.51XXX					
	50%		**50%**					
For Fire Chief Only	101.221.51XXX		229.221.51XXX					
Training Coordinator/PT Firefighter	101.222.51XXX		229.221.51XXX					
	20%		**80%**					
For Administrative Assistant Only	101.222.51XXX		229.221.51XXX					
	100%							
Fire Inspector Only	101.222.51XXX							
For Public Works Supv. Only	**85%**					**15%**		
Public Works Supervisor	101.311.51XXX					720.725.51XXX		
For P.W. Maint. Supv. II Only	**80%**					**20%**		
Public Works Maint. Supervisor II	101.311.51XXX					720.725.51XXX		
Public Works Equip. Maint. Personnel	101.319.51XXX				710.711.51XXX	720.721.51XXX	730.731.51XXX	

DEPARTMENT/DIVISON	101 GENERAL FUND	201 STREET CONSTRUCTION FUND	229 EMS FUND	204 CEMETERIES FUND	710 WATER REVENUE FUND	720 SEWER REVENUE FUND	730 ELECTRIC REVENUE FUND	760 STORM WATER FUND
****Unless Otherwise Noted****								
Distribution Percentage is -	**20%**				**25%**	**20%**	**35%**	
For P.W. Street Div. Persnl Only	**40%**	**25%**				**20%**	**5%**	**10%**
Public Works Street Div. Personnel	101.320.51XXX	201.312.51XXX				720.725.51XXX	730.341.51XXX	760.763.51XXX
For Rec. & Public Lds. Dir. Only	**25% (Each)**			**50%**				
Recreation & Public Lands Director	101.511.51XXX 101.521.51XXX			204.421.51XXX				
For Cem. & Parks Supt. Only	**50%**			**50%**				
Cemeteries & Parks Superintendent	101.511.51XXX			204.421.51XXX				
For Cem & Pks Secretary Only	**20%**			**80%**				
Cemeteries & Parks Secretary	101.511.51XXX			204.421.51XX				
For Cem. & Pks Auto Serv. Wkr Only	**50%**			**50%**				
Cem. & Parks Auto Service Worker	101.512.51XXX			204.422.51XXX				
For Cem & Pks Maint Wkrs Only	**60%**			**40%**				
Cem. & Parks Maintenance Workers	101.512.51XXX			204.422.51XXX				
Planning and Development	101.631.51XXX 101.631.52XXX 101.631.53XXX 101.631.55XXX 101.631.56XXX				710.711.51XXX 710.711.52220 710.711.53920 710.711.55120 710.711.56501	720.721.51XXX 720.721.52220 720.721.53920 720.721.55120 720.721.56501	730.731.51XXX 730.731.52220 730.731.53920 730.731.55120 730.731.56501	
For Service Director Only		**25%**			**25%**	**30%**	**10%**	**10%**
Service Director		201.311.51XXX			710.711.51XXX	720.721.51XXX	730.731.51XXX	760.761.51XXX
For Fin.-Utilities Office Only					**20%**	**20%**	**60%**	
Finance - Utilities Office					710.712.51XXX 710.712.52XXX 710.712.53XXX 710.712.56XXX	720.722.51XXX 720.722.52XXX 720.722.53XXX 720.722.56XXX	730.732.51XXX 730.732.52XXX 730.732.53XXX 730.732.56XXX	

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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 1/100th 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. *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.*
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 (*Operating*)	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 p enalty 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 p art 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. *NOTE: Encumbrances are not considered expenditures.*
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 1st and ending December 31st, 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. *NOTE: The General Fund is used to finance the ordinary operations of a governmental unit.*
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. T he 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. T his 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: p roduces 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 1st 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 w hich 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.
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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