



CITY OF CLEVELAND

Mayor Justin M. Bibb

2022

BUDGET BOOK

CITY OF CLEVELAND, OHIO

JUSTIN M. BIBB
MAYOR



BLAINE A. GRIFFIN
COUNCIL PRESIDENT

COMMITTEE ON FINANCE, DIVERSITY, EQUITY AND INCLUSION

BLAINE A. GRIFFIN
CHAIR

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VICE CHAIR

KEVIN BISHOP
KEVIN CONWELL

ANTHONY T. HAIRSTON
BRIAN KAZY
MICHAEL D. POLENSEK

JASMIN SANTANA
JENNY SPENCER

ORDINANCE 148-2022

Passed March 21, 2022 - Effective March 24, 2022



City of Cleveland

Mission Statement

We are committed to improving the quality of life in the City of Cleveland by strengthening our neighborhoods, delivering superior services, embracing the diversity of our citizens, and making Cleveland a desirable, safe city in which to live, work, raise a family, shop, study, play, and grow old.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Cleveland

Ohio

For the Fiscal Year Beginning

January 1, 2021

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented the Distinguished Budget to the City of Cleveland for its annual budget for the Fiscal Year beginning January 1, 2021. In order to receive this award, a governmental entity must publish a budget document that meets program criteria as a Policy Document, as an Operations Guide, as a Financial Plan and as a Communications Device. The award is valid for a one year period only. The City of Cleveland has satisfied the necessary criteria to receive the award in the following years: 2005, 2006, 2007, 2008, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020 & 2021. Prior to the year 2000, the City also received 15 other awards, for a total of 29 years. We believe our document continues to conform to program requirements. As we continue to strive for continuous improvement, we will submit once more to GFOA to determine the eligibility for another award.



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

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

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

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

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

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

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



To the Cleveland City Council and Citizens of Cleveland:

It is a privilege to serve as the 58th Mayor of Cleveland and lead our city through this period of transition and change. With investments in our people, technology and infrastructure, Cleveland can become a national model for city management, police reform, and neighborhood revitalization.

As a result of the ongoing impact of COVID-19 and the changing economic and political landscape, we are faced with enormous challenges and opportunities. In 2021, the City of Cleveland received the eighth largest allocation of American Rescue Plan Act (ARPA) funds, of which \$109 million were used to help us stabilize our budget in the General Fund, provide immediate relief and ensure continuity of essential services for our residents. In the first year of my administration, we must take a prudent and strategic approach to financial management to achieve our bold, long-term vision.

The COVID-19 pandemic has unquestionably changed how cities must operate and demands a new style of governing. My administration is focused on modernizing city operations to be more efficient and responsive. The first step to modernizing city operations is creating new organizational structures and roles to meet the demands of our time. We are building the capacity of the Office of the Mayor to focus on our most urgent priorities with the creation of new cabinet and senior positions. These positions have been created to better connect departments and break down silos. Further, Senior Strategists have been appointed to provide counsel on transparent communications, address the lead crisis, and advance racial equity.

Last year, the citizens of Cleveland supported Issue 24, passing legislation to make the Cleveland Community Police Commission permanent, empowering the Civilian Review Oversight Board to make decisions about police misconduct and setting new standards for police training. To support the implementation of Issue 24, the Law Department will receive a projected budget increase of \$1.12 million. This increase allows us to attract and retain talent and expertise internally and save on outside counsel as we work to deliver police reform, strengthen code enforcement, settle outstanding cases and hire a Chief Ethics Officer to embed accountability across the organization.

Investments to boost staffing in our emergency service workforce will continue in 2022, with 180 cadets from three classes anticipated to join the Division of Police, 80 cadets from two classes anticipated to join the Division of Fire, and 35 cadets anticipated to join the Division of Emergency Medical Services. In addition, funding for the Public Health Department has increased since 2021, with \$2 million allocated for nine additional healthcare workers to staff two mobile health vehicles.

As we look ahead, there is uncertainty around income tax collections during 2022 as a result of taxpayers applying for refunds due to working from home during 2021. At this time, it is unknown what the potential impact may be. Despite this potential impact, in 2022 projected revenue stands at \$647,942,061 while projected expenses are \$709,952,083. While we do not have a structurally balanced budget, we do have a balanced budget. We will utilize \$62,010,022 of the \$131,749,027 carryover amount in order to balance the 2022 budget. The carryover balance is larger this year compared to 2021 due to the receipt of the federal ARPA dollars, which enabled the City to maintain services during a challenging year.



As required by provisions of Section 38 of the Charter of the City of Cleveland, I hereby transmit the estimate of receipts and expenditures for all departments and divisions of the City for the year 2022, representing General Fund operating budget of \$709,952,083 and a total citywide budget of \$1,872,189,259.

Sincerely,

Mayor

Justin M. Bibb

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

The Budget as a Policy Guide

The Mission of the City of Cleveland is “We are committed to improving the quality of life in the City of Cleveland by strengthening our neighborhoods, delivering superior services, embracing the diversity of our citizens, and making Cleveland a desirable, safe city in which to live, work, raise a family, shop, study, play and grow old.” As a policy guide, the Budget serves to inform the citizens of Cleveland on policies, goals, and objectives in place during the coming year for the satisfaction of its mission statement as well as major programs to be financed.

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

The Budget as a Financial Plan

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

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

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

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

- **Balanced Budgets** as required by law.

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

The Budget as an Operations Guide

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

The Budget as a Communication Device

As a communication device, the yearly budget provides summary information to aid constituents in interpreting the document. The Mayor's Estimate and final resultant budget book, focuses only on the annual operating budget for each division. Our goal is to make it an effective communication tool that clearly explains significant budgetary issues, priorities, goals and objectives, and financial strategies of the City. The yearly budget plan allows the Senior Administrative Team to establish a baseline of accountability.

To satisfy our goal, this budget document includes a Mayor's Transmittal Letter which summarizes all of the fiscal plans of the City for the upcoming fiscal year. Updated Charts and graphs have been added to help consolidate, summarize, and better explain the information as much as possible. There is also a detailed table of contents and a glossary of common terms to make it easy to locate and understand its contents.

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



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

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

The multi-year budgets that span several years primarily consists of capital expenditures or grants. These budgets cover programs or projects which either require more than one year to complete or which bridge two calendar years.

Examples are:

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

HISTORY

In 1796, U.S. General Moses Cleaveland from the Connecticut Land Company surveys the Western Reserve's 3.3 million-acre piece of land on the shores of Lake Erie is called the "Western Reserve." The city was named after Moses Cleaveland, and incorporated as a city in 1836. The Ohio and Erie canals, railroad development and an abundance of natural resources (iron, oil), brought dramatic industrial growth to the new city; during the Civil war, Cleveland was an important supply center. Like many of America's older industrial American cities, Cleveland withstood declining prosperity and loss of population in the second half of the 20th century. Recent re-investment in the downtown area (new stadiums for its sports teams, the Rock & Roll Hall of Fame, shopping arcades) has revitalized the city. Though still a manufacturing town, Cleveland's economy is now more diversified, with research firms, law firms and the health care industry among its leading employers.

STRATEGIC LOCATION

Situated in northeastern Ohio on the southern shore of Lake Erie, Cleveland's geographic location is one of its best assets. It is one of the few places where water, rail and highway meet. Ample truck, rail and air connections allow shippers to economically transport their goods between Cleveland and other destinations. It was founded near the mouth of the Cuyahoga River, and became a manufacturing center owing to its location at the head of numerous canals and railroad lines. The Ohio and Erie Canal coupled with rail links helped establish the city as a major American manufacturing center. Steel and many other manufactured goods emerged as its industries. The city lies within close reach of the concentration of the nation's consumers. Nearly half of all U.S. households, businesses and manufacturing plants are less than an eight-hour drive from Cleveland.

The City of Cleveland is the county seat of Cuyahoga County, the most populous county in the state. Cleveland has grown from an average of approximately 17,000 people in 1850 to an estimated 372,624 in 2020. According to the United States Census Bureau, the city has a total area of 82.4 square miles consisting 77.6 square miles of land and 4.8 square miles of water. The shore of Lake Erie is 569 feet above sea level; however, the city lies on a series of irregular bluffs cut principally by the Cuyahoga River, Big Creek, and Euclid Creek.

DIVERSITY

Cleveland is a City proud of the cultural and ethnic diversity of its population and workforce and the rich cultural identity of its many neighborhoods. In the early days the thriving factories of Cleveland attracted an influx of immigrants from Ireland, Germany and Eastern Europe. After World War I, Cleveland saw a rise in its African-American population; in 1967, Cleveland became the first major US city to elect an African-American mayor. Cleveland is a colorful tapestry of people and cultures and offers 36 unique neighborhoods with more than 77 different cultural groups. Each is diverse and with a rich cultural heritage. According to the US Census update estimates for 2020, the racial composition of Cleveland is 49% African American, 40% White American, 4% two or more races, 4% some other race and 3% Asian.

EDUCATION

The Cleveland Municipal School District (CMSD) is comprised of 112 facilities throughout the city serving nearly 45,000 students. There are a broad range of programs incorporated into the curriculum which give students insight to various careers and post secondary options. There are a number of high schools that have partnered with area colleges and universities to deliver exposure to those students who have shown interest early in high endeavors.

Cleveland State University is located slightly east of downtown Cleveland and is known for being one of the most culturally diverse and affordable 4-year institutions in the area. Case



Western Reserve University (CWRU) is recognized as being the largest research university in the State of Ohio, and fourteenth largest in the US. Some notable alumni for CWRU are former Cleveland Mayor Carl B. Stokes, former Miami Dolphins Head Coach Don Shula, and Congress Members Stephanie Tubbs-Jones and Dennis Kucinich.

Cuyahoga Community College (Tri-C®), Ohio's first community college, opened in September 1963. Offering more than 1,000 credit courses and 200 degree and workforce certificate programs, each year the College prepares more than 55,000 students to prosper in the new global economy. Tri-C empowers students to complete their education in a timely manner. With the adoption of an intentional case management approach to student success, the College provides students with clear pathways to degree and certificate completion. This approach guides students toward meaningful careers or to four-year universities.

SPORTS

Several professional sports teams call Cleveland home, and they have drawn incredibly loyal fans and impacted the revenue of the city heavily. Despite the weather conditions, many traditions have been formed across the board.

The Cleveland Browns football team was charted in 1946 as a part of the All-America Football Conference and later joined the National Football League in 1950. In 1995, the entire team formed a new franchise as the Baltimore Ravens. In 1999, the Cleveland Browns reorganized helping boost the revenues for the City once again.

The Cleveland Cavaliers basketball team has been a part of the National Basketball Association since 1970. The Cleveland Guardians baseball team was established in 1901 in the Major League. The Cleveland Monsters are the American Hockey League for the city. The Cleveland Fusion is the women's arena football team. The Cleveland Rovers are the men's Rugby team.

TOURISM

Cleveland has many attractions to appeal to all. The Rock & Roll Hall of Fame is a non profit organization that seeks to educate its visitors about the history and influence of Rock & Roll music. Since opening in 1995, the Rock & Roll Hall of Fame has driven more than \$1.7 billion in revenue averaging around \$107 million in revenue annually.

The Great Lakes Science Center is one of the nation's leading science and technology centers. The center houses many hands-on and traveling exhibits and is also known for its Omnimax Theatre. The center hosts many over night events for youth to help bring awareness to science and how it affects the world we live in. The Science Center is also home to Northeast Ohio's first wind turbine, the NASA Glenn Visitor Center, and the Science, Technology, Engineering, & Math High School known as STEM.

The Greater Cleveland Aquarium, which opened in January 2012, features tanks of all different sizes with aquatic creatures from the lakes of Ohio, Lake Erie, and other areas in the US.

The City of Cleveland also features the Good Time III and Nautica Queen Dining Ship for a spectacular view of the city from the water. The Good Time III features many activities for as many as 1,000 passengers as it sails the Cuyahoga River and Lake Erie. The Nautica Queen sets sail from the West Bank Flats which is home to the new Greater Cleveland Aquarium, IMPROV Comedy Club, Windows on the River restaurant and many other places of leisure.

In May of 2012, Cleveland welcomed Horseshoe Casino, Ohio's first full service casino. The casino welcomed more than 2.6 million visitors in the first six months of opening. Now



renamed Jack Cleveland Casino, it is located in the former Higbee building which is easily accessible to the Tower City Center as well as Public Square. In April 2013, Thistledown Racino opened and MGM Northfield Park opened its doors in December 2013.

INTERNATIONAL

Cleveland, historically known as a hub for American manufacturing, has continued to build strong service-sector industries such as healthcare, banking/financial services, insurance, legal services, and tourism, among others.

Cleveland, Ohio is home to 110 different ethnic groups, speaking over 60 different languages. The City of Cleveland maintains 21 strategic Sister City partnerships around the globe that focus on economic, cultural, and educational exchanges. In addition to the Sister City Program, the City of Cleveland and Mayor's Office has a close working relationship with Cleveland's Diplomatic Consular Corp, the Cleveland Council of World Affairs, and many other internationally focused organizations throughout Northeast Ohio.

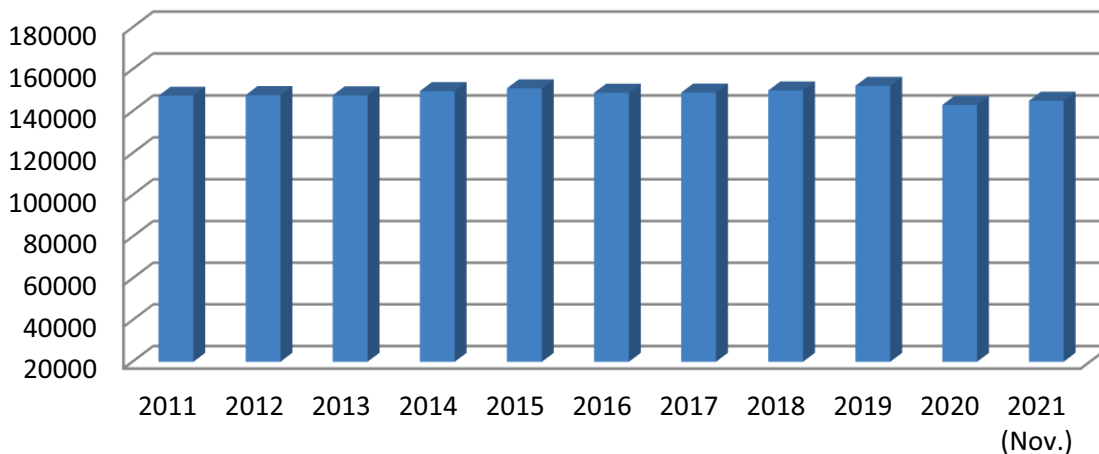


EMPLOYMENT AND UNEMPLOYMENT

Cleveland has long been famous as a durable goods manufacturing hub. Following the national trend, however, Cleveland has shifted to a more services-based economy. Cleveland's major industries include health care, bio-science, and technology. The average household income is \$46,137. The overall median age of a Cleveland resident is 36.3 years. Median age for males is 35.1 and for females is 37.5. The mean travel time to work is 24 minutes. The rate of home ownership is 41.6% and current median house value is \$69,600.

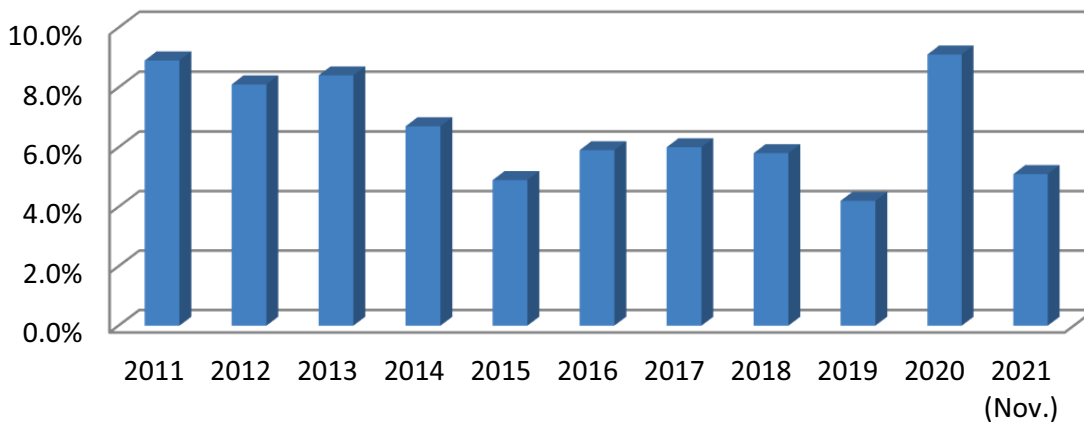
Employed Cleveland Residents

Annual Average



Unemployment Rate

City of Cleveland
Annual Average



MAJOR EMPLOYERS

<u>Company</u>	<u>Number of Employees</u>
Cleveland Clinic Foundation	44,665
University Hospitals	24,636
U.S. Office of Personnel Management	15,342
Cuyahoga County	7,336
City of Cleveland	7,244
MetroHealth System	6,948
Cleveland Metropolitan School District	5,791
KeyCorp	5,648
Case Western Reserve	4,606
Sherwin-Williams Company	4,569

SOURCE: Crain's 2022 Book of Lists

AIRPORT QUICK FACTS

Hours of Operation: 24 hours a day, 7 days a week

Layout:

• Acres	2,103
• Terminal concourses	3
• Runways	3

Operations Per Year: Departures & Arrivals

• Commercial Airline Operations	73,000
• Cargo Commercial Airline Operations	3,880

Departures/Landings per day:

• Commercial Departures	210
• Commercial Arrivals	210

Public Parking Spaces:

• CLE Smart Parking Garage*	4,305
• Blue Lot Parking	393
• Orange Lot Parking	972
• Brown Lot Parking	511
• Red Lot Parking	219

Services:

• Passenger Airlines	12
• All-Cargo Airlines	4

*includes valet



POLICE QUICK FACTS

•911 Calls Per Year	393,722
•Investigated Cases	64,717
•Vehicles	725
•Motorcycles	38
•Canine Teams	10
•Stations	5
•Helicopters	2
•Public Safety Communications Center	1
•Police Headquarters	1

FIRE & EMS QUICK FACTS

•EMS Incoming Calls Per Year	124,842
•Fire Unit Responses	112,558
•EMS Medical Runs Per Year Dispatched	109,370
•Patients Transported to Hospitals by EMS	74,400
•Fire/Emergency Incidents	65,728
•Fire Stations	26
•Engine Companies	23
•EMS Units	25 Days/21 Nights
•Ladder Companies	11
•Rescue Squads	2
•Fire Boats	2

PARKS & RECREATION QUICK FACTS

• Park Acreage	1,895
• Park Sites	172
• Ball Fields	129
• Tennis Courts	86
• Basketball Courts	102
• Playgrounds	109
• Swimming Pools	39
• Shelters	41
• Spray Basins	24
• Recreation Centers	21
• Public Golf Courses	1
• Residential Camp	1
• Sports Complex	1
• Cultural Arts Center	1
• Historical Baseball Park	1

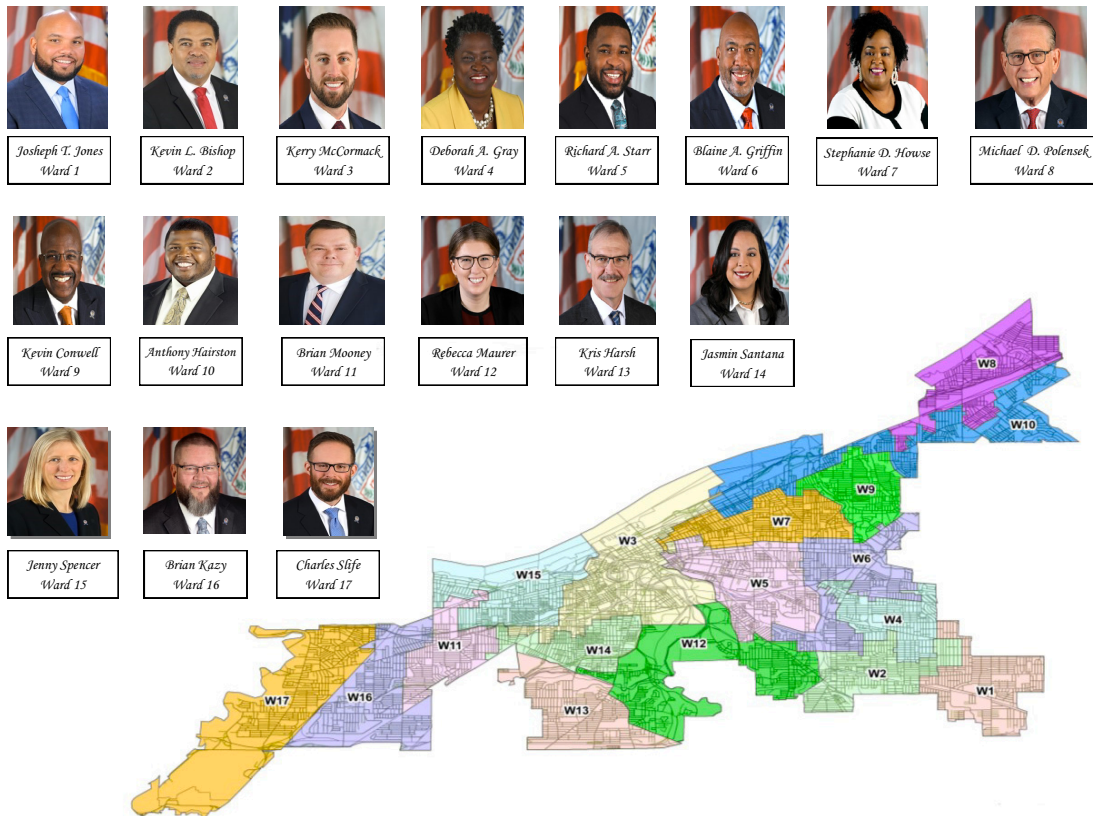
PARKING QUICK FACTS

• Parking Meters	2,509
• Coin & Debit/Credit Meters	24
• Parking Lots	4
• Parking Garages	2

Roster of Elected Officials

CITY COUNCIL	WARD	TELEPHONE	E-MAIL
Justin M. Bibb	Mayor	664-3990	mayorbibb@clevelandohio.gov
Joseph T. Jones	1	664-4944	jjones@clevelandcitycouncil.org
Kevin L. Bishop	2	664-4945	kbishop@clevelandcitycouncil.org
Kerry McCormack	3	664-2691	kmccormack@clevelandcitycouncil.org
Deborah A. Gray	4	664-4941	dgray@clevelandcitycouncil.org
Richard A. Starr	5	664-2309	rstarr@clevelandcitycouncil.org
Blaine A. Griffin	6	664-4234	bgriffin@clevelandcitycouncil.org
Stephanie D. Howse	7	664-2908	showse@clevelandcitycouncil.org
Michael D. Polensek	8	664-4236	mpolensek@clevelandcitycouncil.org
Kevin Conwell	9	664-4252	kconwell@clevelandcitycouncil.org
Anthony T. Hairston	10	664-4743	ahairston@clevelandcitycouncil.org
Brian Mooney	11	664-3708	bmooney@clevelandcitycouncil.org
Rebecca Maurer	12	664-4233	rmaurer@clevelandcitycouncil.org
Kris Harsh	13	664-2943	kharsch@clevelandcitycouncil.org
Jasmin Santana	14	664-4238	jsantana@clevelandcitycouncil.org
Jenny Spencer	15	664-4235	jspencer@clevelandcitycouncil.org
Brian Kazy	16	664-2942	bkazy@clevelandcitycouncil.org
Charles Slife	17	664-4239	cslife@clevelandcitycouncil.org

WARDS OF THE CITY



Joseph T. Jones
Ward 1

Kevin L. Bishop
Ward 2

Kerry McCormack
Ward 3

Deborah A. Gray
Ward 4

Richard A. Starr
Ward 5

Blaine A. Griffin
Ward 6

Stephanie D. Howse
Ward 7

Michael D. Polensek
Ward 8

Kevin Conwell
Ward 9

Anthony Hairston
Ward 10

Brian Mooney
Ward 11

Rebecca Maurer
Ward 12

Kris Harsh
Ward 13

Jasmin Santana
Ward 14

Jenny Spencer
Ward 15

Brian Kazy
Ward 16

Charles Slife
Ward 17

SEPTEMBER

- Office of Budget & Management (OBM) distributes budget factors and conducts budget training sessions with each department.
- Departments submit preliminary revenue and expense budget request estimates to OBM.

OCTOBER

- Office of Budget & Management (OBM) reviews budget submissions.
- Budget submissions are reviewed by the Director of Finance and the Mayor.

NOVEMBER

- Current Budget Year Transfer and Supplemental Appropriation Ordinances are prepared.
- Temporary Appropriation Ordinance is prepared for the upcoming budget year.

DECEMBER

- The City presents the Transfer Ordinance, Supplemental Appropriation Ordinance, and the Temporary Appropriation Ordinance to City Council and files the approved ordinances with the Cuyahoga County Budget Commission.

FEBRUARY

- The Mayor's Estimate, including preliminary expenses and revenues for the upcoming year is prepared, and submitted per the Charter of the City of Cleveland, to City Council no later than Feb. 1.
- City Council conducts budget hearings on the budget recommended in the submitted Mayor's Estimate

MARCH

- The 2nd reading by Council of the amended, reconciled appropriation ordinance generated from the Mayor's Estimate can not occur per Ordinance until after the Budget Hearings are completed.
- The 3rd reading and passage by Council of the amended, reconciled appropriation ordinance generated from the Mayor's Estimate can not occur before 7 days after the 2nd reading.

APRIL

- Cleveland City Council approves a balanced appropriated budget by April 1st for the calendar year.
- Final Budget Book is printed and posted online after Council approval.
- The Draft Capital Improvement Plan is generated

MAY

- The City's 5 year Financial Plan is prepared as a planning tool to project future funding requirements.

JUNE

- The City's Tax Budget is prepared and submitted to the County to assure that the appropriate property tax levy is established and that the apportionment of local government funds is distributed.
- The Final Budget Book submitted to GFOA for the Distinguished Budget Book Award.

THROUGH THE YEAR AS REQUIRED**CERTIFICATE / AMENDED CERTIFICATE OF RESOURCES**

- The Certificate of Estimated Resources is revised as additional revenue sources are realized throughout the year and submitted to the County which issues a new certificate permitting the City to increase appropriations to the level of the additional revenue.



Fiscal Policies for the City of Cleveland are dictated by state law, City ordinances, and administrative policies. They provide administrative guidelines for planning and directing the City's daily financial affairs. The City's Fiscal Policies assure that the City's finances are managed in an acceptable manner that provides for the delivery of quality services within its budgetary restrictions. Below are existing fiscal processes and guidelines for optimizing resources and accomplishing citywide goals and objectives.

Budgetary Control

By law, the City is required to adopt a balanced budget in which expenditures do not exceed estimated resources, as certified by the Cuyahoga County Budget Office. Once adopted, modifications to the original budget must be approved by City Council. The City maintains budgetary control by not permitting expenditures to exceed appropriations for personnel costs and other costs, within a division of the City, without the approval of City Council. Adjustments to the budget can only be made within a division and then within each category. Further legislation is required to move budget amounts from "personnel" to "other" or vice versa, or between divisions. It is the Mayor's policy to enact whatever stringent measures are required to maintain existing levels of service to the residents. This is often accomplished by establishing a budget freeze and/or postponing the hiring of budgeted positions.

Capital and Debt

The total amount allocated for ongoing General Fund supported capital and debt is appropriated by Ordinance in the Restricted Income Tax (RIT) Fund. The amount appropriated for the RIT Fund is 1/9th of the total Income Tax.

A five-year Capital Improvement Plan is updated annually and includes other anticipated funding sources. The City limits long-term debt to only those capital improvements that cannot be financed from RIT appropriations. The City collaborates with its financial advisors to structure debt in a way that debt load is explicitly related to the operating budget and ensuring the debt load will not impair operating needs. The total General Obligation debt load is limited to an unvoted 10 mil limit to ensure no undue burden on the taxpayers. Debt schedules are included in the annual budget.

Capital Assets

Capital assets include property, plant, equipment, and infrastructure assets. The City defines capital assets as assets with an estimated useful life in excess of one year and an individual cost of more than \$5,000 for land, furniture, fixtures, equipment and vehicles and \$10,000 for all other assets or projects.

Purchased assets are recorded at historical cost or estimated historical cost. Contributed assets are recorded at their acquisition value on the date contributed. The City depreciates capital assets on a straight-line basis based on estimated useful life.

Cash Management & Investments

The City of Cleveland's Investment Policy conforms to Chapter 178 of the Codified Ordinances of the City of Cleveland. It is designed to ensure the availability of operating and capital funds as needed while achieving an investment return competitive with comparable funds and financial market indices. The policy applies to the investment of all monies under the custody and control of the Division of Treasury.

Maintenance of adequate liquidity is essential. Selection of investment maturities is consistent with cash requirements. Assets are invested in permitted securities with a stated maturity of no more than five (5) years, unless the security is matched to a specific obligation or debt.

The City's investments are segregated into distinct portfolios, including the General Fund, Division of Water, Airport, Utilities, Cemeteries, Safety, and Railroads. All portfolios are managed to accomplish targeted objectives concerning the preservation of principal, liquidity requirements, and maximization of investment returns.

Fees and Charges

The Office of Budget & Management reviews cost recovery and cost of service policies on an ongoing basis for all fees billed and collected by the City. A comprehensive user fee and rate schedule model is used to calculate the full cost of providing City services and to recommend updates to existing fee structures. Most fee changes require City Council approval. Some can be changed through action by the Board of Control or at the discretion of a division director.

Economic Analysis

On a monthly basis, the Office of Budget & Management analyzes the regional economy and issues that impact it, including unemployment, inflation, economic activity and growth. This information is disseminated to the Administration to provide context and aid in deciding the allocation and use of limited resources.

Indirect Costs

The City of Cleveland utilizes a cost allocation methodology that ensures Enterprise Funds, Federal of State Awards, and other grants contribute their fair share of central service costs. Indirect costs charged to Federal programs comply to 2 C.F.R. part 225. They are based on actual allowable salaries of personnel assigned to the program.

Operational

The City conducts its fiscal and budgetary deliberations in City Hall Council Chambers. All proceedings are broadcast by the City's TV20 television station. Public announcements are published in local newspapers at least 72 hours in advance of Budget Hearings.

Revenues and Reserves

Current revenues are balanced against current expenses, in all funds, on an annual basis. For Enterprise Funds, the annual budget recognizes debt service payments as expenses and bond and grant proceeds are recognized as revenues. It is the City's goal to accumulate at least 5% for budget stabilization and up to 5% for self-insurance claim liabilities.

Approved salary increases, over the amount budgeted for salaries, are financed from vacancy savings in the department. All positions are governed by pay bands approved by City Ordinance. Union compensation, step increases, and benefits are subject to negotiated labor agreements.



Unencumbered Funds

The City of Cleveland certifies to the County Auditor the total amount, from all sources, available for expenditures from each fund. The amount includes any unencumbered balances that existed at the end of the preceding year. The total appropriations from each fund cannot exceed the total estimated revenue available for expenditure. General Fund department budgets that are not expensed or encumbered at the end of the year are used to offset expenses in other departments through a Transfer Ordinance or revert back to the General Fund unencumbered beginning balance to help finance the new fiscal year.

Vacancy Replacements

Budget payroll projections prepared by the Office of Budget & Management are based on the estimate of budgeted positions for the year. All budgeted positions are fully funded regardless of planned timing. Dollars saved by unfilled vacancies are quantified and reported throughout the year. Unfunded positions can be hired if swapped with budgeted vacancies. Administrative decisions are made annually concerning the ability to roll vacant positions into the new budget year based on priorities, the economy, and other budget factors.

County Tax Budget

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

Transfer of Appropriations

The annual appropriation ordinance establishes the legal spending limits of each division in two categories - "personnel expenses" and "other expenses". Adjustments to the budget can only be made within a division and then within each category. Further legislation is required, in the form of a Transfer Ordinance, to move budget authority between divisions or between "personnel" and "other" expenses.

Toward the end of each budget year, a Transfer Ordinance is prepared by the Finance Department and recommended by the Mayor to Council. The Ordinance specifies the transfer of unencumbered balances of an appropriation made for the use of a department, division, or purpose to any other department, division, or purpose.

Mayor's Estimate

City Ordinance declares the fiscal year of the City shall begin on the first day of January. On or before the fifteenth day of November, the Mayor shall prepare an estimate of the expense of conducting affairs of the City for the following year.

The Mayor's estimate is prepared by the Finance Department, with detailed input from each of the city departments. It contains:

- An itemized estimate of expenses;
- Comparison of expenditures for the prior two years, the estimate for the current complete year, and the prospective budget for the next year;
- Reasons for significant changes from the current year estimate to the prospective budget year;
- A statement from the Director of Finance detailing the probable tax income to the City for the period covered by the Mayor's estimate;
- An itemized estimate of all other anticipated revenue;
- Requirements for interest on the City's debt, sinking fund requirements, and principal payments due on maturing serial bonds;
- A summary schedule of outstanding City debt with maturities of bond issues.

Using the Mayor's estimate, the Finance Department initiates the drafting of a Temporary Appropriation Ordinance, passed by City Council, which authorizes expenditures against the proposed budget for the first quarter of the new budget year. The Mayor's estimate must be formally delivered to Council no later than February 1. City Council must adopt a permanent appropriation ordinance for the fiscal year by April 1.



Basis of Budgeting

The City maintains budgetary control on a modified cash basis. Revenues are recorded as they become available. Expenses are recognized when paid or encumbered by ordinance, contractual obligation, or purchase order. Estimated expenses are pre-encumbered and subsequently encumbered prior to release of purchase orders or delivery orders to vendors.

On a monthly basis, the Office of Budget and Management prepares and reviews with managers expenditure and revenue annual projections. Variances to budget are continuously analyzed. A pre-encumbrance or encumbrance that exceeds appropriations is not approved until Council authorizes additional appropriations or transfer of funds. Unencumbered appropriations lapse at year-end. The City Charter requires all contracts in excess of \$50,000 must be authorized by ordinance.

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

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

Citywide Municipal Wireless Broadband Network Initiative

The City of Cleveland continues to successfully operate and maintain a 4.5 square mile Wi-Fi network in its 13th Ward to help close the Digital Divide. The project offers residents of the Ward free wireless internet access. In 2018 The City of Cleveland initiated a project to upgrade the current network in Ward 13 that has been in operation since April 2011. In addition, the project provided the City of Cleveland the opportunity to collaborate with local community non-profit organizations to continue providing training in the following areas: computer applications (email & word processing), internet access and browsing.

To solve immediate, specific, operational needs in a more cost-efficient way, the City of Cleveland has completed a survey of its entire wireless infrastructure to develop ways of collaborating with other departments within the city. The survey will reduce the possibility of having duplicate wireless systems serving similar purposes, by redirecting cost and standardizing systems.

Based on the results of the wireless infrastructure survey the City of Cleveland developed a strategy and has installed wireless internet access in City owned and leased buildings including Recreation centers during 2017/18. Additionally in 2019 the City of Cleveland embarked upon a project to expanding its ability to monitor parks and neighborhoods by increasing cameras around the City.

Wireless network help the City deliver better services by providing a safer environment for our citizens by monitoring high crime areas with wireless cameras; arming our social service professionals with information in the field; issuing permits and violations in real-time, and offering other City services to support mobile workers with immediate information to make quicker decisions.

Most of all, wireless initiatives like these also provides a great opportunity to invest in our residents by providing internet access that might not otherwise be available to them, help close the Digital Divide, and make the City of Cleveland a "Digital city of choice".

Clean Cleveland Initiative

The kick-off of the Clean Cleveland program happened in 2019. The program-a series of proactive efforts to clean, repair, and upgrade city neighborhoods is a collaboration between various city departments to deliver services one subsection at a time. The Clean Cleveland program is in addition to existing services.

Clean Cleveland was a systematic delivery system designed to deliver service more efficiently and improve quality of service to Cleveland neighborhoods without spending more money. In 2017- after the passage of Issue 32- the program was re-launched involving numerous city departments to deliver services with an even greater impact.

The Healthy Neighborhoods Impact Team staffs the Clean Cleveland crews and consists of Public Works, Public Utilities, Building & Housing, Public Health, Public Safety and the Environmental Crimes Task Force. Teams are comprised of 30 crews, 60+ employees, 20+ trucks and 12+ miscellaneous machines.

Department	Service
Building and Housing	Housing Inspections, Board Ups, Demolitions
Health	Health Inspections
Public Works	Bulk item and litter pick up, Vacant lot grass cutting, Vacant structure clean up, Chuckhole patching, Waste collection, Street Sweeping, Utility Cuts, Traffic Signal Repair, Park service Visits, Graffiti Removal & Roadside debris pick-up
Public Utilities	Catch Basin cleaning Utility Cuts Hydrant Painting

The administration recognizes the potential this approach impacts the quality of life for all Cleveland residents.

The 3-1-1 calling system captures citizen service requests through one location and ensures they are addressed within a specified service level and time communicated to the resident.

These methods increase accountability and transparency of services.

Department	Service
Building and Housing	<ul style="list-style-type: none"> The City demolished 789 condemned structures in 2021. Building & Housing estimates that the City will demolish at least 700 structures in 2022. The City issued over 486 board-up permits in 2021. These permits were for boarding unsecured structures that were a public safety hazard.
Health	<ul style="list-style-type: none"> Nuisance ticketing issued for 2021 was 1,297. Citizen complaints totaled 5,993 in 2021. Clean Cleveland Inspections were suspended in 2021.
Public Utilities	<ul style="list-style-type: none"> Cleaned 11,734 catch basins in 2021.

The Future of Public Safety

The Department of Public Safety consists of the Divisions of Police, Fire, Emergency Medical Service, Animal Care & Control, Office of Emergency Management, Information Technology specific to Public Safety, Grant Management, Public Safety Forces Recruitment, and additional Public Safety Administration functions designed to support the Department of Public Safety.

Improving public safety and building community trust in our safety forces in Cleveland are our primary goals. Efforts to promote community trust will include enhanced community engagement, maintaining a diverse group of qualified public safety personnel, updated policies, improved training, new training facilities and renovation projects, updated technology, new programs and units that will enable the Department of Public Safety the ability to adhere to its mission to effectively provide a wide range of services which protect the life and property of the community.

Recruitment efforts in all safety divisions including Police, Fire, and EMS, are a top priority and a central part of the Public Safety Administration, with an on-line application process and year round recruiting for all divisions. We will work closely with Human Resources and Civil Service to ensure our goals are met so that we can better serve the City of Cleveland and its residents and citizens with the excellence of Public Safety Force Personnel they demand and deserve.

In 2021, City Council approved the new Public Safety Training Facility to be located in the vacant South High School building located at Fleet Avenue and Broadway Avenue. Moving forward, this facility will not only provide training space for each Safety Division, but will also include classrooms for CMSD high school students interested in Public Safety careers. Those students will be eligible for entry level Safety employment upon graduation, furthering our mission to maintain a diverse group of qualified personnel in our safety forces.

The Division of Police (CPD) continues to improve policies and procedures to ensure our officers are the most qualified, have the best training and are held to a higher standard. The annual in-service training continues to highlight bias-free policing training, ensuring those philosophies and actions are part of our daily duties and a critical cornerstone for upholding professional ethics in law enforcement and strengthening the public's trust and confidence in the Division's ability to protect and serve.

Aggressive recruitment for qualified individuals for law enforcement positions to increase staffing levels within the Division is a top priority. New officers will result in improved response times to calls for service and more interaction with the community.

The CPD continues its prestigious crisis intervention program, utilizing Specialized Crisis Intervention Officers to follow up with individuals that are the subject of a crisis intervention incident. These specially trained officers assist to divert individuals in crisis from the criminal justice system, foster relationships with mental health and social service agencies, and participate in community engagement, awareness, and education. The newly operational Cuyahoga County Division Center (CCDC) provides treatments as an alternative to jail for low-level, nonviolent adult offenders suffering from mental illness and/or substance use issues that puts them at risk for arrest. The CPD is working closely with the CCDC to ensure those that meet the criteria and are in need of this valuable alternative are transported directly to the center.

The Real Time Crime Center (RTTC), which was designed as a critical component of Cleveland's Violence Reduction Strategy to provide timely intelligence and information to Investigators and other responders to violent crime scenes also provides the most up to date actionable intelligence

available to decision makers affording them the ability to make well informed decisions during times of crisis. The technology, policies, and practices are respectful of civil rights and civil liberties which offers a transparent and behavior driven approach to resource deployment in our neighborhoods.

In order to maintain transparency, establish trust, and evaluate interactions between the community and members of the Division, standardized business cards with a Quick Response (QR) code was created. These cards are issued at the end of encounters with the public involving law enforcement activity, allowing the community to scan a code and give both positive and/or constructive feedback to continuously improve the Division.

The Division of Police will continue to self-evaluate in order to improve in areas of training, efficient and effective delivery of services, officer safety, and community engagement to have a positive impact on the Cleveland community we are sworn to protect.

The Division of Fire (CFD) continues to improve lowering our Insurance Service Officers (ISO) Rating, which scores the department on various criteria for composite rating from 1-10 with 1 being the top rating. The Division, through its diligent efforts has reached this goal. Effective January 1, 2022, the Division of Fire will have the title of an ISO Rating 1 - "Gold Standard". This rating has the potential in lower insurance rates and making Cleveland more attractive to prospective businesses.

The recently acquired two new Rescue Squads and three new Pumper Trucks, a new Tower Ladder Truck, and spare Ladder Truck, and the ability of the CFD to meet the continued challenges of the Covid-19 Pandemic through implementation of enhanced protocols has enable the Division to protect members and citizens while still providing excellent service to the community.

The CFD is pleased to announce the unpresended recent graduation of eight new female fire fighters December 2021, bringing it's total to nine. This is a testament of the Divisions promise of diversiting the division. The accredited Cleveland Fire Training Academy (FTA) is actively recruiting new cadets on a continuous basis to ensure staffing levels and diversity are achieved to better serve the community.

The expansion of the FTA EMT Training Collaboration with CEMS and Rescue Task Force Training collaboration between CFD, CPD and CEMS prepares all agencies for their role in an Active Shooter Scenario. The new Driving Simulator acquired by the FTA hones the skills of our apparatus drivers and helps keep members safe.

It is the mission of the Cleveland Fire Prevention Bureau (FPB) to prevent the loss of live and property through comprehensive and professional enforcement of the Cleveland Codified Ordinances and Ohio Fire Codes. On-site inspections and enforcement actions to eliminate life hazards will continue to be conducted on a regular basis to ensure safety to all our citizens and the community as a whole.

The Division of Emergency Medical Service (EMS) is responsible for providing advanced life support pre-hospital medical care and transportation to appropriate medical facilities. EMS continues to partner with our local hospital systems to identify opportunities to establish programs to meet the increasing medical needs of the community. The Department of Public Safety continues its partnership with the MetroHealth system to provide Public Safety Medical Director Services, which include Medical Director oversight for the Divisions of Emergency Medical Service, Fire and Police.

The Division of Emergency Medical Service has been presented with unprecedented challenges for both our Division and the City of Cleveland as we deal with the Covid-19 Pandemic. EMS is meeting that challenge with Personal Protection Equipment and Protocols implemented to protect members and citizens while still providing excellent service to the community.

The Divisions partnership with the Department of Aging through multiple programs including the File of Life, which is an emergency preparedness magnetic file that promotes safety and peace of mind by having important information about medical history, emergency contacts and medications all in one place in the event of an emergency, and is designed to hang on the outside of a refrigerator and is available to responders when seconds matter.

The Division of Emergency Medical Service started the first EMT training academy in 2019. In 2020, the Division of Emergency Medical Service began operating under the Cuyahoga County Medical Protocols. The Division of Emergency Medical Service was part of the collaborative effort by the County Fire Chiefs and the hospital systems to have one common pre-hospital medical protocol. The County Medical Protocols ensure that the pre-hospital medical care is up to date with the current medical practices for out of hospital settings and consistent for all patients in the county ensuring a better continuity of care both pre-hospital and in the emergency departments.

The Division of Emergency Medical Service will continue to enhance the training that is received by all employees of the division with an increased focus on collaborative training within the Department of Public Safety to ensure that all first responders are prepared for the daily emergency calls as well as preparedness for Covid-19 Pandemic challenges that may occur within the City.

The Division of Animal Care and Control has a state-of-the-art 15,500 square foot facility that embodies the current best practice standards for kennels and meets the City of Cleveland's goal of LEED Silver Energy and Environmental Design Standards. The innovative design provides a safe, clean, healthy environment to support staff and volunteers in the care of animals and the promotion of animal adoption.

The City of Cleveland has been named a Certified City in the BETTER CITIES FOR PETS program. This program celebrates cities that value pets and commit to being more pet-friendly. The Kennel has increased the hours to stay open to the public longer. This has helped to increase adoption opportunities and also to return dogs to their owners.

The Animal Control Officers wear body cams to better protect them out in the field. All employees take part in several training classes geared to enhance their skills and knowledge on various topics such as Fear Free Handling, A.L.I.C.E training, Humane Society of the United States classes, Medical and Legal training classes.

Animal Care and Control continues its partnership with the Cleveland Municipal Court for individuals who have committed animal-related offenses. The program has been named "A ROC" (Animal Related Offenses Class) and the goal is to help educate and create more responsible pet owners. The class is taught by two Animal Control Officers.

As we move forward, our goals are focused on doing more surgeries and medical treatments in-house for cost savings. We will continue to apply for grant funding to be able to provide basic supplies to low-income pet owners in the City of Cleveland that are in need.

The Office of Emergency Management (OEM) maintains daily operations of the City's Emergency Operations Center (EOC), and upon request, OEM will activate, organize, and operate the City of Cleveland Emergency Operations Center (EOC) to support incident management activities of unplanned or pre-planned events.

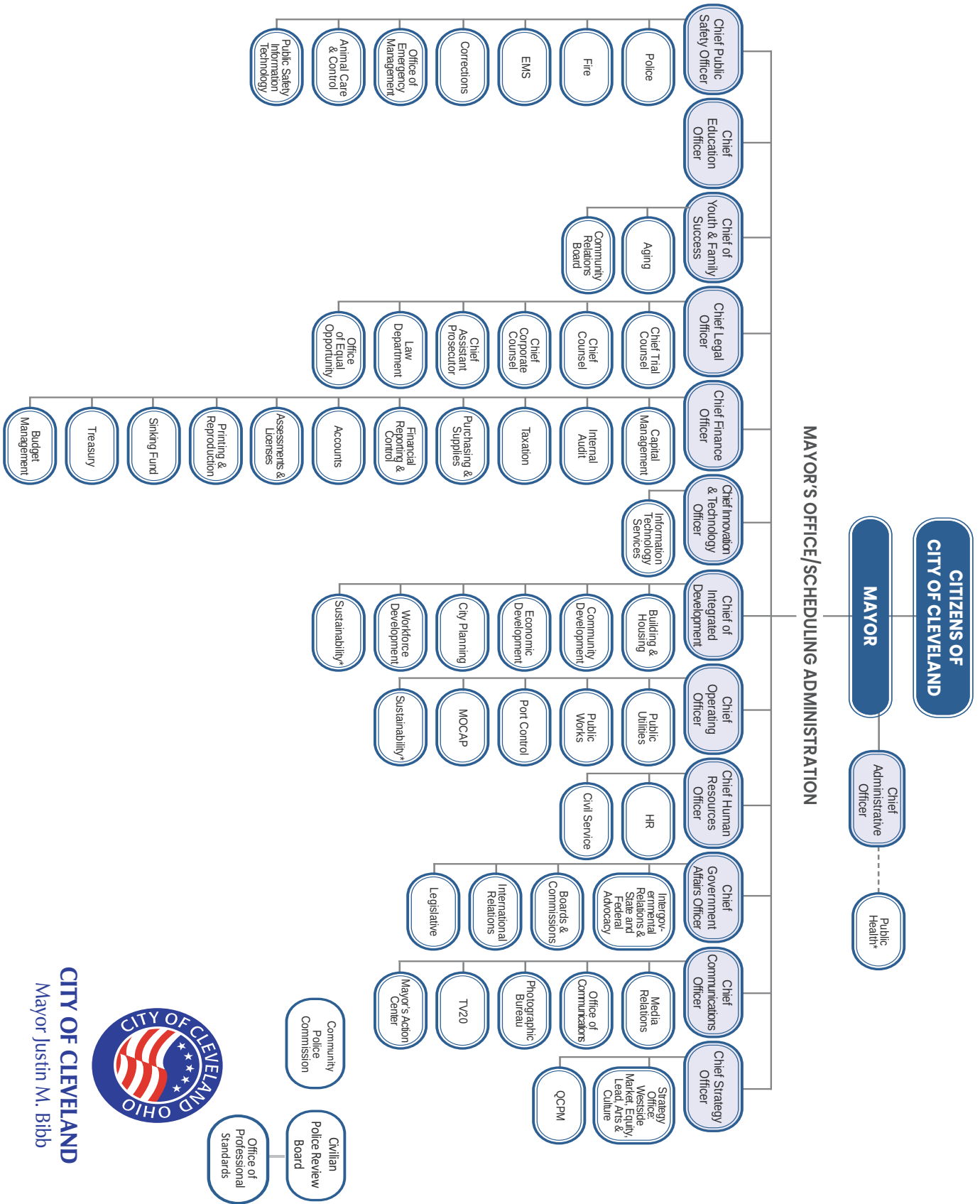
The Cleveland Emergency Operations Center (EOC) is activated for pre-planned events/incident. These events included: St. Patrick's Day, Cleveland Marathon, July 4th Fireworks event, MLB All-Star Week, Presidential Debates, and Winterfest celebration to name a few. Along with yearly reoccurring events, the EOC was activated in 2021 for the National Football League Draft. The EOC is also activated for non-pre-planned events that arise, such as civil disobedience and protest activity.

OEM has a comprehensive Standard Operation Guideline (SOG) that documents how the Emergency Operations Center is activated and describes how the EOC operates in response to emergencies and pre-planned events. The SOG is updated as needed by changes in events, and as social issues change and grow.

This City's Emergency Operations Plan (EOP) consists of multiple sections, including the Basic Plan, which provides a general overview of the City's preparedness and response strategies. Also included in the EOP are various Functional Annexes, which describe the actions, roles and responsibilities of participating agencies. Examples include: Public Safety & Security, Public Utilities and Health & Medical. The EOP also includes various Hazard-Specific Appendices which provide a detailed overview of hazard-specific roles and responsibilities for specific incidents, including Terrorism, Inclement Weather and Improvised Explosive Devices. This plan is updated periodically and approved by the Mayor's Cabinet.

Members of the Emergency Management Team, along with various city leaders, including Safety Director Howard, attended the 2021 National Homeland Security Conference in Las Vegas, in preparation for the City of Cleveland's hosting of the 2022 Conference. The Emergency Operations Center is preparing for the 2022 National Homeland Security Conference event that is to attract thousands of participants from around the country.

Other areas of focus will include the continuation of the Cuyahoga County River Safety Task Force docking program, development of the Public Safety aerial drone initiative and continued partnership on a variety of inter-agency organizations including the Ohio Homeland Security Advisory Committee, Downtown Business Security Group, Cuyahoga County Emergency Services Advisory Board, Metropolitan Medical Response System and many others. It is expected that a Public Safety Drone Program will be implemented in 2022.



Fiscal History

The global recession, initiated by marketing of bundled overvalued securitized mortgages, had severe adverse impacts on local economies nationally. Financial institutions, who were participants in these markets dating back to September, 2007 suffered insurmountable losses that lead to institutional bankruptcies and unprecedented home foreclosures. The City of Cleveland during this time was ranked fifth highest in foreclosure rates nationally. National City Bank, a substantial local financial institution, reported record losses associated with the housing crisis and were subsequently purchased by PNC. The City had significant declines in employment, income taxes and property taxes over the next few years.

In fiscal 2011, the State of Ohio adopted a biannual budget that substantially reduced revenue sharing at the local level. State Local Government Fund, Commercial Activity Tax, and Tangible Personal Property Tax include taxes levied and collected by the State of Ohio or counties and partially redistributed to the City and other political subdivisions. The State instituted a 25% reduction in Local Government Fund shared revenue beginning July, 2011 through June 2012 and a 50% reduction beginning July, 2012 through June 2013 as part of the State's budget balancing measures. Local Government Fund revenue distribution decreased by an additional 7% or \$1.7 million in fiscal 2016. Commercial Activity Tax and Tangible Personal Property Tax were reduced by an additional 50% from 2012 to 2013 and will remain at this level until 2030.

In 2016, the citizens of Cleveland supported Issue 32, passing a half percent municipal income tax increase from 2.0% to 2.5%. The income tax increase will generate an estimated additional \$83.5 million for the City's General Fund and additional funds for Restricted Income Tax (RIT) in the amount of \$9.3 million, which is restricted for debt service/capital expenditures. With the passage of the income tax increase it will produce a structurally balanced budget and restoration and enhancement of city services.

Current financial environment

During 2021 the City of Cleveland received funds from the American Rescue Plan Act (ARPA). The City was able to utilize \$108,960,480 of ARPA dollars for recovery of lost revenue resulting from the pandemic. The receipt of the ARPA dollars have enabled the City to have an ending balance in the General Fund of \$131,749,027. These funds will be used to balance the budget for 2022.

The City is below pre-pandemic levels of income tax as compared to 2019; during 2021 the City collected \$429,087,088 while 2019 the collections were \$441,753,856. While the City fared better with income tax collections as compared to 2020, we are not yet fully recovered from the pandemic. The City is also below receipts from 2019 as it relates to Admissions, Parking and Hotel Taxes. However, the City received 60% more in collections during 2021 as compared to 2020. While the City is experiencing a recovery we are continuing to monitor the collection of income tax receipts and will make adjustments if required.

For fiscal year 2022, the City has conservatively developed a General Fund budget, which reflects revenue estimates of \$647,942,061 and anticipated expenditures of \$709,952,083.

EXECUTIVE SUMMARY

The City of Cleveland revises its Long Term Financial Plan (LTFP) on a yearly basis as part of its ongoing strategic planning efforts. The current summary presented here is limited to the General Fund as it accounts for a high proportion of discretionary expenditures and revenue.

The City's overall LTFP goal is to provide high quality service to every resident, business and visitor by creating structural balance in the City's budget resulting in a sustainable economic future for the City.

The major intent, therefore, of this initial plan is to:

- Help identify and prepare a thorough analysis of, and insights into, issues that impact the City's financial condition over the next five years.
- Investigate and propose cash flow strategies required to manage future adverse business climate changes.
- Support the preparation of the City's yearly Tax Budgets due to the Cuyahoga County Budget Commission.

The City's current and projected financial condition is stable due actions underway in the City to achieve a Structurally Balanced Budget. However, one of the major issues affecting the City of Cleveland is that revenue has not kept pace with the increase in expenses, especially in the area of wages, benefits, health care, fuel and utilities.

As a result of the early 2008 economic crisis, inflationary impacts throughout the nation remained significantly above expectations and fueled the rapidly rising budget expenditure increases. The City implemented many initiatives to ensure job protection and service delivery during this time.

In Ohio, leading economic indicators continue a modest growth. The parameters below provide a summary of the City of Cleveland's overall financial status over the last few years from internal documents as well as the Bureau of Labor Statistics. These and other financial and Consumer Price Index (CPI) factors are monitored by the City of Cleveland on a monthly basis in tracking, reporting, planning, and directing the City's day-to-day financial affairs. It is expected that successfully controlling costs in the coming years will preserve our current work force and the continued, efficient delivery of services.

THE PLAN

The City's LTFP will ensure that the City's finances are managed in an acceptable manner that provides for the delivery of quality services while living within its means. The financial plan encompasses, and is built around, a number of financial projections and outlooks of the present and future. Expenses and revenues are examined to project how they may fluctuate due to outside forces and rise or fall due to internal decisions. The scope of this plan, therefore is to:

- Provide a transparent account of City's financial position to the community.
- Identify the financial opportunities and challenges confronting the City.
- Provide a basis for sound and strategic decision making.
- Achieve financial health for the City.



Long-Term Financial Plan

Identified Long Term Financial Plan components of the Cleveland Plan are as follows:

- Structurally Balanced Budgets (SBB)
- Debt / Investment Plan
- Ongoing 5 Year Forecasts

Structurally Balanced Budget (SBB)

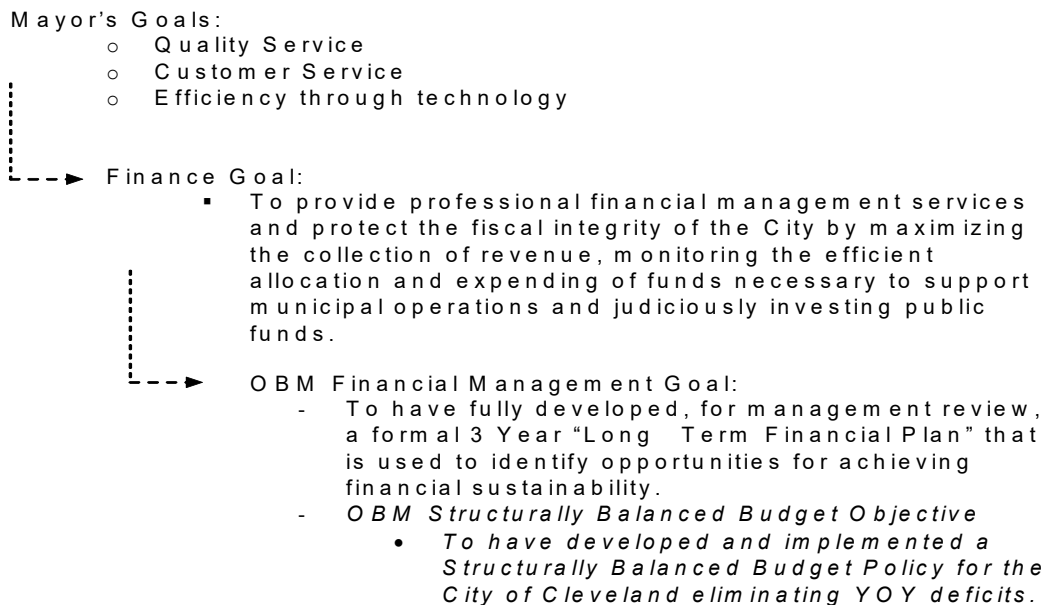
The City of Cleveland has also begun to develop and adopt a Structurally Balanced Budget (SBB) policy, per GFOA, to ensure that its recurring revenues are equal to its recurring expenditures in the adopted budget.

The "outline" below identifies and defines basic SBB guiding principles and key elements adopted by the City in considering the development of its formal SBB policy.

Definitions:

- **Structurally Balanced Budget (SBB):** A balanced budget where recurring revenues are equal to recurring expenditures in the adopted budget.
- **Recurring Revenues:** That portion of government revenues expected to continue, with some degree of predictability year over year.
- **Recurring Expenses:** Ongoing expense items that appear in the budget each year.

The City will integrate SBB into current strategic cascading processes, from the Mayor's goals down to specific OBM Objectives as follows:



Below are draft SBB guiding principles to be considered for the LTFFP:

- The causes of the current budget gap will be identified for potential closure solutions
- The resultant SBB plan and processes will be based on solid financial principles.

- The resultant SBB budget must support future financial sustainability.

Challenges to a SSB are many. One of the major issues affecting the City of Cleveland is that revenue has not kept pace with the increase in expenses, especially in the area of wages, benefits, health care, fuel and utilities.

The global recession of 2008 to 2009, together with State of Ohio budget cuts, led to significant revenue loss for the City. While our income taxes are beginning to recover, the loss in Property Tax collections are permanent in nature.

Debt/Investment Policy

The City of Cleveland currently has a Debt / Investment Policy, adopted by the Director of Finance that governs the investment activities of the Treasurer's Office of the City. This policy is designed to ensure prudent management of public funds, conformance to Chapter 178 of the Codified Ordinances of the City of Cleveland, availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

This policy applies to the investment of all monies of the City of Cleveland under the custody and control of the Division of Treasury. Any practice not clearly authorized under this policy is prohibited. The guidance set forth herein is to be strictly followed by all those responsible for any aspect of the management or administration of these funds.

City debt is only to be undertaken when it is verified that project revenues or specific resources will be available and sufficient to service the debt over its life. Also, City debt is not issued for periods exceeding the useful life of the project to be financed. This will all help ensure that the City maintains the highest possible credit ratings without compromising delivery of basic services.

The Ohio Revised Code also provides that net debt of a municipal corporation shall not exceed 10.5% of the assessed value of all property in the municipal corporation as listed and assessed for taxation. As of the beginning of 2015, the City had limited capacity under the indirect debt limitation to issue additional unvoted debt.

Five Year Forecast

Each year the City of Cleveland updates its 5 year plan in preparation of its legal obligation to present a Tax Budget to the County which demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year.

There are a number of assumptions that are used in order to project the long term financial results of the City, however, the key assumptions are outlined below:

- Existing service levels are maintained throughout the plan.
- The Consumer Price Index (CPI) is estimated to increase by 2% and, in general, future expenses and revenues have been calculated to reflect this increase.
- Salary and wage increases are estimated to remain flat.

Expense Forecast

	2022	2023	2024	2025	2026	2027
	BUDGET	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE
SALARIES	365,199,792	365,202,213	379,085,123	365,202,213	365,202,213	365,202,213
EMPLOYEE BENEFITS	152,342,151	156,771,561	161,474,708	166,318,949	171,308,518	176,447,773
TOTAL PERSONNEL & RELATED EXPENSES	517,541,943	521,973,775	540,559,830	531,521,162	536,510,731	541,649,986
OTHER TRAINING & PROFESSIONAL DUES	1,644,802	1,677,698	1,711,252	1,745,477	1,780,387	1,815,994
UTILITIES	24,829,926	25,574,824	26,342,068	27,132,331	27,946,300	28,784,689
CONTRACTUAL SERVICES	63,877,594	65,155,146	66,458,249	67,787,414	69,143,162	70,526,025
MATERIALS & SUPPLIES	7,140,671	7,283,484	7,429,154	7,577,737	7,729,292	7,883,878
MAINTENANCE	12,446,399	12,695,327	12,949,234	13,208,218	13,472,383	13,741,830
CLAIMS, REFUNDS, MAINTENANCE	5,803,800	5,919,876	6,038,274	6,159,039	6,282,220	6,407,864
INTERDEPARTMENTAL SERVICE CHARGES	26,208,192	26,732,356	27,267,003	27,812,343	28,368,590	28,935,962
INTERFUND SUBSIDIES	45,145,256	52,839,989	54,425,188	56,057,944	57,739,682	59,471,873
CAPITAL	5,313,500	-	-	-	-	-
TOTAL OTHER	192,410,140	197,878,699	202,620,423	207,480,504	212,462,017	217,568,116
TOTAL GENERAL FUND	709,952,083	719,852,474	743,180,253	739,001,665	748,972,747	759,218,102

Revenue Forecast

	2022	2023	2024	2025	2026	2027
	BUDGET	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE
CHARGES FOR SERVICES	35,788,048	39,000,000	39,780,000	40,575,600	41,387,112	42,214,854
FINES, FORFEITURES & SETTLEMENTS	7,990,249	8,400,000	8,568,000	8,739,360	8,914,147	9,092,430
GRANT REVENUE	1,916,666	1,954,999	1,994,099	2,033,981	2,074,661	2,116,154
LICENSES & PERMITS	20,064,612	20,000,000	20,400,000	20,808,000	21,224,160	21,648,643
MISCELLANEOUS	28,405,288	28,973,394	29,552,862	30,143,919	30,746,797	31,361,733
OTHER SHARED REVENUE	15,073,270	15,374,735	15,682,230	15,995,875	16,315,792	16,642,108
PROPERTY TAX	41,665,779	42,499,095	43,349,076	44,216,058	45,100,379	46,002,387
SALE OF CITY ASSETS	1,000,000	0	0	0	0	0
STATE & LOCAL GOVERNMENT FUND	27,497,474	28,322,398	29,172,070	30,047,232	30,948,649	31,877,109
TRANSFERS IN	9,187,144	4,340,000	4,426,800	4,515,336	4,605,643	4,697,756
OTHER TAXES	28,787,500	33,000,000	33,660,000	34,333,200	35,019,864	35,720,261
INCOME TAX	428,566,031	437,137,352	445,880,099	454,797,701	463,893,655	473,171,528
INTEREST EARNING/INVESTMENT INCOME	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
TOTAL GENERAL FUND	647,942,061	661,001,973	674,465,235	688,206,263	702,230,860	716,544,963

Monitoring / Evolution of Performance Measures

Performance measurement is the process of collecting, analyzing and reporting information regarding the performance of a system or component. There are currently a number of processes used by the City in collecting and reporting on a myriad of measures.

The LTFP focuses on the collection and standardization of pertinent measures for the assessment and evaluation of the identified processes and strategies of this plan. Currently, the City uses the following means for the generation of performance parameters:

- Monthly Operational Analysis
- Monthly Financial Economic Analysis
- Quality Control and Performance Management
- 311 Call Center

Monthly Operational Analysis

On a monthly basis, the Office of Budget and Management develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned functions. Workload is continuously assessed for improvement opportunities. Funding gaps are identified and status reports prepared and presented to the Administration for review and decision making. The completed LTFP will be the first step in satisfying OBM's Financial Goal of developing a comprehensive Fiscal Policy.

Monthly Financial Economic Analysis

The Office of Budget and Management tracks and reports the status of financial and economic indicators for the City of Cleveland on a monthly basis to help facilitate positive change. This is accomplished by publishing accurate, reliable, and timely data at the municipal and regional level. The strength and weaknesses and forecast risks are also detailed so management can make informed decisions.

311 Call Center

Residents are now able to call 311 for non-emergency complaints, and receive immediate assistance or be assigned a complaint number. 311 is available 24 hours a day, 7 days a week.

The 311 solution creates a customer service oriented government which:

- Provides improved accessibility and service to citizens.
- Provides improved support to city council and administration departments/ divisions in their efforts to deliver service to citizens.
- Establishes priorities/policies in response to citizen and departmental needs.
- Allows the City to distribute accurate uniform information while maintaining a permanent record of citizen inquiries.

While there is generally no rule concerning the number of performance measures required in an organization, it is agreed that good performance measures, based on data, provide numeric descriptions and that tell a story about whether or not objectives and goals are being achieved.

The Budget Office is currently beginning a process, as part of the LTFP, requiring Department requests to be linked to performance measures to better understand what results or improvements can be expected.

Conclusion

The fundamental objectives of the City of Cleveland's LTFP processes are to understand and to respond proactively to our internal and external financial environment, and be as prepared as possible to deal with the unexpected.

The LTFP is an important element in the city's long-term growth and operating blueprint. We believe that the processes, goals, and strategies introduced here will help reduce the effects of the normal cyclical fluctuations in city revenues and expenses, thereby ensuring that we can sustain essential city services and pay for growth-related requirements.

This initial plan is meant to be a realistic communications vehicle for city administrators, policy makers, and staff for the delivery of future financial strategies on behalf of the community.

This plan, going forward, will be reviewed and revised on an annual basis and updated accordingly as a result of direct changes in the financial status, socio economic environment, or internal factors of the City.

I. Capital Improvement Questions and Answers

What is a Capital Improvement Program?

A capital improvement program forecasts a community's infrastructure, facility and equipment needs, and creates a strategy for funding and implementing projects designed to address those needs.

What are Capital Projects?

Capital projects are the "bricks and mortar" portion for the development and revitalization of Cleveland. Capital projects include public assets ranging from roads and parks to police squad cars and information technology. Capital projects provide a public benefit and have a useful life of many years.

The projects implemented by the Capital Improvement Program will shape the physical landscape of Cleveland for generations, and will play an important role in the City's long-term ability to deliver the critical services necessary for attracting private investment and making Cleveland a vital, vibrant and connected city.

Does the City's Capital Improvement Plan impact the Operating Budget?

No. The Capital Budget funds major improvements to City facilities, infrastructure and equipment and is based on the needs identified by the three year Capital Improvement Plan. The Capital Budget is funded through debt issuance, Restricted Income Tax funds and grants. The City's Operating Budget covers day-to-day expenses and expenses related to delivery of service. Further, because Capital Budgets operate based upon the length of a project this results in multi-year budgeting, as opposed to the Operating Budget which is appropriated on an annual basis.

How Does the City Prioritize Capital Projects?

A Capital Planning Committee reviews all potential capital projects, with a particular focus on projects proposed for the upcoming year. The Capital Planning Committee is led by the Chief Operating Officer and includes the:

- Chief of Regional Development;
- City Planning Director;
- Director of Mayor's Office of Capital Projects;
- Finance Director
- Capital Budget Manager;
- Chief of Sustainability

The Committee uses financial forecasts provided by the Department of Finance to determine how much funding is likely to be available in each of the five years included in the Plan.

Capital project requests are evaluated based primarily on their consistency with the Citywide Plan and their potential for making Cleveland a safer, healthier and more economically vibrant community. While the City has created comprehensive planning documents in the past, the Connecting Cleveland 2020 Citywide Plan adopted in 2007 was the first plan that had a direct and controlling influence on the City's Capital Budget. This allowed the City to strategically invest its limited capital dollars, rather than making funding decisions on a year-to-year or even a project-by-project basis.

When completed, the first draft of the Capital Plan is presented for review to the City Planning Commission, City Council and Cleveland's citizens. Suggestions received from the

community are then used to create a final draft that addresses the City's capital needs and reflects the priorities of Cleveland's citizens and businesses.

If a project is included in the Capital Improvement Plan, is it guaranteed that the project will be funded in the year that it is listed?

Projects listed in the first year of the Capital Plan are adopted as part of that year's Capital Budget

The inclusion of a project in later years signifies that there is a need for the project; however, these later year projects are less certain of receiving funding in their respective scheduled years. As discussed below in the section "Bond Capacity and the Three Year Capital/Improvement Program," projects listed in the years 2022-2024 have about a one out of three chance of receiving funding in the year for which they are listed.

Does the City have to raise taxes in order to implement the Capital Improvement Plan?

No. The Capital Improvement Program utilizes a combination of existing City resources and the issuance of general obligation and revenue bonds to fund capital projects. The City's investment is then used to leverage additional resources from the state and federal governments, as well as from private sources. The Capital Improvement Program works closely with the Department of Finance to create a Capital Budget that is conducive to the City's long-term financial stability.

How does the City ensure that projects will be implemented on time and within budget?

The Mayor's Office provides city departments and partner agencies with assistance in order to ensure that capital projects are completed on time, within budget and in compliance with all applicable laws and regulations. One major goal of the capital improvement program is to make the City of Cleveland a more responsive partner to contractors, ultimately leading to lower project bids and saving taxpayer dollars.

II. GIS and the Capital Improvement Program

The Capital Improvement Program is fully integrated with the City's Geographic Information System, or GIS. GIS is a tool that allows users to view project information on a map, and to look at a project in relation to additional projects planned for the same area. Users are able to view the projects that are planned for each of the next three years.

The City's GIS system is now accessible online to Cleveland citizens and businesses. In the online GIS version of the Capital Improvement Program, users are able to "zoom in" to see the capital projects planned for their neighborhood or even their block. By clicking on a specific project, users will be able to view a project description, including a breakdown of the project's funding sources and contact information for the project's manager.

GIS also allows the City to facilitate the coordination of capital projects among divisions and departments. For example, if the Mayor's Office of Capital Projects is planning on reconstructing a street in 2020 and the Division of Water is planning a project for the same street in 2021, the two divisions may be able to do all work at the same time, ensuring that the street is excavated only once. This will save taxpayer dollars and reduce the disruption of daily life for nearby residents.

III. General Obligation Bond Capacity

In creating a Capital Improvement Program, the needs of the City must be balanced with available dollars.



Legal Limitations on General Obligation Bond Capacity

State laws restrict municipalities from incurring debt that is not voted on and approved by the residents of the municipalities. Without voter approval, property owners may not be taxed more than 10 mills (the "inside millage"). The Ten Mill maximum amount is allocated to a number of overlapping taxing subdivisions pursuant to a statutory formula. In summary, the requirements for using this "inside millage" include:

- Ad valorem property taxes for the payment of debt service on all unvoted debt of the combined overlapping subdivisions (city, county, schools, library, RTA) cannot exceed 10 mills;
- 10 mills is the maximum aggregate millage that can be levied without voter approval on any single piece of property;
- Only the City, County, and the various school Districts (Cleveland, Shaker and Berea) can levy ad valorem property taxes within the 10 mill limit;
- 10 Mill is calculated for the year in which the debt service for all the overlapping jurisdictions is highest;
- It is calculated by dividing the debt service needed in a year for the jurisdiction into the assessed valuation of the jurisdiction.
- There are two factors affecting the City's ability to issue general obligation bond debt: 1) The amount of combined debt which has been issued by the overlapping jurisdictions, primarily the City; and 2) The assessed valuation of the City.

Bond Capacity and the Three Year Capital Improvements Program

Our Finance Department is conservatively advising that recent events may limit the City's general obligation bond capacity in the years 2016-2030 to an annual range of \$20 million.

However, our 3 Year Capital Improvements Program shows the following project needs in future years of the Plan:

- \$136 million in year 2022;
- \$188 million in year 2023;
- \$53 million in year 2024; and

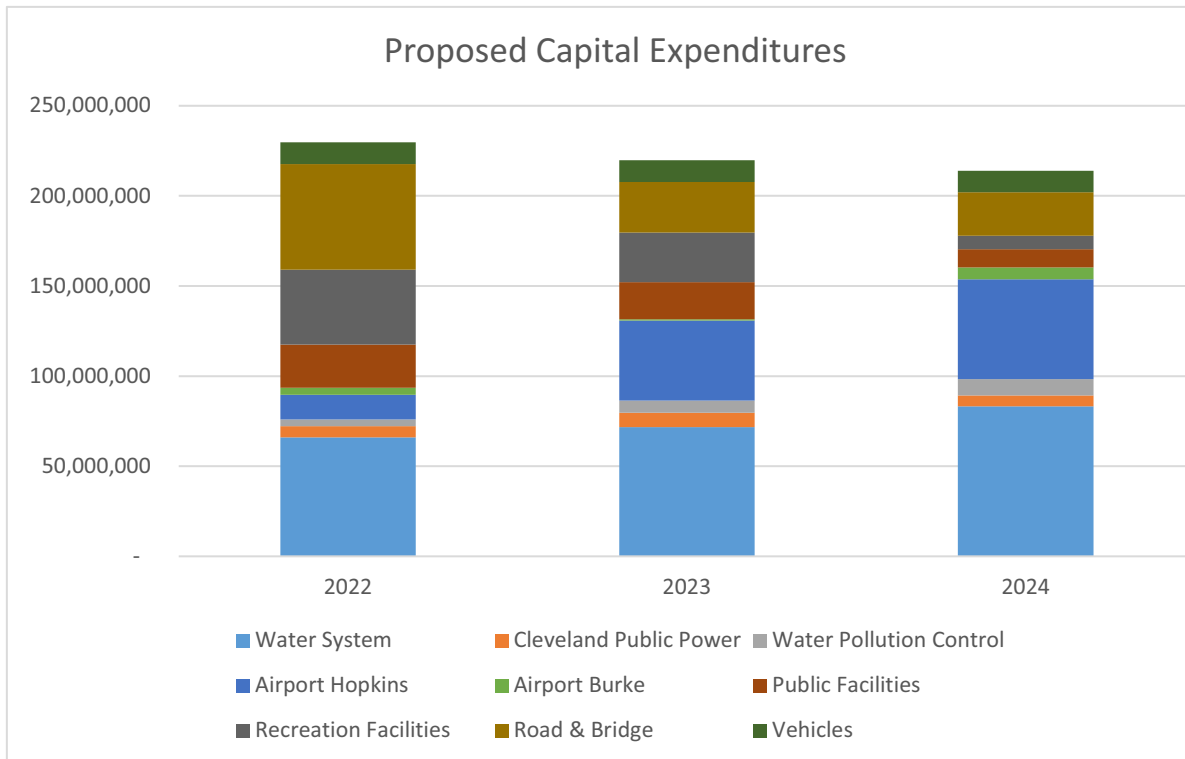
We are showing these higher totals in our plan for several reasons.

State and Federal Stimulus Moneys: We do not think we have seen the last of federal and state injections of stimulus moneys. Assuming these opportunities arise, we want to be ready to respond with well-conceived, shovel-ready projects. We will have to take some risks in paying for designs of projects for which construction funding is not yet assured, but we believe such risks are appropriate in the impending five-year economy.

Facilities Plan and Pavement Management Study: Since 2009, each annual installment of our Plan has included selected priorities from two significant studies prepared in 2008—a \$400 million Facilities Plan and a \$300 million Pavement Management Program.

Proposed Capital Expenditures

	2022	2023	2024	3 Year Total
Water System	66,000,000	71,750,000	83,250,000	221,000,000
Cleveland Public Power	6,200,000	8,000,000	6,000,000	20,200,000
Water Pollution Control	3,744,000	6,601,500	9,142,500	19,488,000
Airport Hopkins	13,660,000	44,505,000	55,335,000	113,500,000
Airport Burke	3,985,000	600,000	6,500,000	11,085,000
Public Facilities	24,007,000	20,728,815	10,200,000	54,935,815
Recreation Facilities	41,492,192	27,544,570	7,400,000	76,436,762
Road & Bridge	58,612,140	28,059,448	24,178,000	110,849,588
Vehicles	12,000,000	12,000,000	12,000,000	36,000,000
Total	229,700,332	219,789,333	214,005,500	663,495,165





Fund Structure

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

FUND	PURPOSE	REVENUE
Agency	Central Collection Agency for collection of income taxes.	User fees charged to city and suburbs for collection of income tax.
Debt Service	Sinking Fund pays and records transactions involved in debt financing.	Property tax, Restricted Income Tax and interest earnings.
Major Enterprise	Provide water, sewer, electric services and airport facilities.	User fees.
General	Provides for general operating expenses of the city.	State and local taxes, service charges, licenses and permits, and fines.
Internal Service	Telephone Exchange, Motor Vehicle Maintenance, Radio Printing, Storeroom, Sinking Fund, Health Self Insurance, Prescription Self Insurance.	User fees (charged to City Divisions) and General Fund Operating transfers to Sinking Fund.
Small Enterprise	Public Auditorium & West Side Market, Cemeteries, Golf, Parking Facilities, East Side Market.	User fees and some General Fund operating transfers.
Special Revenue Restricted Income Tax	Capital improvements and debt service payments.	One-ninth of city income tax collections.
Stadium	Capital Improvements and debt service payments.	Sin tax, service charges, General Fund operating transfer.
Streets	Street maintenance and repair.	State gasoline and automobile license tax, permit fees and operating transfer from the General Fund.
Rainy Day	Reserve for economic downturns and one time obligations.	Excess of revenues over expenditures in General Fund.

FUND	DEPARTMENT	DEPARTMENTAL BUDGET
General Fund	General Government Municipal Courts Department of Aging Department of Human Resources Department of Law Department of Finance Department of Public Health Department of Public Safety Department of Public Works Department of Community Development Department of Building and Housing Department of Economic Development Non-Departmental	pp 58-120, pp 208-210, pp 288-298 pp 121-148 pp 149-154 pp 155-161 pp 162-167 pp 168-207 pp 211-238 pp 239-286 pp 299-336 pp 337-340 pp 341-355 pp 356-359 pp 360-363
Special Revenue	Restricted Income Tax Division of Streets Schools, Recreation & Cultural Cleveland Stadium	pg 366 pp 367-374 pg 375 pg 376
Major Enterprise Funds	Department of Public Utilities Department of Port Control	pp 380-420 pp 421-429
Small Enterprise Funds	Cemeteries Golf Parking Facilities Public Auditorium West Side Market	pp 433-436 pp 437-438 pp 439-442 pg 443-448 pp 449-451
Debt Service Fund	Sinking Fund Commission	pp 454-461
Internal Service Funds	Sinking Fund General Operations Telephone Exchange Radio Motor Vehicle Maintenance Printing & Reproduction Storeroom & Warehouse Health Self Insurance Fund Prescription Self Insurance Fund CCA Income Tax Administration	pp 467-470 pp 471-473 pp 474-478 pp 479-485 pp 486-490 pp 491-492 pg 493-494 pg 495 pp 498-504
Agency		



Projected Fund Balance at Year End

CITY OF CLEVELAND FUND STRUCTURE

The fund structure makes it difficult to define the City's budget because each fund has its own budget. Fund Balance is defined as the balance in the fund remaining from all revenues, expenditures and carryover funds that are subject to future appropriation. The City receives no direct benefit i.e. sales tax, business tax from the development of restaurants, hotels and businesses in Greater Cleveland.

	REVENUE	EXPENDITURES	EXCESS/ (DEFICIENCY) OF REVENUE OVER EXPENDITURES	BALANCE BEGINNING	ENDING
GENERAL FUND					
General Fund	\$ 647,942,061	\$ 709,952,083	\$ (62,010,022)	\$ 131,749,027	\$ 69,739,005
SPECIAL REVENUE FUNDS					
Street Maint & Construction *	\$ 27,179,580	\$ 35,014,235	\$ (7,834,655)	\$ 7,834,656	\$ 1
Cleveland Stadium*	14,375,000	11,364,732	3,010,268	27,466,681	30,476,949
	\$ 41,554,580	\$ 46,378,967	\$ (4,824,387)	\$ 35,301,337	\$ 30,476,950
ENTERPRISES					
MAJOR					
Water	\$ 342,225,419	\$ 342,225,419	\$ -	\$ 187,717,150	\$ 187,717,150
Water Pollution Control	32,096,520	32,096,520	-	22,818,951	22,818,951
Cleveland Public Power	201,542,578	201,542,578	-	29,409,335	29,409,335
Airport-General Operations	166,429,311	166,429,311	-	118,411,811	118,411,811
	\$ 742,293,828	\$ 742,293,828	\$ -	\$ 358,357,246	\$ 358,357,246
SMALL					
Cemeteries*	\$ 1,744,641	\$ 1,910,848	\$ (166,207)	\$ 166,208	\$ 1
Golf*	1,403,755	1,407,621	(3,866)	3,866	0
Parking Facilities*	8,094,100	8,979,008	(884,908)	884,909	1
Public Auditorium*	2,879,976	2,885,688	(5,712)	5,713	1
West Side Market*	1,735,504	1,751,954	(16,450)	16,451	1
	\$ 15,857,976	\$ 16,935,119	\$ (1,077,143)	\$ 1,077,146	\$ 3
AGENCY FUND					
Central Collection Agency	\$ 13,565,325	\$ 13,565,325	\$ -	\$ 706,199	\$ 706,199
Less: Interfund Subsidies from GF	\$ 23,705,762	\$ 23,705,762	\$ -	\$ -	\$ -
NET CITY OF CLEVELAND OPERATING BUDGET FOR 2022					
	\$ 1,437,508,008	\$ 1,505,419,560	\$ (67,911,552)	\$ 527,190,956	\$ 459,279,404

* Includes General Fund Subsidy

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Consolidated Financial Summary

Summary of Financial Sources and Uses- All Annually Appropriated Funds

	Governmental Funds								
	General Fund			Special Revenue Fund			Debt Service Fund		
	2020 Actual	2021 Unaudited	2022 Budget	2020 Actual	2021 Unaudited	2022 Budget	2020 Actual	2021 Unaudited	2022 Budget
Financial Sources									
Charges for Services	\$ 33,574,659	\$ 37,134,745	\$ 35,788,048	\$ 277,527	\$ 263,413	\$ 285,000	\$ -	\$ -	\$ -
Fines, Forfeitures & Settlements	6,933,769	7,430,426	7,990,249	-	-	-	-	-	-
Grant Revenue	61,264,033	111,272,256	1,916,666	-	-	-	-	-	-
Licenses & Permits	15,956,335	19,815,851	20,064,612	929,773	1,096,279	895,200	-	-	-
Miscellaneous	28,109,173	46,761,528	28,405,288	121,792	755,815	400	217,806	627,411	407,093
Other Shared Revenue									
CAT Tax	-	-	-	-	-	-	-	-	-
Property Tax- State Subsidy	3,180,776	3,203,060	3,577,971	-	-	-	1,657,061	1,668,650	1,875,868
Cigarette & Liquor Tax	243,258	858,117	870,000	-	-	-	-	-	-
Sin Tax	-	-	-	4,837,448	4,870,011	4,000,000	-	-	-
Casino	7,261,762	10,468,691	10,625,299	-	-	-	-	-	-
Other	2,780	284	-	17,289,323	17,856,629	17,774,405	-	-	-
	\$ 10,688,576	\$ 14,530,152	\$ 15,073,270	\$ 22,126,771	\$ 22,726,640	\$ 21,774,405	\$ 1,657,061	\$ 1,668,650	\$ 1,875,868
Property Tax	\$ 38,373,451	39,078,991	\$ 41,665,779	-	-	-	\$ 19,990,989	\$ 20,358,650	\$ 22,799,711
Sale of City Assets	9,284	76,722	1,000,000	-	-	-	-	-	-
State and Local Government Fund	25,504,427	29,422,196	27,497,474	-	-	-	-	-	-
Transfers In	-	-	9,187,144	25,361,600	36,010,803	19,614,575	8,494,430	16,168,857	7,345,074
Income Tax	410,100,017	429,087,088	428,566,031	51,262,502	53,635,886	53,570,754	41,018,441	42,501,652	49,138,805
Investment Income	1,715,043	284,769	2,000,000	580,112	70,441	155,000	313,495	16,725	14,250
Other Taxes									
Admission Tax	5,732,302	11,562,613	11,512,500	-	-	-	-	-	-
Motor Vehicle License Tax	1,492,108	1,738,372	1,760,000	-	-	-	-	-	-
Parking Tax	8,163,521	10,496,987	10,596,000	-	-	-	-	-	-
Electric Excise Tax	-	-	-	-	-	-	-	-	-
Hotel Tax	2,542,592	4,906,377	4,900,000	-	-	-	-	-	-
Other	8,169	21,580	19,000	-	-	-	-	-	-
	\$ 17,938,692	\$ 28,725,929	\$ 28,787,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Premium on Bond	-	-	-	-	-	-	-	-	-
Proceeds From Sale of Debt	-	-	-	-	-	-	-	-	-
Total Financial Sources	\$ 650,167,459	\$ 763,620,653	\$ 647,942,061	\$ 100,660,077	\$ 114,559,277	\$ 96,295,334	\$ 71,692,222	\$ 81,341,945	\$ 81,580,801
Financial Uses									
Salaries and Wages	\$ 334,367,703	\$ 338,814,583	\$ 365,199,792	\$ 13,776,355	\$ 14,879,379	\$ 14,536,077	\$ -	\$ -	\$ -
Benefits	135,705,371	137,101,212	152,342,151	4,538,802	4,691,787	4,780,777	-	-	-
Other Training and Professional Dues	841,568	984,770	1,644,802	225	-	-	-	-	-
Utilities	21,854,592	21,468,682	24,829,926	231,658	294,178	360,069	-	-	-
Contractual Services	49,425,415	52,250,835	63,877,594	2,595,133	3,065,738	3,267,386	-	-	-
Materials & Supplies	5,354,128	6,253,453	7,140,671	5,734,191	4,221,261	4,463,405	-	-	-
Maintenance	6,452,328	6,700,556	12,446,399	26,101	45,835	45,450	-	-	-
Claims, Refunds Maintenance	10,596,305	6,086,443	5,803,800	-	-	5,000	-	-	-
Interdepartmental Service Charges	22,748,665	27,755,953	26,208,192	3,274,908	3,523,997	3,465,950	-	-	-
Transfers Out	49,925,325	67,138,505	45,145,256	43,916,529	45,863,784	48,048,718	913,187	222,887	-
Capital Outlay	13,969,054	16,256,908	5,313,500	28,857,824	33,514,715	20,042,249	-	-	-
Debt Service	-	-	-	2,528,258	2,078,290	2,079,640	75,884,982	75,341,768	82,017,301
Expenditure Recovery	11,718	-	-	-	-	-	-	-	-
Total Financial Uses	\$ 651,252,172	\$ 680,811,900	\$ 709,952,083	\$ 105,479,984	\$ 112,178,964	\$ 101,094,721	\$ 76,798,169	\$ 75,564,655	\$ 82,017,301
Decertifications	798,171	5,425,262	-	750,008	98,444	-	-	-	-
Change in Receivables	-	-	-	-	-	-	-	-	-
Beginning Balance	\$ 43,801,554	\$ 43,515,012	\$ 131,749,027	\$ 82,139,755	\$ 78,069,856	\$ 80,548,613	\$ 34,194,224	\$ 29,088,277	\$ 34,865,567
Ending Balance	\$ 43,515,012	\$ 131,749,027	\$ 69,739,005	\$ 78,069,856	\$ 80,548,613	\$ 75,749,226	\$ 29,088,277	\$ 34,865,567	\$ 34,429,067
Change in Balance	\$ (286,542)	\$ 88,234,015	\$ (62,010,022)	\$ (4,069,899)	\$ 2,478,757	\$ (4,799,387)	\$ (5,105,947)	\$ 5,777,290	\$ (436,500)
% Change	-0.7%	202.8%	-47.1%	-5.0%	3.2%	-6.0%	-14.9%	19.9%	-1.3%

Consolidated Financial Summary



Proprietary Funds						Fiduciary Fund			Total		
Enterprise Funds			Internal Service Funds			Agency Fund			All Funds		
2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Actual	Unaudited	Budget	Actual	Unaudited	Budget	Actual	Unaudited	Budget	Actual	Unaudited	Budget
\$ 660,782,913	\$ 696,546,431	\$ 698,699,563	\$ 105,779,925	\$ 101,768,536	\$ 122,085,155	\$ -	\$ -	\$ -	\$ 800,415,024	\$ 835,713,125	\$ 856,857,766
29,869	252,504	-	-	-	-	-	-	-	6,963,638	7,682,930	7,990,249
41,772,245	20,306,626	17,659,192	-	-	-	-	-	-	103,036,278	131,578,882	19,575,858
929,703	823,788	720,000	-	-	-	-	-	-	17,815,811	21,735,918	21,679,812
13,456,983	22,592,437	20,448,346	35,441,035	40,999,704	44,244,776	2,715,207	3,324,661	3,350,790	80,061,996	115,061,556	96,856,693
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	4,837,837	4,871,710	5,453,839
-	-	-	-	-	-	-	-	-	243,258	858,117	870,000
-	-	-	-	-	-	-	-	-	4,837,448	4,870,011	4,000,000
-	-	-	-	-	-	-	-	-	7,261,762	10,468,691	10,625,299
-	-	-	-	-	-	-	-	2,000	17,292,103	17,856,913	17,776,405
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 34,472,408	\$ 38,925,442	\$ 38,725,543
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,364,440	\$ 59,437,641	\$ 64,465,490
566,682	1,036,565	490,000	-	-	-	-	-	-	575,966	1,113,287	1,490,000
4,855,000	2,815,000	6,580,557	797,000	713,819	822,654	-	-	-	25,504,427	29,422,196	27,497,474
-	-	-	-	-	-	-	-	-	39,508,030	55,708,479	43,550,004
3,990,591	472,443	800,700	66,020	10,141	32,000	6,230,000	7,070,000	10,212,535	508,610,960	532,294,626	541,488,125
-	-	-	-	-	-	90,414	7,894	-	6,755,675	862,413	3,001,950
-	-	-	-	-	-	-	-	-	5,732,302	11,562,613	11,512,500
269,406	267,938	457,677	-	-	-	-	-	-	1,492,108	1,738,372	1,760,000
5,790,908	5,951,222	6,000,000	-	-	-	-	-	-	8,432,927	10,764,925	11,053,677
-	-	-	-	-	-	-	-	-	5,790,908	5,951,222	6,000,000
-	-	-	-	-	-	-	-	-	2,542,592	4,906,377	4,900,000
(5,010,912)	(5,235,850)	-	-	-	-	-	-	-	(5,002,743)	(5,214,270)	19,000
\$ 1,049,402	\$ 983,310	\$ 6,457,677	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,988,094	\$ 29,709,239	\$ 35,245,177
\$ 727,433,388	\$ 745,829,104	\$ 751,856,035	\$ 142,083,980	\$ 143,492,200	\$ 167,184,585	\$ 9,035,621	\$ 10,402,555	\$ 13,565,325	\$ 1,701,072,747	\$ 1,859,245,734	\$ 1,758,424,141
\$ 123,268,261	\$ 126,237,571	\$ 138,223,431	\$ 6,763,614	\$ 6,814,355	\$ 7,390,193	\$ 4,910,512	\$ 5,113,330	\$ 6,210,395	\$ 483,086,445	\$ 491,859,218	\$ 531,559,888
47,310,528	46,913,842	53,961,096	2,753,176	2,749,246	3,178,857	1,832,473	1,877,767	2,752,386	192,140,350	193,333,854	217,015,267
598,949	595,318	1,355,462	7,026	8,054	42,450	32,345	15,741	42,500	1,480,113	1,603,883	3,085,214
48,543,521	39,824,098	46,389,245	10,654,099	10,542,214	14,382,926	164,753	164,371	200,000	81,448,623	72,293,543	86,162,166
54,305,769	49,175,487	66,544,490	8,654,483	8,999,094	9,549,155	1,513,761	1,242,130	2,263,000	116,494,561	114,733,284	145,501,625
150,235,967	155,515,071	165,803,900	13,155,280	12,753,089	14,857,400	205,581	171,025	416,500	174,685,147	178,913,899	192,681,876
38,505,882	34,042,866	43,760,703	2,996,602	3,778,330	3,734,002	202,058	156,252	289,500	48,182,971	44,723,839	60,276,054
13,213,691	13,660,583	13,810,528	89,718,073	101,513,487	114,053,213	575,014	560,176	598,176	114,103,083	121,820,689	134,270,717
33,731,746	38,281,714	41,503,017	166,691	187,400	197,512	655,894	711,046	782,868	60,577,904	70,460,110	72,157,539
637,340	79,157	-	-	-	-	-	-	-	95,392,381	113,304,333	93,193,974
83,895,550	78,244,330	77,178,000	592,392	2,857,281	1,780,500	-	-	10,000	127,314,820	130,873,234	104,324,249
130,970,141	146,921,155	147,863,749	-	-	-	-	-	-	209,383,381	224,341,213	231,960,690
\$ 725,217,345	\$ 729,491,192	\$ 796,393,621	\$ 135,461,436	\$ 150,202,550	\$ 169,166,208	\$ 10,092,391	\$ 10,011,838	\$ 13,565,325	\$ 1,704,301,497	\$ 1,758,261,099	\$ 1,872,189,259
2,151,083	649,726	-	141,875	11,792	-	2,566	839	-	3,843,703	6,186,063	-
(2,175,018)	4,228,920	-	-	-	-	-	-	-	(2,175,018)	4,228,920	-
\$ 332,094,741	\$ 338,636,885	\$ 351,395,603	\$ 26,452,492	\$ 33,216,911	\$ 26,518,353	\$ 1,368,846	\$ 314,642	\$ 706,198	\$ 520,051,612	\$ 522,841,583	\$ 625,783,361
\$ 338,636,885	\$ 351,395,603	\$ 306,858,017	\$ 33,216,911	\$ 26,518,353	\$ 24,536,730	\$ 314,642	\$ 706,198	\$ 706,198	\$ 522,841,583	\$ 625,783,361	\$ 512,018,243
\$ 6,542,144	\$ 12,758,718	\$ (44,537,586)	\$ 6,764,419	\$ (6,698,558)	\$ (1,981,623)	\$ (1,054,204)	\$ 391,556	\$ -	\$ 2,789,971	\$ 102,941,778	\$ (113,765,118)
2.0%	3.8%	-12.7%	25.6%	-20.2%	-7.5%	-77.0%	124.4%	0.0%	-70.1%	333.8%	-74.4%



Official Certificate Of Estimated Resources

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

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

County Auditor's Form No. 32A

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Based on 92.38% current & delinquent collection of current levy for previous tax year

Fund	Unencumbered Balance, Jan. 1, 2022	General Property Tax	Local Government	Other Sources	Total
General Fund	\$131,749,027.00	\$41,883,020.00	\$27,285,192.15	575,488,118.85	\$776,405,358.00
Fire Pension	-	1,642,865.00	-	-	1,642,865.00
Police Pension	-	1,642,865.00	-	-	1,642,865.00
Total General Fund	131,749,027.00	45,168,750.00	27,285,192.15	\$575,488,118.85	779,691,088.00
Restricted Income Tax	285,187.11	-	-	53,590,754.00	53,875,941.11
Schools Rec & Cult Activities	-	-	-	1,125,000.00	1,125,000.00
Rainy Day Fund	45,007,358.95	-	-	25,000.00	45,032,358.95
Street Construction, Mtc & Repair	7,834,655.79	-	-	27,179,580.00	35,014,235.79
Cleveland Stadium	27,466,681.03	-	-	14,375,000.00	41,841,681.03
Debt Service	34,865,568.94	23,821,540.00	-	57,759,261.00	116,446,369.94
Utilities Administration	293,717.94	-	-	9,610,982.00	9,904,699.94
Utilities Radio Communications	326,671.62	-	-	4,388,591.00	4,715,262.62
Utilities Fiscal Control	120,518.78	-	-	9,093,249.00	9,213,767.78
Water	187,717,149.80	-	-	317,225,419.00	504,942,568.80
Water Pollution Control	22,818,950.51	-	-	32,096,520.00	54,915,470.51
Cleveland Public Power	29,409,334.96	-	-	201,542,578.00	230,951,912.96
Airport Operations	118,411,811.17	-	-	166,429,311.00	284,841,122.17
Cemetery	166,207.89	-	-	1,744,641.00	1,910,848.89
Golf	3,866.15	-	-	1,403,755.00	1,407,621.15
Parking Facilities	884,908.75	-	-	8,094,100.00	8,979,008.75
Public Auditorium	5,712.80	-	-	2,879,976.00	2,885,688.80
West Side Market	16,450.83	-	-	1,735,504.00	1,751,954.83
Sinking Fund General Operations	285,016.71	-	-	872,654.00	1,157,670.71
Telephone Exchange	628,412.87	-	-	15,688,743.00	16,317,155.87
Health Self Insurance Fund	14,639,800.86	-	-	100,784,928.00	115,424,728.86
Prescription Self Insurance Fund	6,770,509.91	-	-	20,764,580.00	27,535,089.91
Motor Vehicle Maintenance	3,676,381.19	-	-	21,186,323.00	24,862,704.19
Printing	121,078.85	-	-	2,895,724.00	3,016,802.85
Storeroom	75,430.45	-	-	603,042.00	678,472.45
Central Collection Agency	706,199.18	-	-	13,565,325.00	14,271,524.18
Total	\$ 634,286,610.04	\$ 68,990,290.00	\$ 27,285,192.15	\$ 1,662,148,658.85	\$ 2,392,710,751.04

Transfers

General Fund To:

Stadium Fund	\$ 10,660,630.00
Streets Fund	8,464,575.00
Other Subfunds	6,920,000.00
Debt Service Fund	12,571,840.00
Schools Fund	1,125,000.00
Sinking Fund	822,654.00
Cemetery Fund	332,641.00
Golf Fund	803,755.00
Public Auditorium Fund	2,040,658.00
West Side Market	720,503.00
Parking Facilities	683,000.00
Capital	5,300,000.00
Total	\$ 50,445,256.00

General Fund

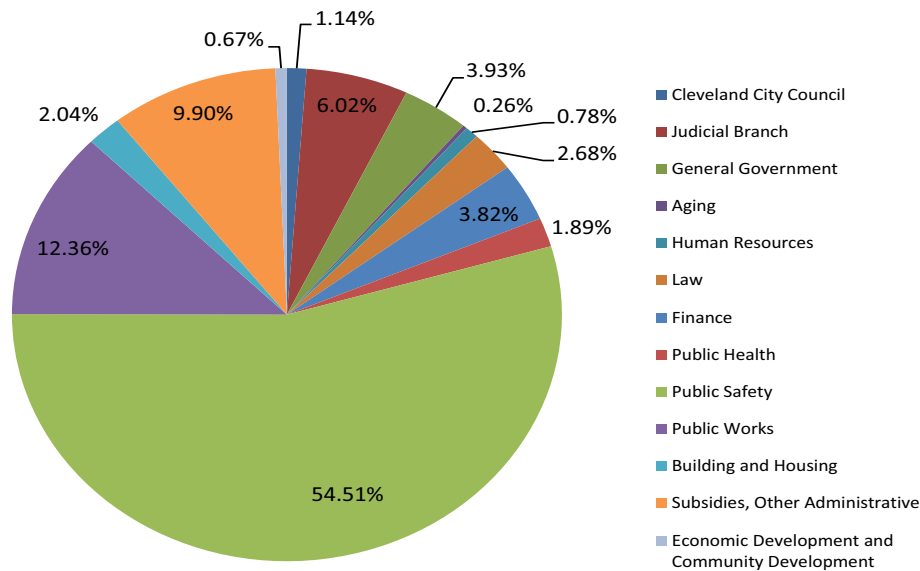


The General Fund supports most basic operations including Police and Fire protection, Emergency Medical Service, Waste Collection, Recreation, Health Centers, Park Maintenance, Building and Housing regulation and Municipal Courts. It also includes support services such as Human Resources, Finance and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

The 2022 General Fund budget is comprised of \$710 million in expenditures. The 2022 proposed revenues are estimated at \$648 million.

PRELIMINARY 2022 EXPENSES BY DEPARTMENT

The City delivers tax-supported services to its residents in several basic program areas including Safety, Service, Public Works, Health, and Urban Planning and Development. The following chart shows that well over half of the General Fund budget (55%) is devoted to Public Safety, with 12% of all funds going to Public Works (including Waste Collection and the General Fund Operating Transfer to Streets. Only 7% is devoted to support functions such as financial, legal and Human Resources. Others include Aging, City Council, Community Relations, Mayor's Office and Municipal Courts.



In the following pages, financial data is presented for all divisions for comparison with previous years. Staffing levels are also included for every division. For 2021, the actual number of employees on the payroll at year-end and actual expenditures are presented. In some divisions such as Police, Fire, Streets and Waste Collection where there is substantial turnover, average staffing levels are used for a more realistic picture. Due to rounding, numbers in the expenditure detail sections may not add.

	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
LEGISLATIVE BRANCH						
COUNCIL	\$ 7,049,780	\$ 6,992,672	\$ 7,604,237	\$ 8,143,405	\$ 539,168	7%
JUDICIAL BRANCH						
Municipal Court	\$ 22,532,563	\$ 22,085,368	\$ 23,336,905	\$ 24,869,685	\$ 1,532,780	7%
Clerk of Courts	11,705,770	11,764,875	11,513,874	12,540,573	1,026,699	9%
Housing Court	4,496,048	4,075,542	4,219,372	5,177,523	958,151	23%
TOTAL JUDICIAL BRANCH	\$ 38,734,381	\$ 37,925,785	\$ 39,070,151	\$ 42,587,781	\$ 3,517,630	9%
EXECUTIVE BRANCH						
GENERAL GOVERNMENT						
Office of the Mayor	\$ 2,156,639	\$ 2,102,925	\$ 1,615,783	\$ 3,471,872	\$ 1,856,089	115%
Office of Capital Projects	6,070,778	6,332,161	6,384,451	7,386,567	1,002,116	16%
Office of Quality Control & Performance Management	800,389	1,106,181	1,081,210	1,608,284	527,074	49%
Landmarks Commission	203,324	197,593	209,082	350,900	141,818	68%
Building Standards and Appeals	148,228	126,986	134,455	255,881	121,426	90%
Zoning Appeals	223,231	225,660	233,539	253,894	20,355	9%
Civil Service Commission	1,487,982	896,934	1,102,269	1,567,639	465,370	42%
Community Relations Board	1,527,654	1,945,165	1,911,140	2,313,582	402,442	21%
City Planning Commission	1,674,702	1,955,555	2,331,702	2,805,289	473,587	20%
Boxing & Wrestling Commission	17,436	17,416	17,417	31,968	14,551	84%
Office of Sustainability	867,013	973,233	1,086,998	1,291,567	204,569	19%
Office of Equal Opportunity	652,203	782,673	752,868	1,109,519	356,651	47%
Office of Intervention, Prevention and Opportunity	—	3,362,400	3,581,941	4,657,799	1,075,858	30%
Office of Budget & Management	728,628	671,848	698,118	777,169	79,051	11%
Office of Professional Standards	1,436,960	1,344,714	1,421,396	2,050,438	629,042	44%
Police Review Board	156,450	154,768	160,891	182,233	21,342	13%
Community Police Commission	393,198	530,825	528,324	2,116,338	1,588,014	301%
TOTAL GENERAL GOVERNMENT	\$ 18,544,815	\$ 22,727,037	\$ 23,251,584	\$ 32,230,939	\$ 8,979,355	39%
DEPARTMENT OF AGING	\$ 1,421,945	\$ 1,358,771	\$ 1,392,762	\$ 1,826,940	\$ 434,178	31%
DEPART. OF HUMAN RESOURCES	\$ 2,976,909	\$ 3,697,390	\$ 3,440,254	\$ 5,508,379	\$ 2,068,125	60%
DEPARTMENT OF LAW	\$ 18,052,585	\$ 20,875,830	\$ 15,857,543	\$ 18,848,035	\$ 2,990,492	19%



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
DEPARTMENT OF FINANCE						
Director's Office	\$ 4,455,444	\$ 1,412,172	\$ 1,429,516	\$ 1,728,865	\$ 299,349	21%
Accounts	2,132,854	1,934,968	2,116,716	2,594,212	477,496	23%
Assessments & Licenses	3,804,503	4,334,416	4,054,366	5,500,315	1,445,949	36%
Treasury	767,593	753,330	798,371	841,162	42,791	5%
Purchases & Supplies	662,813	583,404	525,885	901,569	375,684	71%
Bureau of Internal Audit	832,915	823,574	1,004,921	1,297,662	292,741	29%
Financial Reporting & Control	1,181,103	1,326,522	1,442,836	1,819,506	376,670	26%
Information Technology Services	5,815,441	6,860,003	7,760,123	11,894,154	4,134,031	53%
TOTAL FINANCE	\$ 19,652,666	\$ 18,028,389	\$ 19,132,734	\$ 26,577,445	\$ 7,444,711	39%
DEPARTMENT OF PUBLIC HEALTH						
Director's Office	\$ 1,511,070	\$ 1,869,628	\$ 1,744,565	\$ 2,522,042	\$ 777,477	45%
Health	4,727,773	4,646,321	4,509,220	6,802,300	2,293,080	51%
Environment	1,850,820	1,885,108	2,104,117	2,470,646	366,529	17%
Air Quality	807,261	876,400	864,789	1,111,059	246,270	28%
Health, Equity & Social Justice	—	—	251,531	544,024	292,493	100%
TOTAL PUBLIC HEALTH	\$ 8,896,924	\$ 9,277,457	\$ 9,474,222	\$ 13,450,071	\$ 3,975,849	42%
DEPARTMENT OF PUBLIC SAFETY						
Director's Office	\$ 5,884,768	\$ 6,193,106	\$ 6,268,811	\$ 8,011,064	\$ 1,742,253	28%
Police	206,566,803	210,837,155	211,414,002	223,267,069	11,853,067	6%
Fire	99,613,125	96,000,888	101,908,211	100,227,328	(1,680,883)	-2%
Emergency Medical Service	28,520,290	33,202,139	31,902,938	34,781,134	2,878,196	9%
Animal Care and Control	2,850,934	2,557,369	2,859,355	3,720,253	860,898	30%
Correction	5,199,792	2,566,065	4,009,467	5,268,704	1,259,237	31%
Police Inspector General	44,837	161,701	24,039	230,582	206,543	%
Department of Justice	3,130,455	2,568,736	3,244,283	3,930,676	686,393	21%
TOTAL PUBLIC SAFETY	\$ 351,811,004	\$ 354,087,159	\$ 361,631,106	\$ 379,436,810	\$ 17,805,704	5%
DEPARTMENT OF PUBLIC WORKS						
Division of Public Works Administration	\$ 3,199,920	\$ 3,092,113	\$ 2,863,603	\$ 4,193,107	\$ 1,329,504	46%
Recreation	14,825,358	12,817,782	14,179,597	15,619,471	1,439,874	10%
Parking Facilities	1,198,216	963,071	943,416	1,054,821	111,405	12%
Property Management	8,265,000	7,893,451	7,994,500	8,895,036	900,536	11%
Parks Maintenance & Properties	17,158,001	16,468,106	17,313,623	18,077,742	764,119	4%

	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
Division of Waste Disposal	30,441,838	30,272,215	35,922,080	35,248,055	(674,025)	-2%
Division of Traffic Engineering	3,836,841	3,710,891	3,701,371	3,989,151	287,780	8%
TOTAL PUBLIC WORKS	\$ 78,925,174	\$ 75,217,629	\$ 82,918,190	\$ 87,077,383	\$ 4,159,193	5%
COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE	\$ 1,843,457	\$ 1,871,896	\$ 1,819,739	\$ 2,566,508	\$ 746,769	41%
DEPARTMENT OF BUILDING & HOUSING						
Director's Office	\$ 2,929,492	\$ 2,686,543	\$ 2,944,000	\$ 3,784,977	\$ 840,977	29%
Code Enforcement	8,090,294	8,379,887	8,407,654	8,934,885	527,231	6%
Construction Permit	1,465,629	1,476,272	1,533,236	1,628,213	94,977	6%
TOTAL BUILDING & HOUSING	\$ 12,485,415	\$ 12,542,702	\$ 12,884,890	\$ 14,348,075	\$ 1,463,185	11%
ECONOMIC DEVELOPMENT	\$ 1,697,359	\$ 1,655,616	\$ 1,540,103	\$ 2,335,566	\$ 795,463	52%
NON-DEPARTMENTAL						
County Auditor Deductions	\$ 942,944	\$ 1,394,438	\$ 1,050,536	\$ 3,200,000	\$ 2,149,464	205%
Subsidies to Other Funds	96,305,173	63,887,325	83,114,781	50,445,256	(32,669,525)	-39%
Other Administrative	26,393,512	19,712,075	16,629,064	21,369,490	4,740,426	29%
TOTAL NON-DEPARTMENTAL	\$ 123,641,629	\$ 84,993,838	\$ 100,794,381	\$ 75,014,746	\$ (25,779,635)	-26%
TOTAL EXECUTIVE BRANCH	\$ 639,949,882	\$ 606,333,714	\$ 634,137,508	\$ 659,220,897	\$ 25,083,389	4%
TOTAL GENERAL FUND	<u>\$ 685,734,043</u>	<u>\$ 651,252,171</u>	<u>\$ 680,811,896</u>	<u>\$ 709,952,083</u>	<u>\$ 29,140,187</u>	<u>4%</u>



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>HC Change</u>	<u>% Change</u>
LEGISLATIVE BRANCH						
COUNCIL	59	55	55	61	6	11%
JUDICIAL BRANCH						
Municipal Court	231	224	206	238	32	16%
Clerk of Courts	143	143	127	144	17	13%
Housing Court	43	40	41	48	7	17%
TOTAL JUDICIAL BRANCH	417	407	374	430	56	15%
EXECUTIVE BRANCH						
GENERAL GOVERNMENT						
Office of the Mayor	19	19	6	22	16	267%
Office of Capital Projects	60	58	57	65	8	14%
Office of Quality Control and Performance Mgmt	11	12	10	15	5	%
Landmarks Commission	2	2	2	3	1	50%
Building Standards and Appeals	1	1	1	2	1	100%
Zoning Appeals	2	2	2	2	—	%
Civil Service Commission	6	6	5	9	4	80%
Community Relations Board	21	21	19	23	4	21%
City Planning Commission	20	20	19	24	5	26%
Office of Sustainability	9	10	8	11	3	%
Office of Equal Opportunity	7	7	6	9	3	50%
Office of Intervention, Prevention & Opportunity	—	5	13	20	7	%
Office of Budget & Management	7	7	7	8	1	14%
Office of Professional Standards	14	13	12	15	3	25%
Police Review Board	1	1	1	1	—	%
Community Police Commission	5	5	5	5	—	%
TOTAL GENERAL GOVERNMENT	185	189	173	234	61	35%
DEPARTMENT OF AGING	15	14	10	16	6	60%
DEPARTMENT OF HUMAN RESOURCES	14	17	18	32	14	78%
DEPARTMENT OF LAW	77	72	70	90	20	29%



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>HC Change</u>	<u>% Change</u>
DEPARTMENT OF FINANCE						
Director's Office	8	8	6	10	4	67%
Accounts	16	16	16	21	5	31%
Assessments & Licenses	46	42	45	51	6	13%
Treasury	6	6	6	6	—	%
Purchases & Supplies	8	7	6	10	4	67%
Bureau of Internal Audit	7	4	5	6	1	20%
Financial Reporting & Control	11	16	13	16	3	23%
Information Technology Services	31	29	28	39	11	39%
TOTAL FINANCE	133	128	125	159	34	27%
DEPARTMENT OF PUBLIC HEALTH						
Director's Office	12	12	8	16	8	100%
Health	32	26	32	50	18	56%
Environment	19	20	22	25	3	14%
Air Quality	6	5	7	8	1	14%
Health, Equity & Social Justice	—	—	1	4	3	%
TOTAL PUBLIC HEALTH	69	63	70	103	33	47%
DEPARTMENT OF PUBLIC SAFETY						
Director's Office	40	38	36	45	9	25%
Police-Uniform	1,550	1,535	1,402	1,640	238	17%
Civilian	214	225	211	243	32	15%
Fire-Uniform	738	701	669	761	92	14%
Civilian	13	12	11	11	—	%
Emergency Medical Service	286	280	260	332	72	28%
Animal Care and Control	32	32	29	38	9	31%
Correction	1	1	2	2	—	%
Police Inspector General	1	1	—	2	2	%
Department of Justice-Uniform	5	3	3	5	2	67%
Civilian	6	5	5	8	3	%
TOTAL PUBLIC SAFETY	2,886	2,833	2,628	3,087	459	17%

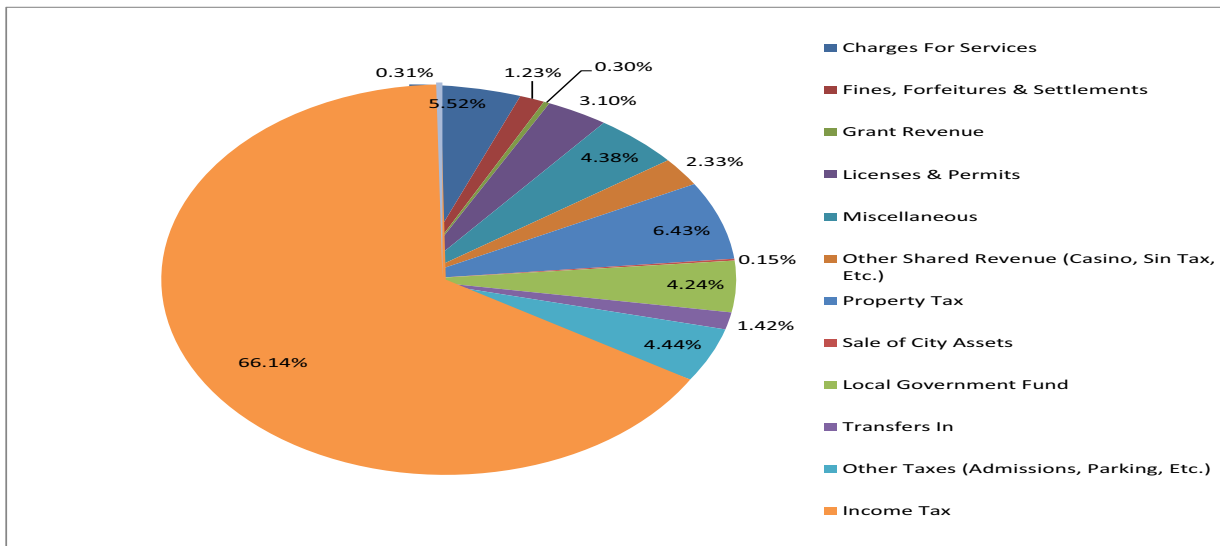


	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>HC Change</u>	<u>% Change</u>
DEPARTMENT OF PUBLIC WORKS						
Division of Public Works Administration	32	32	31	38	7	23%
Recreation	121	118	108	139	31	29%
Parking Facilities	16	15	13	15	2	15%
Property Management	69	67	68	76	8	12%
Parks Maintenance & Properties	107	106	104	112	8	8%
Division of Waste Disposal	201	186	189	233	44	23%
Division of Traffic Engineering	31	30	28	31	3	11%
TOTAL PUBLIC WORKS	577	554	541	644	103	19%
COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE	4	3	3	5	2	67%
DEPARTMENT OF BUILDING & HOUSING						
Director's Office	23	26	26	34	8	31%
Code Enforcement	108	104	95	108	13	14%
Construction Permit	18	18	17	19	2	12%
TOTAL BUILDING & HOUSING	149	148	138	161	23	17%
ECONOMIC DEVELOPMENT	18	18	14	21	7	50%
TOTAL EXECUTIVE BRANCH	4,127	4,039	3,790	4,552	762	20%
TOTAL GENERAL FUND	4,603	4,501	4,219	5,043	824	20%

PRELIMINARY 2022 SOURCES OF REVENUE

The City's Income Tax is the largest source of revenue for the General Fund. It is generated by a 2.5% tax on wages and earnings, not only of Cleveland residents but also non residents working within the City. Of total collections, 88.9% flows to the General Fund while the remainder is placed in a Restricted Income Tax Fund to be used for debt service payments and capital expenditures. Because the Income Tax makes up such a large proportion of the General Fund, the amount of financial resources available to provide City services is directly related to the health of the local economy.

The second largest General Fund revenue source is generated by charges for services including charges from EMS and Solid Waste Collection Fee.



Charges for Services: Medical transport billing, waste collection fees, and other recoverable fees.

Fines, Forfeitures & Settlements: Receipt of criminal fines and court costs from convictions of misdemeanor, felony offenses, camera enforcement program, parking, and non waiverable traffic violations. Revenues from fines and forfeitures include collections from parking violations and court levied civil and criminal fines. This revenue is directly related to the number of parking and moving violations issued by the City and court fines and costs.

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

Licenses & Permits: Receipts for City inspections, food handled, business licenses, and zoning and permit fees. This includes sales and charges for service which are charged to users of City services. Examples are fees for emergency medical service, medical care at the City's health centers and copies of birth and death certificates, and various miscellaneous sources, central service costs and expenditure recoveries are part of this category. The City has also implemented a Waste Collection Fee \$8.75 per household.

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

Other Shared Revenue:

Casino: Ohio Casinos are taxed at a rate of 33 percent on Gross Casino Revenue. The state then disburses the tax revenue to the following funds: 51% to the Host City Fund, 3% each to the Ohio State Racing Commission/Ohio Casino Control Commission and 2% each to the Law Enforcement Training Fund/Problem Gambling and Addictions Fund. The City then distributes 85% to the General Fund and 15% to a Special Fund for Council.

Cigarette & Liquor Tax:

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

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

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

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

Other Taxes: Includes both locally and state collected sources. Locally, the City receives Admission Tax for most entertainment events scheduled in the City as well as a tax on the leasing of motor vehicles. Both of these taxes were previously increased as part of an overall funding plan for the reconstruction/rebuilding of Cleveland Municipal Stadium. The Motor Vehicle Lessor Tax was raised from \$4 to \$6 per transaction as of August 1, 1996. The State distributes a portion of Estate, Liquor and Cigarette taxes to their municipality of origin. Estate Tax has been eliminated by the State of Ohio effective 2014.

Admission Tax: Increased from 6% to 8% effective January 1, 1997, receipts are on ticket sales for entertainment events held within the city.

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

Hotel Tax: An excise tax of three percent (3%) on transactions by which lodging is or is to be furnished by a hotel to transient guests.

Motor Vehicle Lessor Tax: Tax on Rental Cars

Parking Tax: 8% Commercial parking tax assessment

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

• **Commercial/ Industrial:**

Schools: 59.25%

Cleveland: 12.70%

County: 20.67%

Library: 7.38%

• **Residential:**

Schools: 55.00%

Cleveland: 15.27%

County: 22.17%

Library: 7.56%

Sale of City Assets: All receipts from the sale of City assets which include property and equipment disposal, (i.e. scrap metal value or auction of vehicles and equipment).

State and Local Government Fund: Local Government fund is a state of Ohio revenue sharing program established in 1934 in which cities share in the collection of the state income, sales, public utility excise tax, and corporate franchise taxes. The distribution basis is a function of population and property tax values. The basis was collectively reduced by 50% by the State of



Ohio. These funds are distributed in two ways nine-tenths (90%) to counties divided among all towns, villages and municipalities, and one-tenth directly to cities which collect an income tax.

Transfer In: Income from land sales at Chagrin Highlands and Economic Development.

Income Tax: The city income tax rate is 2.5% of all wages and business profits.

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

Other Revenue Terms:

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

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

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



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
CHARGES FOR SERVICES	\$ 38,598,853	\$ 33,574,659	\$ 37,134,745	\$ 35,788,048	\$ (1,346,697)	-4%
FINES, FORFEITURES & SETTLEMENTS	\$ 11,015,522	\$ 6,933,769	\$ 7,430,426	\$ 7,990,249	\$ 559,823	8%
GRANT REVENUE	\$ 912,538	\$ 61,264,033	\$ 111,272,256	\$ 1,916,666	\$ (109,355,590)	-98%
LICENSES & PERMITS	\$ 19,518,635	\$ 15,956,335	\$ 19,815,851	\$ 20,064,612	\$ 248,761	1%
MISCELLANEOUS	\$ 42,382,264	\$ 28,109,173	\$ 46,761,528	\$ 28,405,288	\$ (18,356,240)	-39%
OTHER SHARED REVENUE						
Property Tax-State Subsidy	\$ 3,191,438	\$ 3,180,776	\$ 3,203,060	\$ 3,572,971	\$ 369,911	12%
Cigarette & Liquor Tax	816,964	21,018	858,117	870,000	11,883	1%
Estate Tax	12,779	—	284	—	(284)	%
Casino	9,416,043	7,261,762	10,468,691	10,625,299	156,608	1%
Other	3,360	225,020	—	5,000	5,000	%
	<u>\$ 13,440,585</u>	<u>\$ 10,688,576</u>	<u>\$ 14,530,152</u>	<u>\$ 15,073,270</u>	<u>\$ 543,118</u>	<u>4%</u>
PROPERTY TAX	\$ 37,905,311	\$ 38,373,451	\$ 39,078,991	\$ 41,665,779	\$ 2,586,788	7%
SALE OF CITY ASSETS	\$ —	\$ 9,284	\$ 76,722	\$ 1,000,000	\$ 923,278	%
STATE AND LOCAL GOVERNMENT FUND	\$ 26,072,779	\$ 25,504,427	\$ 29,422,196	\$ 27,497,474	\$ (1,924,722)	-7%
TRANSFERS IN	\$ 3,731,113	\$ —	\$ —	\$ 9,187,144	\$ 9,187,144	%
INCOME TAX	\$ 441,753,856	\$ 410,100,017	\$ 429,087,088	\$ 428,566,031	\$ (521,057)	0%
INVESTMENT INCOME	\$ 5,495,262	\$ 1,715,043	\$ 284,769	\$ 2,000,000	\$ 1,715,231	602%
OTHER TAXES						
Admission Tax	\$ 18,939,818	\$ 5,732,302	\$ 11,562,613	\$ 11,512,500	\$ (50,113)	0%
Motor Vehicle License Tax	3,504,426	1,492,108	1,738,372	1,760,000	21,628	1%
Parking Tax	15,348,019	8,163,521	10,496,987	10,596,000	99,013	1%
Hotel Tax	7,006,596	2,542,592	4,906,377	4,900,000	(6,377)	0%
Other	24,374	8,169	21,579	19,000	(2,579)	-12%
	<u>\$ 44,823,233</u>	<u>\$ 17,938,692</u>	<u>\$ 28,725,928</u>	<u>\$ 28,787,500</u>	<u>\$ 61,572</u>	<u>0%</u>
TOTAL RECEIPTS	<u><u>\$ 685,649,951</u></u>	<u><u>\$ 650,167,459</u></u>	<u><u>\$ 763,620,652</u></u>	<u><u>\$ 647,942,061</u></u>	<u><u>\$ (115,678,591)</u></u>	<u><u>-15%</u></u>



COUNCIL AND CLERK OF COUNCIL

Blaine Griffin, Council President
Patricia J. Britt, Clerk Of Council

The legislative powers of the City of Cleveland are vested in Cleveland City Council, except for those powers reserved for the people by Charter. Council has authority, expressly conferred by the Charter, to divide the City into wards, determine Council meeting dates, elect a President and choose a Clerk. The Council, the Mayor and any person or Committee authorized by the Council or the Mayor, have the power to make inquiry into the conduct of any department, office, officer or employee of the City, and to investigate City matters of concern.

The City Council meets at 7:00 p.m. every Monday, except that Council meets once in July and once in August, on a day and time set by the Council. All Council meetings are held in the Council Chambers of City Hall. Various Council Committee meetings are held during the week to discuss in detail, all legislation to be approved, amended or not approved by the Council. Special Council meetings may be called by the President at any time, with proper public notice.

The City Clerk, Clerk of Council ("the Clerk") is custodian of all Council records as well as any other city documents that may be required by ordinance. The Clerk is the editor of the City Record, a publication containing all transactions and proceedings of the Council, all legal advertising of the City as well as other information related to City affairs. The Clerk must keep a proper file of all papers and documents which are part of the transactions of the Council or of Council Committee meetings and must keep attendance records of all such Council meetings and Committees. Further, the Clerk must make all public records available for public inspection. The Clerk is empowered to authenticate records with her/his official signature and seal.

Members and staff of Council and the Clerk perform several specialized activities such as:

- Research on a variety of local and global issues impacting the City;
- Policy analysis and development to address the issues of various constituencies through legislation/legislative process;
- Communications that serve to link the Council with the public;
- Legislative services that oversee the process of writing and passing laws, and preparation of public resolutions of congratulations, commemoration, commendation, appreciation and welcome;
- Financial oversight and reporting to keep Council informed of the overall fiscal condition of the City; and
- Archiving of Council and City documents; collecting and maintaining historical and current data about the City of Cleveland; responding to local, national and international information requests.

COUNCIL AND CLERK OF COUNCIL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 2,398,482	\$ 2,440,504	\$ 2,406,989	\$ 2,787,628
Seasonal	1,640	—	12,829	—
Elected Officials	1,426,608	1,422,877	1,592,198	1,514,056
Part-Time Permanent	113,521	129,771	131,327	289,410
Longevity	15,550	15,525	14,575	18,775
Vacation Conversion	42,194	—	74,441	—
Separation Payments	11,776	33,751	120,021	60,000
	\$ 4,009,770	\$ 4,042,428	\$ 4,352,379	\$ 4,669,869
Benefits				
Hospitalization	\$ 631,991	\$ 644,582	\$ 622,198	\$ 682,578
Prescription	106,789	135,790	129,183	140,835
Dental	29,299	33,456	31,387	35,973
Vision Care	3,223	5,289	5,470	6,264
Public Employees Retire System	553,319	560,994	594,649	648,000
Fica-Medicare	55,018	55,806	61,030	63,101
Workers' Compensation	41,017	35,583	38,195	44,045
Life Insurance	1,953	2,497	2,435	3,066
Unemployment Compensation	263	—	1,925	—
	\$ 1,422,872	\$ 1,473,997	\$ 1,486,474	\$ 1,623,862
Other Training & Professional Dues				
Travel	\$ 39,728	\$ 14,774	\$ 1,919	\$ 50,000
Tuition & Registration Fees	10,735	8,659	8,481	30,000
Professional Dues & Subscript	1,975	2,255	1,200	9,467
	\$ 52,437	\$ 25,688	\$ 11,600	\$ 89,467
Utilities				
Steam	\$ 37,459	\$ 36,481	\$ 35,025	\$ 40,932
	\$ 37,459	\$ 36,481	\$ 35,025	\$ 40,932
Contractual Services				
Professional Services	\$ 929,883	\$ 906,329	\$ 1,039,876	\$ 793,986
Expense Account Reimbursement	112,337	89,516	97,912	244,800
Advertising And Public Notice	74,438	53,917	229,438	262,650
Parking In City Facilities	45,336	31,958	32,989	46,000
Insurance And Official Bonds	—	250	—	100
	\$ 1,161,993	\$ 1,081,969	\$ 1,400,215	\$ 1,347,536
Materials & Supplies				
Office Supplies	\$ 11,402	\$ 13,075	\$ 180	\$ 13,400
Postage	200,000	200,000	200,240	200,000
Food	11,617	4,875	219	20,000
Just In Time Office Supplies	7,067	1,301	3,245	7,500
	\$ 230,086	\$ 219,251	\$ 203,884	\$ 240,900



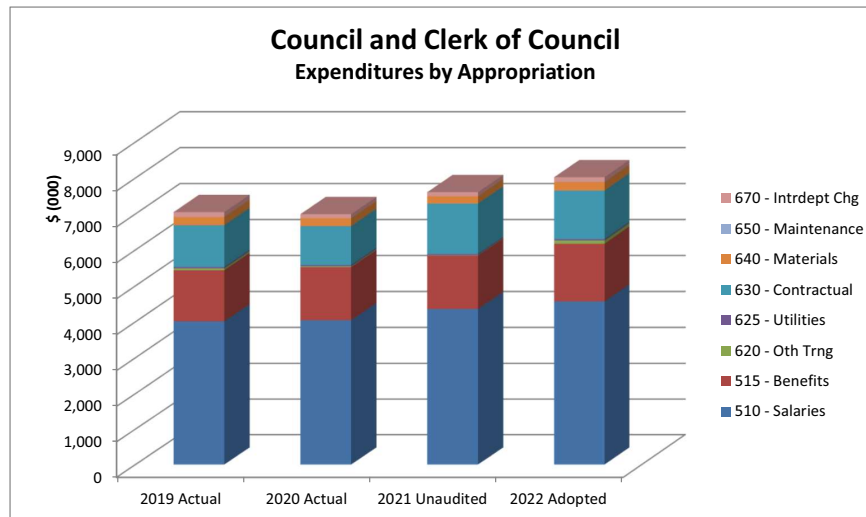
COUNCIL AND CLERK OF COUNCIL

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 5,000
	\$ —	\$ —	\$ —	\$ 5,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 68,254	\$ 74,560	\$ 70,038	\$ 70,038
Charges From Print & Repro	36,718	22,378	29,199	39,144
Charges From Central Storeroom	30,191	15,920	15,424	16,657
	\$ 135,163	\$ 112,857	\$ 114,661	\$ 125,839
	\$ 7,049,780	\$ 6,992,671	\$ 7,604,237	\$ 8,143,405

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 57,304	\$ 36,040	\$ 231,539	\$ 700
	\$ 57,304	\$ 36,040	\$ 231,539	\$ 700





COUNCIL AND CLERK OF COUNCIL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Clerk of Council	42,865.60	112,294.22
16	16	16	Councilmember	88,473.70	88,473.70
1	1	1	Director of Communication	31,200.00	85,588.10
1	1	1	Director of Policy Research	31,200.00	91,483.61
1	1	1	Council President	98,473.70	98,473.70
20	20	20			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Council Receptionist	31,200.00	50,331.92
16	16	16	Executive Assistant Council	31,200.00	48,726.79
1	0	1	Executive Assistant Council President	24,975.00	46,359.00
18	17	18			
<u>PROFESSIONALS</u>					
1	1	1	Chief City Archivist	31,200.00	83,886.55
1	1	1	Chief Legislative Secretary	31,200.00	83,886.55
1	0	1	Deputy City Archivist	31,200.00	79,533.35
1	1	1	Deputy Clerk (Council)	31,200.00	88,326.24
1	1	1	Executive Assistant-Clerk of Council	31,200.00	83,886.55
1	1	1	Financial Assistant	31,200.00	52,995.66
1	1	1	Financial Officer	31,200.00	83,381.88
1	1	1	Information & Technology Administrator	31,200.00	85,000.00
7	3	7	Legislative Assistant	31,200.00	67,109.25
2	2	2	Legislative Committee Clerk	31,200.00	67,109.25
1	1	1	Personnel/Human Resources	31,200.00	83,886.55
2	2	2	Policy Research Analyst	31,200.00	80,045.85
1	1	1	Public Relations Manager	31,200.00	83,886.55
1	1	1	Special Counsel	31,200.00	112,047.94
22	17	22			



COUNCIL AND CLERK OF COUNCIL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>NON EEO REPORTING</u>					
1	1	1	Executive Assistant-Admin/Council	31,200.00	83,886.55
1	1	1			
61	55	61	TOTAL FULL TIME		
<u>PART TIME</u>					
1	1	1	Legislative Assistant	31,200.00	67,109.25
1	1	1	Special Counsel	31,200.00	112,047.94
8	0	8	Student / Council Aide	11.60	13.00
10	2	10	TOTAL PART TIME		
71	57	71	TOTAL DIVISION		



OFFICE OF THE MAYOR**Justin M. Bibb, Mayor**

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

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

PROGRAM NAME:GOVERNMENT AND INTERNATIONAL AFFAIRS

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

ACTIVITIES: Establish and maintain relationships with international dignitaries, delegations or visitors; coordinate activities with international delegation; serve as liaison to local, state and federal elected officials; monitor legislative activity and advise on legislative matters; state, county and local government relations; monitor Bibb Administration's appointments to internal and external boards and commissions.

PROGRAM NAME:MAYOR'S ACTION CENTER

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

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

PROGRAM NAME:OFFICE OF COMMUNICATIONS

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

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



OFFICE OF THE MAYOR

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,350,140	\$ 1,335,301	\$ 919,434	\$ 2,120,010
Elected Officials	146,580	153,953	154,663	155,552
Part-Time Permanent	24,724	27,308	30,119	54,082
Longevity	3,550	3,975	3,600	7,250
Vacation Conversion	32,702	—	15,153	—
Separation Payments	11,708	—	42,010	185,000
Overtime	2,299	—	—	—
	\$ 1,571,704	\$ 1,520,538	\$ 1,164,979	\$ 2,521,894
Benefits				
Hospitalization	\$ 201,301	\$ 206,107	\$ 145,651	\$ 319,305
Prescription	34,881	43,475	31,174	68,000
Dental	8,075	10,207	6,970	18,036
Vision Care	1,037	1,629	1,246	2,268
Public Employees Retire System	213,765	210,398	168,781	331,963
Fica-Medicare	22,287	21,460	16,475	32,067
Workers' Compensation	17,101	13,722	10,849	11,478
Life Insurance	596	815	585	1,184
Unemployment Compensation	—	—	747	1,300
	\$ 499,043	\$ 507,813	\$ 382,477	\$ 785,601
Other Training & Professional Dues				
Travel	\$ 20,268	\$ 950	\$ 140	\$ 24,000
Tuition & Registration Fees	2,550	—	—	2,000
Mileage (Priv Auto) Trng Prps	371	—	—	—
Professional Dues & Subscript	5,236	961	3,600	5,700
	\$ 28,425	\$ 1,911	\$ 3,740	\$ 31,700
Contractual Services				
Professional Services	\$ 132	\$ 6,851	\$ 600	\$ 27,656
Mileage (Private Auto)	—	—	—	500
Security Services	—	—	—	600
Expense Account Reimbursement	—	—	—	450
Insurance And Official Bonds	—	—	—	250
Refunds & Miscellaneous	334	17	—	—
	\$ 466	\$ 6,869	\$ 600	\$ 29,456
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ 499	\$ —
Computer Supplies	1,720	—	—	1,500
Food	—	—	72	3,000
Arts & Crafts Supplies	—	4,505	—	—



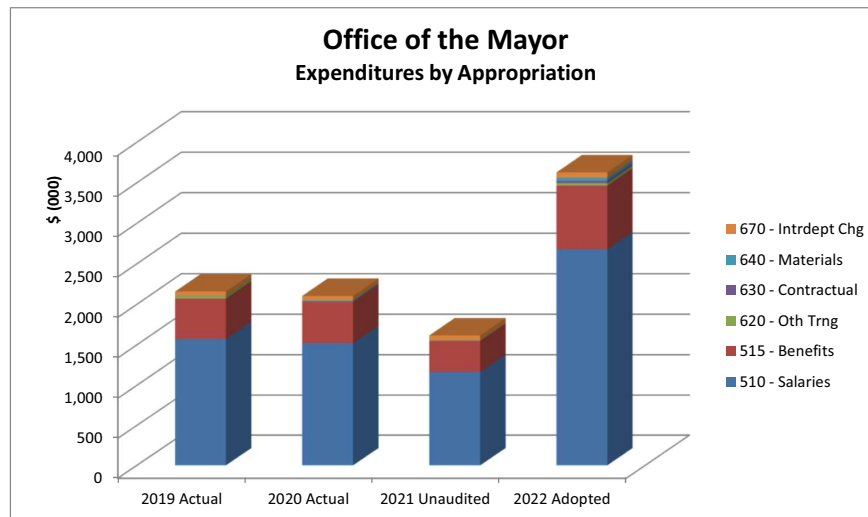
OFFICE OF THE MAYOR

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Special Events Supplies	—	3,475	—	26,750
Just In Time Office Supplies	3,561	3,408	3,316	6,000
	\$ 5,281	\$ 11,388	\$ 3,888	\$ 37,250
Interdepart Service Charges				
Charges From Telephone Exch	\$ 27,917	\$ 34,910	\$ 38,428	\$ 38,429
Charges From Print & Repro	19,233	14,893	17,855	23,936
Charges From Central Storeroom	3,913	4,603	2,802	3,026
Charges From M.V.M.	657	—	1,014	580
	\$ 51,720	\$ 54,406	\$ 60,099	\$ 65,971
	\$ 2,156,639	\$ 2,102,925	\$ 1,615,783	\$ 3,471,872

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 37,825	\$ 14,377	\$ 99,240	\$ —
	\$ 37,825	\$ 14,377	\$ 99,240	\$ —





OFFICE OF THE MAYOR

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
5	3	5	Executive Assistant to the Mayor	50,795.81	191,316.74
1	1	1	Mayor	155,552.35	155,552.35
1	0	1	Secretary to the Mayor	50,795.78	192,654.41
16	2	15	Special Assistant to the Mayor	31,200.00	125,470.58
<u>23</u>	<u>6</u>	<u>22</u>			
<u>PROFESSIONALS</u>					
1	0	0	Assistant Administrator	31,200.00	85,000.00
1	0	0			
<u>24</u>	<u>6</u>	<u>22</u>	TOTAL FULL TIME		
<u>PART TIME</u>					
0	0	4	Student Aides	11.60	13.00
1	0	0	Special Assistant to the Mayor	31,200.00	125,470.58
<u>1</u>	<u>0</u>	<u>4</u>	TOTAL PART TIME		
<u>25</u>	<u>6</u>	<u>26</u>	TOTAL DIVISION		



OFFICE OF CAPITAL PROJECTS**James D. DeRosa, Director****Mission Statement**

To provide for the planning, designing, construction, and preservation of the city of Cleveland's facilities and infrastructure through: collaborative comprehensive planning; leadership in management; excellence in sustainable design and technical expertise and; quality construction based on fair administration, integrity and professionalism.

Ordinance No. 1332-10, passed November 22, 2010, established the Office of Capital Projects. In the Office of Capital Projects there are 4 divisions; the Division of Administration, the Division of Engineering and Construction, the Division of Architecture and Site Development and the Division of Real Estate.

The Office of Capital Projects administers the Capital Improvement Program (CIP) for the city. Activities include evaluating requests to lease, expand, vacate, alter, remodel or construct city owned space, land, facilities and infrastructure; recommending priorities for capital projects, based on linkage to citywide plans and condition assessments; providing direct oversight for major capital projects; developing and implementing standards for facilities and infrastructure to assure safe, sustainable, efficient design and construction of the city's assets.



OFFICE OF CAPITAL PROJECTS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 3,910,805	\$ 4,116,211	\$ 4,078,895	\$ 4,671,244
Military Leave	633	—	—	—
Part-Time Permanent	62,452	108,351	52,902	—
Longevity	16,350	17,425	19,550	20,050
Wage Settlements	—	1	—	—
Vacation Conversion	8,759	—	14,519	—
Separation Payments	12,308	5,043	54,182	67,652
Bonus Incentive	8,000	—	—	—
Overtime	7,185	6,364	7,596	10,000
	\$ 4,026,491	\$ 4,253,396	\$ 4,227,644	\$ 4,768,946
Benefits				
Hospitalization	\$ 694,172	\$ 714,230	\$ 688,194	\$ 827,467
Prescription	115,998	147,348	140,646	167,571
Dental	32,307	37,808	34,543	43,036
Vision Care	3,275	5,083	5,140	6,424
Public Employees Retire System	556,997	598,151	600,797	662,992
Fica-Medicare	54,867	57,991	58,434	69,251
Workers' Compensation	76,255	34,463	67,300	77,223
Life Insurance	1,961	2,643	2,553	3,555
Unemployment Compensation	2,039	4,066	—	5,000
Clothing Allowance	6,770	5,970	6,367	5,970
Clothing Maintenance	2,400	2,100	1,950	2,100
	\$ 1,547,041	\$ 1,609,854	\$ 1,605,924	\$ 1,870,589
Other Training & Professional Dues				
Travel	\$ 10,532	\$ 2,073	\$ 7,070	\$ 5,500
Tuition & Registration Fees	6,420	3,685	3,084	5,150
Training	1,164	4,027	4,298	5,000
Professional Dues & Subscript	10,394	12,663	11,571	14,110
	\$ 28,511	\$ 22,448	\$ 26,023	\$ 29,760
Contractual Services				
Professional Services	\$ 135,164	\$ 144,387	\$ 164,749	\$ 184,950
Mileage (Private Auto)	42,320	34,394	35,269	26,900
Advertising And Public Notice	—	—	—	1,500
Appraisal Fees	2,750	2,900	6,700	2,900
Parking In City Facilities	19,628	11,010	11,803	16,750
Taxes	122,991	96,441	93,818	200,000
Equipment Rental	—	—	—	1,000
Other Contractual	518	167	—	500



OFFICE OF CAPITAL PROJECTS

Expenditures (Continued)

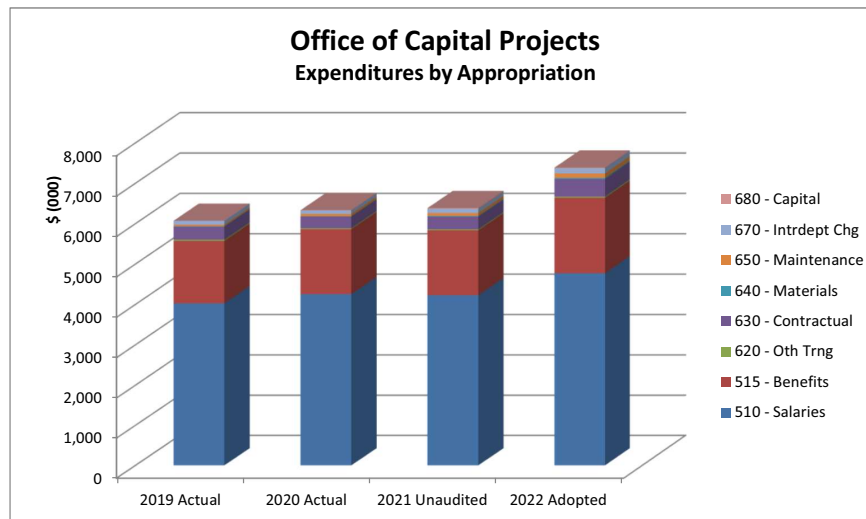
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
	\$ 323,370	\$ 289,299	\$ 312,339	\$ 434,500
Materials & Supplies				
Office Supplies	\$ 233	\$ —	\$ —	\$ 2,500
Computer Supplies	760	—	82	1,000
Computer Hardware	—	—	9,871	1,000
Computer Software	—	—	—	1,000
Small Equipment	1,000	1,000	—	3,000
Paper And Other Printing Suppl	—	—	359	—
Other Supplies	—	—	—	500
Bridge Maintenance Supplies	—	—	—	5,000
Safety Equipment	510	598	1,023	5,000
Just In Time Office Supplies	7,792	6,227	6,124	8,000
	\$ 10,295	\$ 7,825	\$ 17,459	\$ 27,000
Maintenance				
Maintenance Office Equipment	\$ 776	\$ 140	\$ —	\$ 1,000
Maintenance Contracts	—	15,761	23,552	24,000
Computer Hardware Maintenance	—	—	—	13,000
Computer Software Maintenance	37,008	41,029	50,268	72,500
	\$ 37,784	\$ 56,930	\$ 73,821	\$ 110,500
Interdepart Service Charges				
Charges From Telephone Exch	\$ 38,937	\$ 44,977	\$ 54,099	\$ 54,099
Charges From Radio Comm System	1,914	1,554	3,465	1,689
Charges From Print & Repro	35,576	26,565	32,022	42,928
Charges From Central Storeroom	1,348	1,292	1,104	1,192
Charges From M.V.M.	19,510	10,968	10,446	31,864
	\$ 97,286	\$ 85,356	\$ 101,135	\$ 131,772
Capital Outlay				
Computer Software	\$ —	\$ 747	\$ 10,586	\$ 9,500
Furniture	—	—	8,646	2,000
Computer Hardware	—	6,307	873	2,000
	\$ —	\$ 7,054	\$ 20,106	\$ 13,500
	\$ 6,070,778	\$ 6,332,161	\$ 6,384,451	\$ 7,386,567



OFFICE OF CAPITAL PROJECTS

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 17,220	\$ 10,510	\$ 13,160	\$ —
Fines, Forfeitures & Settlements	10,938	—	—	—
Licenses & Permits	59,625	33,465	65,180	47,000
Miscellaneous	92,854	857,641	1,189,779	950,000
Sale Of City Assets	—	9,284	76,722	—
	\$ 180,637	\$ 910,900	\$ 1,344,841	\$ 997,000





OFFICE OF CAPITAL PROJECTS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Commissioner of Real Estate	40,314.82	134,602.24
1	1	1	Executive Assistant to the Mayor	50,795.81	191,316.74
1	0	1	Manager of Parks Rec Research & Pl	31,200.00	90,202.58
2	0	0	Special Assistant to the Mayor	31,200.00	125,470.58
1	1	1	Superintendent of Sidewalks	31,200.00	70,234.84
6	3	5			
<u>ADMINISTRATIVE SUPPORT</u>					
2	2	2	Administrative Officer	31,200.00	59,620.36
1	1	1	Junior Personnel Assistant	31,200.00	50,000.00
3	2	3	Principal Clerk	17.01	27.55
6	5	6			
<u>PROFESSIONALS</u>					
0	2	2	Administrative Manager	31,200.00	145,000.00
0	0	1	Budget Analyst	31,200.00	65,000.00
3	3	3	Chief Architect	31,200.00	112,409.91
9	9	10	Consulting Engineer	36,000.00	104,888.34
1	1	1	Construction Manager I	50,000.00	100,000.00
1	1	1	Construction Technician	15.00	27.05
1	1	1	Landscape Designer Architecct	16.82	31.18
1	1	1	Prevailing Wage Coordinator	31,200.00	74,349.61
4	3	4	Project Coordinator	31,200.00	99,702.63
2	2	2	Project Director	31,200.00	88,646.98
2	2	2	Section Chief Arch & Site Development	40,000.00	108,011.58
2	2	2	Senior Assistant Designer	15.00	28.54
1	1	1	Senior Budget and Management Analyst	31,200.00	88,147.99
1	1	1	Senior Landscape Architect	15.00	20.92
4	3	4	Section Chief Engineering and Construction	50,000.00	108,011.58
2	1	2	Survey Party Chief	31,200.00	62,194.14
1	1	1	Surveyor	19.33	24.09
1	1	1	Surveyor Intern	31,200.00	63,680.88
36	35	40			



OFFICE OF CAPITAL PROJECTS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
TECHNICIANS					
1	1	1	Chief Engineering and Construction Inspector	29.77	31.77
13	13	13	Engineering & Construction Inspector	22.42	24.42
14	14	14			
62	57	65	TOTAL FULL TIME		
PART TIME					
1	0	0	Consulting Engineer	36,000.00	104,888.34
1	0	0	Sr Budget & Mgmt Analyst	31,200.00	88,147.99
2	0	0	TOTAL PART TIME		
64	57	65	TOTAL DIVISION		



QUALITY CONTROL & PERFORMANCE MANAGEMENT**Sabra T. Scott, Interim Director****Mission Statement**

To monitor and assess program and service delivery to the citizens of Cleveland by tracking and improving performance of Departments through the incorporation of efficient, effective, and economically sound process improvement methods and ensuring high levels of accountability, compliance, and quality control.

PROGRAM NAME:ASSESS AND EVALUATION

OBJECTIVE: To assess various processes and programs while ensuring the achievement of established objectives and compliance with laws and regulations.

ACTIVITY: Gain an in-depth understanding of the process or program in the division; establish benchmarks; collect, validate and analyze data; evaluate specific processes and resources; identify gaps and potential risks; prepare performance evaluation; communicate process improvements and areas for future improvement with the divisions.

PROGRAM NAME:QUALITY CONTROL

OBJECTIVE: To inspect service requests received from the public through the Mayor's Action Center and the 311 Call Center.

ACTIVITY: Verify service requests are completed timely, accurately, and within service level agreements; inspect work for quality; and proactively identify infrastructure or property repairs that require service or assessment.

PROGRAM NAME:DATA MONITORING AND ANALYTICS

OBJECTIVE: To improve data collection and validation processes, and link analytics software to departmental data.

ACTIVITY: Coordinate with Information Technology Services to integrate and warehouse data systems and applications; identify which data needs to be collected, stored, and analyzed; identify unmeasured variables that affect operations; create, validate, and maintain dashboards and reports; and identify best practices.

PROGRAM NAME:PERFORMANCE IMPROVEMENT

OBJECTIVE: To recommend and facilitate process improvement models.

ACTIVITY: Serve as a shared resource for Departments; support project and program managing and planning efforts; develop systematic approach to mitigate service delivery or process inefficiencies; design and incorporate future/current state measurement templates; and monitor and evaluate process improvement implementation.



QUALITY CONTROL & PERFORMANCE MANAGEMENT

Expenditures

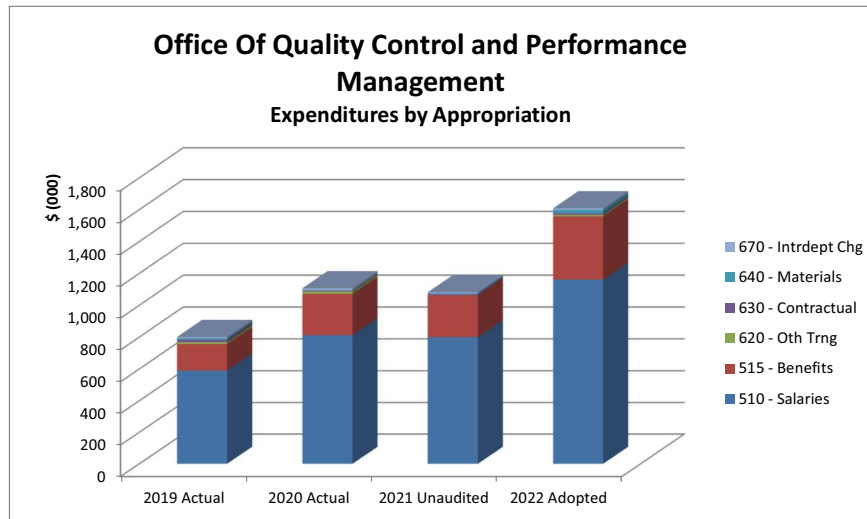
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 549,015	\$ 786,789	\$ 783,620	\$ 1,147,886
Part-Time Permanent	27,257	22,251	—	—
Longevity	1,400	2,100	2,400	2,400
Wage Settlements	—	7	—	—
Vacation Conversion	—	—	9,741	—
Separation Payments	11,907	—	3,592	10,000
	\$ 589,579	\$ 811,146	\$ 799,352	\$ 1,160,286
Benefits				
Hospitalization	\$ 58,172	\$ 102,875	\$ 102,875	\$ 167,294
Prescription	10,544	21,188	21,060	34,416
Dental	2,376	5,549	5,409	9,024
Vision Care	334	745	794	1,296
Public Employees Retire System	79,875	112,648	115,086	160,205
Fica-Medicare	8,405	11,416	11,257	16,702
Workers' Compensation	5,841	4,946	6,846	7,927
Life Insurance	259	494	518	840
	\$ 165,804	\$ 259,860	\$ 263,845	\$ 397,704
Other Training & Professional Dues				
Travel	\$ 6,324	\$ 11,580	\$ —	\$ —
Tuition & Registration Fees	6,119	4,240	223	10,000
Professional Dues & Subscript	450	—	—	—
	\$ 12,893	\$ 15,820	\$ 223	\$ 10,000
Contractual Services				
Travel- Non-Training	\$ 671	\$ 178	\$ 166	\$ —
Parking In City Facilities	3,905	4,785	5,280	10,050
Property Rental	11,108	—	—	—
	\$ 15,685	\$ 4,963	\$ 5,446	\$ 10,050
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ 112	\$ —
Computer Supplies	—	—	—	2,000
Computer Hardware	5,499	415	4,831	12,000
Computer Software	1,005	1,600	709	2,000
Just In Time Office Supplies	1,316	1,075	508	4,000
	\$ 7,820	\$ 3,090	\$ 6,160	\$ 20,000
Interdepart Service Charges				
Charges From Print & Repro	\$ 2,923	\$ 2,721	\$ 3,171	\$ 4,251
Charges From M.V.M.	5,685	8,581	3,013	5,993
	\$ 8,608	\$ 11,301	\$ 6,184	\$ 10,244
	\$ 800,389	\$ 1,106,181	\$ 1,081,210	\$ 1,608,284



QUALITY CONTROL & PERFORMANCE MANAGEMENT

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ —	\$ 5,162	\$ 40,784	\$ —
	\$ —	\$ 5,162	\$ 40,784	\$ —





QUALITY CONTROL & PERFORMANCE MANAGEMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	0	1	Administrative Manager	31,200.00	145,000.00
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Executive Assistant To The Mayor	50,795.81	191,316.74
1	1	1	Program Manager	31,200.00	91,429.27
<u>2</u>	<u>2</u>	<u>4</u>			
<u>PROFESSIONALS</u>					
1	1	1	Asst Mgr Of Audit Ctrl/Pers	31,200.00	64,967.92
2	2	3	Business Process Analyst	55,000.00	108,044.90
2	1	1	Business Process Specialist	40,000.00	80,000.00
3	2	3	Performance Assessment Specialist	40,000.00	80,000.00
0	0	1	Systems Analyst	31,200.00	70,429.91
<u>8</u>	<u>6</u>	<u>9</u>			
<u>TECHNICIANS</u>					
2	2	2	Quality Control Inspector	31,200.00	65,000.00
<u>2</u>	<u>2</u>	<u>2</u>			
<u>12</u>	<u>10</u>	<u>15</u>	TOTAL FULL TIME		
<u>PART TIME</u>					
1	0	0	Project Director	31,200.00	88,646.98
<u>1</u>	<u>0</u>	<u>0</u>	TOTAL PART TIME		
<u>13</u>	<u>10</u>	<u>15</u>	TOTAL DIVISION		



LANDMARKS COMMISSION

Donald Petit, Secretary

Mission Statement

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

The Landmarks Commission is an eleven-member board with the charge to safeguard the City's heritage through the preservation of historic buildings and districts. Seven members are appointed by the Mayor, two by the City Council President, and two serve by virtue of office. The Commission office is administered by two full time staff members. The Commission recommends buildings, sites or historic districts that are eligible for local designation as landmarks. It follows established criteria listed in the Landmarks Ordinance, Chapter 161 of the Codified Ordinances. Exterior changes to individual Landmarks or properties within historic districts are reviewed by the Landmarks Commission as part of the building permit process.

Neighborhood-based design review committees act as advisory committees to the Landmarks Commission. The Commission staff conducts a continuing historic building and site survey of Landmark and National Register designation. The Cleveland Landmarks Commission acts as a Certified Local Government in coordination with the State Historic Preservation Office and the National Park Service in National Register designation and cases involving Section 106 Environmental Reviews.

PROGRAM NAME:DESIGN REVIEW

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

ACTIVITY: The Landmarks Commission staff attends local Design Review Committee meetings. It prepares staff reviews of designs submitted by applicants to Design Review Committees. The Commission staff is also involved in the training and staff support to Design Review Committees.

PROGRAM NAME:PERMITS AND CASES

OBJECTIVE: The Landmarks Commission makes decisions regarding the granting of Certificates of Appropriateness for the issuance of building permits. The Landmarks Commission staff provides support to the Landmarks Commission for changes to historic property.

ACTIVITY: The Landmarks Commission staff prepares agendas, minutes, and evidence for Commission meetings. The staff meets with applicants about proposed changes to buildings that have been locally designated. The Landmarks staff reviews and approves many smaller cases on an administrative basis. It prepares larger cases for hearing before the Landmarks Commission, making recommendation on actions that need to be taken. This staff also maintains records of all decisions made by the Commission as well.



LANDMARKS COMMISSION

PROGRAM NAME: SURVEY

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

ACTIVITY: The Landmarks Commission conducts surveys to assess the significance of historic buildings, sites, and districts and promote historical significance of Cleveland neighborhoods, on a continuing basis. Staff takes photographs, conducts historical and property research, writes architectural descriptions and statements of significance, and prepares legislation for Landmark designation.

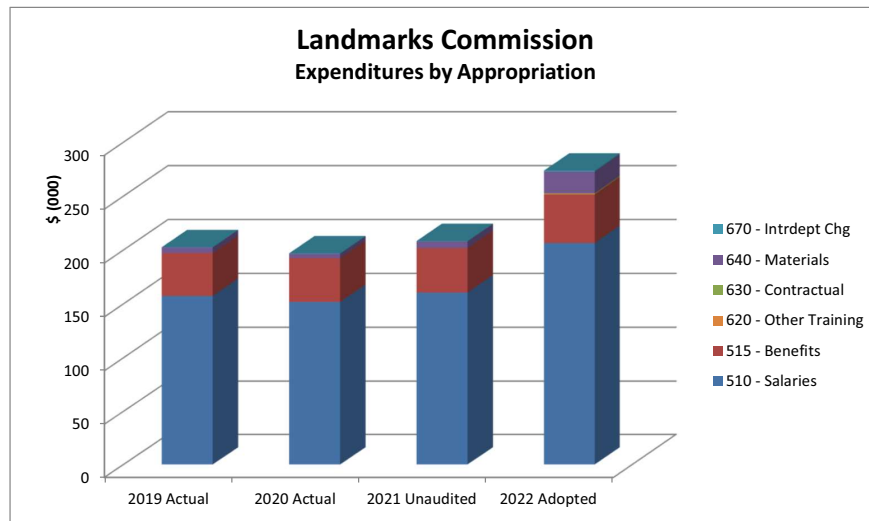
LANDMARKS COMMISSION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 105,788	\$ 108,722	\$ 113,825	\$ 162,256
Board Members	46,175	42,275	41,075	63,316
Longevity	800	800	800	800
Vacation Conversion	4,537	—	4,814	—
Separation Payments	—	—	—	30,000
	\$ 157,299	\$ 151,797	\$ 160,515	\$ 256,372
Benefits				
Hospitalization	\$ 11,758	\$ 12,052	\$ 12,052	\$ 27,503
Prescription	2,093	2,638	2,583	5,874
Dental	504	600	588	1,446
Vision Care	138	181	180	316
Public Employees Retire System	21,471	21,497	22,076	31,806
Fica-Medicare	2,249	2,168	2,294	3,289
Workers' Compensation	1,550	1,349	1,376	1,545
Life Insurance	67	88	89	170
	\$ 39,830	\$ 40,573	\$ 41,237	\$ 71,949
Other Training & Professional Dues				
Professional Dues & Subscript	\$ —	\$ —	\$ —	\$ 500
	\$ —	\$ —	\$ —	\$ 500
Contractual Services				
Professional Services	\$ 3,935	\$ 3,890	\$ 5,735	\$ 17,700
Advertising And Public Notice	208	—	225	800
Parking In City Facilities	995	257	200	1,650
	\$ 5,138	\$ 4,147	\$ 6,159	\$ 20,150
Materials & Supplies				
Just In Time Office Supplies	\$ 281	\$ 349	\$ 379	\$ 900
	\$ 281	\$ 349	\$ 379	\$ 900
Interdepart Service Charges				
Charges From Telephone Exch	\$ 53	\$ 98	\$ 56	\$ 56
Charges From Print & Repro	709	625	685	918
Charges From Central Storeroom	14	3	51	55
	\$ 776	\$ 726	\$ 792	\$ 1,029
	\$ 203,324	\$ 197,593	\$ 209,082	\$ 350,900
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 1,508	\$ 1,549	\$ 8,389	\$ 2,000
	\$ 1,508	\$ 1,549	\$ 8,389	\$ 2,000



LANDMARKS COMMISSION





LANDMARKS COMMISSION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>PROFESSIONALS</u>					
1	1	2	Sr. Assistant City Planner	15.00	33.48
1	1	1	City Planner	31,200.00	67,032.85
2	2	3	TOTAL FULL TIME		
<u>BOARD MEMBERS</u>					
1	1	1	Chairman of Landmarks Commission	9,538.00	9,538.00
6	5	6	Member of Landmarks Commission	8,963.00	8,963.00
7	6	7	TOTAL BOARD MEMBERS		
9	8	10	TOTAL DIVISION		



BOARD OF BUILDING STANDARDS AND APPEALS

Carmella Davis, Executive Secretary

Mission Statement

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

PROGRAM NAME:APPEALS REVIEW

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

ACTIVITIES: To conduct bi-weekly inter-department staff related cases, meet with applicants and affected city officials, and recommend actions to the Board and adjudicate each case before the Board.

PROGRAM NAME:OHIO BUILDING CODE REVIEW

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

ACTIVITIES: To hear testimony, interpret the OBC, and adjudicate each case before the Board at its bi-weekly meetings.

PROGRAM NAME:PERMITS AND CASES

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

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

PROGRAM NAME:RECORD MAINTENANCE

OBJECTIVES: To maintain detailed records of proceeds of the Board of Building Standards and Building Appeals as required by Charter and laws of the State of Ohio.

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

BOARD OF BUILDING STANDARDS AND APPEALS

Expenditures

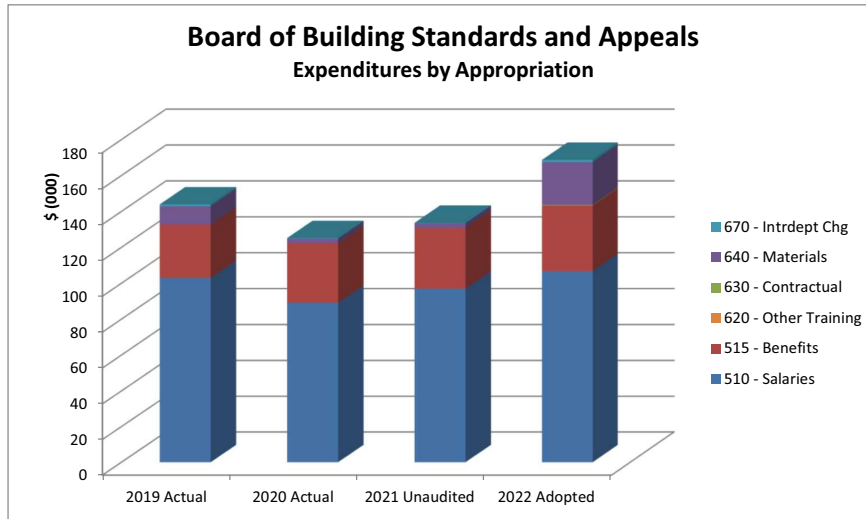
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 53,990	\$ 58,690	\$ 59,681	\$ 119,052
Board Members	29,968	29,650	31,525	45,374
Longevity	1,500	700	700	700
Vacation Conversion	—	—	4,663	—
Separation Payments	17,505	—	—	—
Overtime	—	—	340	—
	\$ 102,962	\$ 89,040	\$ 96,909	\$ 165,126
Benefits				
Hospitalization	\$ 12,349	\$ 14,416	\$ 14,416	\$ 29,616
Prescription	2,248	3,073	3,073	6,341
Dental	642	825	804	1,683
Vision Care	52	93	99	216
Public Employees Retire System	11,951	12,585	13,266	23,208
Fica-Medicare	1,451	1,241	1,354	2,397
Workers' Compensation	987	862	833	926
Life Insurance	31	44	44	115
	\$ 29,710	\$ 33,139	\$ 33,890	\$ 64,502
Other Training & Professional Dues				
Training	\$ —	\$ —	\$ —	\$ 200
	\$ —	\$ —	\$ —	\$ 200
Contractual Services				
Professional Services	\$ 6,274	\$ —	\$ —	\$ 15,100
Court Reporter	2,902	2,520	2,495	8,000
Parking In City Facilities	1,047	150	10	800
Wellness Expense Anthem	—	—	139	—
	\$ 10,223	\$ 2,670	\$ 2,644	\$ 23,900
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 600
Just In Time Office Supplies	999	298	170	600
	\$ 999	\$ 298	\$ 170	\$ 1,200
Interdepart Service Charges				
Charges From Telephone Exch	\$ 347	\$ 347	\$ 350	\$ 314
Charges From Print & Repro	2,055	701	415	557
Charges From Central Storeroom	1,933	792	76	82
	\$ 4,334	\$ 1,840	\$ 841	\$ 953
	\$ 148,228	\$ 126,986	\$ 134,455	\$ 255,881



BOARD OF BUILDING STANDARDS AND APPEALS

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 20,035	\$ 4,385	\$ 6,450	\$ 15,000
Miscellaneous	1,391	862	5,099	—
	\$ 21,426	\$ 5,247	\$ 11,549	\$ 15,000



COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule	
Budget 2021	December 2021	Budget 2022		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
0	0	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Secretary to Board of Building Standards & Appeals	31,200.00	91,405.96
1	1	2	TOTAL FULL TIME		
BOARD MEMBERS					
1	1	1	Chairman of Board of Building Standards & Appeals	9,538.00	9,538.00
4	3	4	Builder Member Regular	8,963.00	8,963.00
5	4	5	TOTAL BOARD MEMBERS		
6	5	7	TOTAL DIVISION		



BOARD OF ZONING APPEALS

Elizabeth Kukla, Secretary

Mission Statement

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

PROGRAM NAME: APPEALS REVIEW AND RECORDS MAINTENANCE

OBJECTIVES: To maintain high standards of Code interpretations and administration of the City's Zoning Code and to maintain detailed records of the proceedings of the Board of Zoning Appeals as required by the City Charter and Laws of the State of Ohio.

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

PROGRAM NAME: PERMITS AND ACTIONS

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

ACTIVITIES: To schedule public hearings for testimony by applicants, City Officials and relevant parties to the appeals regarding the Zoning Code interpretation or any other administrative action and adjudicate each case.



BOARD OF ZONING APPEALS

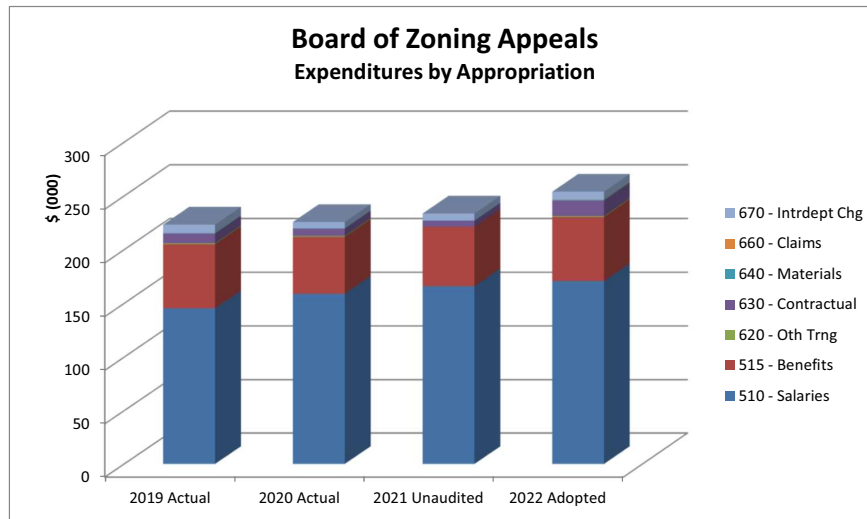
Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 101,106	\$ 118,637	\$ 124,940	\$ 124,594
Board Members	36,416	39,675	37,370	45,386
Longevity	1,050	600	600	775
Vacation Conversion	—	—	2,994	—
Separation Payments	6,805	—	—	—
	\$ 145,378	\$ 158,911	\$ 165,903	\$ 170,755
Benefits				
Hospitalization	\$ 21,475	\$ 22,541	\$ 22,541	\$ 24,266
Prescription	3,413	4,392	4,392	4,526
Dental	984	1,125	1,097	1,146
Vision Care	111	181	180	208
Public Employees Retire System	19,358	22,363	23,344	24,017
Fica-Medicare	2,044	2,219	2,331	2,479
Workers' Compensation	1,065	—	1,265	2,821
Life Insurance	56	88	89	110
Unemployment Compensation	11,180	—	—	—
	\$ 59,686	\$ 52,908	\$ 55,240	\$ 59,573
Other Training & Professional Dues				
Tuition & Registration Fees	\$ 815	\$ 835	\$ —	\$ 900
	\$ 815	\$ 835	\$ —	\$ 900
Contractual Services				
Court Reporter	\$ 7,248	\$ 6,714	\$ 5,664	\$ 13,000
Parking In City Facilities	1,610	205	3	1,400
	\$ 8,858	\$ 6,919	\$ 5,667	\$ 14,400
Materials & Supplies				
Office Supplies	\$ 177	\$ 179	\$ —	\$ 350
Just In Time Office Supplies	361	59	244	250
	\$ 538	\$ 238	\$ 244	\$ 600
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ 189	\$ —	\$ —	\$ 300
	\$ 189	\$ —	\$ —	\$ 300
Interdepart Service Charges				
Charges From Telephone Exch	\$ 810	\$ 1,009	\$ 901	\$ 809
Charges From Print & Repro	2,690	1,848	1,873	2,551
Charges From Central Storeroom	4,267	2,992	3,710	4,006
	\$ 7,767	\$ 5,849	\$ 6,484	\$ 7,366
	\$ 223,231	\$ 225,660	\$ 233,539	\$ 253,894

BOARD OF ZONING APPEALS

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 28,195	\$ 18,300	\$ 18,400	\$ 25,000
Licenses & Permits	100	425	—	—
Miscellaneous	2,197	—	9,229	—
\$	30,492	18,725	27,629	25,000



COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule	
Budget 2021	December 2021	Budget 2022		Minimum	Maximum
ADMINISTRATIVE SUPPORT					
1	1	1	Secty Board of Zoning Appeals	31,200.00	91,405.96
1	1	1	Principal Clerk	17.01	27.55
2	2	2	TOTAL FULL TIME		
BOARD MEMBERS					
1	1	1	Chairman of Board of Zoning Appeals	9,538.00	9,538.00
4	3	4	Member of Board of Zoning Appeals	8,963.00	8,963.00
5	4	5	TOTAL BOARD MEMBERS		
7	6	7	TOTAL DIVISION		



CIVIL SERVICE COMMISSION

Michael Spreng, Interim Secretary

Mission Statement

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

PROGRAM NAME:POLICY-MAKING

OBJECTIVES: To promulgate and maintain Civil Service rules and policies, to conduct meetings and administrative hearings.

ACTIVITIES: Conduct regular board meetings to discuss and act upon related issues; hold hearings for disciplinary actions and other administrative actions.

PROGRAM NAME:RECORD MAINTENANCE

OBJECTIVES: To maintain accurate information regarding tests and certain personnel transactions for employees in the classified service of Civil Service and to certify qualified candidates to appointing authorities for employment with the City.

ACTIVITIES: Prepare eligible lists from examination results; certify candidates for vacant positions; maintain seniority records for promotional examinations.

PROGRAM NAME:TESTING

OBJECTIVES: To conduct fair and valid examinations based on job responsibilities and qualifications and identify qualified individuals for employment.

ACTIVITIES: Conduct job analysis and develop and prepare examinations; prepare and distribute bulletins for test announcements; accept applications for test filings; test candidates, grade examinations and notify individuals of results.

CIVIL SERVICE COMMISSION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 361,170	\$ 383,947	\$ 357,091	\$ 616,428
Board Members	39,414	39,675	39,675	45,386
Part-Time Permanent	15,713	17,119	11,490	26,282
Longevity	3,550	3,275	3,275	2,600
Vacation Conversion	10,972	—	20,183	—
Separation Payments	—	—	1,654	—
Overtime	264	—	3,068	4,500
	\$ 431,082	\$ 444,016	\$ 436,437	\$ 695,196
Benefits				
Hospitalization	\$ 55,855	\$ 56,537	\$ 53,629	\$ 109,876
Prescription	9,345	11,691	10,943	23,072
Dental	1,892	1,793	1,773	5,828
Vision Care	286	456	497	972
Public Employees Retire System	58,864	61,214	60,710	97,331
Fica-Medicare	6,045	6,252	6,127	10,081
Workers' Compensation	4,268	3,716	3,721	4,162
Life Insurance	202	260	233	520
	\$ 136,758	\$ 141,918	\$ 137,633	\$ 251,842
Other Training & Professional Dues				
Travel	\$ —	\$ 439	\$ —	\$ —
Tuition & Registration Fees	3,310	—	—	1,500
Other Training Supplies	—	—	755	—
	\$ 3,310	\$ 439	\$ 755	\$ 1,500
Contractual Services				
Professional Services	\$ 741,668	\$ 183,630	\$ 285,955	\$ 350,000
Court Reporter	4,784	2,918	4,741	16,000
Referee Services	—	—	—	35,000
Medical Services	160,012	115,000	225,000	200,000
Parking In City Facilities	649	280	52	750
	\$ 907,112	\$ 301,827	\$ 515,748	\$ 601,750
Materials & Supplies				
Computer Software	\$ 167	\$ 330	\$ 246	\$ 750
Food	—	—	—	1,000
Other Supplies	317	—	338	—
Just In Time Office Supplies	1,511	1,138	1,910	4,000
	\$ 1,995	\$ 1,468	\$ 2,494	\$ 5,750
Maintenance				
Maintenance Contracts	\$ 288	\$ 155	\$ —	\$ 700
	\$ 288	\$ 155	\$ —	\$ 700



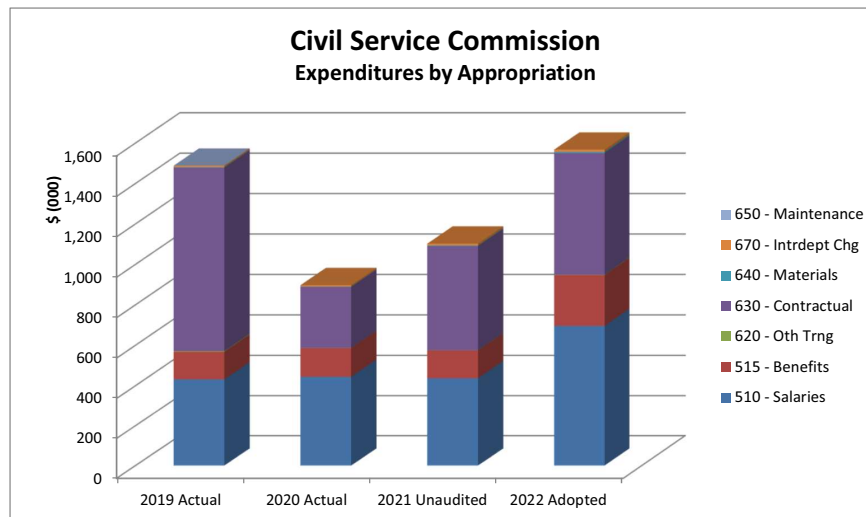
CIVIL SERVICE COMMISSION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 2,568	\$ 3,425	\$ 3,157	\$ 2,834
Charges From Print & Repro	4,672	3,578	5,900	7,910
Charges From Central Storeroom	195	107	145	157
	\$ 7,435	\$ 7,111	\$ 9,203	\$ 10,901
	\$ 1,487,982	\$ 896,934	\$ 1,102,269	\$ 1,567,639

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 5,463	\$ 3,717	\$ 22,942	\$ —
	\$ 5,463	\$ 3,717	\$ 22,942	\$ —





CIVIL SERVICE COMMISSION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Secretary of the Civil Service Commission	31,200.00	107,537.55
0	0	1	Assistant Director - General	36,590.39	154,089.52
1	1	1	Administrative Manager	31,200.00	145,000.00
<u>2</u>	<u>2</u>	<u>3</u>			
<u>PROFESSIONALS</u>					
1	1	1	Chief Civil Service Examiner	31,200.00	78,184.48
1	0	2	Civil Service Examiner II	31,200.00	67,626.00
1	1	1	Civil Service Examiner III	31,200.00	75,000.00
1	0	0	Deputy Project Director	64,167.00	103,027.32
1	0	1	Personnel Assistant	31,200.00	52,381.41
1	1	1	Supervisor of Civil Service Records	31,200.00	70,000.00
<u>6</u>	<u>3</u>	<u>6</u>			
<u>8</u>	<u>5</u>	<u>9</u>	TOTAL FULL TIME		
<u>PART TIME</u>					
0	1	1	Assistant Administrator	31,200.00	85,000.00
1	0	0	Jr. Clerk	31,200.00	88,646.98
<u>1</u>	<u>1</u>	<u>1</u>	TOTAL PART TIME		
<u>5</u>	<u>5</u>	<u>5</u>	TOTAL BOARD MEMBERS		
<u>14</u>	<u>11</u>	<u>15</u>	TOTAL DIVISION		



COMMUNITY RELATIONS BOARD

Angela D. Shute-Woodson, Director

Mission Statement

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

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

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

PROGRAM NAME: COMMUNITY OUTREACH

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

ACTIVITIES: The Community Relations Board (Hereinafter referred to as the "CRB") provides planning assistance for groups and agencies who seek to promote positive social and cultural relationships in the community. The CRB investigates the sources and conditions of problems and complaints that are disruptive to the quality of life in the city neighborhoods, especially when an individual or group is violated because of their protected class (race, ethnicity, religion, sexual orientation, gender identity, familial status, etc.) The CRB assists in coordinating fair and equitable service delivery to Cleveland's multicultural and diverse population. The CRB administers the priority protocol for preventing and responding to racial and ethnic violence and intimidation in coordination with the police, prosecutor's office, the municipal and county courts and support service agencies. The CRB coordinates resident and organizational involvement through diverse and multi-cultural dialogue groups. The CRB maintains liaisons to individuals

COMMUNITY RELATIONS BOARD

and groups interested in addressing the concerns and serving the special needs of various groups from the City of Cleveland's multicultural and diverse populations. The CRB establishes support networks and facilitate relationships to attain sustainable community networks. The CRB investigates and provides referral services for any complaint of discrimination based on the City of Cleveland's protected classes. The CRB provides conciliation services on referral from citizens, community organizations and institutions, the police and other city agencies.

PROGRAM NAME:COMMUNITY REENTRY

OBJECTIVES: The Community Relations Board identifies resources, provides referrals and advocacy for formerly incarcerated individuals that return to the City of Cleveland from correctional facilities.

ACTIVITIES: The Community Relation Board hosts workshops and resource fairs and refer formerly incarcerated individuals that return to our community to community and faith-based social services, training and employment opportunities. The CRB also has special programs to teach entrepreneurship and other skills to help the formerly incarcerated individuals help contribute our community. The CRB also provides advocacy for this group of individuals to help them overcome any potential barriers to social and economic inclusion in our society.

PROGRAM NAME:HUMAN RELATIONS CIVIL RIGHTS TRAINING AND COMMUNITY EDUCATION

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

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

PROGRAM NAME:POLICE/COMMUNITY COOPERATION AND SPECIAL EVENTS

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



COMMUNITY RELATIONS BOARD

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

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

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

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

COMMUNITY RELATIONS BOARD

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 989,350	\$ 1,109,165	\$ 1,088,503	\$ 1,313,051
Board Members	79,775	82,430	86,975	108,126
Longevity	5,750	6,775	6,875	7,450
Wage Settlements	—	9	—	—
Vacation Conversion	10,657	—	11,309	—
Separation Payments	—	—	1,558	—
Overtime	490	480	258	—
	\$ 1,086,021	\$ 1,198,859	\$ 1,195,478	\$ 1,428,627
Benefits				
Hospitalization	\$ 190,559	\$ 214,341	\$ 218,450	\$ 280,842
Prescription	33,233	45,552	45,892	58,416
Dental	8,373	10,957	10,660	14,301
Vision Care	1,226	1,923	1,877	2,436
Public Employees Retire System	149,334	168,160	171,243	200,975
Fica-Medicare	14,316	15,825	15,686	19,718
Workers' Compensation	7,774	9,245	22,488	16,021
Life Insurance	655	928	888	1,268
Unemployment Compensation	—	1,656	—	—
	\$ 405,469	\$ 468,588	\$ 487,184	\$ 593,977
Other Training & Professional Dues				
Travel	\$ 1,864	\$ —	\$ —	\$ 3,000
Tuition & Registration Fees	1,105	—	4,053	2,000
	\$ 2,969	\$ —	\$ 4,053	\$ 5,000
Contractual Services				
Professional Services	\$ —	\$ 250,000	\$ 200,000	\$ 250,000
Mileage (Private Auto)	3,427	1,463	668	5,000
Parking In City Facilities	3,894	2,338	1,532	3,062
	\$ 7,321	\$ 253,801	\$ 202,200	\$ 258,062
Materials & Supplies				
Office Supplies	\$ 289	\$ 48	\$ —	\$ 1,000
Computer Hardware	—	—	—	1,000
Food	53	1,049	42	1,000
Other Supplies	—	—	—	1,000
Special Events Supplies	—	—	—	400
Just In Time Office Supplies	2,357	1,610	1,984	3,000
	\$ 2,699	\$ 2,707	\$ 2,026	\$ 7,400
Interdepart Service Charges				
Charges From Telephone Exch	\$ 10,009	\$ 13,768	\$ 14,029	\$ 12,591



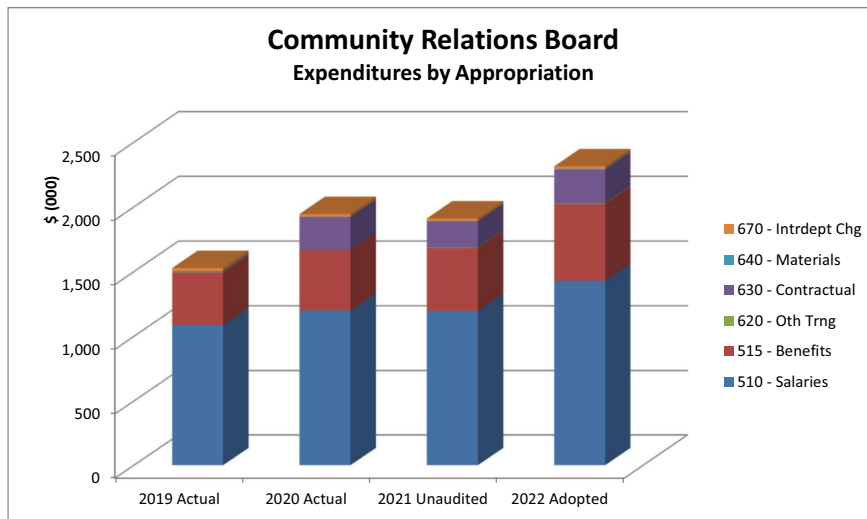
COMMUNITY RELATIONS BOARD

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges From Print & Repro	8,953	4,805	4,047	5,425
Charges From Central Storeroom	3,568	2,590	2,079	2,245
Charges From M.V.M.	644	46	46	255
	\$ 23,174	\$ 21,210	\$ 20,200	\$ 20,516
	\$ 1,527,654	\$ 1,945,165	\$ 1,911,140	\$ 2,313,582

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 13,014	\$ 9,245	\$ 54,775	\$ —
	\$ 13,014	\$ 9,245	\$ 54,775	\$ —





COMMUNITY RELATIONS BOARD

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Exec. Director Community Relations Board	50,795.81	191,316.74
1	1	2			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Administrator	31,200.00	85,000.00
2	2	2	Case Worker II	16.27	23.43
2	2	2	Community Relations Rep. I	15.00	22.38
1	1	1	Community Relations Rep. II	15.00	27.05
1	1	1	Community Relations Rep. III	15.00	33.48
1	1	1	Grant Administrator	31,200.00	83,008.39
9	7	10	Project Coordinator	31,200.00	99,702.63
2	2	2	Project Director	31,200.00	88,646.98
20	18	21			
21	19	23	TOTAL FULL TIME		
<u>BOARD MEMBERS</u>					
1	1	1	Member of Community Relations Board-Chair	9,538.00	9,538.00
14	11	11	Member of Community Relations Board	8,963.00	8,963.00
15	12	12	TOTAL BOARD MEMBERS		
36	31	35	TOTAL DIVISION		



CITY PLANNING COMMISSION

Joyce P. Huang, Director

Mission Statement

The Cleveland City Planning Commission advocates for the preservation and establishment of prosperous communities that are authentic and diverse providing equitable access to the resources necessary for residents to thrive. We accomplish this by enhancing physical development, preserving the City's history, and creating places for people that are healthy, sustainable and vibrant for current and future generations.

The City Planning Commission is comprised of seven members, six of whom are mayoral appointments and the seventh is an appointment of City Council. The Planning Commission is responsible for adopting and maintaining a General Plan for the City, maintaining the City's Zoning Map and Code, undertaking capital improvements planning, and conducting design review in neighborhood and downtown districts. The Commission is responsible for reviewing and acting upon all legislation regarding planning, zoning, capital improvements, and physical development.

The City Planning department is staff to the City Planning Commission and provides a variety of planning services to the Mayor, City Council, City departments, neighborhood organizations, and the general public.

PROGRAM NAME:ADMINISTRATIVE SERVICES

OBJECTIVES: To provide financial, personnel and logistical support to the operating sections of City Planning Commission staff.

ACTIVITIES: Preparation and monitoring of departmental budget, grants, contract administration, personnel management, and clerical services.

PROGRAM NAME:NEIGHBORHOOD AND COMPREHENSIVE PLANNING

OBJECTIVES: To provide ongoing planning services necessary to facilitate appropriate development and revitalization, and to prepare comprehensive plans for the city, its neighborhoods, and the region.

ACTIVITIES: Preparation, updating and implementation of a comprehensive Citywide Plan. Coordination of citywide design review committees and facilitation of City of Cleveland land bank. Planning for the lakefront, riverfront, Euclid Corridor, Inner belt and other large-scale planning districts; and analysis and dissemination of statistical information, including ensuring a complete count in the decennial U.S. Census.

PROGRAM NAME:PLANNING ADMINISTRATION

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

ACTIVITIES: Review of all legislation referred to the Planning Commission; review of project design within the City's design review districts; provision of staff support to the City Planning Commission and its Design Review Advisory Committee.



CITY PLANNING COMMISSION***PROGRAM NAME: URBAN DESIGN AND INFRASTRUCTURE***

OBJECTIVES: To provide design services and to prepare urban design plans necessary to facilitate appropriate development. Coordination of transportation and streetscape improvements, and capital improvement planning principally in neighborhood business districts, the central business district, and along the lakefront.

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

PROGRAM NAME: ZONING AND TECHNOLOGY

OBJECTIVES: To ensure that the City has an up-to-date Zoning Code and Zoning Map and to provide professional advice to the City Planning Commission, the Board of Zoning Appeals, and the City Council regarding matters pertaining to the Zoning Code and Zoning Map. Provision of mapping service, maintenance of the city street line and lot line base map series, and preparation of GIS computerized mapping products.

ACTIVITIES: Preparation of zoning studies and legislation amending the City's Zoning Code or Zoning Map; review of Zoning Appeals, Zoning Code, and Zoning Map changes; provision of staff support to the City Planning Commission and the City Planning Committee of Council; maintenance of the City's official zoning map series.



CITY PLANNING COMMISSION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,107,226	\$ 1,236,343	\$ 1,230,624	\$ 1,535,573
Board Members	28,640	36,945	40,950	54,354
Part-Time Permanent	6,525	—	—	—
Longevity	5,425	5,250	5,475	5,475
Vacation Conversion	13,209	—	19,811	—
Separation Payments	3,509	—	13,163	68,000
	\$ 1,164,534	\$ 1,278,538	\$ 1,310,022	\$ 1,663,402
Benefits				
Hospitalization	\$ 161,652	\$ 195,261	\$ 188,948	\$ 261,510
Prescription	28,014	41,037	39,808	54,304
Dental	6,720	10,003	9,747	13,752
Vision Care	1,061	1,660	1,716	2,352
Public Employees Retire System	159,517	178,476	185,488	224,123
Fica-Medicare	15,836	17,394	17,798	23,489
Workers' Compensation	11,494	9,930	11,379	25,135
Life Insurance	590	878	870	1,328
	\$ 384,883	\$ 454,637	\$ 455,753	\$ 605,993
Other Training & Professional Dues				
Travel	\$ 2,003	\$ —	\$ —	\$ 5,000
Tuition & Registration Fees	2,148	75	505	5,000
	\$ 4,151	\$ 75	\$ 505	\$ 10,000
Contractual Services				
Professional Services	\$ —	\$ 80,200	\$ 500,000	\$ 200,000
Advertising And Public Notice	—	—	—	2,500
Program Promotion	5,748	37,417	—	—
Participation Fee	1,410	—	—	5,000
Parking In City Facilities	2,540	1,034	1,094	7,500
Other Contractual	74,910	67,000	45,750	125,500
Local Match-Grant Programs	—	—	—	150,000
	\$ 84,608	\$ 185,651	\$ 546,844	\$ 490,500
Materials & Supplies				
Office Supplies	\$ 2,007	\$ 207	\$ 686	\$ 2,500
Computer Hardware	—	172	—	1,500
Computer Software	4,762	3,987	3,352	10,000
Just In Time Office Supplies	5,046	2,546	2,735	7,000
	\$ 11,815	\$ 6,913	\$ 6,773	\$ 21,000



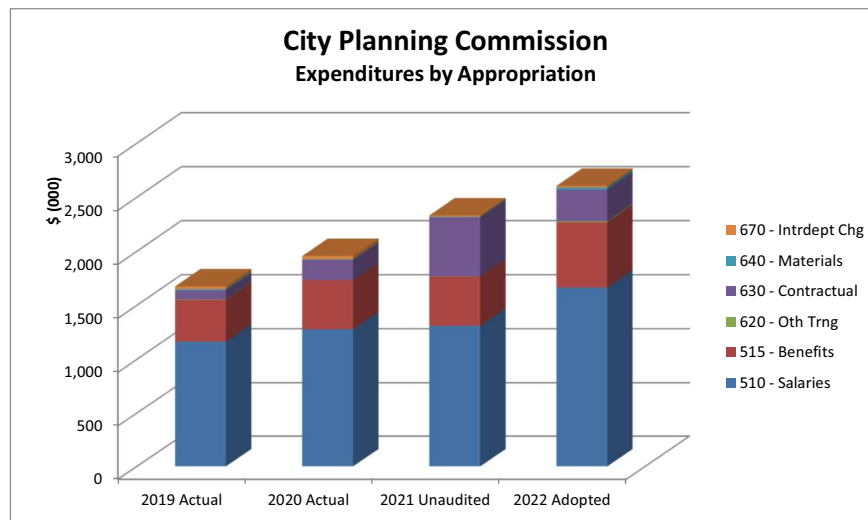
CITY PLANNING COMMISSION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 5,649	\$ 6,019	\$ 5,579	\$ 5,007
Charges From Print & Repro	14,354	21,735	5,261	7,059
Charges From Central Storeroom	1,226	437	339	366
Charges From M.V.M.	3,482	1,550	626	1,962
	\$ 24,711	\$ 29,741	\$ 11,805	\$ 14,394
	\$ 1,674,702	\$ 1,955,555	\$ 2,331,702	\$ 2,805,289

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 16,272	\$ 9,930	\$ 67,018	\$ —
	\$ 16,272	\$ 9,930	\$ 67,018	\$ —





CITY PLANNING COMMISSION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Planning Director	50,795.81	191,316.74
1	1	1	Prvt. Secretary to the Director of City Planning	31,200.00	54,653.05
<u>2</u>	<u>2</u>	<u>3</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Secretary	15.61	20.52
<u>1</u>	<u>1</u>	<u>1</u>			
<u>PROFESSIONALS</u>					
1	1	1	Architect	15.00	35.43
2	2	2	Assistant Administrator	31,200.00	85,000.00
4	3	4	Chief City Planner	31,200.00	91,405.96
7	7	7	City Planner	31,200.00	67,032.85
2	2	5	Project Coordinator	31,200.00	99,702.63
1	1	1	Senior Assistant City Planner	15.00	33.48
<u>17</u>	<u>16</u>	<u>20</u>			
<u>20</u>	<u>19</u>	<u>24</u>	TOTAL FULL TIME		
<u>BOARD MEMBERS</u>					
6	6	6	Member of City Planning Commission	8,963.00	8,963.00
<u>6</u>	<u>6</u>	<u>6</u>	TOTAL BOARD MEMBERS		
<u>26</u>	<u>25</u>	<u>30</u>	TOTAL DIVISION		



BOXING AND WRESTLING COMMISSION**Abdul A. Muhaymin, Chairman**

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



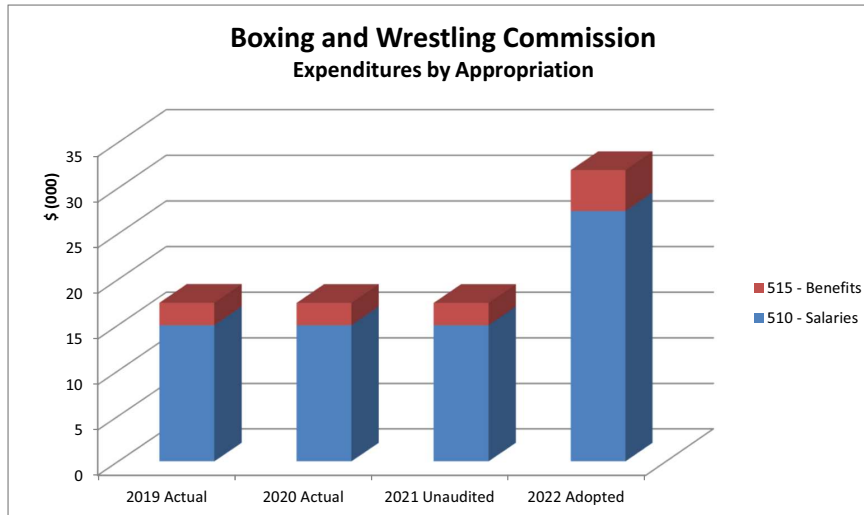
BOXING AND WRESTLING COMMISSION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Board Members	\$ 7,775	\$ 7,775	\$ 7,775	\$ 9,544
Part-Time Permanent	7,200	7,200	7,200	17,930
	\$ 14,975	\$ 14,975	\$ 14,975	\$ 27,474
Benefits				
Public Employees Retire System	\$ 2,097	\$ 2,097	\$ 2,097	\$ 3,948
Fica-Medicare	217	217	217	402
Workers' Compensation	147	127	128	144
	\$ 2,461	\$ 2,441	\$ 2,442	\$ 4,494
	\$ 17,436	\$ 17,416	\$ 17,417	\$ 31,968

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 540	\$ 127	\$ 820	\$ —
	\$ 540	\$ 127	\$ 820	\$ —





BOXING AND WRESTLING COMMISSION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>BOARD MEMBERS</u>					
1	1	1	Chairman Boxing & Wrestling Commission	9,538.00	9,538.00
2	1	2	Commission Member	8,963.00	8,963.00
3	2	3	TOTAL BOARD MEMBERS		
3	2	3	TOTAL DIVISION		



MAYOR'S OFFICE OF SUSTAINABILITY

TBD, Chief

Mission Statement

The Mayor's Office of Sustainability leverages Cleveland's wealth of assets by collaborating with the community to improve the economic, environmental and social well-being of its citizens. To lead by example, the Office develops and implements policies and programs with City departments to embrace a culture of sustainability.

Established in 2005, the Mayor's Office of Sustainability works to lead and empower Cleveland to be a global leader in urban sustainable living, commerce, operations and community. Primary goals of our office include:

- Saving the City of Cleveland money and reducing its ecological footprint
- Using sustainability as a tool for economic development
- Providing tools and resources to make sustainability business-as-usual within City departments, at home, at the work place and in the community
- Fostering a culture that embraces sustainability action through education

PROGRAM NAME:SUSTAINABLE CLEVELAND MUNICIPAL ACTION PLAN (SC-MAP)

OBJECTIVE: Implement SC-MAP actions to enable the City to lead by example in sustainability.

ACTIVITY: Assist with updating and implementing the Sustainable Municipal Building Policy; energy management and tracking of savings from installed conservation measures; identify and implement fuel savings in the City's vehicle fleet; support installation of storm water control measures; facility waste audits and increased recycling in City facilities; employee engagement; identify, obtain and manage various grants.

PROGRAM NAME:SUSTAINABLE CLEVELAND

OBJECTIVE: Lead Sustainable Cleveland 2019, a 10-year initiative that engages people from all walks of life, working together to design and develop a thriving and resilient Cleveland region.

ACTIVITY: Coordinate Mayor's annual Sustainable Cleveland Summit; support volunteer working group projects; coordinate activities and events around annual celebration topics; collaborate with community organizations to promote sustainable practices at home, at work and in the community.



MAYOR'S OFFICE OF SUSTAINABILITY***PROGRAM NAME: CLEVELAND CLIMATE ACTION PLAN***

OBJECTIVE: Implement the Cleveland Climate Action Plan (CAP), a community-wide plan to reduce Cleveland's greenhouse gas (GHG) emissions by 80% by 2050, from a 2010 baseline, with interim goals of 16% reduction by 2020, and 40% by 2030. The CAP contains 28 objectives (107 actions), across 6 focus areas:

- Energy Efficiency and Green Building
- Clean Energy
- More local food, less Waste
- Sustainable Transportation
- Clean water and vibrant green space
- Cross-cutting priorities include Racial Equity, Good Green Jobs, Resilience to the Impacts of Climate Change, and Business Leadership.

ACTIVITY: Coordinate with community organizations to implement various projects and programs; support neighborhood-level implementation of the CAP, including projects through the Cleveland Climate Action Fund; develop and distribute materials to educate and engage residents around climate action; support equity, especially racial equity, through the implementation of the CAP objectives.



MAYOR'S OFFICE OF SUSTAINABILITY

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 444,095	\$ 585,762	\$ 603,375	\$ 768,005
Longevity	1,675	1,850	2,325	2,600
Vacation Conversion	5,349	—	5,975	—
Separation Payments	3,085	8,191	4,391	—
	\$ 454,204	\$ 595,803	\$ 616,066	\$ 770,605
Benefits				
Hospitalization	\$ 45,526	\$ 50,470	\$ 53,812	\$ 72,361
Prescription	8,415	11,224	11,975	15,812
Dental	2,080	2,463	2,516	3,635
Vision Care	370	689	770	972
Public Employees Retire System	62,474	79,984	89,300	108,252
Fica-Medicare	6,453	8,492	8,786	11,171
Workers' Compensation	4,517	3,913	5,314	6,139
Life Insurance	261	405	418	610
	\$ 130,096	\$ 157,640	\$ 172,889	\$ 218,952
Other Training & Professional Dues				
Travel	\$ 6,252	\$ 1,260	\$ —	\$ 5,500
Tuition & Registration Fees	6,013	3,936	450	3,500
Training	—	—	369	1,000
Other Training Supplies	—	—	—	250
Professional Dues & Subscript	7,935	8,261	8,642	9,500
	\$ 20,200	\$ 13,457	\$ 9,461	\$ 19,750
Utilities				
Electricity - Other	\$ —	\$ —	\$ —	\$ 3,500
	\$ —	\$ —	\$ —	\$ 3,500
Contractual Services				
Professional Services	\$ 70,616	\$ 65,346	\$ 176,151	\$ 120,000
Advertising And Public Notice	—	—	1,862	1,500
Property Rental	—	—	450	—
Other Contractual	56,517	86,454	44,654	61,000
	\$ 127,133	\$ 151,800	\$ 223,117	\$ 182,500
Materials & Supplies				
Computer Hardware	\$ 8,117	\$ 1,780	\$ —	\$ —
Computer Software	—	—	8,175	—
Small Equipment	—	25,784	31,009	37,000
Office Furniture & Equipment	56,286	—	—	—
Electrical Supplies	48,157	22,218	1,472	50,000
Just In Time Office Supplies	841	765	1,735	900
	\$ 113,401	\$ 50,547	\$ 42,391	\$ 87,900



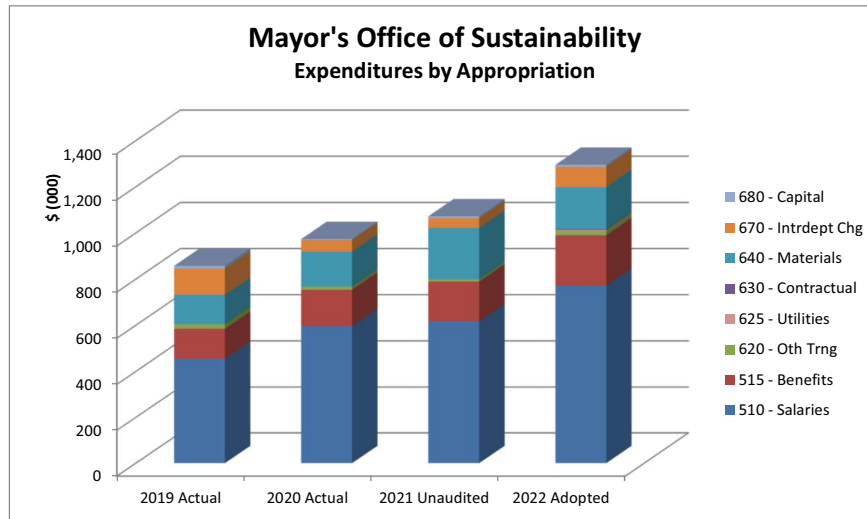
MAYOR'S OFFICE OF SUSTAINABILITY

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 2,168	\$ 1,958	\$ 5,369	\$ 4,818
Charges From Print & Repro	9,810	2,028	2,642	3,542
	\$ 11,978	\$ 3,986	\$ 8,011	\$ 8,360
Capital Outlay				
Fixtures	\$ —	\$ —	\$ 15,062	\$ —
Transfer To Capital Project	10,000	—	—	—
	\$ 10,000	\$ —	\$ 15,062	\$ —
	\$ 867,013	\$ 973,233	\$ 1,086,998	\$ 1,291,567

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Grant Revenue	\$ —	\$ 500	\$ 25,000	\$ —
Miscellaneous	9,801	3,913	25,554	—
Interest Earnings/Investment Income	65	—	—	—
	\$ 9,867	\$ 4,413	\$ 50,554	\$ —





MAYOR'S OFFICE OF SUSTAINABILITY

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Executive Assistant to The Mayor	50,795.81	191,316.74
1	0	1	Special Assistant to The Mayor	31,200.00	125,470.58
<u>2</u>	<u>1</u>	<u>3</u>			
<u>PROFESSIONALS</u>					
2	2	2	Administrative Manager	31,200.00	145,000.00
2	2	2	Assistant Administrator	31,200.00	85,000.00
1	0	1	Office Manager	31,200.00	54,845.04
3	3	3	Project Coordinator	31,200.00	99,702.63
<u>8</u>	<u>7</u>	<u>8</u>			
<u>10</u>	<u>8</u>	<u>11</u>	TOTAL FULL TIME		
<u>10</u>	<u>8</u>	<u>11</u>	TOTAL DIVISION		



OFFICE OF EQUAL OPPORTUNITY

Tyson T. Mitchell, Director

Mission Statement

To promote equity of economic benefit for Clevelanders by ensuring compliance with contractor goals and requirements as required by Codified Ordinances. This is achieved by providing contractor assistance and support and by being an advocate for enterprise and employment to promote "Self Help" with a commitment to excellence in public service. OEO also serves as the advocate for Community Benefit Agreements with our private sector partners.

OEO achieves our mission by enforcing four City of Cleveland Codified Ordinances:

- Codified Ordinance 123 -Prevailing Wage
- Codified Ordinance 187 -Cleveland Area Business Code
- Codified Ordinance 188 -Cleveland Resident Employment Law
- Codified Ordinance 189 - Living Wage

Monitoring and enforcement of these ordinances advance our mission by promoting local spend in both enterprise and workforce, "Self Help", and further underscores OEO's role as an advocate for diversity and inclusion in contract award, sub-contracting, and technical assistance to Cleveland area businesses.

PROGRAM NAME:CLEVELAND AREA BUSINESS CODE

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

ACTIVITIES: Certify Cleveland Small Businesses (CSB), Minority Business Enterprises (MBE), Female Business Enterprises (FBE) Local Producer Enterprises (LPE), Sustainable Urban Business Enterprises (SUBE), evaluate bids and monitor their participation on city contracts. Monitor Affirmative Action Compliance in companies doing business with the city.

PROGRAM NAME:FANNIE M. LEWIS CLEVELAND RESIDENT EMPLOYMENT LAW

OBJECTIVES: Monitor the compliance of the resident employment requirements on public improvement contracts greater than \$100,000.

ACTIVITIES: Monitor and enforce compliance of the Fannie M. Lewis Cleveland Resident Employee Law (Chapter 188) effective January 1, 2004, that requires 20% Cleveland resident employment on construction development contracts valued at \$100,000 or more. Provide monthly reports to the administration and to City Council. Outreach as appropriate.



OFFICE OF EQUAL OPPORTUNITY

PROGRAM NAME:OUTREACH

OBJECTIVES: To support and provide development opportunities for businesses certified with the office as well as partner with other business development offices in our region to provide technical assistance and education.

ACTIVITIES: Use our web-based compliance system (B2GNow); to e-blast information; coordinate with the Department of Community Development on Section 3; partner with other municipal entities to provide technical assistance and support; coordinate with the Division of Purchases and Supplies to provide workshops such as "How to do Business with the City", promote certification as a vehicle towards economic benefit; and sponsor the James H. Walker Construction Management Course.



OFFICE OF EQUAL OPPORTUNITY

Expenditures

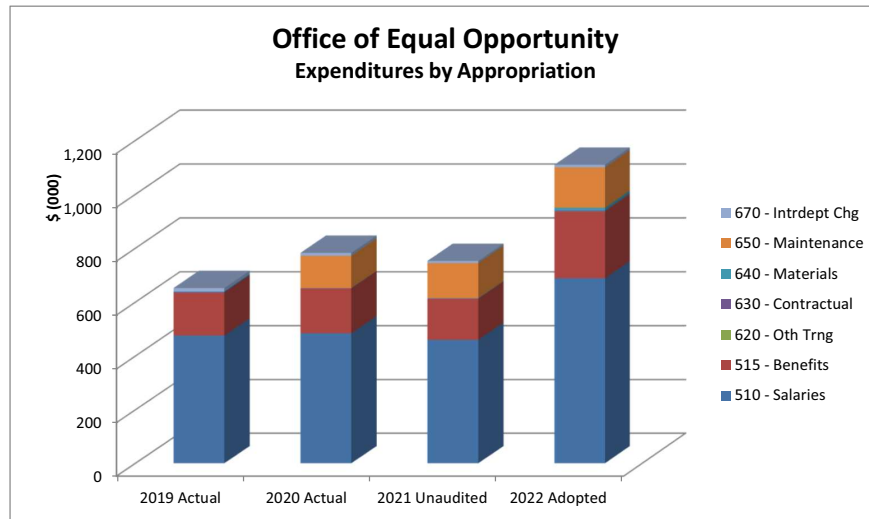
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 473,424	\$ 482,490	\$ 433,776	\$ 676,238
Longevity	2,350	1,850	1,850	2,125
Vacation Conversion	—	—	9,337	—
Separation Payments	—	—	14,761	10,000
Overtime	—	—	326	—
	\$ 475,774	\$ 484,340	\$ 460,049	\$ 688,363
Benefits				
Hospitalization	\$ 67,509	\$ 68,696	\$ 60,209	\$ 103,909
Prescription	11,444	14,493	12,957	22,242
Dental	2,980	3,579	3,158	5,421
Vision Care	353	559	546	862
Public Employees Retire System	65,439	67,228	64,452	95,261
Fica-Medicare	6,325	6,752	6,424	9,975
Workers' Compensation	4,711	4,083	4,071	9,372
Life Insurance	233	309	289	505
	\$ 158,996	\$ 165,699	\$ 152,107	\$ 247,547
Other Training & Professional Dues				
Professional Dues & Subscript	\$ —	\$ —	\$ —	\$ 550
	\$ —	\$ —	\$ —	\$ 550
Contractual Services				
Parking In City Facilities	\$ 2,575	\$ 1,256	\$ 694	\$ 3,000
	\$ 2,575	\$ 1,256	\$ 694	\$ 3,000
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 2,600
Computer Hardware	—	—	—	5,800
Just In Time Office Supplies	2,094	695	1,740	2,000
	\$ 2,094	\$ 695	\$ 1,740	\$ 10,400
Maintenance				
Computer Software Maintenance	\$ —	\$ 120,000	\$ 130,250	\$ 150,000
	\$ —	\$ 120,000	\$ 130,250	\$ 150,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 3,359	\$ 3,999	\$ 3,306	\$ 3,306
Charges From Print & Repro	8,345	6,470	4,219	5,655
Charges From Central Storeroom	58	106	188	203
Charges From M.V.M.	1,002	108	316	495
	\$ 12,765	\$ 10,683	\$ 8,029	\$ 9,659
	\$ 652,203	\$ 782,673	\$ 752,868	\$ 1,109,519



OFFICE OF EQUAL OPPORTUNITY

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 6,242	\$ 4,083	\$ 26,583	\$ —
	\$ 6,242	\$ 4,083	\$ 26,583	\$ —





OFFICE OF EQUAL OPPORTUNITY

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Director of Office of Equal Opportunity	31,200.00	191,316.74
0	0	1	Assistant Director	36,590.39	154,089.52
1	0	1	Minority Business Development Administrator	31,200.00	85,577.88
<u>2</u>	<u>1</u>	<u>3</u>			
<u>PROFESSIONALS</u>					
2	1	2	Administrative Manager	31,200.00	145,000.00
3	3	3	Assistant Administrator	31,200.00	85,000.00
1	1	1	Contract Compliance Officer	31,200.00	78,184.48
<u>6</u>	<u>5</u>	<u>6</u>			
<u>8</u>	<u>6</u>	<u>9</u>	TOTAL FULL TIME		
<u>8</u>	<u>6</u>	<u>9</u>	TOTAL DIVISION		



PREVENTION, INTERVENTION AND OPPORTUNITY

Sonya Pryor-Jones, Chief

Mission Statement

The Mayor's Office of Prevention, Intervention, and Opportunity for Youth and Young Adults (PIOYYA) is committed to instituting a broad-based effort to address the root causes of youth violence based on a public health model to improve the overall health, well-being and quality of life outcomes for youth, their families and their communities.

PIOYYA develops youth-centered programming and works to connect youth and young adults to resources, support systems, employment, recreational and educational opportunities in an effort to reduce violence and support City youth and young adults in developing the knowledge and skills necessary for success in school, the workforce, home and the community.

PROGRAM NAME:TRAUMA-INFORMED NEIGHBORHOOD RESOURCE AND RECREATION CENTERS (NRRCS)

OBJECTIVES: Rebrand and refocus the City's 22 recreation centers through a transition process resulting in trauma-informed care Neighborhood Resource and Recreation Centers that more holistically serve local families and the community.

ACTIVITIES: **Trauma-Informed Care Training:** All Neighborhood Resource & Recreation Center (NRRC) staff members are participating in on-going professional development designed to assist them in developing an in-depth understanding of what toxic stress/trauma is; its impact on a child's overall development; the signs/symptoms; and strategies to effectively interact with youth and adults exhibiting these signs or symptoms without re-traumatizing them.

Social Work Trained Trauma-Informed Care Coaches: Neighborhood Resource & Recreation Centers are assigned a social work-trained, trauma-informed care coach who works closely with NRRC staff to identify youth exhibiting symptoms of trauma or toxic stress and connects those youth and their families to the appropriate community-based resources and support services.

Expanded NRRC Programming: New programming beyond traditional sports and recreational activities are available and aim to provide youth, young adults and their families access to center-based resources, programs and activities that address the root causes of violence; promote healing, wellness, resiliency and self-efficacy; and support our residents in developing the skills and knowledge required to thrive and live quality lives.



PREVENTION, INTERVENTION AND OPPORTUNITY

Programming centers around six (6) areas:

1) Youth and Adult Education (Targeted Groups: Youth Grades K-12 and Adults Ages 18 and up): Youth and adults are provided access to meaningful educational opportunities that promote academic, personal and professional growth and enables them to develop the knowledge and skills necessary to compete in a global workforce; K-12 Academic Intervention and Enrichment, Post-Secondary Education Preparation and Adult Education Programs

2) Job and Career Readiness (Targeted Group: Adults Ages 18 and up): Job and career readiness training is available for unemployed and underemployed adults to support them in developing the skills necessary to secure and retain employment in industries that enable them to earn a living wage, achieve economic stability and access opportunities for advancement- thereby creating stronger families and neighborhoods.

3) Health and Wellness (Targeted Groups: Youth Grades K-12 and Adults Ages 18 and up): New health and wellness programs are available that offer youth and adults the tools and resources needed to improve their physical, mental, social/emotional health and overall well-being.

4) Youth Development, Mentorship, Leadership and Community Service (Targeted Groups: Youth Grades 6-12): These programs intertwine youth development, mentorship, leadership and community service. They are designed to support our youth in developing the confidence, knowledge and skills, self-esteem and awareness necessary to actively participate in a democratic society and affect positive social change. These skills are essential in ensuring the cultural, social and economic progress of our youth and our communities.

5) The Arts - Performing and Visual (Targeted Groups: Youth Grades K-12): Arts programming is available that supports the social/emotional, behavioral and cognitive development of our youth. The arts are effective in reducing adverse physiological and psychological outcomes. Participating in the arts can assist youth in developing a sense of self-efficacy and improve self-esteem and awareness.

6) Sports and Recreation (Targeted Groups- Youth Grades K-12): These programs includes access to non-traditional sports and recreation activities that promote physical and social emotional wellness; builds character; teaches discipline and perseverance; and assist them in developing critical teamwork and leadership skills, all of which are essential in helping our youth to become well-rounded and successful adults.



PREVENTION, INTERVENTION AND OPPORTUNITY

PROGRAM NAME: MAYOR'S YOUTH SUMMER JOB AND CAREER READINESS INITIATIVE

OBJECTIVES: Provide youth meaningful summer employment and internship opportunities that support improvements in learning outcomes and social/emotional development and prepares them to compete in a 21st century global economy.

ACTIVITIES: **Youth Summer Employment:** City of Cleveland youth are afforded job and life-skills training and are assigned to an 8-week paid summer employment opportunity that aligns with their career goals and enables them to gain skills necessary for success in school and the workforce.

Youth Summer Internships: City of Cleveland youth are assigned to select City departments to complete a 6-week paid career exploration work experience that aligns with their career interests and post-secondary education goals. The program is designed to enhance a youth's academic and social/emotional development by providing opportunities for career exploration.

PROGRAM NAME: YOUTH REENTRY, DIVERSION AND OUTREACH

OBJECTIVES: Connect high-risk and formerly incarcerated youth with the wrap-around support services, resources, mentorship, educational support and career training/placement services required to reduce recidivism and assist these young people in developing the knowledge and skills needed to thrive and live quality lives.

ACTIVITIES: **Youth Reentry:** Assistance is provided in facilitating youth's reintegration in the community- before and subsequent to release. These youth are connected to the appropriate mentoring support and resources with a focus on- family, health, education, housing, legal services, employment and environment. The ultimate goal is to assist these youth in developing the skills and behaviors necessary for successful reentry into the community.

Youth Diversion: Youth ages 14-18, who are referred to the City's Diversion program, are connected to critical wrap-around support services and are afforded mentoring support; participate in job/career readiness and life-skills training; and are assigned a 6-8 week paid work experience. These youth receive support beyond the term of the juvenile court's diversion completion requirements- until the child demonstrates that intensive support is no longer required or subsequent to high school graduation.

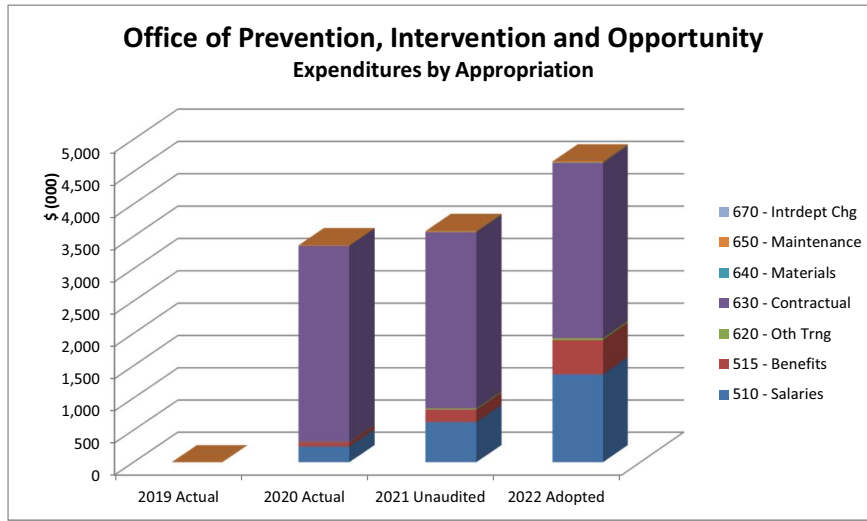
PREVENTION, INTERVENTION AND OPPORTUNITY

Expenditures

	2019 Actual		2020 Actual		2021 Unaudited		2022 Budget	
Salaries and Wages								
Full Time Permanent	\$	—	\$	246,003	\$	613,980	\$	1,368,081
Longevity		—		—		300		300
Vacation Conversion		—		—		6,122		—
Separation Payments		—		—		4,887		—
	\$	—	\$	246,003	\$	625,289	\$	1,368,381
Benefits								
Hospitalization	\$	—	\$	23,944	\$	75,757	\$	244,272
Prescription		—		5,473		16,086		52,516
Dental		—		661		2,938		12,703
Vision Care		—		304		875		2,160
Public Employees Retire System		—		31,233		84,794		191,618
Fica-Medicare		—		3,499		8,834		19,834
Workers' Compensation		—		—		4,784		5,120
Life Insurance		—		95		311		1,069
Unemployment Compensation		—		—		53		—
	\$	—	\$	65,210	\$	194,432	\$	529,292
Other Training & Professional Dues								
Travel	\$	—	\$	—	\$	4,702	\$	20,000
Tuition & Registration Fees		—		4,288		—		—
Training		—		—		12,987		7,500
Mileage (Priv Auto) Trng Prps		—		229		771		—
Professional Dues & Subscript		—		—		—		2,000
	\$	—	\$	4,517	\$	18,459	\$	29,500
Contractual Services								
Professional Services	\$	—	\$	10,000	\$	—	\$	—
Mileage (Private Auto)		—		—		—		6,000
Other Contractual		—		3,030,000		2,725,000		2,700,000
	\$	—	\$	3,040,000	\$	2,725,000	\$	2,706,000
Materials & Supplies								
Office Supplies	\$	—	\$	—	\$	3,908	\$	7,250
Postage		—		—		85		—
Just In Time Office Supplies		—		—		1,806		—
	\$	—	\$	—	\$	5,799	\$	7,250
Interdepart Service Charges								
Charges From Print & Repro	\$	—	\$	6,670	\$	12,962	\$	17,376
	\$	—	\$	6,670	\$	12,962	\$	17,376
	\$	—	\$	3,362,400	\$	3,581,941	\$	4,657,799



PREVENTION, INTERVENTION AND OPPORTUNITY



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
0	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Executive Assistant to the Mayor	50,795.81	191,316.74
5	0	0	Special Assistant to the Mayor	31,200.00	125,470.58
6	1	2			
PROFESSIONALS					
0	3	3	Administrative Manager	31,200.00	145,000.00
1	0	1	Fiscal Manager	31,200.00	98,137.58
12	1	1	Project Coordinator	31,200.00	99,702.63
0	8	13	Project Director	31,200.00	88,646.98
13	12	18			
19	13	20	TOTAL FULL TIME		
19	13	20	TOTAL DIVISION		



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

Michelle D. Earley, Administrative And Presiding Judge

Mission Statement

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

The Cleveland Municipal Court is a court of record having jurisdiction in law and equity pursuant to the Ohio Revised Code. The Court has territorial jurisdiction over the City of Cleveland and the Village of Bratenahl. The Court may determine misdemeanor violations of both the City of Cleveland Ordinances and the State of Ohio statutes. The Court conducts preliminary hearings and sets bonds in felony cases committed in the City of Cleveland. In civil matters, the Small Claims Division of the Court can determine actions where the amount in controversy does not exceed \$6,000.00. The General Division of the Court can determine civil cases where the amount in controversy does not exceed \$15,000.00. These civil cases can include, but are not limited to, actions for the recovery of property, injunctions, contracts, personal injury, collection proceedings, and transferred judgments.

Due to the COVID-19 pandemic and statewide shut down in the spring of 2020, the Cleveland Municipal Court's operations and various programs were drastically curtailed. The majority of cases are still being heard virtually. Jury Trials resumed at the Court in June, 2021.

PRETRIAL SERVICES

The Cleveland Municipal Court, in its endeavor to embrace and guide bail reform, and to encourage new and creative ideas for helping citizens rise above difficult circumstances, established the Pretrial Services Department on September 24, 2018. The mission of this department is to ensure pretrial justice and public safety through rational pretrial decision making protocols and transition services informed by evidence based practices. Pretrial services are critical to assisting the Court in making prompt, fair, and effective release or detention decisions including, where needed, treatment possibilities and the monitoring and supervision of released defendants.

In the first year of operation, Pretrial Services was able to provide the necessary supervision and services allowing the release of over 1,000 misdemeanor defendants who otherwise may have remained incarcerated. Of that amount, 853 defendants were monitored by electronic devices. Pretrial Services also completed 3,800 Public Safety Assessments on felony defendants and 2,000 misdemeanants.

The success of Pretrial Services is reflected in the decreased failure to appear (FTA) rates from 42% before implementation, to 19% in 2019 and 6% in 2020. Keep in mind that the 2020 FTA numbers may be impacted by an Administrative Order effecting court dates due to COVID-19.

COURT PROGRAMS

COMMUNICATION AWARENESS PROJECT (CAP): The Cleveland Municipal Court has another tool for supervising defendants who need educational intervention, when anger management and other traditional referrals may not be adequate. The Communication Awareness Project (CAP) will teach conflict resolution skills and civility to individuals who have experienced a negative interaction with peers, neighbors, co-workers, employers,



CLEVELAND MUNICIPAL COURT - JUDICIAL

teachers, and even strangers. CAP referrals may be appropriate for individuals who have been charged with offenses such as: assault, criminal damaging, menacing, discharging firearms, ethnic intimidation, minor's curfew, vicious dogs and sexual harassment. The two hour class is taught at the Cuyahoga Community College Metropolitan Campus every other month. Due to the pandemic, this program shut down in March and resumed virtually in August, 2020.

COMMUNITY COURT: The Cleveland Community Court, under the direction of Judge Suzan Sweeney, responds to quality of life crimes by ordering offenders to pay back the communities they have harmed through visible community service projects - for example, painting out graffiti, beautifying neighborhood parks, and cleaning up litter and debris from public streets. At the same time, Community Court links offenders to services designed to help them address the underlying issues fueling their criminal behavior, such as drug and alcohol treatment, mental health services, job training, and public benefits.

COMMUNITY ORIENTATION PROGRAM (COP): In an effort to improve the relations between the community and police, the Community Orientation Program (COP) was created. Individuals who have been convicted of offenses which resulted in negative interaction with the police are required to attend. COP is an education program which teaches the rights and responsibilities of citizens when they encounter the police. The goal of the program is to educate participants on what they should and should not do when they encounter the police. The two hour class is taught by an attorney and commander of the Cleveland Police. The class provides information from both legal and police perspectives. This balanced approach provides an opportunity for instruction and dialogue between an attorney, police officer and participants. The presence of the police officer allows for a positive exchange with a law enforcement officer in a neutral, non-confrontational environment. The class is taught at the Cuyahoga Community College Metro Campus. Due to the pandemic, this program shutdown in March and resumed virtually in October of 2020.

DEDICATED DOMESTIC VIOLENCE DOCKET (DDVD): The Dedicated Domestic Violence Docket/Deferred Judgment Program, under the direction of Judge Michelle D. Earley, improves court responses to domestic violence, increases offender accountability and enhances victim safety. This specialized treatment of domestic violence cases has proven to be effective by the coordinated court response with law enforcement, prosecutors, advocates, judges and probation officers. This docket currently serves three of the city's five police districts and will eventually serve the entire city. Compliance hearings are held for all DDVD cases assigned to probation supervision to ensure that all conditions of probation are being met.

DOMESTIC INTERVENTION, EDUCATION AND TRAINING PROGRAM (DIET): The Domestic Intervention, Education and Training Program (DIET) began with funding from the State of Ohio's Department of Rehabilitation and Correction, Community Corrections Act. The program was developed and is operated by the Probation Department for offenders convicted of a crime involving intimate partner violence or a related offense. Every attempt is made to hold the offender solely accountable for his use of violence through participation in a cognitive behavioral intervention program as part of a sentence or as a condition of probation or community control. DIET offenders must attend one, two-hour session per week for eight to 30 weeks depending on the risk of recidivism. Each session, which averages 20 participants, is led by two qualified staff facilitators who have been trained in cognitive behavioral therapy techniques. The University of Cincinnati Cognitive Approach to Interpersonal Violence curriculum consists of seven modules: motivational engagement, cognitive restructuring, violence awareness, emotion regulation, managing interpersonal relationships, problem solving, and success planning. The DIET program also serves the Cuyahoga County Court of Common Pleas and 12 suburban municipal courts. Due



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

to the pandemic, this program shut down in March 2020 and resumed virtually two months later.

GREATER CLEVELAND DRUG COURT: In 1998, Cleveland Municipal Court accepted a federal grant in the amount of \$385,000 to establish the Greater Cleveland Drug Court. Drug Court, currently under the direction of Judge Lauren C. Moore, may be offered to a felony offender charged with a fourth or fifth degree level possession of a controlled substance, who has only one non-violent felony conviction and is chemically-dependent. Defendants are required to enter a plea of guilty to a first degree misdemeanor. The sentence is held in abeyance pending successful completion of the program. Upon successful completion of Drug Court and payment of a supervision fee, a participant's guilty plea is vacated, the charge(s) dismissed and the case sealed or expunged. Drug Court offers substance abuse prevention, treatment and recovery support assistance provided by contracted providers certified by the Ohio Department of Alcohol and Drug Addiction Services. Services include outpatient, intensive outpatient, residential treatment and recovery support. If needed, mental health treatment services are also available. As a sanction-based program participants are randomly drug tested at least once per week for a year to ensure abstinence. 1,848 people have successfully completed the Greater Cleveland Drug Court Program.

HUMAN TRAFFICKING DOCKET: The Human Trafficking Specialized Docket was established under the direction of Judge Marilyn B. Cassidy to address the needs of adult victims of human trafficking who are forced, compelled or coerced to engage in criminal activities that result in their involvement with the Court. Through an integrated approach among courts, law enforcement and social service agencies, this docket provides the interventions necessary for trafficking victims to regain control of their lives. To be eligible for participation in the docket, a defendant must be 18 years or older and charged with misdemeanor prostitution, soliciting, loitering to solicit, or other offenses where markers of a trafficked person are present. Possible victims would be screened and provided prompt access to services which would include substance abuse treatment, trauma counseling, housing, education and advocacy.

MENTAL HEALTH DOCKET: The Mental Health Docket, now under the direction of Judge Suzan Sweeney operates in cooperation with area community mental health agencies to provide intensive supervision to offenders living with the challenges of mental illness. The Cleveland Municipal Court has recognized the need for behavioral health services, case management and supervision for clinically diagnosed mentally ill and/or developmentally disabled offenders to remain in the community and function as healthy, law-abiding citizens and to reduce the likelihood that they will return to the criminal justice system as offenders. The judges identify defendants with possible mental health issues, and an assessment of the defendant is made via an in-depth interview by the Court Psychiatric Unit to determine whether the defendant is a candidate for the Mental Health Docket.

If eligible, after placement into the program the offender may be linked to a variety of community programs and agencies with the assistance of specially trained probation officers. Certain offenders may be offered a full range of services provided by agency providers including forensic psychiatry, medication management, intensive outpatient substance abuse treatment for dually diagnosed offenders, partial hospitalization services and support services.

MOCK TRIAL: The annual Mock Trial Competition, sponsored by the Cleveland Municipal Court, the Cleveland Metropolitan School District and the Cleveland Bar Association, was planning to celebrate its 22nd year, but the state-wide shutdown in March of 2020 was reason to postpone it to 2021 and then again for 2022. The program, under the direction of Judge Lauren C. Moore, involves 250-350 Cleveland students and their teachers who end up



CLEVELAND MUNICIPAL COURT - JUDICIAL

spending an entire day at the Justice Center presenting both sides of a hypothetical case that is based upon similar cases before the Court, such as stalking, driving under the influence, and children getting access to firearms. The ultimate aim of the Mock Trial Competition is to improve student listening, speaking and reasoning skills.

REDIRECTING OUR CITY'S KIDS (ROCK): In response to approximately 3,000 day and night minor curfew citations received each year, the Cleveland Municipal Court created R.O.C.K., Redirecting Our City's Kids, a diversion program for parents or guardians who are issued citations for a minor's curfew violation. Participants are given 90 days to fulfill the requirements, which include one monthly parent meeting, a parent/teacher conference for the child, and four hours of community service for the child at the Boys and Girls Club or City Mission. There is a \$25 dollar fee for the ROCK Program. Successful participation means parents are involved in the school, the child is held accountable for his or her actions and the case will be dismissed. Due to the pandemic, this program shut down in March and resumed virtually in November 2020.

SELECTIVE INTERVENTION PROGRAM (SIP): The Selective Intervention Program (SIP) is a diversionary program for criminal defendants with no prior criminal record or pending criminal cases. It was designed to keep first offenders from being fully immersed into the criminal justice system.

Following the completion of its investigation, the Probation Department makes a recommendation to the Court regarding the defendant's participation. An SIP Release/Contract must be signed by the participant agreeing to cooperate and abide by the conditions of the program. SIP, administered by the Probation Department, is an opportunity for successful participants to have their case dismissed by the Court to avoid prosecution. Participants must pay the \$200 SIP fee for participation and for the application to seal their arrest record at the completion of the program.

SMALL CLAIMS MEDIATION: Mediation is an alternative dispute resolution program offered by the Cleveland Municipal Court for the parties appearing in small claims court. These are in cases where \$6,000 or less is being sought. Approximately, half of all contested small claims cases go to mediation and the majority of them are resolved. Mediation gives parties the chance to sit down with a trained mediator to amicably resolve a dispute. Mediation is voluntary and has many advantages including: resolution of the dispute on the court date; negotiating a payment schedule to avoid collection; a confidential settlement; and an outcome that is satisfactory to both sides. If mediation does not work to their satisfaction, the parties still have access to a trial on the same day. Since the pandemic, small claims mediations have been virtual.

VETERANS TREATMENT DOCKET: The Veterans Treatment Docket, under the direction of Judge Charles L. Patton Jr., is a specialized docket that works within the framework of the Cleveland Municipal Court. It is intended to serve court-involved active duty service members and veterans. Other specialty dockets, operated by the Court, target probationers with similar behavioral issues and needs such as mental health, alcohol and other drugs, domestic violence and solicitation. The Veterans Treatment Docket, however, deals with probationers whose actions may include a range of needs and offenses. What they have in common is not necessarily their behavior, but their past military service.

By providing a specialized docket, the Court increases the veteran's chance of success. Facilitating access to various treatment programs and fostering interaction with other veterans helps to ensure that those who have served receive the services they deserve.



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

INTERPRETING AND TRANSLATION SERVICES UNIT: In recognition of the increasing diversity of our citizenry, the Cleveland Municipal Court has moved forward to enhance the quality of the foreign language and hearing-impaired interpretive services provided to defendants and other individuals involved in the court system. Court interpreters are responsible for the accurate interpretation and translation of verbal and written communication from English to Non-English in matters related to judicial proceedings. Court interpreter services provide individuals with Limited English Proficiency (LEP) access to court services and functions by facilitating communication through professionally trained interpreters as impartial officers of the Court. Court interpreters are not advocates and; therefore, cannot provide legal assistance or advice. Interpreter services are available in Spanish, rare languages and American Sign Language.

Interpreter services are for traffic and criminal misdemeanor arraignments, felony preliminary hearings, driving privilege hearings, small claims court cases, wedding ceremonies, probation department referrals, psychiatric evaluations, TASC substance abuse assessments, pretrial, jury trial assignments and jurors summoned by the Cleveland Municipal Court, and ancillary court services. There is no cost for interpreter services.

CLEVELAND JUSTICE

The Court has enjoyed a very successful partnership with Channel 20 in the production of Cleveland Justice, a half hour program that gives viewers an insight on what happens in our courtrooms on a daily basis. Unfortunately production was suspended in March, with the hope that it will resume in 2022.



CLEVELAND MUNICIPAL COURT - JUDICIAL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 12,400,004	\$ 12,126,186	\$ 12,639,693	\$ 13,244,283
Seasonal	66,297	—	7,584	33,002
Elected Officials	445,500	445,294	437,061	530,821
Military Leave	1,354	1,624	—	—
Part-Time Permanent	223,673	166,786	138,423	374,348
Longevity	110,700	106,050	99,550	103,575
Wage Settlements	—	327	1	—
Vacation Conversion	171,232	—	264,217	—
Separation Payments	188,648	136,144	161,558	163,595
Overtime	2,349	4,025	3,658	3,090
	\$ 13,609,756	\$ 12,986,435	\$ 13,751,744	\$ 14,452,714
Benefits				
Hospitalization	\$ 2,347,994	\$ 2,361,475	\$ 2,216,355	\$ 2,452,531
Prescription	401,385	505,480	470,231	555,482
Dental	109,758	124,885	114,722	141,131
Vision Care	12,542	20,178	20,530	24,732
Public Employees Retire System	1,858,283	1,869,125	1,869,131	2,014,529
Fica-Medicare	183,067	176,405	187,761	201,359
Workers' Compensation	153,916	116,940	129,023	140,099
Life Insurance	7,602	9,906	9,576	13,035
Unemployment Compensation	8,925	8,288	0	7,622
	\$ 5,083,472	\$ 5,192,682	\$ 5,017,329	\$ 5,550,520
Other Training & Professional Dues				
Travel	\$ 26,557	\$ 3,284	\$ 5,434	\$ 28,300
Tuition & Registration Fees	12,193	11,923	12,935	19,500
Other Training Supplies	20	—	33	—
Professional Dues & Subscript	8,294	10,927	9,877	11,000
	\$ 47,064	\$ 26,134	\$ 28,280	\$ 58,800
Contractual Services				
Professional Services	\$ 3,554,055	\$ 3,645,248	\$ 4,305,748	\$ 4,530,812
Court Reporter	4,470	5,859	2,854	6,283
Jury And Witness Fees	5,616	3,066	270	18,000
Parking In City Facilities	12,655	13,545	12,516	8,000
Insurance And Official Bonds	3,209	—	—	3,000
	\$ 3,580,005	\$ 3,667,718	\$ 4,321,389	\$ 4,566,095



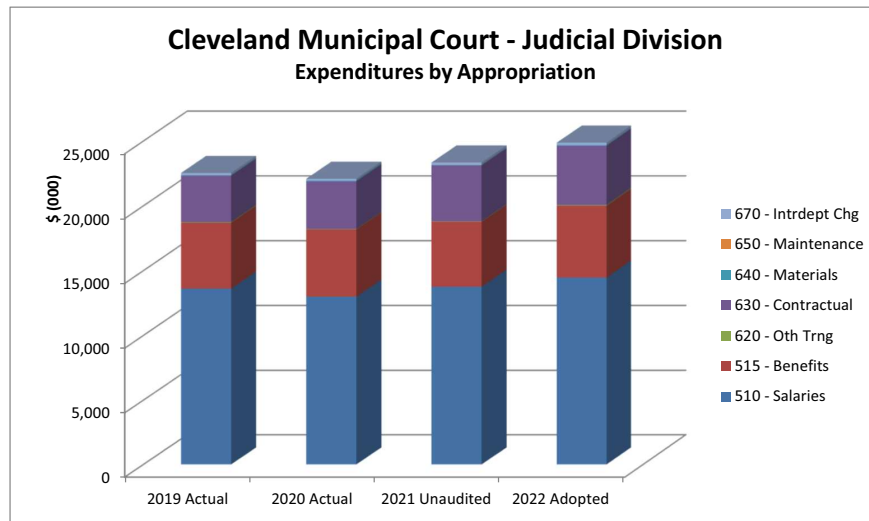
CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Office Supplies	\$ 63	\$ 183	\$ 5,210	\$ 10,300
Postage	183	17	57	100
Computer Hardware	—	25,898	360	1,000
Small Equipment	—	73	—	200
Office Furniture & Equipment	1,563	—	366	1,000
Hygiene And Cleaning Supplies	—	2,897	—	—
Paper And Other Printing Suppl	720	105	320	480
Other Supplies	2,605	5,231	124	300
Safety Equipment	429	169	—	—
Just In Time Office Supplies	29,968	29,039	23,860	30,900
	\$ 35,531	\$ 63,612	\$ 30,297	\$ 44,280
Maintenance				
Car Washes	\$ 543	\$ 224	\$ 56	\$ 250
	\$ 543	\$ 224	\$ 56	\$ 250
Interdepart Service Charges				
Charges From Telephone Exch	\$ 30,539	\$ 36,235	\$ 26,510	\$ 26,510
Charges From Radio Comm System	48,566	34,082	76,453	63,639
Charges From Water	562	500	480	1,751
Charges From Print & Repro	72,054	62,076	63,853	85,599
Charges From Central Storeroom	20,269	15,670	14,942	16,137
Charges From M.V.M.	4,203	—	5,573	3,390
	\$ 176,193	\$ 148,564	\$ 187,810	\$ 197,026
	\$ 22,532,563	\$ 22,085,368	\$ 23,336,905	\$ 24,869,685
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Fines, Forfeitures & Settlements	\$ 4,295,614	\$ 3,007,127	\$ 3,461,365	\$ 3,892,811
Miscellaneous	1,203,731	1,744,862	2,607,165	900,415
	\$ 5,499,346	\$ 4,751,989	\$ 6,068,530	\$ 4,793,226



CLEVELAND MUNICIPAL COURT - JUDICIAL





CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Administrative & Presiding Judge	37,950.00	37,950.00
1	1	1	Deputy Bailiff Chief Probation Officer	58,333.00	103,027.32
3	3	3	Deputy Bailiff Administrative Assistant III	48,750.00	78,259.00
1	1	1	Deputy Bailiff Court Administrator	79,167.00	127,111.64
2	1	2	Deputy Bailiff Deputy Court Administrator	71,667.00	115,069.48
1	1	1	Director Pretrial Services	58,333.00	93,661.20
11	11	11	Judge	37,050.00	37,050.00
7	7	7	Deputy Bailiff Probation Officer Supervisor	48,750.00	78,274.01
2	1	2	Scheduling Supervisor	40,343.06	56,227.81
1	1	1	Deputy Bailiff Chief Bailiff	42,000.00	103,027.32
30	28	30			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Business Process Analyst	55,000.00	108,044.90
1	1	1	Court Interpreter Coordinator	50,213.00	64,733.85
56	48	56	Deputy Bailiff	31,200.00	62,641.52
2	2	3	Deputy Bailiff Administrative Assistant I	34,167.00	54,858.71
1	1	1	Deputy Bailiff Accounts Coordinator	46,492.00	78,259.00
4	3	4	Deputy Bailiff Clerk Typist	31,200.00	55,065.38
3	3	3	Deputy Bailiff Court Interp II	45,493.00	67,956.09
6	3	6	Deputy Bailiff Office Assistant	31,200.00	62,641.52
0	0	1	Deputy Bailiff Personnel Specialist	50,212.00	86,380.00
1	1	1	Deputy Bailiff Public Information Officer	48,750.00	85,321.47
7	6	7	Deputy Bailiff Scheduler I	31,200.00	58,277.35
4	4	5	Deputy Bailiff Supervisor	42,815.88	74,798.61
12	12	12	Personal Bailiff	63,969.00	85,591.85
4	3	4	Deputy Bailiff Warrant Officer	31,200.00	62,886.81
2	2	3	Deputy Bailiff Administrative Assistant II	39,167.00	72,690.12
2	2	2	Deputy Bailiff Clerk Typist Supervisor	39,167.00	62,886.81
1	1	1	Deputy Bailiff HR / Personnel Director	58,333.00	93,661.20
107	93	111			
<u>PROFESSIONALS</u>					
1	1	1	Dep Bail Alcohol & Drug Treatment Case Manager	48,750.00	78,274.01
1	1	1	Deputy Bailiff Chief Magistrate	71,667.00	115,069.48
1	1	1	Deputy Bailiff Pretrial Services Coordinator	34,035.00	67,097.11



CLEVELAND MUNICIPAL COURT - JUDICIAL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Deputy Bailiff Community Court Coordinator	34,035.00	67,097.11
4	4	4	Deputy Bailiff Court Reporter	36,509.00	68,231.35
0	1	1	Deputy Bailiff Data Proc I	31,200.00	43,485.56
1	1	1	Deputy Bailiff Grant Administrator	66,093.04	100,008.00
1	1	1	Deputy Bailiff Help Desk Supervisor	50,212.03	83,025.00
1	1	1	Deputy Bailiff Mediation Coordinator	58,333.00	102,604.78
1	1	1	Deputy Bailiff Senior Magistrate	58,332.98	100,219.00
2	2	2	Deputy Bailiff Deputy Chief Pro Officer	55,000.00	102,822.00
1	0	1	Docket Coordinator	48,750.00	78,274.01
1	1	2	Deputy Bailiff Pretrial Services Intake Officer	31,200.00	62,886.81
1	1	1	Judicial Assistant	35,192.98	53,251.00
35	28	35	Probation Officer General	50,212.03	86,380.00
1	1	1	Deputy Bailiff Psychiatric Social Worker	34,167.00	64,600.98
4	3	6	Deputy Bailiff Pretrial Services Release Officer	34,035.00	67,097.11
8	8	8	Deputy Bailiff Magistrate	58,333.00	102,604.78
1	1	1	Small Claims Magistrate	20,800.00	56,244.49
5	5	5	Deputy Bailiff Pretrial Services Supervising Officer	34,035.00	67,097.11
1	1	1	Deputy Bailiff Chief Social Worker	48,750.00	90,078.00
1	1	1	Deputy Bailiff Network Engineer II	44,167.00	77,549.25
1	1	1	Deputy Bailiff Probation Systems Admin/Trainer	48,750.00	78,274.01
1	1	1	Deputy Bailiff Drug Court Coordinator	52,500.00	84,295.10
1	1	1	Deputy Bailiff Finance Director	52,500.00	84,295.10
1	0	0	Deputy Bailiff Program Analyst II	52,500.00	84,295.10
1	1	1	Deputy Bailiff System Analyst II	52,500.00	84,295.10
4	3	4	Deputy Bailiff Project Manager II	64,167.00	103,027.32
82	72	85			
NON EEO REPORTING					
1	1	1	Deputy Bailiff Computer Specialists II	42,492.00	78,259.00
2	3	2	T.I.P. Office Assistant	31,500.00	62,641.52
1	1	1	Website Content Specialist	45,493.00	54,590.00
4	5	4			
TECHNICIANS					
1	1	1	Deputy Bailiff Ch Dep Bailiff	58,333.00	93,661.20
1	1	1	Deputy Bailiff Technical Support Specialist I	31,200.00	49,749.57
2	1	2	Deputy Bailiff Technical Support Specialist II	39,167.00	62,886.81
1	2	1	Deputy Bailiff Technical Support Specialist III	44,167.00	70,245.91
1	1	1	Deputy Bailiff Network Eng III	52,500.00	89,440.00



CLEVELAND MUNICIPAL COURT - JUDICIAL DIVISION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Deputy Bailiff Deputy Director IT	64,167.00	105,866.69
1	1	1	Deputy Bailiff Director IT	71,667.00	122,112.65
8	8	8			
231	206	238	TOTAL FULL TIME		
			<u>PART TIME</u>		
1	1	1	Deputy Bailiff	31,200.00	62,641.52
1	1	1	Deputy Bailiff Dom Vio Pro Fac	34,035.00	67,097.11
6	4	6	Deputy Bailiff Law Clerk	31,200.00	40,000.00
1	0	1	Deputy Bailiff Pretrial Services Intake Officer	31,200.00	62,886.81
2	2	2	Muni Court Psychologist	42,492.00	78,259.00
11	8	11	TOTAL PART TIME		
			<u>SEASONAL</u>		
19	0	11	Student Aide	11.60	13.00
19	0	11	TOTAL SEASONAL		
261	214	260	TOTAL DIVISION		



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

Earle B. Turner, Clerk Of Municipal Court

Mission Statement

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

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

The Clerk was appointed to operate the Parking Violations Bureau (P.V.B.) on June 1, 1985. The P.V.B. was established in response to state law which allowed municipalities to decriminalize parking violations, making parking violations a civil offense, collectible by civil procedure of garnishment. The Clerk's duties involve the collection of issued parking violations and photo safety violations, keeping records of each violation, mailing notices, and collecting past due violations.

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

PROGRAM NAME:ADMINISTRATION

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

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

PROGRAM NAME:CIVIL

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

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

PROGRAM NAME:CRIMINAL

OBJECTIVES: To collect and disburse revenue from criminal proceedings.

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



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

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

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

PROGRAM NAME:PARKING VIOLATIONS BUREAU & PHOTO SAFETY DIVISION

OBJECTIVES: To collect fines from Parking Violations, Photo Infractions, and Civil Code Violations issued in the City of Cleveland.

ACTIVITIES: Supply vendor-produced tickets and associated handheld devices, to parking enforcement agencies and code violation enforcement agencies. Process payments for Parking, Photo, and Code tickets. Provide hearings, keeping records of all adjudication processes for parking tickets, photo violation tickets, and civil code violations.



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 6,482,721	\$ 6,439,866	\$ 6,315,844	\$ 7,056,542
Seasonal	—	—	—	29,752
Elected Officials	70,788	72,027	73,288	74,570
Part-Time Permanent	184,112	204,727	208,482	236,240
Student Trainees	29,395	—	22,007	—
Longevity	60,625	60,625	60,250	60,075
Vacation Conversion	12,943	—	68,034	—
Separation Payments	53,092	44,723	25,098	50,000
Overtime	30,319	24,834	30,918	30,000
	\$ 6,923,994	\$ 6,846,802	\$ 6,803,920	\$ 7,537,179
Benefits				
Hospitalization	\$ 1,550,878	\$ 1,545,279	\$ 1,470,635	\$ 1,703,502
Prescription	256,444	316,105	299,937	348,639
Dental	70,428	79,638	72,967	87,570
Vision Care	7,940	12,445	12,885	15,336
Public Employees Retire System	958,137	989,730	942,864	1,052,996
Fica-Medicare	92,744	91,870	91,632	102,243
Workers' Compensation	61,512	59,324	74,093	67,608
Life Insurance	4,795	6,026	5,776	7,762
Unemployment Compensation	—	9,371	—	12,896
	\$ 3,002,879	\$ 3,109,788	\$ 2,970,789	\$ 3,398,552
Other Training & Professional Dues				
Travel	\$ 1,241	\$ 6,147	\$ 1,279	\$ 10,000
Tuition & Registration Fees	1,305	6,157	4,248	10,000
	\$ 2,546	\$ 12,305	\$ 5,527	\$ 20,000
Contractual Services				
Professional Services	\$ 1,071,816	\$ 1,213,797	\$ 1,041,616	\$ 837,000
Advertising And Public Notice	25,119	8,162	13,802	24,000
Parking In City Facilities	2,690	2,470	2,580	2,580
Property Rental	72,000	—	60,000	60,000
Equipment Rental	1,000	—	—	800
Other Contractual	53,900	111,910	75,186	77,000
	\$ 1,226,525	\$ 1,336,339	\$ 1,193,184	\$ 1,001,380



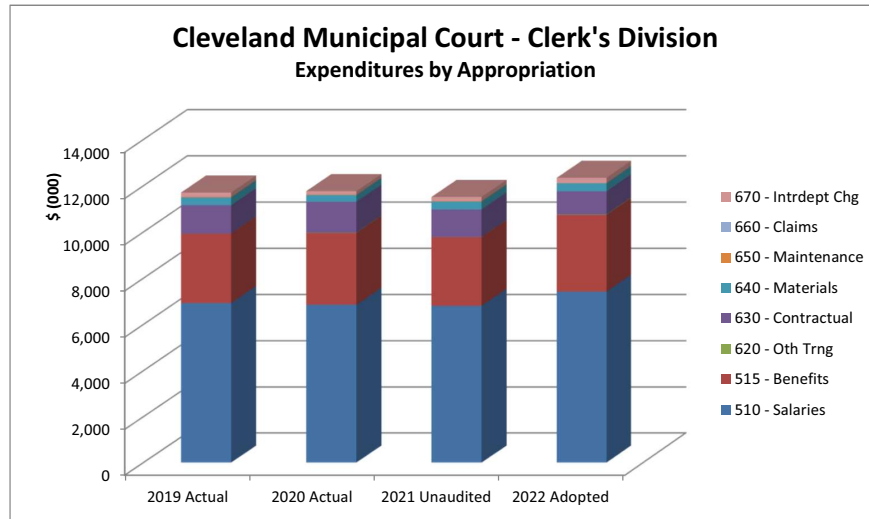
CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Postage	\$ 299,656	\$ 252,349	\$ 303,296	\$ 300,000
Computer Supplies	—	409	—	—
Food	1,205	27	—	1,500
Other Supplies	18,388	6,181	25,800	30,000
Just In Time Office Supplies	21,182	31,455	12,386	15,000
	\$ 340,432	\$ 290,421	\$ 341,482	\$ 346,500
Maintenance				
Maintenance Office Equipment	\$ 21,369	\$ 16,041	\$ 22,756	\$ 16,000
Maintenance Contracts	—	—	—	1,000
Car Washes	300	100	—	900
	\$ 21,669	\$ 16,141	\$ 22,756	\$ 17,900
Claims, Refunds, Maintenance				
Cash Short & Over	\$ 10	\$ —	\$ —	\$ 1,000
Judgments, Damages, & Claims	1,140	1,240	4,760	10,000
	\$ 1,150	\$ 1,240	\$ 4,760	\$ 11,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 67,910	\$ 54,989	\$ 46,567	\$ 46,567
Charges From Radio Comm System	4,732	3,938	9,329	6,843
Charges From Print & Repro	112,030	91,513	114,141	153,014
Charges From M.V.M.	1,903	1,400	1,419	1,638
	\$ 186,575	\$ 151,840	\$ 171,456	\$ 208,062
	\$ 11,705,770	\$ 11,764,876	\$ 11,513,873	\$ 12,540,573
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 436,471	\$ 329,259	\$ 343,579	\$ 332,055
Fines, Forfeitures & Settlements	5,843,003	3,445,130	3,117,870	3,397,071
Grant Revenue	—	—	910	—
Miscellaneous	96,292	60,267	383,449	1,494
	\$ 6,375,766	\$ 3,834,655	\$ 3,845,806	\$ 3,730,620



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION





CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Clerk of Municipal Court	74,570.00	74,570.00
13	12	13	Chief Deputy Clerk - Administration	46,675.00	101,147.00
14	13	14			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Deputy Clerk - Training Coordinator	46,180.00	77,600.00
1	1	1	Chief Deputy Clerk - Purchasing	46,180.00	77,600.00
1	1	1	Chief Deputy Clerk - Project Coordinator	46,180.00	77,600.00
1	1	1	Chief Deputy Clerk - Human Resources Assistant	46,180.00	77,600.00
2	2	2	Chief Deputy Clerk - Operations Manager	45,005.00	72,396.00
5	5	5	Chief Deputy Clerk - Supervisor	42,387.00	67,607.00
2	3	2	Chief Deputy Clerk - Senior Clerk 1	42,387.00	67,607.00
2	2	2	Chief Deputy Clerk - Facilitator	42,387.00	67,607.00
1	1	1	Chief Deputy Clerk - Facilitator / Auditor	42,387.00	67,607.00
16	17	16			
<u>PROFESSIONALS</u>					
1	1	1	Chief Deputy Clerk - Senior Clerk Fleet Manager	37,683.00	59,178.00
13	13	13	Chief Deputy Clerk - Senior Clerk	37,683.00	59,178.00
2	2	2	Chief Deputy Clerk - Accountant	37,683.00	59,178.00
19	14	21	Chief Deputy Clerk - Journalizer	32,240.00	51,171.00
2	2	2	Chief Deputy Clerk - DCI	32,240.00	51,171.00
1	1	1	Chief Deputy Clerk - Collections	32,240.00	51,171.00
33	31	34	Chief Deputy Clerk - Cashiers	32,240.00	51,171.00
2	2	2	Chief Deputy Clerk - Bookkeeping	32,240.00	51,171.00
37	31	37	Chief Deputy Clerk - Support	31,200.00	49,289.00
110	97	113			
<u>PROTECTIVE SERVICES</u>					
1	1	1	Chief Deputy Clerk - Chief of Security	46,180.00	77,600.00
1	1	1			
141	128	144	TOTAL FULL TIME		
<u>PART TIME</u>					
2	0	2	Chief Deputy Clerk - Bookkeeping	12.00	65.00
1	1	1	Chief Deputy Clerk - Collections	12.00	65.00
1	1	1	Chief Deputy Clerk - Hearing Officer	12.00	65.00



CLEVELAND MUNICIPAL COURT - CLERK'S DIVISION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Chief Deputy Clerk - IT Administrator	12.00	65.00
1	0	1	Chief Deputy Clerk - Security	12.00	65.00
4	3	4	Chief Deputy Clerk - Support	12.00	65.00
10	6	10	TOTAL PART TIME		
			SEASONAL		
17	0	17	Student Assistant	11.60	11.94
17	0	17	TOTAL SEASONAL		
168	134	171	TOTAL DIVISION		



CLEVELAND MUNICIPAL COURT - HOUSING DIVISION**W. Moná Scott, Judge****Mission Statement**

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

Cleveland Housing Court strives to fulfill its objective to make justice accessible to all. Cleveland Housing Court remains a leading specialized problem-solving court by rethinking its purpose during a global crises. It will continue to use a technological approach as it innovatively changes how it interacts with the Cleveland and Bratenahl communities moving forward.

The following are some of the Housing Court's ongoing and recently enacted innovative initiatives:

CRIMINAL***VIRTUAL COURT***

The COVID-19 pandemic made having online hearings a necessity the Court with the encouragement of the Ohio Supreme Court. Over 95% the Court's criminal and civil hearings are held virtually, and 100% of all of the Court's pretrials are held virtually. The Court is currently working with Zoom staff to develop a court friendly dashboard and platform that will allow judges and magistrates to navigate parties attending hearings with much more ease. Also, holding virtual court reduced failure to appear rates, increased compliance and allows defendants and tenants to participate without missing work, incurring unnecessary cost or jeopardizing their health coming to a crowded building during a pandemic. Conducting virtual court has provided access to justice to everyone regardless of circumstance.

HOARDING DOCKET

Hoarding is identified as a disorder by both the American Psychological Association and the American Psychiatric Association. The ongoing pandemic has caused some who has a history with the Court along with new defendants to be cited with building and health code violations. The Court is currently working with community partners and leaders to established wrap around services aimed at preventing recidivism, evictions and possible demolishing of properties. The goal of the Court is not punitive but restorative justice for the individual and community overall.

CORPORATION DOCKET

The Court has established a separate docket for cases where a criminal defendant is a corporation, LLC, or other business entity that fails to appear in Court after having been properly served. On this special docket, the entity is ordered to appear and service is sent out again to the entity's address of record, with courtesy copies sent to individuals associated with the company. Ultimately, the Court may impose upon a noncompliant defendant a daily sanction until the entity appears and enters a plea, which the Court can then order converted to civil judgments. This practice has proven successful in encouraging corporate defendants to appear in Court to face the charges against them.



CLEVELAND MUNICIPAL COURT - HOUSING

SELECTIVE INTERVENTION PROGRAM (SIP)

Housing Court has established a Selective Intervention Program ("SIP"), to assist eligible and approved criminal defendants in correcting building and health code violations that are brought before the Court. Upon referral by the Judge and screening by a housing court specialist for referral, SIP is a one-time diversion program that allows a defendant to avoid conviction upon successful completion. If accepted into the program a non-refundable administrative fee will be assessed. The defendant is then monitored by a housing court specialist to insure compliance and remediation of the underlying code violations. Upon successful completion of the SIP program, the Court may grant the City of Cleveland's motion to nolle and/or dismiss the criminal case.

COMMUNITY CONTROL

Housing Court has implemented active, aggressive supervision of defendants on term of community control. Community control (previously known as probation) may be imposed on defendants who have been convicted of violation of the City's codes. Every defendant on community control is under the supervision of one of the Court's Housing Specialists. The defendant must bring and keep up to code all of the properties owned by the defendant in the City of Cleveland-not just the property for which the defendant was originally cited. The Specialist, as Community Control Officer, meets with the defendant to address the defendant's progress and compliance. If the defendant fails to make reasonable progress or otherwise obey the Community Control Officer, the Court may re-summon the defendant and impose greater sanctions, including additional fines and jail time. When the properties are up to code, the Specialist's efforts shift to prevention and prohibiting re-offending.

PLACARDS

For residents of Cleveland's neighborhoods, information is power. Where vacant and abandoned premises are the subject of a pending Housing Court case, the Court may post a placard indicating that there is no trespassing allowed. The placard also includes contact information for the owner, bank or lending institution if the property is in foreclosure, and the Housing Specialist assigned to the case. These placards put neighborhood residents on notice that the property is the subject of an action in the Housing Court, and give the residents the ability to contact individuals or entities in control of the property to voice their concerns.

SEARCH WARRANTS

A search warrant is an order signed by the Judge that authorizes officials from the City of Cleveland, Departments of Public Health, Building and Housing, Public Safety, Aging and any other agency from of the City of Cleveland deemed necessary to enter in the daytime into specifically addressed vacant premises to search and inspect the premises, including exterior and interior, for violations of the Codified Ordinances of the City of Cleveland, and for conditions which are, or may become, hazardous to the general public and which may be violations of Building, Housing, Health, Fire, and Safety Codes of the City of Cleveland. In a continued effort to properly assess vacant residential and commercial properties, the Court signed off on hundreds of search warrant requests annually.

EXPUNGEMENT/SEALING OF CRIMINAL RECORDS

A criminal record can make it very difficult to secure employment and housing. In an effort to provide first-time offenders with an opportunity at a second chance, The Court screens those previously convicted of criminal offenses in Housing Court to determine eligibility to have their records sealed. Since, adult convictions in Ohio cannot be erased from the record, a sealing provides a mechanism that prevents you from having to disclose your conviction, arrest and charges against you. Sealing a record essentially clears your criminal convictions and insulates it from public view. Such a sealing may be beneficial when applying for some

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

jobs and housing. Under Ohio law (Ohio Revised Code 2953.31), once the record is sealed, it is as if the offense never occurred. An application for sealing must be filed with The City of Cleveland Clerk of Courts and requires the Judges approval for sealing. Sealing of criminal records in Housing Court for individuals is strongly encourage as housing code violations are nonviolent offenses.

CIVIL***SEALING OF EVICTION RECORDS***

Housing Court Loc.R.6.13 allows individuals with prior evictions to have those evictions sealed. The Court may order the Clerk to seal an eviction record when the interest of justice in sealing the record outweigh the interests of the government and the public in maintaining a public record of the case. This is especially important in the context of eviction, as the prior record may preclude individuals and ultimately families from the ability to procure housing. Sealing of eviction records can be negotiated during mediation and is often times included in agreed judgment entries.

SOCIAL SERVICE REFERRAL PROGRAM

The Court screens tenants in eviction actions to determine who may qualify for assistance based upon their age, behavioral health issues, or veteran status. The Court refers them to appropriate resources to assist the tenant in locating and moving to new housing, while also respecting the landlord's right to recover possession of the premises. The Court also may refer defendants for assistance in working through the behavioral health issues at work in many hoarding cases. The Court has made thousands of referrals to a variety of agencies, including the U.S. Department of Veteran's Affairs, Frontline Services, Cuyahoga County Adult Protective Services, The Benjamin Rose Institute on Aging, and the City of Cleveland Department of Aging and Cuyahoga County Division of Senior and Adult Services (simultaneously). These referrals have greatly reduced the number of physical move outs of vulnerable tenants. The Court now also sends a Community Resource Fact Sheet with information about agencies and other valuable resources to tenants with the eviction summons and complaint.

TEMPORARY RESTRAINING ORDERS

A Temporary Restraining Order is a short term Court order, which is granted without notice to the opposing party, if it can be shown that the movant will suffer immediate and irreparable injury, loss or damage. In the Housing Court environment, this is seen in the instance of self-help eviction actions that manifest in utility cut-offs, lock changes and removal of personal property. It may also occur when there is simply a failure of the landlord or tenant to fulfill those obligations required by law which result in immediate harm to the opposing party. Once granted, the non-moving party will be restraining from preventing further damage or injury until all parties have an opportunity to appear before the Court and assert their defense.

BUSINESS ENTITY PROOF OF REGISTRATION/LICENSE

In the course of attempting to serve criminal complaints upon business entity defendants, the Court became aware that many of the companies filing civil complaints in the Housing Court were not registered or licensed to do business in the State of Ohio. To avoid complicity in the actions of these unlicensed and unregistered entities, the Court now requires all business entities, including corporations, limited liability companies, and fictitious entities (such as "doing business as" names), to include, at the time of filing, documentary evidence of the entity's good standing or active registration or licensure with the Ohio Secretary of State. Entities that fail to include this documentation may face dismissal of the civil complaint by the Court.



CLEVELAND MUNICIPAL COURT - HOUSING

EVIDENCE OF CURRENT OWNERSHIP

The Supreme Court of Ohio has issued decisions limiting the ability of an individual to represent the interests of another person in court. Reading those decisions together, the Court concluded that it must require actions in forcible entry and detainer, when filed by a non-attorney, to be brought in the name of the property owner; and, when the property owner is a business entity, the complaint must be filed by an attorney, and they must be represented by counsel at hearing. To ensure that the proper parties are named in the forcible entry and detainer (eviction) action, the Court requires each plaintiff filing a forcible entry and detainer complaint to attach to the complaint proof of current ownership of the subject premises. Proof of current ownership may include, but is not limited to, a print-out of the "General Information" tab for the premises from the County Fiscal Officer's website.

PROOF OF RENTAL REGISTRATION

All properties located in the City of Cleveland which are occupied by someone other than the owner are required to be registered. Cleveland Codified Ordinance 365. Accordingly, to ensure that landlords are complying with the local ordinance, the Housing Court enacted Local Rule 3.013, effective July 1, 2017, requiring all landlords to demonstrate through documentary evidence that they have complied with this law.

PROOF OF LEAD SAFE CERTIFICATION

Newly created Housing Court Local Rule 3.015 requires that eviction complaints must include at the time of filing, the property's zip code and documentary evidence from the City of Cleveland Department of Building and Housing verifying the Lead-Safe Certification status of all residential units built before January 1, 1978, unless otherwise exempt under Cleveland Codified Ordinance Section 365.04.

ORDERS PROHIBITING RE-RENTAL

Prompted by a Bailiff Communication or information received during an eviction or other civil hearing, the Court may order inspection of residential rental property which is the subject of the case. City inspectors provide the Court with a written report outlining the condition of the property. If serious code violations exist, the Court may issue an order prohibiting the landlord from re-renting the property until the violations are corrected. Failure to comply with this order may lead to a finding of contempt. The Court ordered over 150 inspections, and prohibited re-rental on over a third of those cases.

CLEAN HANDS EVICTION DOCKET

Landlords and property owners with outstanding warrants sometimes seek to invoke the Court's jurisdiction, and have the Court execute on an order in the eviction action, while failing to acknowledge the same Court's jurisdiction over the landlord or property owner in pending criminal cases. Court personnel screen eviction actions filed in the Housing Court to determine whether any plaintiffs have outstanding warrants in Housing Court criminal cases. The Court's "clean hands" approach to evictions prevents a property owner with an outstanding warrant in a criminal Housing Court case from invoking the power of the Court in the eviction action until that owner has addressed those criminal warrant issues.

BAILIFF COMMUNICATION

The Housing Court's bailiffs are the eyes and ears of the Court in the field. When supervising court-ordered move outs or serving court papers, the bailiffs often observe conditions that cause concern. The bailiffs may file a communication with the Court regarding the condition of any property before the Court. That communication is reviewed by the Judge, who may order inspection of the property by the City and the correction of defective conditions prior to re-rental.



CLEVELAND MUNICIPAL COURT - HOUSING DIVISION**OTHER*****VIRTUAL PANEL DISCUSSIONS***

Due to an unprecedented pandemic Housing Court has had to rethink how to reach the most people in a short amount of time due to restrictive requirements of social distancing, face masks mandates and mass gathering limitations. In an effort to quickly disseminate information regarding Cleveland's Rental Assistance, the new Right to Counsel Law and eviction moratoriums, Judge Scott has hosted virtual panel discussions with housing attorneys and leaders that have been viewed thousands of times. Virtual panel discussions allows Cleveland and Bratenahl residents to virtually interact with the Court through questions and answers, and obtain rapidly changing Housing Court policy and procedures from the comfort of their homes and offices, while remaining safe from the COVID-19 Pandemic.

MEDIATION VIRTUAL HEARINGS

Due to the COVID-19 Pandemic, increase participation of tenants with Legal Aid's right to counsel and Cleveland Rental Assistance Initiative, Housing Court continues to strongly encourage virtual mediation hearings to assist landlords and tenants to try and resolve problems and work out settlements without a court hearing. Participants agreeing to mediate their disputes will attend mediation hearings remotely via zoom which allows all parties to meet from the comfort of their home or office. Staff certified in mediation are neutral and assist both parties in confidential discussions that cannot be used in court. A majority of these mediations end in agreed journal entries and eventually voluntary withdrawal of eviction complaints if all parties follow through.

ZOOM KIOSKS

Combating the digital divide amongst residents, keeping them connected and enabling them to participate in all areas of their hearings, Housing Court created 3 zoom kiosks. Zoom kiosks are rooms with computer equipment that is individualized, sanitized and safe. Participants are assisted by staff with accessing their Zoom hearings and submitting documents to the Court. Housing Court's Zoom kiosks are the Court's continued innovative efforts to keep the public virtually connected and safe during a pandemic. Currently the Court is working with City partners to expand more Zoom kiosks further out into the Cleveland communities broadening the Court's reach and increasing even more defendant/tenant participation.

WHAT EVERY LANDLORD AND EVERY TENANT SHOULD KNOW

The Housing Court offers a three-hour course to landlords, teaching them "what every landlord should know." The course outlines a landlord's duties under the city ordinances and state landlord-tenant law. Landlords receive valuable written materials regarding nuisance behavior, mediation, and tenant screening. In addition, during the course, landlords have access to Housing Specialists, court employees with expertise in housing-related subjects, who can offer information about programs and court processes. The Housing Court also offers a complementary program, What Every Tenant Should Know, designed specifically for people entering or re-entering the rental market as tenants. Tenants learn about rental agreements, their rights and responsibilities under the state code and local ordinances, and remedies available when landlords fail to make repairs. The class has been offered at the City Mission, shelters, and re-entry programs. The Court offers an additional educational program with information on recognizing and remediating environmental hazards, including bed bugs, mold, and more, as well as issues involving fair housing and federal subsidies.



CLEVELAND MUNICIPAL COURT - HOUSING

HOUSING CLINICS

Free and open to the public daily from 8:30 a.m. to 3:30 p.m. on the First Floor & Thirteenth Floor of the Justice Center, the Housing Court hosts a Clinic staffed by Housing Specialists who offer information to landlords, tenants, and property owners. On average, the Clinic annually provides information and services to more than 6,500 walk-in, and 18,000 phone-in residents. In response to this demonstrated need for information about landlord, tenant and property owner rights and responsibilities, the Housing Court established a popular series of Housing Clinics presented regularly in neighborhoods throughout the City. The Housing Court Clinic offers a Spanish speaking Court Specialist two (2) days per week to those in need of such services.

EDUCATIONAL MATERIALS

In addition to the numerous community meetings that the Housing Court hosts or participates in each year, the Court has created more than fifty fliers, pamphlets, and videos available to the public, covering topics from hiring a contractor, nuisance abatement, trash collections, lead abatement, porch repair, and mediation. The Court makes these materials available at its Housing Clinic, as well as through its website. These materials enable the Court to expand its educational goal beyond the four walls of the courtroom or meeting place.

www.clevelandhousingcourt.org

CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 2,821,869	\$ 2,536,649	\$ 2,831,790	\$ 3,125,211
Elected Officials	37,050	36,947	37,050	37,050
Part-Time Permanent	68,831	50,407	56,880	137,282
Longevity	16,125	16,425	12,575	12,250
Vacation Conversion	7,069	—	6,628	—
Separation Payments	7,860	195,074	13,376	113,295
Bonus Incentive	110,923	—	—	—
	\$ 3,069,727	\$ 2,835,501	\$ 2,958,300	\$ 3,425,088
Benefits				
Hospitalization	\$ 468,019	\$ 451,571	\$ 493,786	\$ 558,194
Prescription	77,986	97,965	97,633	112,766
Dental	23,036	22,664	23,361	27,746
Vision Care	2,466	3,484	3,891	4,644
Public Employees Retire System	429,541	384,397	410,121	465,368
Fica-Medicare	43,112	39,912	41,564	48,026
Workers' Compensation	55,283	26,565	26,514	30,915
Life Insurance	1,492	1,701	1,861	2,543
Unemployment Compensation	2,658	61,721	281	62,000
Clothing Allowance	7,350	8,125	625	—
	\$ 1,110,943	\$ 1,098,106	\$ 1,099,636	\$ 1,312,202
Other Training & Professional Dues				
Travel	\$ 9,856	\$ —	\$ 253	\$ 5,000
Tuition & Registration Fees	12,867	3,415	9,374	10,000
Mileage (Priv Auto) Trng Prps	108	—	—	—
Professional Dues & Subscript	12,343	14,757	18,416	20,000
	\$ 35,173	\$ 18,172	\$ 28,043	\$ 35,000
Contractual Services				
Professional Services	\$ 68,182	\$ 23,929	\$ 34,132	\$ 261,000
Court Reporter	138	—	—	1,500
Mileage (Private Auto)	4,672	618	484	3,000
Jury And Witness Fees	—	—	—	600
Parking In City Facilities	10,951	8,485	12,423	10,500
Insurance And Official Bonds	850	—	—	1,400
	\$ 84,793	\$ 33,032	\$ 47,039	\$ 278,000
Materials & Supplies				
Office Supplies	\$ 221	\$ —	\$ —	\$ 1,750
Postage	4,950	—	245	5,000
Clothing	32	180	443	7,200



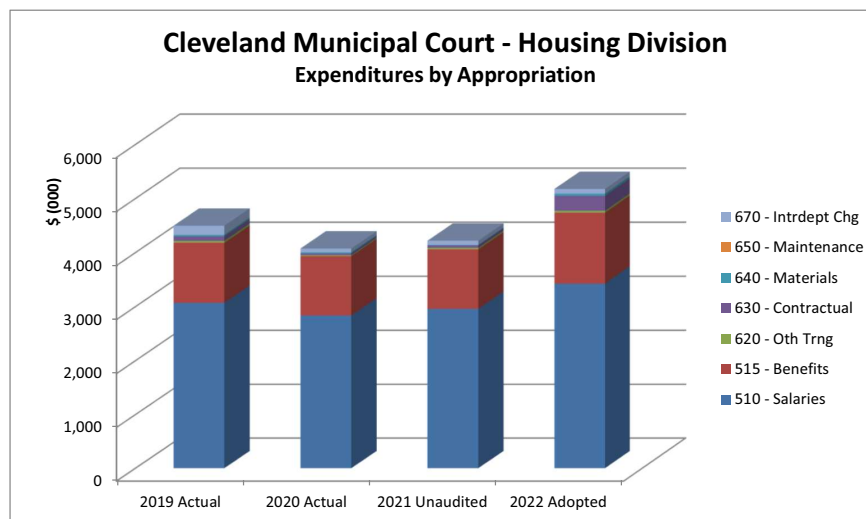
CLEVELAND MUNICIPAL COURT - HOUSING

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Office Furniture & Equipment	5,039	659	307	10,000
Other Supplies	10,832	15,078	4,135	11,220
Just In Time Office Supplies	5,272	3,302	3,827	5,000
	\$ 26,346	\$ 19,219	\$ 8,956	\$ 40,170
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 500
Car Washes	420	—	63	500
	\$ 420	\$ —	\$ 63	\$ 1,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 8,060	\$ 5,030	\$ 5,084	\$ 5,084
Charges From Radio Comm System	9,186	8,547	19,485	12,317
Charges From Print & Repro	105,021	24,472	22,814	30,584
Charges From M.V.M.	46,378	33,463	29,952	38,078
	\$ 168,645	\$ 71,512	\$ 77,336	\$ 86,063
	\$ 4,496,048	\$ 4,075,542	\$ 4,219,372	\$ 5,177,523

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Fines, Forfeitures & Settlements	\$ 838,225	\$ 466,242	\$ 711,884	\$ 697,867
Miscellaneous	41,982	28,006	168,511	—
	\$ 880,207	\$ 494,248	\$ 880,395	\$ 697,867





CLEVELAND MUNICIPAL COURT - HOUSING DIVISION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Housing Court Administrator	80,000.00	120,000.00
1	1	1	Director of Communication -HC	60,000.00	90,000.00
1	1	1	Housing Court Deputy Administrator	65,000.00	101,999.87
1	1	1	Judge	37,050.00	37,050.00
1	1	1	Personal Bailiff	63,969.00	85,591.85
5	5	5			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Housing Court Scheduler	23,063.94	54,755.16
1	2	1	Housing Court Administrative Assistant	23,063.94	58,939.38
1	1	1	Housing Court Secretary	20,815.92	40,891.00
3	4	3			
<u>PROFESSIONALS</u>					
1	1	1	Chief Housing Court Specialist	52,158.83	92,427.06
1	1	1	Housing Court Chief Bailiff	38,884.00	94,859.86
12	9	12	Housing Court Deputy Bailiff	38,000.00	60,000.00
1	1	1	Housing Court Adr Specialist	42,178.00	90,045.81
1	1	1	Housing Court Compliance Specialist	42,000.00	68,000.00
4	2	4	Housing Court DP Bailiff / Staff Attorney	29,585.00	75,429.03
2	2	2	Housing Court Deputy Chief Specialist	55,000.00	104,040.08
4	4	4	Housing Court Magistrate	42,178.32	98,102.62
1	0	1	Housing Court Chief Magistrate	69,360.00	107,100.06
9	7	9	Housing Court Specialist	34,000.00	73,955.59
1	1	1	Project Coordinator	31,200.00	99,702.63
1	1	1	Deputy Bailiff Chief Social Worker	48,750.00	90,078.00
38	30	38			
<u>PROTECTIVE SERVICES</u>					
2	2	2	Deputy Bailiff Supervisor	42,815.88	74,798.61
2	2	2			
48	41	48	TOTAL FULL TIME		



CLEVELAND MUNICIPAL COURT - HOUSING

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			PART TIME		
0	1	1	Housing Court Deputy Bailiff	38,000.00	60,000.00
2	1	2	Deputy Bailiff Magistrate/ Housing Crt Magistrate	58,333.00	102,604.78
1	0	0	Housing Special Projects Officer	48,750.00	78,274.01
<u>3</u>	<u>2</u>	<u>3</u>	TOTAL PART TIME		
<u>51</u>	<u>43</u>	<u>51</u>	TOTAL DIVISION		



DEPARTMENT OF AGING

Mary McNamara, Director

Mission Statement

To ensure Cleveland is an age-friendly community by enhancing the quality of life for Cleveland seniors and adults with disabilities through advocacy, planning, service coordination, and the delivery of needed services.

PROGRAM NAME: ACCESS YOUR BENEFITS (AN AGING & DISABILITY RESOURCE CENTER SERVICE)

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

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

PROGRAM NAME: AGE FRIENDLY CLEVELAND INITIATIVE

OBJECTIVES: To increase the age friendliness of Cleveland in eight domains: communication and information, civic participation and employment, transportation, outdoor spaces and buildings, housing, community supports, social participation and respect, and social inclusion.

ACTIVITIES: The Department is participating in the World Health Organization's Global Network of Age Friendly Cities and the AARP Network of Age Friendly Communities. An assessment of the age friendliness of the city and the development of an action plan to increase age friendliness are being undertaken.

PROGRAM NAME: BED BUG ASSISTANCE PROGRAM

OBJECTIVES: To assist low income seniors and adults with disabilities who are homeowners suffering with an infestation of bed bugs at their residence.

ACTIVITIES: Provision of extermination services and educational instruction to prevent reinfestation.

PROGRAM NAME: CHORE PROGRAM

OBJECTIVES: Enhance the quality of life for seniors and adults with disabilities, enabling them to remain independent in their own homes.

ACTIVITIES: Assist seniors and adults with disabilities with interior and exterior household chores including lawn cutting, leaf raking and snow removal.

PROGRAM NAME: CLEVELAND CARE CALLS

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

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



DEPARTMENT OF AGING

PROGRAM NAME:CLEVELAND TREE ASSISTANCE PROGRAM

OBJECTIVES: To assist low-income seniors and adults with disabilities with the removal of hazardous branches and trees on their personal property.

ACTIVITIES: In collaboration with the Departments of Public Works and Community Development, tree services are provided via a contracted service.

PROGRAM NAME:ECONOMIC SECURITY (AN AGING & DISABILITY RESOURCE CENTER SERVICE)

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

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

PROGRAM NAME:HOMELESS PREVENTION SERVICES FOR SENIORS

OBJECTIVES: To identify and assist seniors and adults with disabilities (50-59 years of age) at risk of homelessness.

ACTIVITIES: Provide case management and linkage to social services to assist clients at risk of becoming homeless.

PROGRAM NAME:LONG TERM SUPPORT OPTIONS COUNSELING (AN AGING & DISABILITY RESOURCE CENTER SERVICE)

OBJECTIVES: To inform and guide seniors, adults with disabilities and informal caregivers in their deliberations to make informed choices about long term supports targeting individuals with the most immediate concerns, such as those at greater risks of institutionalization.

ACTIVITIES: Essential components of these services include: gathering information, exploring options, decision support, working with the client to develop an action plan, access to community supports and follow-up.

PROGRAM NAME:SENIOR HOMEOWNER ASSISTANCE PROGRAM

OBJECTIVES: To assist seniors and adults with disabilities in obtaining critical repairs for their homes.

ACTIVITIES: Provide financial assistance for critical health/safety home repairs for low income seniors and adults with disabilities.

PROGRAM NAME:SENIOR INITIATIVE

OBJECTIVES: To help seniors and adults with disabilities avoid becoming victims of scam contractors and to avoid citations for housing violations by providing resources to help with needed repairs.

ACTIVITIES: Conduct home visits and work with clients to assist them with serious housing concerns.



DEPARTMENT OF AGING

PROGRAM NAME:SPECIAL EVENTS

OBJECTIVES: To provide helpful service information to Cleveland seniors.

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

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

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

Disability Awareness Day - to promote awareness of the abilities of seniors and adults living with disabilities.

PROGRAM NAME:SPECIALIZED INFORMATION AND ASSISTANCE

(An Aging and Disability Resource Center Service)

OBJECTIVES: This service links seniors and adults with disabilities with appropriate resources and/or provides information about community agencies and organizations that offer services specific to adults with disabilities, older adults and caregivers.

ACTIVITIES: Provide current and unbiased information on services that support independence.

PROGRAM NAME:SUPPORTIVE SERVICES/COMMUNITY OUTREACH

OBJECTIVES: To identify and assist seniors and adults with disabilities in accessing services, benefits and programs to ensure they receive adequate assistance in emergencies, the benefits to which they are entitled and programs to help maintain independence

ACTIVITIES: Participate in a variety of outreach activities to identify seniors and adults with disabilities in need of assistance. Conduct assessments of older persons in their homes. Link seniors with the services, benefits and programs needed to maintain safety and independence. Assist seniors with utility shut off (i.e. gas, electric, water, etc.) and provide emergency food, access to home delivered meals, job assistance, home repairs, and chore services. Serve as a liaison with other City departments and agencies concerning services for the elderly. Serve as an advocate for seniors to ensure they receive fair and equal treatment and the services they need.

PROGRAM NAME:SENIOR TRANSPORTATION

OBJECTIVES: To assist seniors with a transportation service to maintain independence and connectedness to their community.

ACTIVITIES: Provide transportation services for seniors to medical appointments and errands through collaboration with Senior Transportation Connection, Cleveland City Council and the Departments of Community Development and Aging.



DEPARTMENT OF AGING

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 766,652	\$ 744,033	\$ 722,400	\$ 904,054
Seasonal	—	(613)	25,085	—
Part-Time Permanent	28,853	29,776	64,375	82,002
Longevity	2,250	2,550	2,425	2,300
Vacation Conversion	—	—	4,286	—
Separation Payments	2,188	16,008	12,573	15,000
	\$ 799,943	\$ 791,755	\$ 831,143	\$ 1,003,356
Benefits				
Hospitalization	\$ 133,761	\$ 161,444	\$ 171,498	\$ 226,272
Prescription	22,474	33,371	32,225	45,283
Dental	5,612	8,165	8,198	11,515
Vision Care	845	1,320	1,284	1,712
Public Employees Retire System	112,759	117,067	116,263	138,690
Fica-Medicare	11,354	11,450	11,507	14,329
Workers' Compensation	8,349	7,610	7,896	8,446
Life Insurance	495	645	562	905
Unemployment Compensation	5,382	1,467	—	4,000
	\$ 301,031	\$ 342,540	\$ 349,434	\$ 451,152
Other Training & Professional Dues				
Travel	\$ 678	\$ —	\$ —	\$ 3,000
Tuition & Registration Fees	1,025	—	310	3,000
Professional Dues & Subscript	400	—	—	650
	\$ 2,103	\$ —	\$ 310	\$ 6,650
Contractual Services				
Professional Services	\$ 59,902	\$ 7,016	\$ 50,550	\$ 97,120
Travel- Non-Training	432	330	—	500
Mileage (Private Auto)	1,696	613	242	2,000
Parking In City Facilities	1,357	608	678	2,600
Other Contractual	117,345	94,950	46,580	99,950
	\$ 180,732	\$ 103,518	\$ 98,050	\$ 202,170
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ 108	\$ —
Computer Hardware	—	1,177	—	3,000
Computer Software	—	—	—	1,000
Clothing	767	1,985	1,179	1,750
Hardware & Small Tools	—	—	—	100
Office Furniture & Equipment	698	1,186	—	1,500
Food	18,641	277	—	20,000



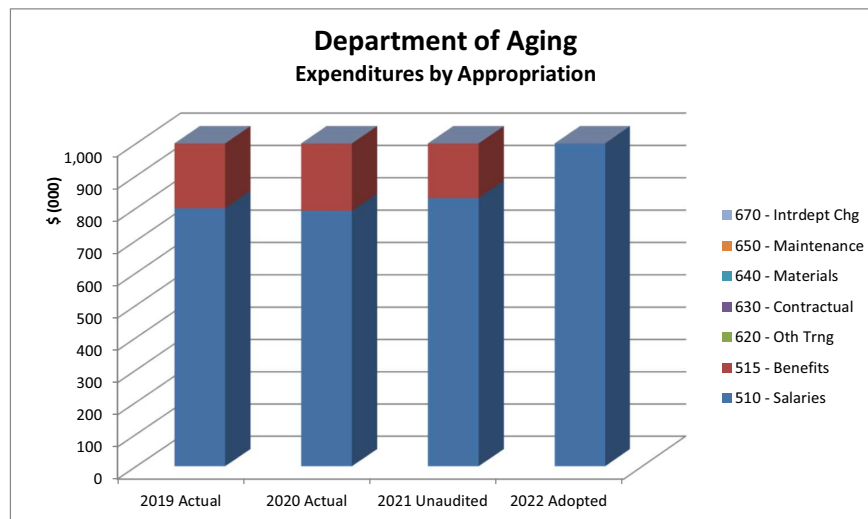
DEPARTMENT OF AGING

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Other Supplies	788	1,036	1,410	739
Arts & Crafts Supplies	—	198	—	—
Special Events Supplies	1,174	714	270	10,000
Motor Oil & Lubricants	29	—	—	—
Just In Time Office Supplies	6,285	4,207	4,091	5,000
	\$ 28,383	\$ 10,780	\$ 7,057	\$ 43,089
Maintenance				
Car Washes	\$ —	\$ —	\$ —	\$ 600
	\$ —	\$ —	\$ —	\$ 600
Interdepart Service Charges				
Charges From Telephone Exch	\$ 8,938	\$ 12,923	\$ 14,430	\$ 12,951
Charges From Print & Repro	45,973	31,495	35,230	47,483
Charges From Central Storeroom	19,658	20,419	16,034	17,316
Charges From M.V.M.	35,184	45,342	41,073	42,173
	\$ 109,753	\$ 110,179	\$ 106,768	\$ 119,923
	\$ 1,421,945	\$ 1,358,771	\$ 1,392,762	\$ 1,826,940

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ —	\$ 550	\$ —	\$ —
Miscellaneous	26,484	8,677	50,275	—
	\$ 26,484	\$ 9,227	\$ 50,275	\$ —





DEPARTMENT OF AGING

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Director of Aging	50,795.81	191,316.74
0	0	1	Assistant Director - General	36,590.39	154,089.52
1	1	2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Junior Clerk	24.21	25.18
1	1	1			
<u>PARA-PROFESSIONALS</u>					
3	2	3	Geriatric Outreach Worker	15.61	20.16
3	2	3			
<u>PROFESSIONALS</u>					
1	0	0	Administrative Aide	31,200.00	79,512.34
3	3	4	Administrative Manager	31,200.00	145,000.00
1	0	0	Grants Administrator	31,200.00	83,008.39
2	1	1	Project Coordinator	31,200.00	99,702.63
7	4	5			
<u>NON EEO REPORTING</u>					
4	2	5	Aging Services Administrator	31,200.00	96,798.67
4	2	5			
16	10	16	TOTAL FULL TIME		
<u>PART TIME</u>					
0	0	1	Asst Aging Services Administrator	31,200.00	68,738.75
1	1	1	Intake Specialist	15.00	19.00
1	1	1	Project Director	31,200.00	88,646.98
2	2	3	TOTAL PART TIME		
18	12	19	TOTAL DIVISION		



DEPARTMENT OF HUMAN RESOURCES

Paul N. Patton, Chief Human Resources Officer

Mission Statement

The Department of Human Resources is committed to providing quality, uniform and cost effective services to over 9,000 diverse City employees in the areas of Personnel Administration, Training, Employee Benefits & Relations, Equal Employment Opportunity, Employee Safety, Labor Relations, and Unemployment Compensation in order to better serve the employees and the citizenry of the City of Cleveland.

PROGRAM NAME:EMPLOYEE HEALTH AND BENEFITS

OBJECTIVES: To administer, coordinate and promote an understanding of the Employee Benefits Programs to all City of Cleveland employees. Coordinate, promote and provide services that encourage healthy minds and bodies.

ACTIVITIES: Administer the City's medical, dental, vision and life insurance programs for all eligible employees. Seek, develop and/or negotiate cost-effective health care plans. Maintain federal compliance for HIPAA/COBRA regulations. Plan and implement employee recognition programs to improve employee morale. Coordinate charitable campaigns for various non-profit groups. Monitor and appeal disputed unemployment compensation claims. Coordinate free wellness classes and conduct special events such as fairs, health screenings, health awareness.

- **Growth Area:** To focus on wellness, the health and well-being of all employees to reduce or eliminate personal problems affecting employee health and work productivity. To create programs geared to develop a work culture that supports and encourages a healthy way of living as well as encourage and motivate our employees to embrace a healthier lifestyle.

PROGRAM NAME:EMPLOYEE RECORDS

OBJECTIVE: Maintain personnel files for all City of Cleveland employees.

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

- **Growth Area:** Document Imaging, electronic storage and retrieval of employee records.

PROGRAM NAME:GENERAL ADMINISTRATION

OBJECTIVES: To assist departments with policies governing hiring practices and processes. To provide support and assistance in coordinating human resources programs and acting as a liaison with staff, other City Departments and the general public with regard to city personnel and human resources services.

ACTIVITIES: Develop, implement and administer work policies and procedures applicable to City of Cleveland employees. Implement affirmative action and equal employment policies and procedures throughout the City of Cleveland. Ensure that the hiring process is in compliance with civil service rules and collective bargaining agreements. Serve as point of contact for federal and state agencies, municipalities, local businesses and outside agencies seeking



DEPARTMENT OF HUMAN RESOURCES

employment and statistical data concerning the City of Cleveland's workforce; processing questionnaires, surveys and request for information. Assist departments in filling vacancies by providing qualified candidates and ensure compliance with Equal Employment Opportunity (EEO) principles and guidelines. Establish recruitment and outreach programs to identify candidates for professional, summer and seasonal positions as well as other programs. Maintain and support the integrated Human Resource Management System.

- **Growth Area:** Manage Training Programs, HR Newsletter, administer Performance Management, implement recruitment and outreach processes and programs within the guidelines of City policy. Coordinate Succession Planning, Civil Service and Human Resources Policy Development.

PROGRAM NAME:HRIS

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

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

- **Growth Area:** EHRMS administration, report writing, training, centralized forms development, policy and training. Continue to explore additional automation and employee self-service functionality.

PROGRAM NAME:LABOR RELATIONS

OBJECTIVE: To negotiate and administer City of Cleveland's labor agreements and to enforce affirmative action and Equal Employment Opportunity.

ACTIVITIES: Provide leadership to collective bargaining contract negotiations. Investigate and resolve grievance issues promptly. Administer the terms and conditions of all of the City's collective bargaining agreements and provide contract management. Provide training to managers on the labor relations process and any changes in the contracts. Compile and monitor data within City of Cleveland departments for EEO compliance. Investigate complaints of discrimination and harassment to expedite a resolution. Prepare various compliance reports for governmental agencies. Act as American with Disabilities liaison for all City departments.

- **Growth Area:** Policy Development, Compensation, FMLA, and ADA Administration.

PROGRAM NAME:PERFORMANCE MANAGEMENT

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

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



DEPARTMENT OF HUMAN RESOURCES***PROGRAM NAME: TRAINING AND DEVELOPMENT***

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

ACTIVITIES: Conducts city-wide training programs in compliance with City policies and procedures, and other governmental mandates. Coordinate educational programs to meet specific training needs of the City of Cleveland departments.

- **Growth Area:** Training Coordination, Needs Assessment, Program Development, Train-the-Trainer. Develop programs for supervisory, management and leadership for employees in lower positions; develop employee career paths and succession plan.



DEPARTMENT OF HUMAN RESOURCES

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 981,985	\$ 1,080,771	\$ 1,124,296	\$ 2,234,443
Seasonal	—	—	1,786	15,004
Part-Time Permanent	37,006	46,360	30,423	44,004
Longevity	3,900	4,250	4,750	5,625
Vacation Conversion	8,592	—	24,778	—
Separation Payments	3,854	10,518	15,021	10,000
Overtime	—	231	212	—
	\$ 1,035,338	\$ 1,142,130	\$ 1,201,267	\$ 2,309,076
Benefits				
Hospitalization	\$ 167,962	\$ 166,903	\$ 159,418	\$ 377,289
Prescription	28,338	33,218	32,506	80,112
Dental	7,222	7,769	7,370	19,869
Vision Care	939	1,487	1,545	3,348
Public Employees Retire System	142,968	156,937	167,657	321,876
Fica-Medicare	14,472	15,849	16,771	33,474
Workers' Compensation	10,227	8,899	10,458	11,707
Life Insurance	545	695	698	1,756
Unemployment Compensation	4,450	10,093	810	9,000
Clothing Allowance	—	530	1,060	530
	\$ 377,124	\$ 402,379	\$ 398,293	\$ 858,961
Other Training & Professional Dues				
Travel	\$ 3,312	\$ —	\$ —	\$ 5,000
Tuition & Registration Fees	20,863	5,663	5,449	65,000
Professional Dues & Subscript	9,850	9,648	9,724	10,000
	\$ 34,025	\$ 15,311	\$ 15,173	\$ 80,000
Contractual Services				
Professional Services	\$ 1,222,999	\$ 1,359,343	\$ 1,411,468	\$ 1,705,000
COBRA-Medical Coverage	—	45,000	45,000	35,000
Advertising And Public Notice	—	—	—	4,000
Parking In City Facilities	1,952	787	866	2,500
Wellness Expense Anthem	1,525	—	—	—
Other Contractual	211,000	590,000	215,000	290,000
	\$ 1,437,476	\$ 1,995,130	\$ 1,672,334	\$ 2,036,500
Materials & Supplies				
Office Supplies	\$ 2,860	\$ —	\$ 785	\$ 1,500
Computer Supplies	1,744	1,163	1,320	2,000
Computer Software	—	—	1,335	—
Medical Supplies	—	—	—	4,000



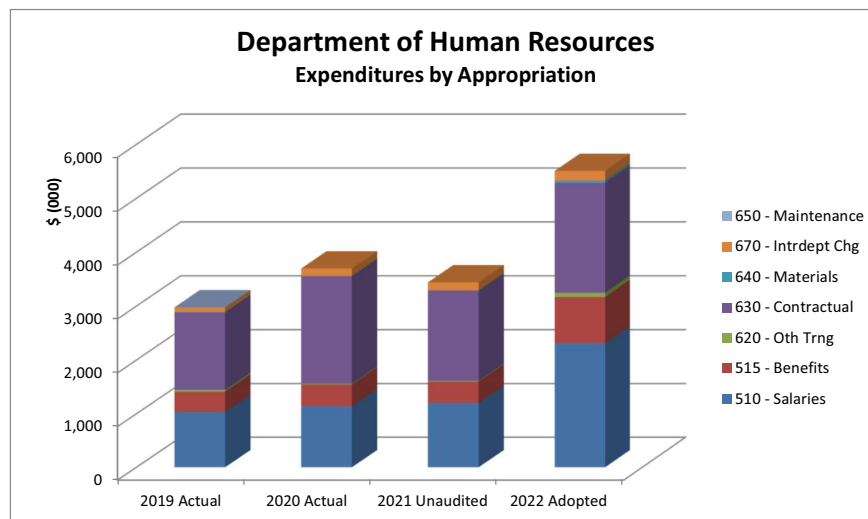
DEPARTMENT OF HUMAN RESOURCES

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Food	—	393	798	2,000
Other Supplies	35	—	—	1,000
Special Events Supplies	—	—	—	30,000
Just In Time Office Supplies	2,815	2,878	2,334	5,000
	\$ 7,454	\$ 4,434	\$ 6,573	\$ 45,500
Maintenance				
Maintenance Contracts	\$ —	\$ —	\$ 150	\$ 1,000
	\$ —	\$ —	\$ 150	\$ 1,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 4,488	\$ 5,727	\$ 5,375	\$ 4,824
Charges From Print & Repro	47,058	74,632	77,313	103,644
Charges From Central Storeroom	33,948	57,555	63,775	68,874
Charges From M.V.M.	—	92	—	—
	\$ 85,494	\$ 138,006	\$ 146,464	\$ 177,342
	\$ 2,976,909	\$ 3,697,390	\$ 3,440,254	\$ 5,508,379

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 20,160	\$ 11,446	\$ 56,154	\$ —
	\$ 20,160	\$ 11,446	\$ 56,154	\$ —





DEPARTMENT OF HUMAN RESOURCES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Director of Personnel and Human Resources	50,795.81	191,316.74
0	0	1	Assistant Director - General	36,590.39	154,089.52
0	1	0	General Mgr Of Admin Services	31,200.00	103,681.75
1	1	3	Labor Relations Manager	31,200.00	124,250.48
1	1	1	HR Fiscal Administrator	31,200.00	70,234.84
5	4	8	HR Program Planning and Management Administrator	31,200.00	91,088.49
8	7	14			
<u>ADMINISTRATIVE SUPPORT</u>					
1	0	1	Chief Clerk	31,200.00	55,207.64
1	0	0	Jr. Clerk	24.21	25.18
0	0	1	Junior Personnel Assistant	31,200.00	50,000.00
0	0	1	Principal Clerk	17.01	27.55
1	0	0	Student Aide	11.60	13.00
3	0	3			
<u>PROFESSIONALS</u>					
4	5	6	Administrative Manager	31,200.00	145,000.00
1	1	2	Assistant Administrator	31,200.00	85,000.00
1	1	1	Labor Relations Officer	31,200.00	85,577.88
1	1	1	Personnel Administrator	31,200.00	91,088.49
1	1	1	Public Health Nurse III	56,620.18	62,084.01
1	1	1	Senior Compensation Analyst/HRIS	31,200.00	104,856.16
1	0	1	Senior Systems Analyst	31,200.00	87,543.86
0	1	1	Systems Analyst	31,200.00	70,429.91
10	11	14			
<u>TECHNICIANS</u>					
0	0	1	Business Process Analyst	55,000.00	108,044.90
0	0	1			
21	18	32	TOTAL FULL TIME		



DEPARTMENT OF HUMAN RESOURCES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			PART TIME		
2	1	2	Junior Personnel Assistant	31,200.00	50,000.00
0	0	1	Student Aide	11.60	13.00
<u>2</u>	<u>1</u>	<u>3</u>	TOTAL PART TIME		
<u>23</u>	<u>19</u>	<u>35</u>	TOTAL DIVISION		



DEPARTMENT OF LAW

Mark D. Griffin, Chief Legal Counsel

Mission Statement

To promote the interests of the City of Cleveland and its residents by providing sound legal advice to the City, its agencies, officials, and employees; to protect the City's legal rights and interests in all legal proceedings; and to fairly and aggressively prosecute all who undermine the quality of life in Cleveland by violating the City's laws.

PROGRAM NAME: BUILDING, HOUSING, HEALTH, FIRE AND TAX CODE ENFORCEMENT

OBJECTIVES: To improve the quality of life in Cleveland by fairly and aggressively enforcing the City's building, housing, health, fire and tax codes.

ACTIVITIES: Prosecute violations of the various City codes in the appropriate forum. Advise City officials and employees on the applicability and interpretation of the City's codes to particular situations.

PROGRAM NAME: CITY REPRESENTATION IN CIVIL LITIGATION

OBJECTIVES: To effectively represent the City of Cleveland in all civil proceedings and expedite the resolution of claims filed with the City.

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

PROGRAM NAME: CRIMINAL INVESTIGATIONS, MEDIATION AND PROSECUTIONS

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

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

PROGRAM NAME: DOMESTIC VIOLENCE PROGRAM

OBJECTIVES: To use a collaborative effort between prosecutors, safety forces, and witness/victim advocates to conduct criminal investigations and prosecute offenders of domestic violence and stalking crimes in the City's neighborhoods.

ACTIVITIES: An established specialized domestic violence protection unit that develops evidence and prosecutes domestic violence and stalking crimes, even when the victim is unwilling to cooperate.



DEPARTMENT OF LAW

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

OBJECTIVES: To serve as daily legal advisor to all City agencies, officials, and employees.

ACTIVITIES: Provide legal advice and counsel to the Administration and City Council on legal issues that arise out of City operations in all areas of the law, including labor and employment, real estate, health, environment, utilities, aviation, economic development, and all aspects of municipal law. Prepare contracts, legislation, legal opinions, and other legal documents.

PROGRAM NAME:PUBLIC RECORDS MANAGEMENT

OBJECTIVES: To oversee a timely and complete response to requests for public records.

ACTIVITIES: Coordinate and monitor the timely collection and dissemination of documents responsive to requests for public records.



DEPARTMENT OF LAW

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,918,682	\$ 4,841,457	\$ 4,721,996	\$ 7,092,955
Part-Time Permanent	—	—	2,175	—
Longevity	26,050	25,775	26,125	25,375
Vacation Conversion	72,764	—	124,569	—
Separation Payments	49,833	113,046	71,072	250,000
	\$ 5,067,329	\$ 4,980,278	\$ 4,945,938	\$ 7,368,330
Benefits				
Hospitalization	\$ 793,567	\$ 781,005	\$ 759,839	\$ 991,812
Prescription	132,368	160,506	161,302	203,274
Dental	35,936	38,937	36,968	53,646
Vision Care	4,272	6,549	6,902	9,288
Public Employees Retire System	712,273	703,938	714,283	955,254
Fica-Medicare	68,061	66,932	68,401	104,742
Workers' Compensation	51,716	44,817	44,681	48,700
Life Insurance	2,610	3,197	3,104	4,851
Unemployment Compensation	8,100	10,219	—	—
	\$ 1,808,904	\$ 1,816,100	\$ 1,795,481	\$ 2,371,567
Other Training & Professional Dues				
Travel	\$ 5,362	\$ 2,799	\$ 1,805	\$ 15,000
Tuition & Registration Fees	30,724	3,300	24,206	35,000
Professional Dues & Subscript	104,687	87,861	71,462	120,000
	\$ 140,773	\$ 93,960	\$ 97,473	\$ 170,000
Contractual Services				
Professional Services	\$ 2,737,330	\$ 3,358,014	\$ 2,899,050	\$ 3,000,000
Court Reporter	89,853	51,150	47,392	85,000
Parking In City Facilities	1,779	1,411	1,546	2,500
Insurance And Official Bonds	—	—	250	250
Property Rental	77,688	—	—	—
Other Contractual	67,921	6,509	18,077	100,000
Local Match-Grant Programs	92,450	136,690	—	48,519
	\$ 3,067,020	\$ 3,553,773	\$ 2,966,314	\$ 3,236,269
Materials & Supplies				
Office Supplies	\$ 883	\$ 792	\$ 296	\$ 3,000
Postage	237	520	596	1,500
Computer Supplies	—	—	1,186	—
Computer Hardware	—	1,424	—	—
Computer Software	199	199	199	—
Just In Time Office Supplies	6,456	2,915	2,095	5,000
	\$ 7,774	\$ 5,850	\$ 4,372	\$ 9,500



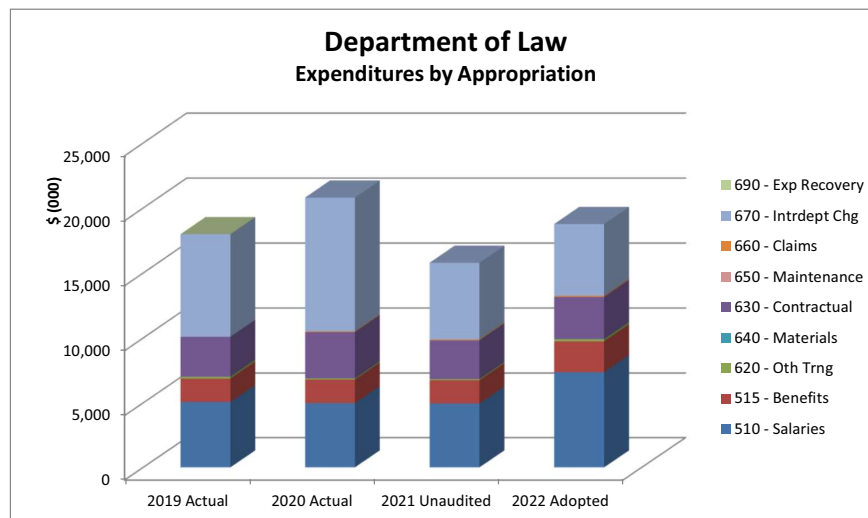
DEPARTMENT OF LAW

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Maintenance				
Computer Software Maintenance	\$ —	\$ 69,922	\$ 82,456	\$ 93,000
	\$ —	\$ 69,922	\$ 82,456	\$ 93,000
Claims, Refunds, Maintenance				
Court Costs	\$ 8,874	\$ 7,903	\$ 9,669	\$ 20,000
Judgments, Damages, & Claims	7,888,692	10,277,516	5,886,101	5,500,000
	\$ 7,897,566	\$ 10,285,418	\$ 5,895,770	\$ 5,520,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 20,283	\$ 24,961	\$ 28,204	\$ 25,313
Charges From Print & Repro	37,315	31,125	37,535	50,318
Charges From Central Storeroom	4,380	2,556	2,540	2,743
Charges From M.V.M.	1,240	168	1,461	995
	\$ 63,218	\$ 58,810	\$ 69,740	\$ 79,369
Expenditure Recovery				
Expenditure Recovery	\$ —	\$ 11,718	\$ —	\$ —
	\$ —	\$ 11,718	\$ —	\$ —
	\$ 18,052,585	\$ 20,875,830	\$ 15,857,543	\$ 18,848,035

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Fines, Forfeitures & Settlements	\$ 22,403	\$ 10,731	\$ 108,413	\$ 500
Miscellaneous	68,981	51,499	289,077	700
	\$ 91,384	\$ 62,230	\$ 397,490	\$ 1,200





DEPARTMENT OF LAW

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
6	6	6	Chief Assistant Director of Law	31,500.00	136,692.31
1	1	1	Chief Assistant Prosecutor	36,750.00	150,470.11
1	1	1	Chief Corporate Counsel	36,750.00	150,470.11
1	1	1	Chief Counsel	36,750.00	150,470.11
1	1	1	Chief Trial Counsel	36,750.00	150,470.11
1	1	1	Deputy Asst Prosecutor	31,200.00	105,625.89
1	1	1	Director of Law	50,795.81	191,316.74
1	1	1	First Assistant Prosecutor	31,500.00	136,692.31
1	1	1	Supervisor of Hardware Evaluation	31,200.00	98,444.95
14	14	14			
<u>ADMINISTRATIVE SUPPORT</u>					
3	3	3	Legal Secretary	31,200.00	58,000.00
1	1	1	Principal Clerk	17.01	27.55
3	3	5	Chief Clerk	31,200.00	55,207.64
7	7	9			
<u>PARA-PROFESSIONALS</u>					
2	2	2	Chief Legal Investigator	31,200.00	74,000.47
1	0	1	Claims Examiner	15.00	27.05
3	3	3	Docket Clerk	31,200.00	42,143.25
6	5	6			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
3	2	4	Assistant Administrator	31,200.00	85,000.00
23	20	29	Assistant Director of Law I (S)	31,200.00	98,909.62
2	2	2	Assistant Director of Law I	31,200.00	89,030.61
1	1	1	Assistant Director of Law II	31,500.00	105,625.89
16	12	16	Assistant Prosecutor	31,200.00	105,625.89
4	3	4	Misdemeanor Investigator	31,200.00	52,489.70
0	0	1	Paralegal	31,200.00	55,000.00
1	1	1	Personnel Administrator	31,200.00	91,088.49
1	1	1	Project Director	31,200.00	88,646.98
52	43	60			



DEPARTMENT OF LAW

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			TECHNICIANS		
1	1	1	Sr Clerk	20.44	27.05
1	1	1			
80	70	90	TOTAL FULL TIME		
80	70	90	TOTAL DIVISION		



FINANCE ADMINISTRATION

Ahmed A. Abonamah, Director

Mission Statement

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

PROGRAM NAME: ADMINISTRATION

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

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

PROGRAM NAME: RISK MANAGEMENT

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

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



FINANCE ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 543,466	\$ 606,599	\$ 578,457	\$ 813,015
Seasonal	61,687	36,482	23,281	—
Part-Time Permanent	114,253	136,084	133,935	—
Longevity	2,400	2,950	3,225	3,225
Vacation Conversion	3,264	—	4,082	—
Separation Payments	—	—	1,112	45,000
	\$ 725,069	\$ 782,115	\$ 744,092	\$ 861,240
Benefits				
Hospitalization	\$ 46,569	\$ 53,799	\$ 57,036	\$ 117,911
Prescription	7,888	11,132	11,813	24,430
Dental	1,946	2,143	2,346	5,718
Vision Care	348	652	621	1,080
Public Employees Retire System	100,657	108,829	108,416	114,722
Fica-Medicare	10,269	11,095	10,519	11,839
Workers' Compensation	7,083	8,880	6,964	7,774
Life Insurance	236	348	322	565
Unemployment Compensation	—	888	—	—
	\$ 174,996	\$ 197,764	\$ 198,037	\$ 284,039
Other Training & Professional Dues				
Travel	\$ 4,013	\$ 2,058	\$ —	\$ 17,000
Tuition & Registration Fees	1,835	1,900	837	2,600
Training	665	—	398	—
Mileage (Priv Auto) Trng Prps	881	134	477	200
Professional Dues & Subscript	6,354	10,473	12,080	6,700
	\$ 13,748	\$ 14,565	\$ 13,792	\$ 26,500
Contractual Services				
Professional Services	\$ 112,038	\$ 50,040	\$ 25,000	\$ 72,000
Mileage (Private Auto)	14	—	—	—
Advertising And Public Notice	—	—	—	2,000
Parking In City Facilities	728	608	660	3,000
Other Contractual	3,396,152	342,500	422,000	450,000
	\$ 3,508,932	\$ 393,148	\$ 447,660	\$ 527,000
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 200
Postage	1,929	614	998	1,200
Computer Software	—	—	—	300
Food	—	—	—	200
Other Supplies	230	—	—	250



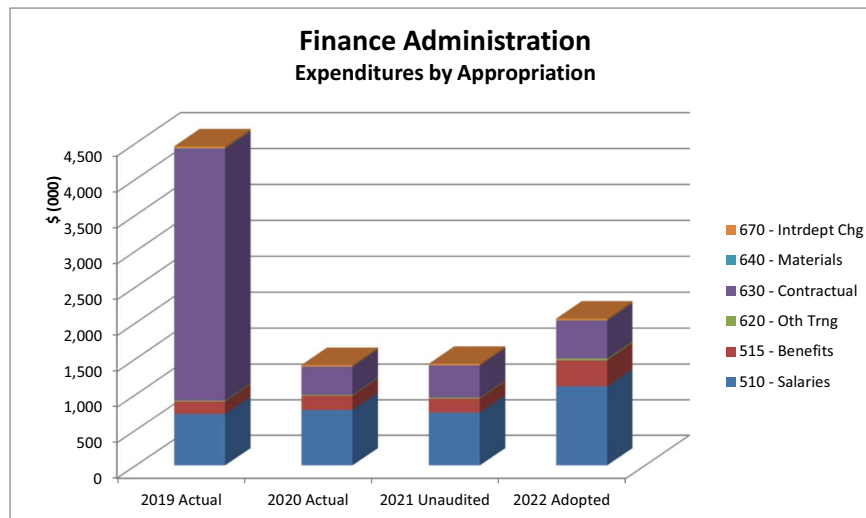
FINANCE ADMINISTRATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Just In Time Office Supplies	2,104	1,145	1,106	2,000
	\$ 4,263	\$ 1,758	\$ 2,104	\$ 4,150
Interdepart Service Charges				
Charges From Telephone Exch	\$ 8,695	\$ 14,857	\$ 14,335	\$ 12,866
Charges From Print & Repro	18,040	7,481	9,093	12,189
Charges From Central Storeroom	297	163	195	211
Charges From M.V.M.	1,404	320	208	670
	\$ 28,436	\$ 22,821	\$ 23,831	\$ 25,936
	\$ 4,455,444	\$ 1,412,172	\$ 1,429,516	\$ 1,728,865

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 8,263	\$ 8,919	\$ 35,534	\$ —
	\$ 8,263	\$ 8,919	\$ 35,534	\$ —





FINANCE ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Director of Finance	50,795.81	191,316.74
1	0	1	Secretary to Director of Finance	36,590.00	154,089.52
2	0	0	Special Assistant to the Mayor	31,200.00	125,470.58
4	1	2			
<u>PROFESSIONALS</u>					
2	2	3	Administrative Manager	31,200.00	145,000.00
2	1	2	Assistant Administrator	31,200.00	85,000.00
2	0	2	Project Coordinator	31,200.00	99,702.63
1	1	1	Risk Manager	31,200.00	112,047.21
1	1	0	Safety Programs Officer 2	31,200.00	56,308.32
8	5	8			
12	6	10	TOTAL FULL TIME		
<u>PART TIME</u>					
1	1	0	Special Assistant to the Mayor	31,200.00	125,470.58
4	2	0	Student Aide	11.60	13.00
5	3	0	TOTAL PART TIME		
17	9	10	TOTAL DIVISION		



DIVISION OF ACCOUNTS

Lonya Moss-Walker, Commissioner

Mission Statement

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

The Division of Accounts maintains the City's financial accounting records and facilitates the timely payment of the City's liabilities. Also, the Division serves as the collection point for all payroll data and monitors the processing of the City's payrolls and related reports. The Division records cash receipts, performs reviews of cash disbursements, processes encumbrances, and maintains the City's document storage.

PROGRAM NAME:ACCOUNTS PAYABLE

OBJECTIVES: To pay the City's vendors in a timely and accurate manner.

ACTIVITIES: To verify the accuracy of payment documentation received and to process payments to the City's vendors.

PROGRAM NAME:GENERAL ACCOUNTING

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

ACTIVITIES: To process the encumbrances of contracts and verify the pre-encumbrances of legislation.

PROGRAM NAME:PAYROLL

OBJECTIVES: To provide accurate and timely payroll data and reports on a bi-weekly basis.

ACTIVITIES: Collect and disburse data and reports.

PROGRAM NAME:RECORD MANAGEMENT

OBJECTIVES: To maintain the integrity of the Division's document files.

ACTIVITIES: To file and retrieve the various documents within the responsibility of the Division.



DIVISION OF ACCOUNTS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 928,662	\$ 975,258	\$ 974,562	\$ 1,231,075
Part-Time Permanent	26,449	30,530	31,490	32,002
Longevity	7,700	8,475	8,300	8,675
Vacation Conversion	5,178	—	14,417	—
	\$ 967,989	\$ 1,014,263	\$ 1,028,768	\$ 1,271,752
Benefits				
Hospitalization	\$ 134,899	\$ 144,306	\$ 131,036	\$ 212,289
Prescription	22,966	29,875	27,233	43,906
Dental	6,145	6,983	6,275	10,626
Vision Care	1,001	1,364	1,341	2,012
Public Employees Retire System	134,794	142,314	146,440	178,835
Fica-Medicare	13,555	14,170	14,397	18,394
Workers' Compensation	9,570	8,299	9,008	10,183
Life Insurance	540	707	677	1,101
	\$ 323,469	\$ 348,017	\$ 336,407	\$ 477,346
Other Training & Professional Dues				
Travel	\$ 5,790	\$ 2,324	\$ —	\$ 3,000
Tuition & Registration Fees	2,250	1,175	112	2,000
Professional Dues & Subscript	1,351	1,252	1,348	2,250
	\$ 9,391	\$ 4,751	\$ 1,460	\$ 7,250
Contractual Services				
Professional Services	\$ 173,498	\$ —	\$ —	\$ 340,000
Insurance And Official Bonds	—	—	327	—
Other Contractual	631,004	550,013	722,118	468,000
	\$ 804,502	\$ 550,013	\$ 722,445	\$ 808,000
Materials & Supplies				
Office Supplies	\$ 1,702	\$ —	\$ 1,756	\$ —
Postage	635	637	725	1,000
Computer Software	167	170	76	500
Just In Time Office Supplies	3,266	1,810	2,438	1,500
	\$ 5,771	\$ 2,618	\$ 4,995	\$ 3,000
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 1,400
	\$ —	\$ —	\$ —	\$ 1,400



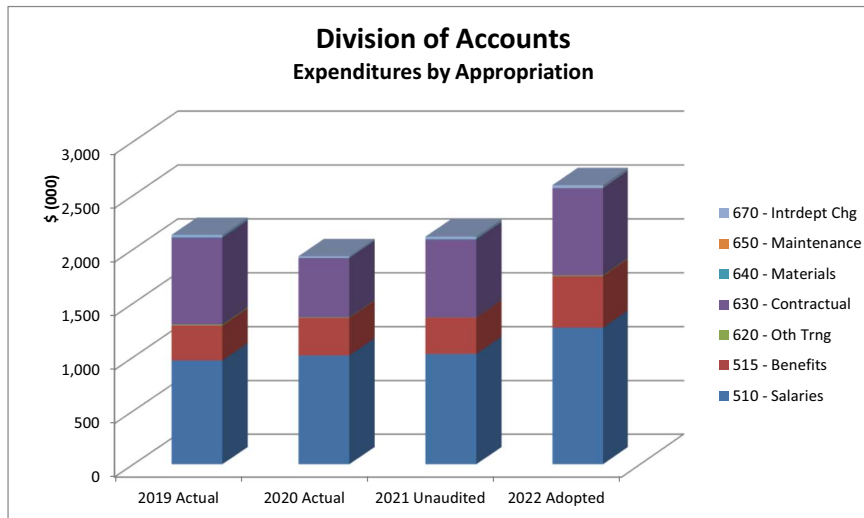
DIVISION OF ACCOUNTS

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 2,187	\$ 2,547	\$ 3,962	\$ 3,556
Charges From Print & Repro	8,987	5,678	6,660	8,928
Charges From Central Storeroom	10,558	7,082	12,019	12,980
	\$ 21,732	\$ 15,307	\$ 22,642	\$ 25,464
	\$ 2,132,854	\$ 1,934,968	\$ 2,116,716	\$ 2,594,212

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ (510)	\$ —	\$ —	\$ —
Miscellaneous	12,324	8,299	53,609	—
	\$ 11,814	\$ 8,299	\$ 53,609	\$ —





DIVISION OF ACCOUNTS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	December 2021		Budget 2022	Minimum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Accounts	40,314.82	145,820.32
1	1	1	Deputy Commissioner of Accounts	31,200.00	97,598.31
2	2	2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
2	0	2	Chief Clerk	31,200.00	55,207.64
5	4	5	Principal Clerk	17.01	27.55
1	0	1	Receptionist	15.61	16.82
9	5	9			
<u>PROFESSIONALS</u>					
1	1	1	Accountant IV	31,200.00	65,610.28
2	2	2	Administrative Officer	31,200.00	59,620.36
1	1	1	Central Payroll Supervisor	31,200.00	92,276.53
1	1	1	Chief Systems Analyst	31,200.00	108,011.58
2	1	2	Contract Compliance Officer	31,200.00	78,184.48
1	1	1	Deputy Central Payroll Supervisor	31,200.00	69,668.31
2	2	2	Personnel Administrator	31,200.00	91,088.49
10	9	10			
21	16	21	TOTAL FULL TIME		
<u>PART TIME</u>					
1	1	1	Auditor	31,200.00	65,000.00
22	17	22	TOTAL DIVISION		



DIVISION OF ASSESSMENTS AND LICENSES

Dedrick C. Stephens, CFE, NCI, Commissioner

Mission Statement

We strive to provide value-added regulatory, financial and administrative shared services that enhance the quality of life in the City of Cleveland. For the benefit of our constituents, we will effectively regulate various professions and industries, efficiently bill for services and fairly collect revenues with the highest degree of integrity and ethics.

The Division of Assessments and Licenses supports the health and safety of our citizens and promotes fair business practices throughout the City of Cleveland. The Division administers and collects various excise and gross receipt taxes to fund City operations; regulate and enforce licensing and permitting laws to protect the public; and manages a city-wide billing and collection service in order to recoup monies expended on various services. Consumers and businesses are uniformly protected by national standards enforced by the Division's Bureau of Weights and Measures. The Division's assessment activities support business improvement districts and recoup funds expended on public improvements. The Division also manages a centralized shared service center that provides accounting, billing, accounts receivable management, and processing services for other City departments.

PROGRAM NAME: LICENSES AND PERMITS

OBJECTIVES: Ensure that the statutes of the Codified Ordinances of the City are met for the issuance of licenses and permits that protect the public. Assist, educate, and protect the public through the implementation and enforcement of City laws mandating regulation and licensing of businesses, occupations and other specific activities.

ACTIVITIES: **Permitting** - Process and issue over 140 different types of licenses and permits (approximately 16,000 per year). Collect, deposit and accurately account for licenses, permits, invoices, registrations and fees. Provide information and service to business owners on licensure requirements to legally operate.

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

ACTIVITIES: **Business Regulation** - A team of special police officers enforce Divisional licensing requirements fairly and consistently in order to promote compliance with the laws and maintain confidence in the integrity of the City's business regulatory environment. Research and/or canvass City to ensure businesses are properly licensed and observe statutes stipulated in the Ordinance.

PROGRAM NAME: TAX ADMINISTRATION

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



DIVISION OF ASSESSMENTS AND LICENSES

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

PROGRAM NAME:ASSESSMENTS

OBJECTIVES: Allocate cost connected to a public improvement to benefitting parties pursuant to State and local laws. Timely and accurately certify all assessments to the County. Prepare, support and administer special assessments, business improvement districts (BIDs) and energy districts.

ACTIVITIES: **Business Improvement Districts** -- Assist in the establishment of BIDs that contribute to economic development and quality of life activities throughout the City. Work cooperatively with community development corporation leaders to establish, renew, support and provide funding to BIDs. Neighborhoods with BIDs include Downtown, Gordon Square, Ohio City, Kamm's Corner and Superior Arts.

ACTIVITIES: Allocate cost pursuant to State statutes, invoice and account for payments of various assessments - sidewalks, vaults, trees, etc. Other activities include appropriation of property, vacate streets and service of legal notices pursuant to applicable laws.

PROGRAM NAME:EMS BILLING & REIMBURSEMENT

OBJECTIVES: Efficiently and effectively bill and collect the cost of ambulance transportation services provided by Emergency Medical Services (EMS) and Hopkins Fire and Rescue (Port Control) to achieve optimal cost recovery in accordance with Federal and State statutes. Provide superior customer service and maintaining best practices in our billing and collection processes.

ACTIVITIES: **Coding & Billing** - Transformation of healthcare diagnosis, procedures and medical services into universal medical alphanumeric codes for the City's 911 emergency ambulance transportation service. Specific activities include patient demographic verification; insurance eligibility verification; medical necessity review and medical coding.

ACTIVITIES: **Reimbursement** - Process and follow up on claims sent to health insurance companies and governmental payers for reimbursement of services rendered. Submit claims electronically; manage accounts receivable; collection of aging accounts and manage collection agency relationship. Other activities include navigating through various payer appeal processes and proper crediting of payments to financial records. Over 75,000 invoices billed annually.

ACTIVITIES: **Compliance** - Develop, implement, and monitor a healthcare compliance program based on governmental regulatory guidelines - including internal compliance reviews, audits, risk assessments, and staff education and training. Ensure business processes and systems adhere to Federal and State statutes including the Health Insurance Portability and Accountability Act, False Claims Acts and others.



DIVISION OF ASSESSMENTS AND LICENSES

ACTIVITIES: **Prisoner Health Claims Management-** Reduce and control the cost of prisoner healthcare by post-claim eligibility verification; claim management and pricing verification; as well as healthcare services vendor payment management.

PROGRAM NAME:CITY SERVICES BILLING & COLLECTIONS CENTER

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

ACTIVITIES: Manage the billing and collection programs for numerous city-wide services. Work cooperatively with servicing departments to invoice and collect revenues for the following: board-up, demolition, vacant property cleanup, emergency street permits, commercial waste collections, criminal nuisance abatement, police and fire false alarms. Manage the registration process for false alarms.

ACTIVITIES: Specific activities performed by this centralized billing service include pre-bill verification; data entry of all billing source documents; generating and distributing invoices; managing accounts receivables and annual certification to County Auditor; and collection of delinquent accounts. Over 25,000 invoices billed annually.

ACTIVITIES: Administer the residential waste collection exemptions program. Review and approve financial transactions.

PROGRAM NAME:BUREAU OF WEIGHTS AND MEASURES

OBJECTIVES: Achieve equity in the marketplace through the uniform enforcement of local, State and national weights and measures laws. Protect consumers and businesses from unfair and deceptive practices which create a level playing field for all.

ACTIVITIES: Inspect and seal all weighing and measuring devices. These devices include commercial scales, scanners, timing devices, taximeters, and gasoline pumps. Investigate consumer complaints concerning the accuracy of weighing and measuring devices. Check the net content of pre-packaged meats, produce and other commodities. Issue violations, condemn equipment, and ensure that all violations are corrected.



DIVISION OF ASSESSMENTS AND LICENSES***PROGRAM NAME: FISCAL AND ADMINISTRATION***

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

ACTIVITIES: Plan, organize, budget and allocate resources to efficiently provide administrative support for Divisional activities. Manage payment plans, cash application and provide project management support for divisional initiatives. Execute, plan, monitor and control the performance of programs and budgets. Accurate and timely reporting of financial and performance results.

ACTIVITIES: Plan, design, install, modify, test and support three (3) management information systems and a module of an enterprise resource planning platform to meet various business requirements.



DIVISION OF ASSESSMENTS AND LICENSES

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,943,400	\$ 2,226,721	\$ 2,179,611	\$ 2,642,997
Longevity	7,800	8,050	7,550	9,275
Wage Settlements	—	5,760	—	—
Vacation Conversion	6,522	—	4,633	—
Separation Payments	5,710	12,090	9,084	7,000
Overtime	148,100	29,797	81,749	90,000
	\$ 2,111,533	\$ 2,282,418	\$ 2,282,627	\$ 2,749,272
Benefits				
Hospitalization	\$ 444,268	\$ 506,427	\$ 453,831	\$ 629,730
Prescription	74,039	100,494	91,487	126,786
Dental	18,910	25,141	22,058	31,536
Vision Care	2,221	3,608	3,430	4,948
Public Employees Retire System	288,487	323,693	322,065	372,625
Police & Firemens Disab & Pens	233	—	—	—
Fica-Medicare	29,344	31,664	31,765	38,463
Workers' Compensation	20,398	17,928	20,046	22,869
Life Insurance	1,281	1,923	1,798	2,733
Unemployment Compensation	—	6,133	—	—
	\$ 879,182	\$ 1,017,010	\$ 946,481	\$ 1,229,690
Other Training & Professional Dues				
Travel	\$ 7,077	\$ 406	\$ 1,790	\$ 7,500
Tuition & Registration Fees	6,770	2,470	2,631	8,200
Training	—	—	—	5,600
Professional Dues & Subscript	1,783	3,025	5,550	3,500
	\$ 15,630	\$ 5,901	\$ 9,971	\$ 24,800
Utilities				
Electricity - Other	\$ —	\$ —	\$ 5,400	\$ 4,200
	\$ —	\$ —	\$ 5,400	\$ 4,200
Contractual Services				
Professional Services	\$ 358,627	\$ 671,952	\$ 193,294	\$ 617,067
Court Reporter	24	—	57	2,000
Mileage (Private Auto)	—	—	—	775
Expense Account Reimbursement	—	55	—	300
Advertising And Public Notice	79,097	63,204	19,603	51,200
Insurance And Official Bonds	—	—	250	250
Property Rental	—	—	251,433	140,000
Credit Card Processing Fees	141,171	66,384	156,477	150,000
	\$ 578,919	\$ 801,595	\$ 621,115	\$ 961,592



DIVISION OF ASSESSMENTS AND LICENSES

Expenditures (Continued)

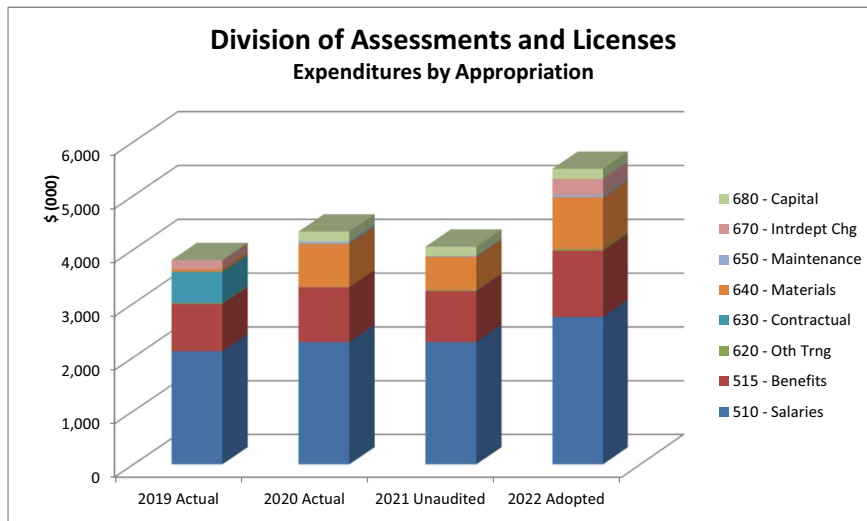
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Postage	\$ 389	\$ 386	\$ 1,844	\$ 500
Computer Supplies	—	2,350	1,395	—
Computer Hardware	29,616	3,358	—	1,500
Computer Software	1,365	3,300	—	3,950
Small Equipment	8,928	14,468	3,574	8,150
Other Supplies	329	250	646	5,000
Safety Equipment	7,327	5,989	5,989	7,390
Just In Time Office Supplies	4,278	12,261	4,315	12,250
	\$ 52,232	\$ 42,361	\$ 17,762	\$ 38,740
Maintenance				
Maintenance Contracts	\$ —	\$ —	\$ —	\$ 2,000
Computer Software Maintenance	—	—	—	301,500
	\$ —	\$ —	\$ —	\$ 303,500
Interdepart Service Charges				
Charges From Telephone Exch	\$ 26,433	\$ 40,242	\$ 51,882	\$ 46,565
Charges From Print & Repro	47,545	56,409	53,838	72,173
Charges From Central Storeroom	57,797	65,768	38,638	41,727
Charges From M.V.M.	35,233	22,711	26,652	28,056
	\$ 167,007	\$ 185,130	\$ 171,010	\$ 188,521
	\$ 3,804,503	\$ 4,334,416	\$ 4,054,366	\$ 5,500,315

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 163,213	\$ 31,348	\$ 134,237	\$ 155,000
Fines, Forfeitures & Settlements	25	—	—	—
Licenses & Permits	334,441	214,728	267,068	227,885
Miscellaneous	33,418	(82,361)	139,872	—
Other Tax	44,817,446	17,938,692	28,725,928	28,787,500
	\$ 45,348,542	\$ 18,102,407	\$ 29,267,105	\$ 29,170,385



DIVISION OF ASSESSMENTS AND LICENSES





DIVISION OF ASSESSMENTS AND LICENSES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Assistant Commissioner of Assessments and Licenses	31,200.00	93,401.98
1	1	1	Commissioner of Assessments and Licenses	40,314.82	134,602.24
2	2	2			
<u>ADMINISTRATIVE SUPPORT</u>					
0	0	1	Account Clerk II	15.00	20.51
1	1	1	Billing Clerk	15.61	18.90
3	3	3	Chief Clerk	31,200.00	55,207.64
3	1	2	Senior Cashier	15.61	23.43
7	5	7			
<u>PROFESSIONALS</u>					
2	2	2	Administrative Manager	31,200.00	145,000.00
1	1	1	Administrative Officer	31,200.00	59,620.36
2	2	2	Auditor II	31,200.00	68,000.00
2	2	2	Assessments Analyst	31,200.00	56,638.27
6	6	7	Assistant Administrator	31,200.00	85,000.00
1	1	1	Assistant Director of Law I	31,200.00	98,909.62
1	1	1	Business Process Analyst	55,000.00	108,044.90
1	1	1	Chief Auditor	31,200.00	93,401.98
1	1	1	Customer Support Center Manager	65,000.00	105,625.89
2	2	2	Medical Billing Reimbursement Specialist	33.29	33.96
8	6	8	Medical Coder & Billing Analyst	18.73	24.37
2	2	2	Miscellaneous Investigator	19.93	23.46
1	0	0	Misdemeanor Investigator	31,200.00	52,489.70
1	1	1	Personnel Analyst I	31,200.00	52,182.05
0	1	1	Principal Cashier	15.00	17.57
2	2	2	Project Coordinator	31,200.00	99,702.63
2	1	2	Revenue Analyst	31,200.00	64,480.00
1	1	1	Senior Clerk	20.44	27.05
36	33	37			



DIVISION OF ASSESSMENTS AND LICENSES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
TECHNICIANS					
4	4	4	Inspector of Weights & Measures	15.61	21.43
1	1	1	Supervisor of Weights & Measures	31,200.00	70,264.38
5	5	5			
50	45	51	TOTAL FULL TIME		
50	45	51	TOTAL DIVISION		



DIVISION OF TREASURY

James Hartley, Treasurer

Mission Statement

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

The City Treasurer is the custodian of all public money of the City. Treasury is the central office through which all banking, treasury management and related auxiliary services are provided to City departments and divisions. Treasury receives and disburses all public money of the City on warrants issued by the Commissioner of Accounts in accordance with the City Charter and Codified Ordinances. Funds are held in approved depositories protected by pledge collateral or invested in accordance with the City's Cash Management and Investment Policy. Treasury is the paymaster for all City employees and as such coordinates the distribution of payroll checks and manages employee direct deposit.

PROGRAM NAME:CASH COLLECTION AND DEPOSITORY SERVICES

OBJECTIVES: To safeguard the City's cash resources from the time of collection to deposit.

ACTIVITIES: Receive and prepare funds for deposit; open and monitor bank accounts; provide City departments and divisions with access to banking and other depository services.

PROGRAM NAME:CASH MANAGEMENT

OBJECTIVES: To provide cash management services consistent with approved policies/procedures and prudent business practices.

ACTIVITIES: Determine cash requirements and maintain appropriate cash flow; process wire and ACH transfers; administer citywide petty cash and requests for special change funds.

PROGRAM NAME:DISBURSEMENTS

OBJECTIVES: To maintain secure control over disbursement functions and provide for the prompt distribution of warrants to payees.

ACTIVITIES: Print and distribute warrants for vendor payments, employee reimbursements, jury vouchers and CCA refunds.

PROGRAM NAME:INVESTMENTS

OBJECTIVES: To maximize investment returns and maintain a portfolio that provides safety of principal and sufficient liquidity to meet the operating needs of the City.

ACTIVITIES: Initiate and record investment transactions; analyze investment activities; and prepare/maintain the investment portfolio, records and reports.



DIVISION OF TREASURY

PROGRAM NAME:PAYROLL SERVICES

OBJECTIVES: To safeguard employee payroll and direct deposit information and provide for secure and efficient distribution of employee payroll checks and vouchers.

ACTIVITIES: Setup and maintain direct deposit of employee payroll; sort and distribute payroll checks, stubs and express vouchers; manage the reissue of lost checks and direct deposit rejects; and coordinate the distribution of approved payroll inserts.



DIVISION OF TREASURY

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 465,462	\$ 471,210	\$ 480,718	\$ 479,254
Longevity	4,225	3,600	3,600	3,725
Vacation Conversion	2,543	—	9,405	—
Separation Payments	6,024	—	—	12,653
	\$ 478,253	\$ 474,810	\$ 493,723	\$ 495,632
Benefits				
Hospitalization	\$ 75,489	\$ 72,338	\$ 72,338	\$ 75,898
Prescription	12,593	14,928	14,928	15,398
Dental	3,607	3,899	3,802	3,978
Vision Care	401	553	578	640
Public Employees Retire System	66,338	66,225	70,301	68,140
Fica-Medicare	6,724	6,679	6,952	7,187
Workers' Compensation	4,776	4,113	4,320	4,862
Life Insurance	216	265	266	330
	\$ 170,145	\$ 169,001	\$ 173,485	\$ 176,433
Other Training & Professional Dues				
Travel	\$ 230	\$ 150	\$ —	\$ —
Tuition & Registration Fees	200	250	235	1,500
Mileage (Priv Auto) Trng Prps	146	63	62	500
Professional Dues & Subscript	1,044	510	411	1,000
	\$ 1,620	\$ 973	\$ 708	\$ 3,000
Contractual Services				
Parking In City Facilities	\$ —	\$ —	\$ —	\$ 350
Insurance And Official Bonds	11,060	—	—	13,000
Other Contractual	40,973	40,491	45,891	58,800
	\$ 52,033	\$ 40,491	\$ 45,891	\$ 72,150
Materials & Supplies				
Office Supplies	\$ 716	\$ —	\$ 716	\$ 1,000
Postage	—	—	—	200
Office Furniture & Equipment	3,549	216	393	7,000
Other Supplies	3,523	3,060	3,602	4,000
Just In Time Office Supplies	413	113	681	1,000
	\$ 8,201	\$ 3,389	\$ 5,392	\$ 13,200
Maintenance				
Maintenance Office Equipment	\$ 1,495	\$ 1,495	\$ 1,495	\$ 4,700
Maintenance Contracts	1,030	1,355	1,383	1,500
	\$ 2,525	\$ 2,850	\$ 2,878	\$ 6,200



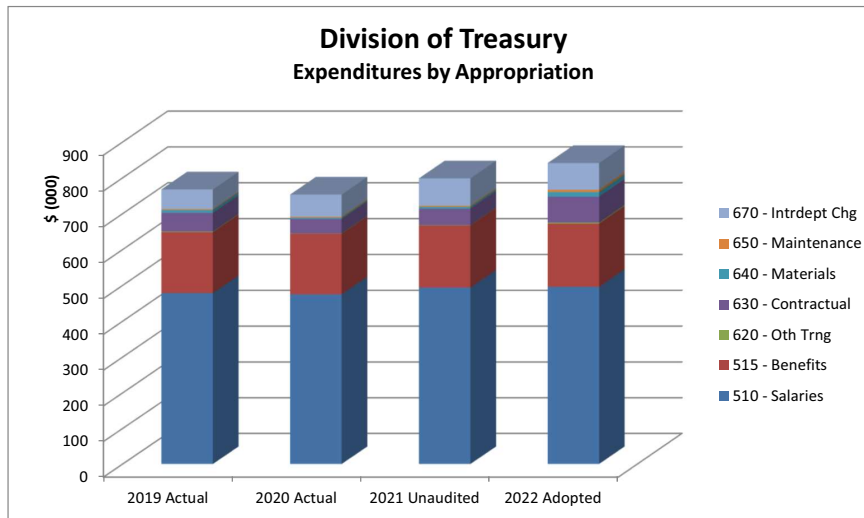
DIVISION OF TREASURY

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 23,718	\$ 35,891	\$ 49,002	\$ 43,980
Charges From Print & Repro	3,224	2,589	4,194	5,622
Charges From Central Storeroom	27,873	23,336	23,098	24,945
	\$ 54,815	\$ 61,815	\$ 76,294	\$ 74,547
	\$ 767,593	\$ 753,330	\$ 798,371	\$ 841,162

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 6,726	\$ 4,113	\$ 33,780	\$ —
Interest Earnings/Investment Income	5,468,173	1,709,440	284,351	2,000,000
	\$ 5,474,900	\$ 1,713,553	\$ 318,130	\$ 2,000,000





DIVISION OF TREASURY

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	City Treasurer	42,758.15	140,514.00
1	1	1	Deputy City Treasurer	31,200.00	94,755.63
<u>2</u>	<u>2</u>	<u>2</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Principal Cashier	15.00	17.57
<u>1</u>	<u>1</u>	<u>1</u>			
<u>PROFESSIONALS</u>					
1	1	1	Fiscal Manager	31,200.00	98,137.58
1	1	1	Investment Manager	31,200.00	93,401.98
1	1	1	Senior Personnel Assistant	31,200.00	55,388.98
<u>3</u>	<u>3</u>	<u>3</u>			
<u>6</u>	<u>6</u>	<u>6</u>	TOTAL FULL TIME		
<u>6</u>	<u>6</u>	<u>6</u>	TOTAL DIVISION		



DIVISION OF PURCHASES AND SUPPLIES

Tiffany Johnson, CPPB, Commissioner

Mission Statement

To purchase in a timely manner all goods and services for the City, of the correct quality and at the lowest possible cost, in support of the mission of the City of Cleveland and in compliance with all Codified Ordinances.

The Division of Purchases and Supplies is the central office through which all competitively bid purchases for the City are processed, under such regulations as are provided by ordinance and by the direction of the Board of Control. The Division also disposes of all property, real and personal, that has been deemed unsuitable for use, not needed by the City, or may have been condemned as useless. The procurement of goods and services and disposals are processed through the submission of requisitions and/or competitive bidding as required by ordinance authorization.

PROGRAM NAME: PURCHASES AND SUPPLIES

OBJECTIVES: To procure quality commodities and services at the lowest possible cost and in a timely manner through effective and efficient competitive bidding. To meet or exceed CSB/RSB/MBE/FBE goals. To provide a level playing field where all vendors can compete fairly for city business. To maximize return on the disposal of assets.

ACTIVITIES: Administers competitive bidding processes for both formal and non-formal bids, develops, implements, and maintains citywide requirements contracts; performs out-reach to the local vendor community; evaluates and reviews recommendations for contract award; prepares and processes contract recommendations for Board of Control approval; executes competitively bid contracts, processes petty cash vouchers; and disposes of surplus property, real and personal.



DIVISION OF PURCHASES AND SUPPLIES

Expenditures

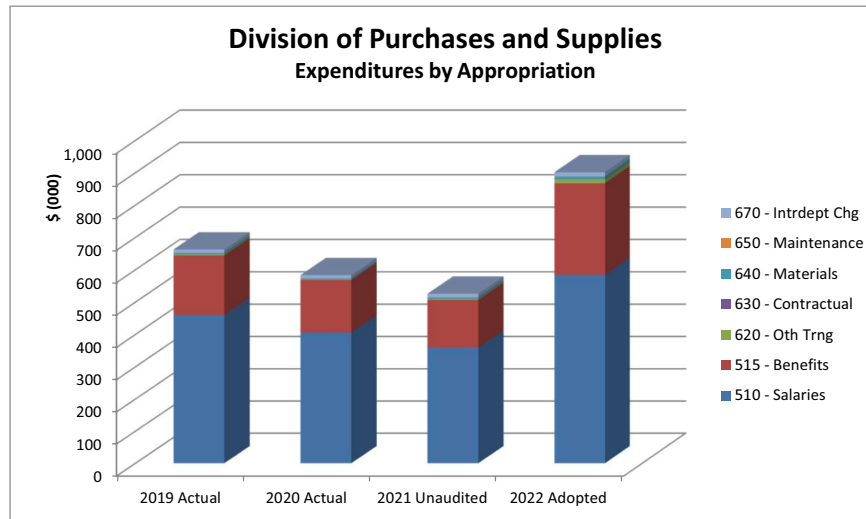
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 454,607	\$ 403,192	\$ 333,593	\$ 581,879
Longevity	3,150	2,800	3,225	2,075
Vacation Conversion	1,811	—	6,156	—
Separation Payments	—	—	16,447	—
	\$ 459,568	\$ 405,992	\$ 359,421	\$ 583,954
Benefits				
Hospitalization	\$ 88,265	\$ 74,829	\$ 69,783	\$ 148,081
Prescription	15,410	16,419	15,225	31,714
Dental	4,344	4,229	3,856	8,430
Vision Care	491	555	452	1,072
Public Employees Retire System	64,504	57,320	49,405	81,623
Fica-Medicare	5,860	5,038	4,768	8,437
Workers' Compensation	5,614	3,898	3,273	3,546
Life Insurance	295	313	248	558
Unemployment Compensation	—	—	173	—
	\$ 184,783	\$ 162,601	\$ 147,183	\$ 283,461
Other Training & Professional Dues				
Travel	\$ 28	\$ —	\$ —	\$ —
Tuition & Registration Fees	1,215	—	1,162	8,000
Professional Dues & Subscript	2,452	1,800	2,419	4,185
	\$ 3,695	\$ 1,800	\$ 3,581	\$ 12,185
Contractual Services				
Mileage (Private Auto)	\$ —	\$ —	\$ —	\$ 350
	\$ —	\$ —	\$ —	\$ 350
Materials & Supplies				
Office Supplies	\$ 491	\$ 119	\$ 204	\$ 3,000
Postage	210	191	222	200
Just In Time Office Supplies	3,395	2,724	4,104	5,000
	\$ 4,096	\$ 3,034	\$ 4,530	\$ 8,200
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 400
	\$ —	\$ —	\$ —	\$ 400
Interdepart Service Charges				
Charges From Telephone Exch	\$ 3,420	\$ 3,687	\$ 3,761	\$ 3,376
Charges From Print & Repro	6,106	5,623	6,298	8,444
Charges From Central Storeroom	1,145	666	1,110	1,199
	\$ 10,671	\$ 9,977	\$ 11,170	\$ 13,019
	\$ 662,813	\$ 583,404	\$ 525,885	\$ 901,569



DIVISION OF PURCHASES AND SUPPLIES

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 31,142	\$ 7,278	\$ 26,273	\$ —
	\$ 31,142	\$ 7,278	\$ 26,273	\$ —





DIVISION OF PURCHASES AND SUPPLIES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Purchases & Supplies	42,758.15	140,514.00
1	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
0	0	1	Assistant Administrator	31,200.00	85,000.00
1	0	0	Buyers Assistant	31,200.00	49,211.00
1	1	1	Principal Clerk	17.01	27.55
2	1	2			
<u>PROFESSIONALS</u>					
3	1	3	Buyer	31,200.00	56,105.93
0	0	1	Deputy Comm Of Purch & Supplies	31,200.00	83,008.39
1	1	1	Financial Systems Coordinator	31,200.00	74,000.47
0	2	2	Project Director	31,200.00	88,646.98
1	0	0	Project Manager II	31,200.00	86,455.17
1	0	0	Purch Supv Div of Purch & Supp	31,200.00	77,285.64
6	4	7			
9	6	10	TOTAL FULL TIME		
9	6	10	TOTAL DIVISION		



BUREAU OF INTERNAL AUDIT

Natasha Brandt, CPA, JD, Manager Of Internal Audit

Mission Statement

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

The Division of Internal Audit acts as an independent Division within the Department of Finance to provide objective assurance and consulting activity designed to add value and improve the City's operations. The Division assists City divisions in the achievement of financial and operational goals by planning and conducting financial and administrative audits and providing continuous monitoring reviews on selected City programs.

PROGRAM NAME: FINANCIAL & OPERATIONAL AUDITING

OBJECTIVES: To improve management's internal, financial, and administrative controls.

ACTIVITIES: Investigate actual and potential lapses of control and incidents of risk and assist State-required external auditor during the annual citywide audit.



BUREAU OF INTERNAL AUDIT

Expenditures

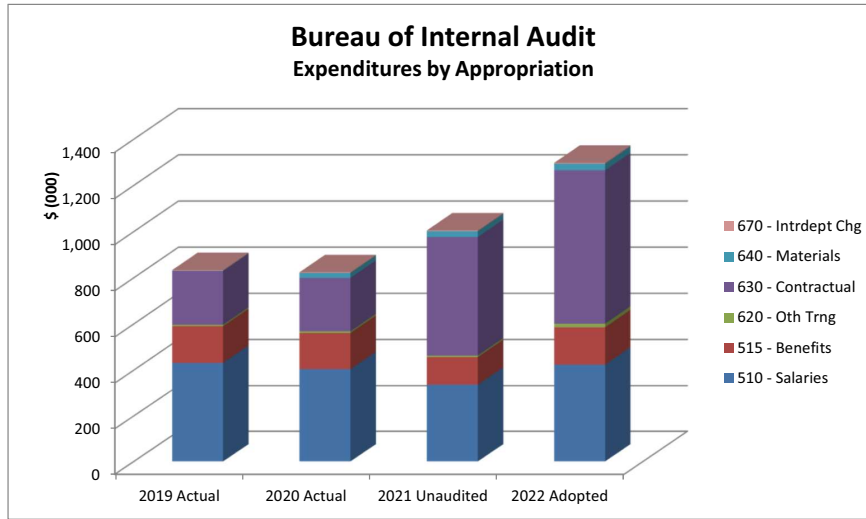
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 412,913	\$ 394,240	\$ 331,920	\$ 422,514
Seasonal	2,073	—	—	—
Part-Time Permanent	10,073	452	3,555	—
Longevity	600	600	775	775
Separation Payments	4,995	8,434	—	—
	\$ 430,654	\$ 403,726	\$ 336,251	\$ 423,289
Benefits				
Hospitalization	\$ 73,862	\$ 72,064	\$ 49,500	\$ 73,350
Prescription	12,434	14,452	11,299	15,393
Dental	3,162	3,592	2,370	3,672
Vision Care	310	471	356	540
Public Employees Retire System	59,268	56,863	48,233	59,367
Fica-Medicare	5,906	5,598	4,689	6,135
Workers' Compensation	4,238	3,683	3,095	3,376
Life Insurance	208	270	192	280
	\$ 159,387	\$ 156,992	\$ 119,734	\$ 162,113
Other Training & Professional Dues				
Travel	\$ 1,236	\$ 483	\$ —	\$ 3,000
Tuition & Registration Fees	2,603	4,337	1,956	6,000
Mileage (Priv Auto) Trng Prps	364	167	—	900
Professional Dues & Subscript	1,892	1,971	4,916	5,200
	\$ 6,095	\$ 6,959	\$ 6,872	\$ 15,100
Contractual Services				
Professional Services	\$ —	\$ —	\$ 150,000	\$ 175,000
Mileage (Private Auto)	463	—	277	—
Parking In City Facilities	43	—	97	1,500
State Auditor Examination	232,574	231,767	363,134	488,000
	\$ 233,080	\$ 231,767	\$ 513,508	\$ 664,500
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 800
Computer Software	280	21,170	23,133	26,000
Just In Time Office Supplies	743	181	1,980	2,000
	\$ 1,023	\$ 21,351	\$ 25,113	\$ 28,800
Interdepart Service Charges				
Charges From Telephone Exch	\$ 1,498	\$ 1,607	\$ 1,701	\$ 1,526
Charges From Print & Repro	1,122	1,149	1,734	2,324
Charges From Central Storeroom	56	24	9	10
	\$ 2,676	\$ 2,780	\$ 3,444	\$ 3,860
	\$ 832,915	\$ 823,574	\$ 1,004,921	\$ 1,297,662



BUREAU OF INTERNAL AUDIT

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 175,435	\$ 6,627	\$ 26,595	\$ —
	\$ 175,435	\$ 6,627	\$ 26,595	\$ —



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Manager of Internal Audit	40,314.82	134,602.24
1	1	1			
PROFESSIONALS					
1	1	1	Accountant II	17.27	25.73
2	1	2	Auditor	31,200.00	65,000.00
1	1	1	Deputy Auditor	49,500.00	93,160.80
1	1	1	Senior Internal Auditor	31,200.00	74,000.47
5	4	5			
6	5	6	TOTAL FULL TIME		
6	5	6	TOTAL DIVISION		



DIVISION OF FINANCIAL REPORTING AND CONTROL

James E. Gentile, CPA, City Controller

Mission Statement

To maintain controls over the City's accounting system and the integrity of the information submitted to that system as well as to prepare and issue financial statements for the City on an annual basis.

The Division of Financial Reporting and Control is the centralized accounting function for the City of Cleveland. The Division's primary responsibilities are:

- Performing reconciliation of cash and investments.
- Maintaining control over the City's accounting system and the integrity of the information submitted to it.
- Preparing and issuing numerous required financial reports including the Comprehensive Annual Financial Report.
- Performing certain accounting tasks that are not applicable to any outside division or department.
- Issuing best practice accounting policies and procedures throughout the City.

PROGRAM NAME:CASH RECONCILIATION

OBJECTIVES: To reconcile cash and investments on a monthly basis to the General Ledger.

ACTIVITIES: Develop procedures for reconciling and making corrections to general ledger cash and investments for all funds on a monthly basis. Account for the daily reimbursement of commingled cash from segregated funds. Reconcile the balances recorded in the general ledger to the portfolio prepared by the Treasurer. Perform reconciliation's on Municipal Court bank account activity. Assist in implementation of City's cash and investment policy. Monitor the timeliness of draw down activity. Prepare and review the year-end work papers needed for financial reporting purposes. Compile and ensure accuracy of all outstanding warrants. Calculate and distribute commingled interest.

PROGRAM NAME:GENERAL ACCOUNTING

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's general fund, debt service funds, and trust and agency funds.

ACTIVITIES: Review financial data for the general fund. Periodically review system generated reports to help ensure data accuracy. Train user department's personnel on accounting issues as needed. Prepare and review the year-end work papers needed for financial reporting purposes. Assist in the closing activities and the preparation of the annual financial report. Monitor and ensure proper recording of City debt activity. Prepare certain journal entries that are not directly attributable to a specific department or division. Monitor and reconcile agency fund activity including allocating expenditures to the appropriate funds. Assist in the development of financial reports needed by user departments.



DIVISION OF FINANCIAL REPORTING AND CONTROL

PROGRAM NAME: PROPRIETARY / CAPITAL FUND ACCOUNTING

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

ACTIVITIES: Train user department's financial personnel on accounting issues as needed. Coordinate and reconcile inter-fund receivable/payable accounts. Prepare and review the year-end work-papers needed for financial reporting purposes. Reconcile the minor enterprise and internal service funds' fixed assets. Maintain status of capital projects activity for all City departments and divisions. Track and assess the adequacy of internal service billings and rates. Initiate drawdowns of capital funds. Periodically review system generated reports to help ensure data accuracy.

PROGRAM NAME: SPECIAL REVENUE ACCOUNTING

OBJECTIVES: To monitor and control all accounting activity as they relate to the City's grant and miscellaneous non-grant special review funds.

ACTIVITIES: Periodically review system generated reports to help ensure data accuracy. Train user department's financial personnel on accounting issues as needed. Prepare and review the year-end work papers needed for financial reporting purposes. Establish procedures for closing out inactive grants in the accounting system. Assist grantees in preparing year-end audit schedules and analyses. Monitor cash drawn for all grants operating on a cash reimbursement basis. Reduce the time required to prepare and file cost reimbursement reports for grants. Monitor City grant personnel's compliance with grant agreements. Monitor the City utilization of grant fund to maximize usage. Establish and update citywide grant policies and procedures.



DIVISION OF FINANCIAL REPORTING AND CONTROL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 800,476	\$ 919,816	\$ 968,174	\$ 1,105,591
Seasonal	2,633	3,866	5,841	—
Part-Time Permanent	37,888	47,639	49,949	194,506
Student Trainees	4,547	—	—	—
Longevity	4,025	4,300	3,925	3,625
Vacation Conversion	16,011	—	32,627	—
Separation Payments	—	754	5,770	—
Overtime	2,464	6,627	9,970	32,198
	\$ 868,045	\$ 983,001	\$ 1,076,256	\$ 1,335,920
Benefits				
Hospitalization	\$ 119,052	\$ 135,210	\$ 122,442	\$ 169,979
Prescription	20,096	27,006	25,604	34,844
Dental	5,672	6,727	6,243	9,408
Vision Care	620	1,203	1,201	1,620
Public Employees Retire System	119,414	135,050	150,945	187,540
Fica-Medicare	12,191	13,773	15,119	19,378
Workers' Compensation	8,613	7,471	9,137	10,446
Life Insurance	357	549	607	878
	\$ 286,015	\$ 326,990	\$ 331,299	\$ 434,093
Other Training & Professional Dues				
Travel	\$ 4,621	\$ —	\$ 2,199	\$ 15,000
Tuition & Registration Fees	1,360	—	880	3,000
Professional Dues & Subscript	1,778	2,410	2,974	3,400
	\$ 7,759	\$ 2,410	\$ 6,053	\$ 21,400
Contractual Services				
Advertising And Public Notice	\$ 67	\$ 58	\$ 58	\$ 100
Parking In City Facilities	27	132	45	200
Other Contractual	—	—	6,155	—
	\$ 94	\$ 191	\$ 6,258	\$ 300
Materials & Supplies				
Postage	\$ —	\$ 18	\$ 8	\$ 40
Computer Software	4,300	—	—	2,000
Office Furniture & Equipment	1,740	—	—	—
Just In Time Office Supplies	1,287	1,182	2,519	2,300
	\$ 7,327	\$ 1,200	\$ 2,527	\$ 4,340
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 120
	\$ —	\$ —	\$ —	\$ 120



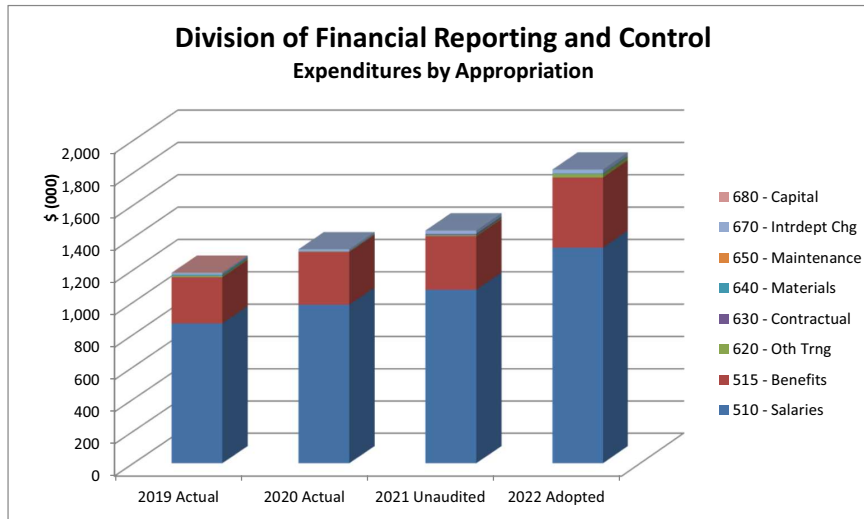
DIVISION OF FINANCIAL REPORTING AND CONTROL

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 6,249	\$ 7,293	\$ 9,158	\$ 8,220
Charges From Print & Repro	5,076	5,403	11,228	15,052
Charges From Central Storeroom	40	35	57	61
	\$ 11,365	\$ 12,730	\$ 20,443	\$ 23,333
Capital Outlay				
Office Equipment	\$ 499	\$ —	\$ —	\$ —
	\$ 499	\$ —	\$ —	\$ —
	\$ 1,181,103	\$ 1,326,522	\$ 1,442,836	\$ 1,819,506

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 12,169	\$ 8,096	\$ 48,836	\$ —
	\$ 12,169	\$ 8,096	\$ 48,836	\$ —





DIVISION OF FINANCIAL REPORTING AND CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Assistant City Comptroller	41,312.22	125,483.55
1	1	1	City Controller	42,758.15	152,224.32
2	2	2			
<u>PROFESSIONALS</u>					
2	1	2	Accountant Supervisor	31,200.00	80,096.82
1	0	0	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	FMIS Functional Manager	31,200.00	99,702.63
1	1	1	Fiscal Manager	31,200.00	98,137.58
1	1	1	Grant Administrator	31,200.00	83,008.39
0	1	1	Project Coordinator	31,200.00	99,702.63
7	5	7	Staff Accountant	38,500.00	73,250.00
14	11	14			
16	13	16	TOTAL FULL TIME		
<u>PART TIME</u>					
1	1	1	Accountant IV	31,200.00	65,610.28
2	0	6	Student Aide	11.60	13.00
3	1	7	TOTAL PART TIME		
19	14	23	TOTAL DIVISION		



INFORMATION SYSTEMS SERVICES

F. Roy Fernando, Chief Technology Officer

The Division of Information Technology & Services mission is to provide information that is stored, transmitted, and/or processed by technology to all areas of the executive branch of City Government. The services include information technical planning, application development and deployment, training, hardware and software acquisition, management of Telecommunications and technical support. The Division also manages the City's servers, operates the data/voice communications network, provides a Customer Support Center and retains responsibility for general office automation.

PROGRAM NAME:APPLICATION & COMPUTER NETWORK APPLICATIONS

OBJECTIVES: To develop, install and maintain the application and network infrastructure for the citywide enterprise. Ensure the enterprise networks, servers, databases, applications and telecommunication switches are configured and maintained to obtain maximum performance, minimal downtime and are secured.

ACTIVITIES: Provide development, implementation, maintenance and support for citywide applications and network infrastructure. Coordinate and support the implementation of new technologies and new systems to maximize the benefit and reliability to city services and departments.

PROGRAM NAME:TECHNICAL SUPPORT SERVICES

OBJECTIVES: To provide overall technical support for the planning, development, evaluation, installation and maintenance and inventory of the IT hardware / software environments for the City of Cleveland.

ACTIVITIES: Provide daily monitoring and tuning of the system hardware/software environments including the maintenance and installation of hardware/software products, operating support for the recovery from the solution to major system problems and the management and control of technical resources for the City of Cleveland.

PROGRAM NAME:TELECOMMUNICATIONS DELIVERY SERVICES

OBJECTIVES: To provide effective and cost-efficient telecommunications services to the City of Cleveland. To provide installation, repair and maintenance services to telecommunications systems and equipment, infrastructure cabling, data networks and related equipment.

ACTIVITIES: Operate citywide desktop telephones, pagers, cell phones, voicemail messaging and faxing and implement equipment purchases. Ensure the City's network infrastructure is current and meets the changing technology needs of the City's Departments and Divisions.



INFORMATION SYSTEMS SERVICES

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,938,859	\$ 2,033,945	\$ 1,966,682	\$ 2,639,900
Seasonal	25,752	5,371	—	—
Part-Time Permanent	30,325	35,509	33,589	31,888
Longevity	8,750	9,125	9,025	10,525
Wage Settlements	—	5	—	—
Vacation Conversion	10,489	—	32,648	—
Separation Payments	19,875	5,106	9,397	8,500
Overtime	2,048	2,679	2,398	—
	\$ 2,036,097	\$ 2,091,740	\$ 2,053,739	\$ 2,690,813
Benefits				
Hospitalization	\$ 321,326	\$ 332,221	\$ 322,166	\$ 490,013
Prescription	54,152	67,128	64,302	101,467
Dental	15,223	18,131	17,213	26,946
Vision Care	1,574	2,535	2,574	3,888
Public Employees Retire System	278,704	291,822	293,212	377,407
Fica-Medicare	27,844	28,509	28,086	39,037
Workers' Compensation	20,004	17,435	18,084	20,295
Life Insurance	961	1,332	1,269	2,111
Unemployment Compensation	—	2,273	—	—
Clothing Allowance	—	—	1,414	900
Clothing Maintenance	525	2,509	1,050	525
	\$ 720,314	\$ 763,894	\$ 749,371	\$ 1,062,589
Other Training & Professional Dues				
Travel	\$ 11,391	\$ —	\$ 150	\$ 10,000
Tuition & Registration Fees	3,789	3,869	—	50,000
Professional Dues & Subscript	—	—	—	1,000
	\$ 15,180	\$ 3,869	\$ 150	\$ 61,000
Utilities				
Cellular Servicess	\$ —	\$ 94,406	\$ 182,225	\$ 150,000
Electricity - Cpp	303	278	—	319
Electricity - Other	271,678	280,622	73,483	374,498
Steam	214,661	203,782	205,123	228,730
Security & Monitoring System	20,844	—	—	—
	\$ 507,486	\$ 579,087	\$ 460,832	\$ 753,547
Contractual Services				
Professional Services	\$ 173,836	\$ 165,586	\$ 207,978	\$ 322,562
Parking In City Facilities	30,768	35,104	40,315	40,005
Other Contractual	64,012	24,000	19,325	—
	\$ 268,616	\$ 224,690	\$ 267,618	\$ 362,567



INFORMATION SYSTEMS SERVICES

Expenditures (Continued)

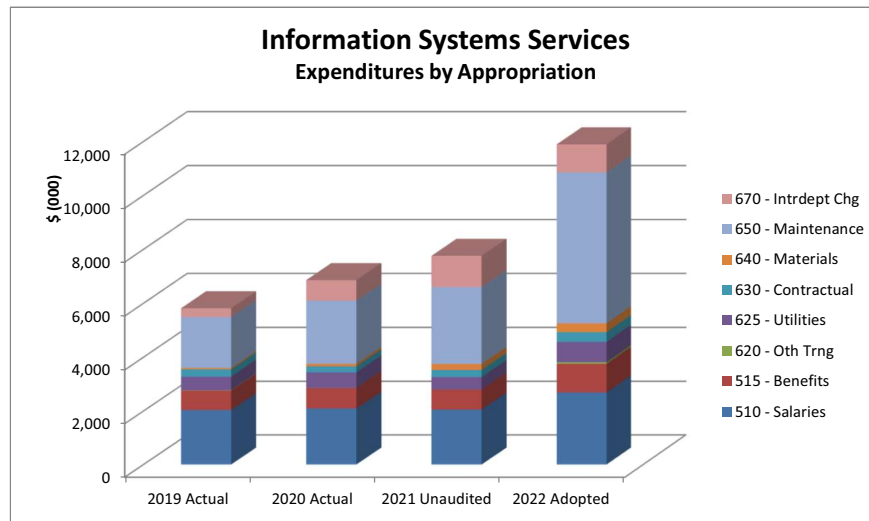
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Computer Supplies	\$ 2,779	\$ 1,958	\$ 9,825	\$ 3,000
Computer Hardware	9	8,661	7,585	33,921
Computer Software	41,556	67,038	195,415	279,875
Electrical Supplies	2,249	—	—	—
Just In Time Office Supplies	6,474	14,656	3,457	10,000
	\$ 53,067	\$ 92,313	\$ 216,283	\$ 326,796
Maintenance				
Maintenance Contracts	\$ 4,500	\$ —	\$ 16,112	\$ —
Computer Hardware Maintenance	219,930	151,900	5,000	610,000
Computer Software Maintenance	1,576,911	1,970,237	2,663,376	4,440,391
Maintenance Building	86,220	223,365	167,189	542,080
	\$ 1,887,560	\$ 2,345,502	\$ 2,851,677	\$ 5,592,471
Interdepart Service Charges				
Charges From Telephone Exch	\$ 310,539	\$ 744,810	\$ 1,140,706	\$ 1,023,794
Charges From Print & Repro	4,573	6,380	6,932	9,293
Charges From Central Storeroom	32	4	13	14
Charges From M.V.M.	11,977	7,714	12,803	11,270
	\$ 327,121	\$ 758,907	\$ 1,160,453	\$ 1,044,371
	\$ 5,815,441	\$ 6,860,003	\$ 7,760,123	\$ 11,894,154

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 425,000	\$ 433,165	\$ 432,908	\$ 426,000
Miscellaneous	29,237	19,022	132,074	—
	\$ 454,237	\$ 452,187	\$ 564,982	\$ 426,000



INFORMATION SYSTEMS SERVICES





INFORMATION SYSTEMS SERVICES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	2	2	Assistant Commissioner of ITS	31,200.00	103,231.75
1	1	1	Assistant Manager Application Dev/Tech Support	46,224.91	137,831.29
0	1	1	Chief Technology Officer	80,000.00	220,837.81
1	1	1	Commissioner of Information Technology & Services	52,734.82	161,827.86
1	0	0	Secretary to Directors De	36,590.39	154,089.52
2	2	2	Supervisor of Hardware Evaluation	31,200.00	98,444.95
7	7	7			
<u>PROFESSIONALS</u>					
0	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Asset Management Analyst	31,200.00	55,919.57
2	2	2	Assistant Administrator	31,200.00	85,000.00
1	1	1	Building Manager	31,200.00	86,215.32
1	0	2	Business Process Analyst	55,000.00	108,044.90
1	1	1	Data Base Coordinator	31,200.00	87,813.65
1	1	1	Fiscal Manager	31,200.00	98,137.58
2	3	4	Network Analyst II	31,200.00	107,868.72
1	1	1	Program Manager	31,200.00	91,429.27
1	0	1	Project Manager I	31,200.00	75,077.49
3	0	2	Project Manager II	31,200.00	86,455.17
0	0	1	Software Analyst	45,000.00	96,330.79
1	1	1	Supervisor of Systems and Tech Support	55,000.00	93,199.31
0	0	1	Senior Systems Analyst	31,200.00	87,543.86
2	2	3	Systems Analyst	31,200.00	70,429.91
1	1	1	Web Developer	31,200.00	90,533.02
18	15	24			
<u>SERVICE & MAINTENANCE</u>					
3	3	3	Custodial Worker	17.89	20.01
3	3	3			
<u>TECHNICIANS</u>					
5	3	5	PC Technician	31,200.00	53,769.65
33	28	39	TOTAL FULL TIME		



INFORMATION SYSTEMS SERVICES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			<u>PART TIME</u>		
0	1	1	Sr. Budget & Mgmt Analyst	31,200.00	88,147.99
2	0	0	Student Aide	11.60	13.00
<u>2</u>	<u>1</u>	<u>1</u>	TOTAL PART TIME		
<u>35</u>	<u>29</u>	<u>40</u>	TOTAL DIVISION		



OFFICE OF BUDGET AND MANAGEMENT

Gregory Cordek, Budget Administrator

Mission Statement

To prepare balanced budgets and provide relevant information that assists decision makers in monitoring and controlling the financial performance of City Departments.

The Office of Budget and Management was established in 1965 to provide budget analysis of financial and performance information, and management consulting services to all City Departments. Below are the major OBM Objectives developed to keep the organization along its current strategic path.

PROGRAM NAME:AUDIT COMPLIANCE

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

PROGRAM NAME:CAPITAL

OBJECTIVES: To monitor, track, and ensure the proper distribution of Capital funds required per the Capital Office, City Planning, and the Capital Improvement Plan required for the ongoing renovation of the City's neighborhoods.

PROGRAM NAME:FINANCIAL PLANNING

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

PROGRAM NAME:GRANT COMPLIANCE

OBJECTIVES: To aid in the effective administration of grant programs for the City of Cleveland in accordance with Federal and local Department laws, regulations, policies and procedures.

PROGRAM NAME:MANAGEMENT SUPPORT

OBJECTIVES: To provide ongoing Performance Budget and Financial Advantage training to Division End Users. To assist and advise the Mayor's Office and the various divisions in the efficient application of the resources available to them.

PROGRAM NAME:OPERATIONS

OBJECTIVES: To develop the budget document as an operations guide which outlines for constituents how departments and funds are organized and informs the reader of all funded activities, services and programs to be carried out by each department within the city's available resources. To conduct quarterly status review sessions with Department Managers to ensure ongoing expenditures coincide with final approved budgets.

OFFICE OF BUDGET AND MANAGEMENT

Expenditures

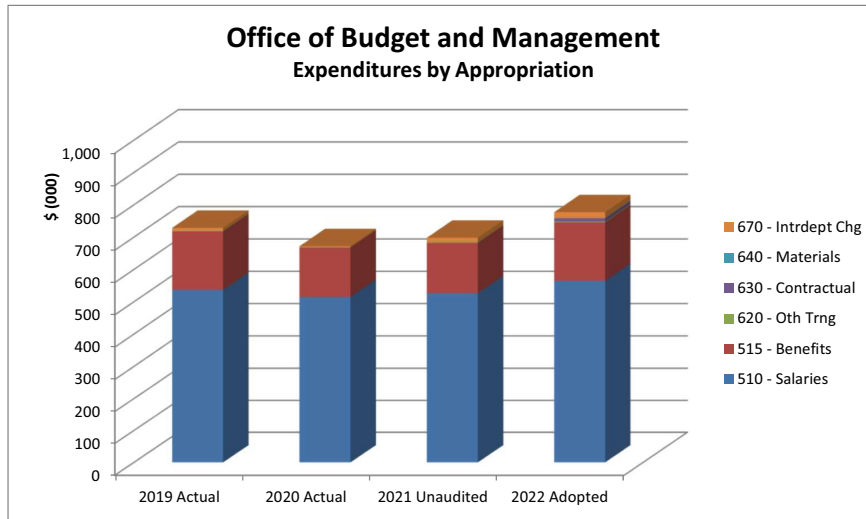
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 523,463	\$ 512,359	\$ 515,619	\$ 558,749
Longevity	1,900	2,075	2,075	2,725
Vacation Conversion	8,153	—	9,004	—
Separation Payments	3,495	—	—	3,000
	\$ 537,011	\$ 514,434	\$ 526,698	\$ 564,474
Benefits				
Hospitalization	\$ 76,538	\$ 54,266	\$ 53,064	\$ 70,112
Prescription	12,947	11,933	11,421	14,926
Dental	3,475	2,705	2,715	3,738
Vision Care	444	568	596	756
Public Employees Retire System	74,186	71,359	75,588	78,990
Fica-Medicare	7,521	7,238	7,419	6,992
Workers' Compensation	5,411	4,660	4,652	5,197
Life Insurance	261	309	311	445
	\$ 180,783	\$ 153,037	\$ 155,765	\$ 181,156
Other Training & Professional Dues				
Travel	\$ 773	\$ —	\$ 1,005	\$ 1,500
Tuition & Registration Fees	440	—	270	800
Professional Dues & Subscript	261	331	381	300
	\$ 1,474	\$ 331	\$ 1,656	\$ 2,600
Contractual Services				
Other Contractual	\$ —	\$ —	\$ —	\$ 10,000
	\$ —	\$ —	\$ —	\$ 10,000
Materials & Supplies				
Just In Time Office Supplies	\$ 368	\$ 331	\$ 245	\$ 500
	\$ 368	\$ 331	\$ 245	\$ 500
Interdepart Service Charges				
Charges From Print & Repro	\$ 8,992	\$ 3,715	\$ 13,755	\$ 18,439
	\$ 8,992	\$ 3,715	\$ 13,755	\$ 18,439
	\$ 728,628	\$ 671,848	\$ 698,118	\$ 777,169

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 7,383	\$ 4,660	\$ 32,506	\$ —
	\$ 7,383	\$ 4,660	\$ 32,506	\$ —



OFFICE OF BUDGET AND MANAGEMENT



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	1	1	Budget Administrator	31,200.00	116,986.72
1	1	1			
			PROFESSIONALS		
1	0	1	Budget Analyst	31,200.00	65,000.00
2	2	2	Budget & Management Analyst	31,200.00	64,723.22
1	1	1	Deputy Budget Administrator	31,200.00	91,088.49
3	3	3	Senior Budget & Management Analyst	31,200.00	88,147.99
7	6	7			
8	7	8	TOTAL FULL TIME		
8	7	8	TOTAL DIVISION		



DIVISION OF PUBLIC HEALTH ADMINISTRATION

Brian Kimball, Interim Director**Mission Statement**

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

Cleveland Department of Public Health is committed to improving the quality of life in the City of Cleveland by promoting healthy behavior, protecting the environment, preventing disease and making our communities healthy places to live, visit, work and play. We do this through direct clinical care, prevention and health promotion, licensing and permitting, monitoring and inspecting and educating and informing the public. CDPH completed a strategic plan, where it identified a core framework of five strategic priorities - grow and sustain the competence, professionalism and wellbeing of the CDPH workforce; foster a culture of continuous quality improvement; coordinate internal and external resources for more effective, targeted public health interventions; increase stakeholders' awareness and satisfaction of our services; and engage in practices that expand program activities and enhance service delivery.

The Department consists of four cost centers: Administration, and the Divisions of Health, Environment, and Air Quality. In total, the Department employs approximately 140 employees and will have an operating budget in excess of \$20 million in 2019. Grants and revenue from federal, state, and local sources will support more than \$10 million in programs in 2019.

PROGRAM NAME:HUMAN RESOURCES

OBJECTIVES: To support the organizations strategic plan while providing quality Human Resource and Payroll services to motivate, develop and retain a diverse and competent workforce within the Department of Public Health.

ACTIVITIES: Provides records on information relating to Compensation and Benefits, Recruitment and Selection, Professional Development activities, employee services, as well as health and safety awareness. Provide direction for the employees of the Department of Public Health. Deploy the strategic objectives in the Workforce Development Plan including professional and talent development; tracking and monitoring staff participation and completion of professional training, and developing the policies and procedures that ensure staff members work in a safe, supportive and effective work environment.



DIVISION OF PUBLIC HEALTH ADMINISTRATION

PROGRAM NAME: INFORMATION TECHNOLOGY

OBJECTIVES: To maintain a reliable and scalable information technology infrastructure, enabling innovative uses of technology by continuing to improve and enhance practices, connectivity and communication tools and support the needs of the CDPH user community. To align our section with the City and Departmental goals of increasing CDPH’s ability to effectively address most critical issues by utilizing new technology and processes to enhance productivity and efficiency.

ACTIVITIES: To serve CDPH as the one-stop shop for all helpdesk requests, technical challenges and all other communication issues by managing permissions and servers connectivity. IT priority is to ensure that every division in the department can run their businesses, processes and communications effectively.

PROGRAM NAME: PUBLIC HEALTH ACCREDITATION BOARD (PHAB) ACCREDITATION

OBJECTIVES: To promote accreditation as a vehicle for internal process and external service improvement. To align existing and prospective CDPH activities with PHAB performance standards. To develop and implement key plans within the PHAB framework, addressing the alignment of strategic prioritization, community health improvement, performance management, workforce development, quality improvement, and communications.

ACTIVITIES: Coordinate the assessment of documentation needs; and the review, selection, and justification of all documentation within 12 “domain” areas to build a robust compilation of evidence for submission to PHAB. Work with the executive team and domain leaders to manage the progress of all relevant accreditation tasks. Develop and provide trainings on fundamental concepts and processes that support accreditation. Research and recommend best practices in accreditation preparation and maintenance. Increase awareness about accreditation topics among staff, leadership, and partners.

PROGRAM NAME: FISCAL

OBJECTIVES: To be accurate and timely in all fiscal matters. To maintain complete, digital, accessible, supporting documents for all reports. To support our customers and each other in a professional, understanding and respectful manner. To maintain a pro-active attitude and approach by anticipating future problems, needs or changes and developing documented resolutions.

ACTIVITIES: Develop and analyze information to access the current and future financial status of Department. Provide and interpret financial information. Formulate strategic and long-term plans for Department. Monitor approve budget and authorizes expenditures within City guidelines. Serve as a resource regarding fiscal matters and in resolving fiscal issues.



DIVISION OF PUBLIC HEALTH ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 769,854	\$ 760,783	\$ 670,455	\$ 1,252,375
Longevity	4,369	4,728	5,750	4,700
Vacation Conversion	9,907	—	11,606	—
Separation Payments	—	9,317	24,606	—
Overtime	1,713	132	3,566	—
	\$ 785,843	\$ 774,961	\$ 715,983	\$ 1,257,075
Benefits				
Hospitalization	\$ 149,967	\$ 161,372	\$ 125,337	\$ 215,391
Prescription	24,516	32,979	25,073	43,925
Dental	6,842	7,891	6,047	10,838
Vision Care	497	1,035	928	1,612
Public Employees Retire System	110,167	108,849	102,644	176,572
Fica-Medicare	11,160	10,834	10,259	18,213
Workers' Compensation	8,558	7,347	7,532	7,678
Life Insurance	393	520	404	855
Clothing Allowance	—	—	240	—
	\$ 312,098	\$ 330,826	\$ 278,465	\$ 475,084
Other Training & Professional Dues				
Travel	\$ 3,219	\$ 1,478	\$ —	\$ 1,000
Tuition & Registration Fees	7,189	719	—	3,000
Mileage (Priv Auto) Trng Prps	162	—	—	2,000
Professional Dues & Subscript	20,499	20,195	21,886	21,000
	\$ 31,069	\$ 22,392	\$ 21,886	\$ 27,000
Contractual Services				
Professional Services	\$ 50,300	\$ 35,191	\$ 10,518	\$ 42,000
Mileage (Private Auto)	214	170	908	1,000
Security Services	18,117	—	—	—
Parking In City Facilities	1,666	1,215	1,320	1,500
Property Rental	303,317	688,649	688,199	688,649
Other Contractual	—	—	20,334	23,428
	\$ 373,615	\$ 725,225	\$ 721,278	\$ 756,577
Materials & Supplies				
Office Supplies	\$ 708	\$ —	\$ —	\$ —
Postage	51	—	—	—
Computer Hardware	—	430	—	—
Computer Software	—	58	—	—
Office Furniture & Equipment	—	204	—	—
Other Supplies	300	960	300	700



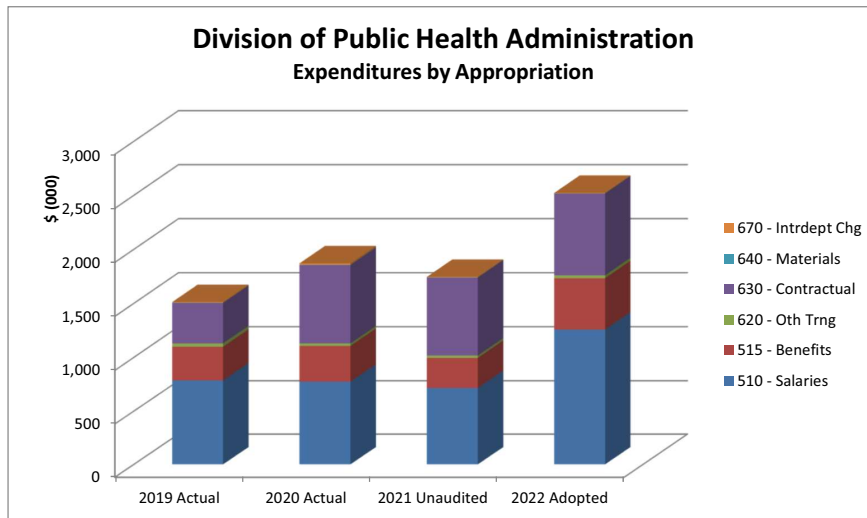
DIVISION OF PUBLIC HEALTH ADMINISTRATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Just In Time Office Supplies	977	1,457	1,780	1,500
	\$ 2,036	\$ 3,108	\$ 2,080	\$ 2,200
Interdepart Service Charges				
Charges From Print & Repro	\$ 6,409	\$ 12,159	\$ 2,098	\$ 2,812
Charges From M.V.M.	—	957	2,775	1,294
	\$ 6,409	\$ 13,116	\$ 4,873	\$ 4,106
	\$ 1,511,070	\$ 1,869,628	\$ 1,744,565	\$ 2,522,042

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 14,563	\$ 20,266	\$ 46,786	\$ —
	\$ 14,563	\$ 20,266	\$ 46,786	\$ —





DIVISION OF PUBLIC HEALTH ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Administrative Manager	31,200.00	145,000.00
1	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Director of Public Health	50,795.81	191,316.74
0	0	1	Medical Director	80,000.00	267,955.02
<u>3</u>	<u>1</u>	<u>4</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	0	1	Stock Clerk	15.00	21.39
<u>2</u>	<u>1</u>	<u>2</u>			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Officer	31,200.00	59,620.36
1	0	1	Business Process Analyst	55,000.00	108,044.90
1	1	1	Chief of Computer Operations	31,200.00	93,401.98
1	1	1	Fiscal Grant Administrator	40,000.00	95,063.30
1	1	1	Fiscal Officer	31,200.00	98,137.58
2	0	2	Project Coordinator	31,200.00	99,702.63
1	0	1	Project Director	31,200.00	88,646.98
1	1	1	Sr Budget and Management Analyst	31,200.00	88,147.99
1	1	1	Sr. Programmer Analyst	31,200.00	76,592.09
<u>10</u>	<u>6</u>	<u>10</u>			
<u>15</u>	<u>8</u>	<u>16</u>	TOTAL FULL TIME		
<u>15</u>	<u>8</u>	<u>16</u>	TOTAL DIVISION		



DIVISION OF HEALTH

Frances Mills, Commissioner

Mission Statement

The Division of Health's mission is to maximize the health and well-being of the people of Cleveland by preventing disease and injury, promoting wellness, assuring access to quality healthcare, and health education.

The Division of Health is responsible for a broad array of programs and services designed to promote, maintain and improve the health status of Clevelanders. The objective of the Health Division is to interpret and enforce those sections of the State and City law which pertain to public health and disease control. Specific activities of the Health Division include direct medical services, public health nursing, communicable disease surveillance, sexually transmitted disease control, inspection and licensure of medical facilities, laboratory services, chronic disease prevention and health promotion, mental health and substance abuse prevention and treatment, approaching health by addressing the social determinants and the role they play on health outcomes, AIDS education, HIV testing and counseling maternal health education and infant mortality reduction.

The Health Division also operates the Bureau of Vital Statistics, which is responsible for the issuance of all birth and death certificates and for keeping, collecting and maintaining those statistics which reflect the general health status of Cleveland.

Grant funding supplements General Fund monies and enables the Health Division to provide a wide range of health services throughout the community. These services include immunization activities and infant mortality reduction as well as HIV/STD outreach and control, nursing services, substance abuse and mental health, addressing health disparities, and social determinants of health and epidemiology (communicable disease surveillance). [we supply GF to more than just infant mortality reduction and immunization activities.]

PROGRAM NAME:EMERGENCY PREPAREDNESS

OBJECTIVES: To enhance emergency preparedness in the Greater Cleveland metropolitan statistical area. To develop plans to respond to a large-scale bioterrorist event by dispensing antibiotics to the entire population of the Greater Cleveland MSA within 48 hours.

ACTIVITIES: Lead emergency preparedness efforts in Northeast Ohio. Establish and maintain relationships with regional public health partners in the Cleveland MSA. Build training and exercise activities that support emergency preparedness. Increase awareness about personal emergency preparedness via education and outreach. Test and drill emergency preparedness capabilities both locally and regionally. Section is highly involved with the COVID-19 response.

PROGRAM NAME:CLEVELAND OFFICE OF MINORITY HEALTH

OBJECTIVES: To provide leadership to reduce health inequities in minority communities of Cleveland.

ACTIVITIES: Inform and educate citizens and professionals about significant minority health and health care issues. Provide technical assistance for program planning and evaluation related to minority health issues. Monitor and report the health status and outcomes of minority Clevelanders. Serve as

**DIVISION OF HEALTH**

the clearinghouse for the coordination of community health efforts that target and impact Cleveland minority populations.

PROGRAM NAME: DIVISION OF NURSING

OBJECTIVES: To provide services that protect and promote the health of people who live and work in Cleveland.

ACTIVITIES: Provide Immunizations, flu vaccinations, and reproductive and adolescent health services. Conduct day care, maternity unit, and abortion clinic inspections, and telephone triage. Provides community screening and preventive health services.

PROGRAM NAME: MENTAL HEALTH AND SUBSTANCE ABUSE

OBJECTIVES: To offer help and guidance to those citizens suffering from mental health or chemical dependency problems, and to support initiatives that address substance abuse prevention and mental health promotion

ACTIVITIES: Provide counseling and prevention activities for adults, youth, individuals, families and groups in the area of alcoholism and drug abuse. Promote initiatives that address mental health and wellbeing.

PROGRAM NAME: MOMSFIRST

OBJECTIVES: To reduce racial disparities in infant mortality and poor birth outcomes experienced by African Americans in the City of Cleveland.

ACTIVITIES: Provide Outreach, Case Management, Health Education, Interconceptual Care Services, and Perinatal Depression Screening and Referral through home visits to attain reductions in disparities.

PROGRAM NAME: NEIGHBORHOOD HEALTH CENTERS - J. GLEN SMITH, THOMAS MCCAFFERTY

OBJECTIVES: To provide the public with personal health care programs within their own neighborhoods.

ACTIVITIES: Immunize children to reduce the incidence of preventable childhood diseases. Provide education and treatment programs to identify and decrease the incidence of sexually transmitted diseases. Provide laboratory testing medical treatment and direct referral of both adult and child patients. Provide HIV/AIDS prevention activities, testing, supportive services and case management. Provide public health nursing services.

PROGRAM NAME: OFFICE OF COMMUNICABLE DISEASE SURVEILLANCE & EPIDEMIOLOGY

OBJECTIVES: To provide disease surveillance, data collection, data analysis, health education, and disease prevention services designed to protect the health of Clevelanders.

ACTIVITIES: Conduct communicable disease surveillance including follow-up education and prophylaxis for all reportable diseases within the State of Ohio for all residents within the City of Cleveland. Coordinate outbreak investigations and analyze communicable disease and chronic disease data. Provide education to public health staff, the community, and first responders on communicable diseases, chronic diseases, outbreak investigations and



DIVISION OF HEALTH

bioterrorism diseases. Coordinate planning activities, exercise development and increased awareness in relation to infectious disease emergencies. Section plays a leadership role in the COVID-19 response and has daily responsibilities for managing COVID-19 cases

PROGRAM NAME:VITAL STATISTICS

OBJECTIVES: To maintain an accurate record of all births occurring in Cleveland and for anyone born in Ohio and keep those statistics which reflect upon the general health status of the City. To register death certificates for all but 3 municipalities within Cuyahoga County.

ACTIVITIES: Register birth and death certificates for Cleveland and all but 3 municipalities within Cuyahoga County. Distribute, for a fee, records of births, death and stillbirths. Provide indigent cremation services.

PROGRAM NAME:OFFICE OF HIV/AIDS SERVICES

OBJECTIVES: To respond to the HIV/AIDS epidemic in Cleveland and Cuyahoga County. To provide regional leadership, planning and advocacy on HIV/AIDS issues; monitor and fund HIV/AIDS programs; provide resource development assistance; and serve as a model in the provision of direct HIV/AIDS services to specific underserved populations.

ACTIVITIES: Disseminate epidemiological reports and other related information on affected communities. Raise public awareness through media, community planning and meetings. Provide advocacy to ensure sufficient funding provided to the region. Provide assistance to agencies in continuous development of programs. Serve on all funding advisory groups. Obtain additional resources for care and services for HIV prevention. Prevent the spread of HIV/AIDS by maximizing health and social outcomes, and coordinating Network with other social service agencies to expand efforts. Establish models of service delivery.

PROGRAM NAME:HEALTHY CLEVELAND INITIATIVE

OBJECTIVES: To address all social determinants of health impacting Cleveland stakeholders where they live, work and play as we leverage policies, partnerships and programs within our community that enhance quality of life and reduce inequity.

ACTIVITIES: Utilizing a socio-ecological approach to health, work with partners to influence health outcomes at all levels of change including policy, community, organizational, interpersonal and personal levels. Specific focus on following health areas: Active Living, Clean Air, Behavioral Health, Healthy Eating, Health Literacy, Healthy Neighborhoods and Violence Prevention. The work is actualized through committees of individuals, organizations and others who play a role in addressing health in our city. Committees work closely with the department of Health and other stakeholders as needed to set priorities and objectives within the subcommittees.



DIVISION OF HEALTH

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,628,572	\$ 1,547,676	\$ 1,593,968	\$ 2,572,003
Longevity	8,436	8,940	9,550	9,050
Wage Settlements	—	7	—	—
Vacation Conversion	5,611	—	12,657	—
Separation Payments	11,206	37,520	25,464	31,000
Overtime	1,427	826	21,708	4,000
	\$ 1,655,252	\$ 1,594,969	\$ 1,663,347	\$ 2,616,053
Benefits				
Hospitalization	\$ 319,845	\$ 294,352	\$ 230,768	\$ 503,255
Prescription	54,251	61,860	48,597	105,813
Dental	14,522	15,463	12,559	27,485
Vision Care	2,022	2,444	2,181	4,441
Public Employees Retire System	227,035	226,551	222,300	363,439
Fica-Medicare	22,651	21,238	22,154	36,187
Workers' Compensation	17,867	18,307	17,259	17,599
Life Insurance	1,068	2,224	1,162	2,410
Unemployment Compensation	1,975	6,544	254	2,000
Clothing Allowance	2,120	1,590	2,090	2,520
Clothing Maintenance	—	—	—	150
	\$ 663,357	\$ 650,573	\$ 559,324	\$ 1,065,299
Other Training & Professional Dues				
Travel	\$ 645	\$ 5	\$ —	\$ 1,000
Tuition & Registration Fees	975	—	982	2,000
Mileage (Priv Auto) Trng Prps	1,392	—	—	1,000
Professional Dues & Subscript	4,136	1,725	1,650	8,000
	\$ 7,147	\$ 1,730	\$ 2,632	\$ 12,000
Utilities				
Brokered Gas Supply	\$ 13,634	\$ 9,911	\$ 10,656	\$ 14,898
Gas	7,918	7,006	8,086	8,653
Electricity - Cpp	179,256	155,071	147,620	195,878
Electricity - Other	4,247	2,202	1,405	4,640
	\$ 205,055	\$ 174,189	\$ 167,767	\$ 224,069
Contractual Services				
Professional Services	\$ 1,055,244	\$ 1,100,724	\$ 975,982	\$ 1,458,820
Mileage (Private Auto)	8,058	1,424	1,978	9,320
Security Services	9,591	—	—	54,649
Janitorial Services	—	14,010	20,000	30,000
Freight Expense	—	—	—	520



DIVISION OF HEALTH

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Advertising And Public Notice	635	—	—	1,000
Participation Fee	40	—	—	—
Parking In City Facilities	853	685	715	1,400
Property Rental	260,711	230,771	191,818	191,818
Subgrantees	242,864	243,987	322,864	—
Other Contractual	176,972	79,180	106,237	576,064
Indigent Relief	92,998	118,774	60,361	116,250
	\$ 1,847,967	\$ 1,789,555	\$ 1,679,954	\$ 2,439,841
Materials & Supplies				
Office Supplies	\$ 242	\$ —	\$ —	\$ 500
Postage	146	150	66	200
Computer Hardware	—	33	—	5,000
Purchase Of Tests	4,523	—	—	2,000
Clothing	—	122	1,772	1,000
Office Furniture & Equipment	—	13,947	6,316	600
Hygiene And Cleaning Supplies	—	—	6,000	—
Medical Supplies	22,562	26,509	20,232	16,540
Food	(176)	—	999	1,000
Laboratory Supplies	5,620	9,383	20,698	25,874
Paper And Other Printing Suppl	—	18,349	—	—
Other Supplies	81	168	—	2,000
Pharmaceutical Supplies	19,738	37,600	29,777	12,000
Just In Time Office Supplies	10,568	5,279	7,067	7,000
	\$ 63,304	\$ 111,541	\$ 92,927	\$ 73,714
Maintenance				
Maintenance Contracts	\$ 645	\$ —	\$ —	\$ 1,000
Car Washes	—	—	280	280
Maintenance Misc. Equipment	—	—	—	1,000
Maintenance Building	390	300	480	500
	\$ 1,035	\$ 300	\$ 760	\$ 2,780
Interdepart Service Charges				
Charges From Telephone Exch	\$ 218,796	\$ 257,179	\$ 263,401	\$ 263,401
Charges From W.P.C.	1,056	11,550	—	1,000
Charges From Print & Repro	35,786	27,518	48,861	65,502
Charges From Central Storeroom	5,997	8,066	14,774	15,955



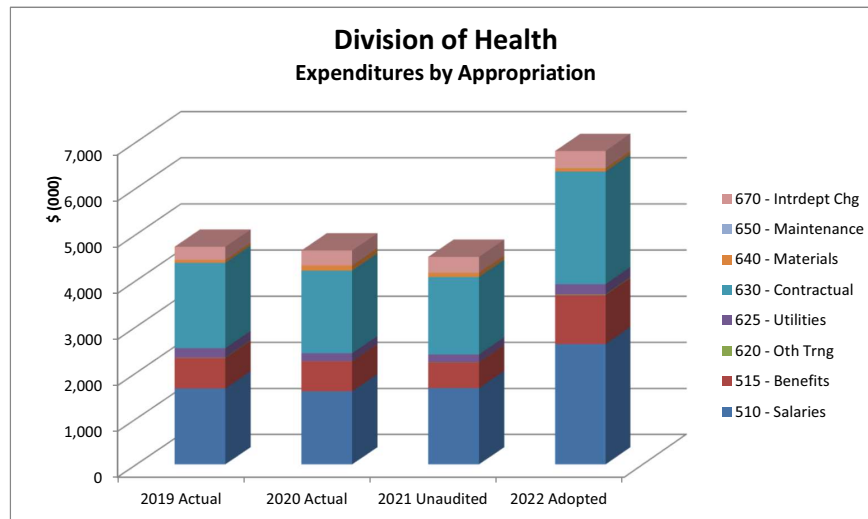
DIVISION OF HEALTH

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges From M.V.M.	10,573	11,893	9,297	11,016
Charges From Waste Collection	5,980	4,669	3,588	5,000
Charges From Parks Maintenance	6,470	2,588	2,588	6,670
	\$ 284,656	\$ 323,464	\$ 342,509	\$ 368,544
	\$ 4,727,773	\$ 4,646,321	\$ 4,509,220	\$ 6,802,300

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 1,392,771	\$ 732,652	\$ 1,078,437	\$ 1,430,500
Miscellaneous	283,311	251,376	503,485	185,500
	\$ 1,676,082	\$ 984,028	\$ 1,581,921	\$ 1,616,000





DIVISION OF HEALTH

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Commissioner of Health	45,021.46	161,827.66
1	0	0	Deputy Commissioner of Health	26,273.96	80,090.83
1	0	1	Health Services Administrator	31,200.00	85,577.88
1	1	0	Executive Assistant to the Mayor	50,795.81	191,316.74
5	3	3			
<u>ADMINISTRATIVE SUPPORT</u>					
7	6	7	Junior Clerk	24.21	25.18
2	2	2	Principal Clerk	17.01	27.55
1	1	1	Private Secretary	15.61	17.35
4	3	4	Senior Clerk	20.44	27.05
0	0	1	Sr Personnel Assistant	31,200.00	55,388.98
14	12	15			
<u>PARA-PROFESSIONALS</u>					
1	1	1	Community Health Aide	16.25	19.00
1	1	1			
<u>PROFESSIONALS</u>					
0	0	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Chief of Laboratories	31,200.00	88,725.73
1	1	1	Director Of Public Hlth Nursg	31,200.00	91,088.49
3	2	2	Epidemiologist	40,000.00	91,405.96
1	1	1	Grant Administrator	31,200.00	83,008.39
1	1	1	Health Center Director	31,200.00	83,008.39
1	1	1	Health Promotion Coordinator	31,200.00	85,312.08
1	1	1	Manager of Events	31,200.00	86,215.32
0	0	1	Preventive Health Counsel	15.00	26.14
3	2	4	Project Coordinator	31,200.00	99,702.63
4	3	4	Public Health Nurse III	56,620.18	62,084.01
1	1	1	Supervisor Of Vital Statistics	31,200.00	61,601.02
17	14	19			



DIVISION OF HEALTH

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>TECHNICIANS</u>					
2	2	2	Clinical Laboratory Technician II	19.56	27.55
<u>2</u>	<u>2</u>	<u>2</u>			
<u>MOBILE HEALTH CLINIC PROPOSAL STAFFING</u>					
0	0	2	Clinical Lab Tech II (Plebotomist)	19.56	27.55
0	0	1	Emergency Management Coordinator (PHEP)	36,000.00	90,000.00
0	0	2	Medical Coder Billing Analyst (Registrant)	18.73	24.37
0	0	2	Nurse Practitioner	31,200.00	114,691.24
0	0	2	Practical Nurse (RN LPN)	21.18	23.18
0	0	1	Truck Driver (Mobile Health Clinic)	26,000.00	32,968.00
<u>0</u>	<u>0</u>	<u>10</u>			
<u>39</u>	<u>32</u>	<u>50</u>	TOTAL FULL TIME		
<u>39</u>	<u>32</u>	<u>50</u>	TOTAL DIVISION		



DIVISION OF ENVIRONMENT

Patrick Cusick, Acting Commissioner

Mission Statement

To promote, prevent, and protect the environment to ensure citizens who reside in or visit the City of Cleveland are not negatively impacted by environmental hazards.

The Division of Environmental Health performs all of its investigations with the authority of Cleveland's codified ordinance, the State of Ohio Department of Agriculture and the State of Ohio Department of Public Health. Our Division strives to evoke confidence as we promote health and quality of life. Our daily objective is preventing and controlling those diseases or deaths that result from interactions between people and their environment. Our environmental health programs seek to minimize or eliminate risk factors in the human environment that threaten life and health. The span of investigations this Division performs is diverse and culturally sensitive. There are seven (7) environmental health programs within the Division of Environment. Environmental Health Services Program, Farm Animals and Bees, Food Safety, Lead Safe Living Healthy Homes, Public Swimming Pools, Spas and Spray, School Environmental Health and Safety, Hazardous, Solid and Infectious Waste Disposal.

PROGRAM NAME:ENVIRONMENTAL HEALTH SERVICES

OBJECTIVES: The Division of Environment Environmental Health Services Program objective is to ensure that the citizens in the city of Cleveland are free of environmental hazards that impact the quality of life. Environmental hazards that impact the quality of life in the city of Cleveland are the failure to abate grass 8' in height and/or the failure to abate the nuisance of fourteen noxious weeds, failure to abate the nuisance of refuse and/or junk, garbage, tires and other wastes, failure to abate the nuisance of stagnant water and the failure to eradicate an infestation of insects or rodents. In addition to these exterior hazards, public health sanitarians also inspect for mold and other indoor environmental hazards. Public Health Sanitarians in the Environmental Health Services Program are also responsible for inspecting Barbershops, Public Laundries and Hotel/Motels. Another responsibility of Public Health Sanitarians in Environmental Health Services is the prevention of zoonotic diseases. Zoonotic diseases (also called zoonoses) are infectious diseases that can be spread from animals to humans.

Zoonotic diseases include:

- Those that can be transmitted directly from animals to humans (e.g., rabies)
- Diseases that can be acquired indirectly by humans through ingestion, inhalation or contact with infected animal products, soil, water or other environmental surfaces that have been contaminated with animal waste or a dead animal (e.g., anthrax, leptospirosis)
- Vector-borne diseases that require a mosquito or other arthropod to transmit disease from animals to humans (e.g., Rocky Mountain spotted fever, St. Louis encephalitis, West Nile virus)

PROGRAM NAME:FARM ANIMALS AND BEES

OBJECTIVES: The Division of Environment Farm Animal Program is designed to allow the citizens of Cleveland to have farm animals based on the square footage of the parcel. The objective of this program is to permit the keeping of farm

DIVISION OF ENVIRONMENT

animals and bees in a manner that prevents nuisances to occupants of nearby properties and prevents conditions that are unsanitary or unsafe. The keeping of chickens, ducks, rabbits and similar farm animals shall be governed by the following regulations. In Residential Districts, the following regulations shall apply: No more than one (1) such animal shall be kept on a parcel of land for each eight hundred (800) square feet of parcel or lot area. For a standard residential lot of four thousand eight hundred (4,800) square feet, this regulation would permit no more than a total of six (6) such animals. No roosters, geese or turkeys may be kept in a Residential District except on a parcel that is at least one (1) acre in area and only if the coop or cage housing the bird(s) is at least one hundred (100) feet from all property lines.

PROGRAM NAME:FOOD SAFETY

OBJECTIVES: The Division of Environment Food Safety Program objective is to ensure that all food sold in the city of Cleveland is safe and wholesome for human consumption. This is achieved by inspecting food service operations (e.g., restaurants, vending machine locations, mobile and temporary food service operations) and retail food establishments (grocery stores and corner stores). All inspections are governed by the rules and regulations of the Ohio Uniform Food Safety Code Chapter 3717 of the Ohio Administrative Code, Chapter 3717 of the Ohio Revised Code related to food service operations and Chapter 3701-21 of the Ohio Administrative Code. In addition to inspecting FSO's and RFE's, the Public Health provides trainings to the general public such as Person-in-Charge and ServSafe courses designed to educate on practices that prevent the spread of foodborne illnesses. Public Health Sanitarians also acts as liaison with the Division of Health's Epidemiology section regarding foodborne disease outbreaks involving food service operations.

PROGRAM NAME:LEAD SAFE LIVING-HEALTHY HOMES

OBJECTIVES: The Division of Environment Lead Safe Living-Healthy Homes Program objective is to reduce the incidence of lead poisoning in children who reside in the city of Cleveland. The Lead Safe Living-Healthy Homes Program provides lead awareness and education, public health lead investigations and case management to the parents and/or guardians of children who test positive for lead. The program addresses the needs of lead-poisoned children from birth through 72 months of age. The Lead Safe Living-Healthy Homes Program also assists family members, medical care providers and other community members to reduce and prevent lead poisoning. The program also promotes the national lead poisoning prevention guidelines set forth by the CDC.

PROGRAM NAME:PUBLIC SWIMMING POOLS, SPAS AND SPRAY GROUNDS

OBJECTIVES: The Division of Environment Public Swimming Pools and Spray Ground Program objective is to ensure that all swimming pools, spas and spray grounds in the city of Cleveland are chemically safe and free of recreational waterborne illnesses. Recreational water illnesses are caused by germs you get by swallowing, breathing in mist form, or having contact with contaminated water. Public Health Sanitarians in this program inspect and provide technical assistance and training on the operation, maintenance, troubleshooting and evaluation of public swimming pools, serve as a resource for the general public relative to aquatic recreation issues,



DIVISION OF ENVIRONMENT

protection from disease transmission, personal safety, and complaint investigations.

PROGRAM NAME: SCHOOL ENVIRONMENTAL HEALTH AND SAFETY PROGRAM

OBJECTIVES: The Division of Environment School Environmental Health and Safety Program objective is to improve the environmental health of Cleveland's schools through non-regulatory means. A growing body of research strongly supports the importance of school environmental health to both the educational success and overall health and well-being of school children and staff. "Poor environmental conditions can thwart academic progress by making it harder for students to concentrate, causing or exacerbating illness in students and staff, increasing absences and lost work days, and diverting school funds to pay for costly repair and remediation projects". Public Health Sanitarians in this program inspect all Public and Charter schools in the city of Cleveland utilizing the Ohio Department of Health School Environmental Health Inspection Guidance Document.

PROGRAM NAME: SOLID AND INFECTIOUS WASTE DISPOSAL

OBJECTIVES: The Division of Environment Hazardous, Solid and Infectious Waste Disposal objectives are to conduct solid and infectious waste inspections according to the Ohio EPA's regulations and identify hazardous waste sites. The Division of Environment Hazardous, Solid and Infectious Waste Disposal include the licensing and inspection of facilities that handle solid and infectious wastes such as Sanitary Landfill, Industrial Landfill, Solid Waste Transfer Facilities, Composting Facilities, Construction and Demolition Debris Sites, Methane Gas Monitoring and all Solid Waste Facilities undergoing closure. The Program also inspects Infectious Waste Treatment Facilities (where infectious wastes are treated by chemical means, autoclaving, or incineration) and Generators of Infectious Waste Facilities (where infectious wastes are generally stored on-site.) These facilities are sub-divided into two groups - Large Generators (those generating more than 50 pounds in a month); and Small Generators (those generating less than 50 pounds in a month). Such facilities include hospitals, doctor and dentist offices, tattoo and body piercing establishments, or other places that generate infectious waste as defined in the Ohio EPA regulation.



DIVISION OF ENVIRONMENT

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,020,236	\$ 1,126,400	\$ 1,181,028	\$ 1,330,671
Longevity	6,150	6,975	5,875	6,950
Wage Settlements	—	2	1,694	—
Vacation Conversion	6,803	—	7,077	—
Separation Payments	—	20,084	7,213	57,000
Overtime	19,695	11,069	14,933	9,000
	\$ 1,052,883	\$ 1,164,529	\$ 1,217,820	\$ 1,403,621
Benefits				
Hospitalization	\$ 203,420	\$ 221,695	\$ 187,416	\$ 253,040
Prescription	32,654	47,315	40,222	53,423
Dental	9,199	12,377	10,025	13,992
Vision Care	1,358	1,772	1,546	2,264
Public Employees Retire System	146,474	164,034	171,230	188,080
Fica-Medicare	15,359	16,049	17,199	19,389
Workers' Compensation	33,294	9,843	10,567	14,134
Life Insurance	700	937	896	1,323
Unemployment Compensation	2,703	—	—	12,896
Clothing Allowance	—	—	2,160	—
	\$ 445,161	\$ 474,022	\$ 441,261	\$ 558,541
Other Training & Professional Dues				
Travel	\$ 584	\$ 20	\$ —	\$ 2,000
Tuition & Registration Fees	2,095	1,500	2,609	2,000
Training	—	—	865	—
Mileage (Priv Auto) Trng Prps	455	—	—	1,000
Professional Dues & Subscript	3,281	1,659	2,911	4,500
	\$ 6,414	\$ 3,179	\$ 6,385	\$ 9,500
Contractual Services				
Professional Services	\$ 129,769	\$ —	\$ 210,196	\$ 217,960
Mileage (Private Auto)	10,335	8,789	7,496	7,000
Security Services	25,578	24,699	—	—
Advertising And Public Notice	—	270	—	—
Parking In City Facilities	—	—	—	500
Property Rental	132,770	132,770	132,770	132,770
Other Contractual	18,547	58,979	34,554	26,090
	\$ 316,998	\$ 225,507	\$ 385,016	\$ 384,320
Materials & Supplies				
Postage	\$ 451	\$ 356	\$ —	\$ 500
Computer Software	—	—	—	5,000



DIVISION OF ENVIRONMENT

Expenditures (Continued)

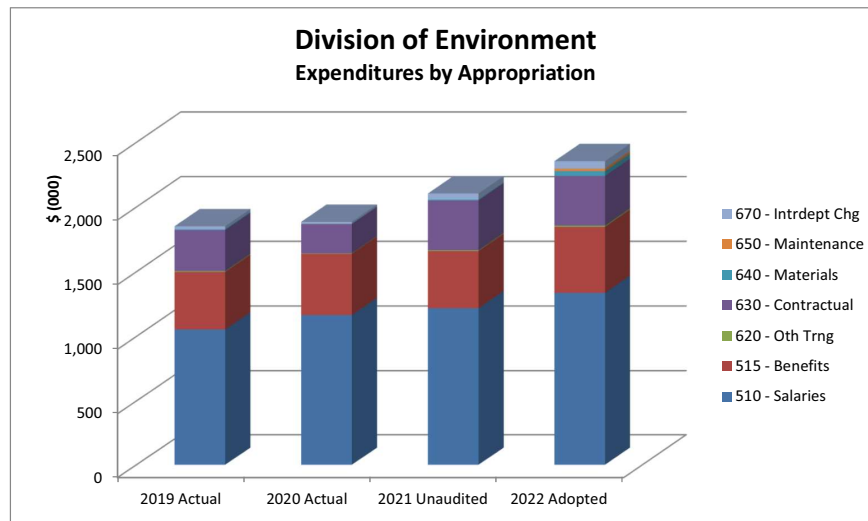
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Purchase Of Tests	—	—	—	877
Chemical	—	—	—	4,000
Fire/Ems Apparatus Parts	—	—	3,000	—
Small Equipment	—	—	—	24,700
Food	22	—	—	—
Other Supplies	3,278	2,071	2,559	500
Just In Time Office Supplies	1,382	236	86	1,700
	\$ 5,133	\$ 2,663	\$ 5,644	\$ 37,277
Maintenance				
Maintenance Contracts	\$ —	\$ —	\$ —	\$ 18,100
Computer Software Maintenance	—	—	—	722
Car Washes	—	600	—	300
	\$ —	\$ 600	\$ —	\$ 19,122
Interdepart Service Charges				
Charges From Telephone Exch	\$ —	\$ —	\$ 24,498	\$ 24,498
Charges From Print & Repro	12,804	11,902	20,823	27,914
Charges From Central Storeroom	—	29	—	36
Charges From M.V.M.	11,426	2,677	2,670	5,817
	\$ 24,230	\$ 14,608	\$ 47,991	\$ 58,265
	\$ 1,850,820	\$ 1,885,108	\$ 2,104,117	\$ 2,470,646

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 29,803	\$ 30,166	\$ 27,430	\$ 15,000
Licenses & Permits	29,360	30,201	29,610	24,400
Miscellaneous	7,354	10,909	58,575	—
	\$ 66,516	\$ 71,276	\$ 115,615	\$ 39,400



DIVISION OF ENVIRONMENT





DIVISION OF ENVIRONMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Commissioner of Environment	42,758.15	152,224.32
0	1	0	Deputy Commissioner of Environment	31,200.00	91,088.49
1	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
2	2	2	Project Coordinator	31,200.00	99,702.63
1	1	1	Program Manager	31,200.00	91,429.27
1	1	1	Receptionist	15.61	16.82
5	5	5			
<u>PROFESSIONALS</u>					
1	1	1	Caseworker II	16.27	23.43
1	1	1	Caseworker Supervisor	31,200.00	55,140.17
1	1	1	Dist Supv Environmental Hlth	31,200.00	67,032.85
3	3	3			
<u>TECHNICIAN</u>					
1	1	1	Chemist	21.44	31.15
1	1	1	Data Conversion Operator	15.61	17.85
1	1	1	Environmental Compliance Specialist II	16.35	31.74
1	1	1	Environmental Compliance Specialist III	17.90	33.33
4	4	6	Public Health Sanitarian I	15.00	16.54
1	1	2	Public Health Sanitarian II	17.96	21.89
4	3	3	Public Health Sanitarian III	27.50	28.73
1	1	1	Public Health Sanitarian IV	29.30	35.32
14	13	16			
23	22	25	TOTAL FULL TIME		
23	22	25	TOTAL DIVISION		



DIVISION OF AIR QUALITY

David Hearne, Commissioner

Mission Statement

We are a public health agency continuously improving air quality through citizen engagement and accountable, data-driven regulation of air pollution sources.

Since 1982, the Cleveland Division of Air Quality (CDAQ) has used state of the art approaches to protect the health of greater Clevelanders. CDAQ helps citizens improve the air quality of their region, City, neighborhood, and homes. Through analysis, education, and outreach, we empower our community to breathe easier. CDAQ also serves as Ohio EPA's delegated Local Air Agency for all of Cuyahoga County. CDAQ issues city air pollution permits under the Codified Ordinances of the City of Cleveland, and develops state air pollution control permits on behalf of Ohio EPA. Through facility inspections and investigation of citizen complaints, CDAQ ensures that regulated commercial and industrial sources are in compliance with their permits and any other conditions or requirements specified in Federal, State and local regulations. CDAQ installs, operates, and maintains air quality monitoring equipment, and reports resultant data to Ohio EPA, for ambient levels of criteria air pollutants throughout the Greater Cleveland area, including all of Cuyahoga County, as a component of the statewide monitoring network.

- Some of the many activities of the Division include:
 - Engaging our community to resolve air quality concerns.
 - Inspecting air pollution sources to determine compliance.
 - Investigating citizen air quality complaints.
 - Inspecting demolition sites and renovation projects for compliance with the Asbestos National Emission Standards for Hazardous Air Pollutants.
 - Pursuing appropriate enforcement actions for discovered violations.
 - Operating ambient air quality and special air monitoring equipment 365 days a year.
 - Preparing permits that clearly document air pollution requirements.
 - Providing air quality perspective and expertise for illegal dumping, hazardous waste, and Environmental Crimes Task Force investigations.
 - Witnessing facility stack emissions tests and reviewing the test reports.
 - Providing air quality and pollution prevention information to citizens and community organizations through a range of outreach activities.
 - Supporting programs and initiatives that improve air pollution control throughout the State of Ohio and the United States.



DIVISION OF AIR QUALITY

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 329,083	\$ 338,542	\$ 323,917	\$ 429,377
Longevity	575	875	700	700
Separation Payments	2,023	10,658	—	—
Overtime	6,279	1,908	1,651	2,000
	\$ 337,960	\$ 351,982	\$ 326,268	\$ 432,077
Benefits				
Hospitalization	\$ 65,139	\$ 66,402	\$ 60,751	\$ 104,091
Prescription	17,742	14,149	12,625	21,729
Dental	2,706	3,379	3,297	5,655
Vision Care	411	568	536	856
Public Employees Retire System	50,449	47,682	46,953	60,309
Fica-Medicare	5,018	4,846	4,498	6,233
Workers' Compensation	1,461	3,933	3,058	3,279
Life Insurance	235	273	229	455
Clothing Allowance	800	400	400	1,500
	\$ 143,960	\$ 141,634	\$ 132,348	\$ 204,107
Other Training & Professional Dues				
Travel	\$ 6,638	\$ (56)	\$ —	\$ 1,000
Tuition & Registration Fees	504	—	12,634	1,000
Mileage (Priv Auto) Trng Prps	—	—	48	1,000
Professional Dues & Subscript	8,132	6,873	242	10,000
	\$ 15,274	\$ 6,817	\$ 12,924	\$ 13,000
Contractual Services				
Professional Services	\$ —	\$ —	\$ —	\$ 1,800
Mileage (Private Auto)	271	—	52	—
Program Promotion	5,581	—	—	—
Participation Fee	6,510	—	2,655	7,500
Property Rental	10,005	80,245	77,063	132,770
Refunds & Miscellaneous	50	—	—	—
Local Match-Grant Programs	276,100	276,100	276,100	276,100
	\$ 298,517	\$ 356,345	\$ 355,869	\$ 418,170
Materials & Supplies				
Office Supplies	\$ 14	\$ —	\$ —	\$ —
Computer Supplies	—	963	—	—
Computer Hardware	—	9,088	—	—
Computer Software	—	875	755	1,200
Clothing	2,406	3,835	—	2,500
Small Equipment	—	—	2,819	3,000



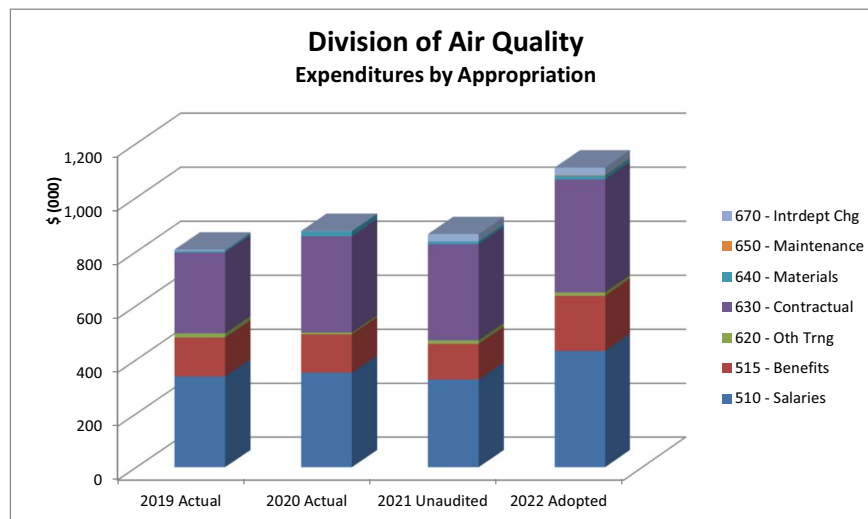
DIVISION OF AIR QUALITY

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Shop Supplies	—	—	166	—
Special Events Supplies	3,799	3,750	6,110	7,300
Just In Time Office Supplies	—	—	165	—
	\$ 6,220	\$ 18,511	\$ 10,014	\$ 14,000
Maintenance				
Repair Parts	\$ —	\$ —	\$ —	\$ 2,000
	\$ —	\$ —	\$ —	\$ 2,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ —	\$ —	\$ 26,371	\$ 26,371
Charges From Print & Repro	5,330	1,110	995	1,334
	\$ 5,330	\$ 1,110	\$ 27,366	\$ 27,705
	\$ 807,261	\$ 876,400	\$ 864,789	\$ 1,111,059

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 143,944	\$ 138,722	\$ 147,539	\$ 145,000
Miscellaneous	1,703	3,933	26,943	—
	\$ 145,647	\$ 142,655	\$ 174,482	\$ 145,000





DIVISION OF AIR QUALITY

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Chief of Air Pollution Outreach	34,008.00	82,706.96
1	1	1	Commissioner of Air Quality	42,758.15	152,224.32
0	0	1	Environmental Prgm Manager	45,000.00	96,330.79
2	2	2	Health Outreach Specialist	34,008.00	54,308.80
<u>4</u>	<u>4</u>	<u>5</u>			
<u>TECHNICIAN</u>					
1	0	0	Env Compl Specialist I	15.00	26.96
2	2	2	Env Enforcement Specialist I	15.00	28.06
1	1	1	Indoor Air Quality Specialist	34,008.00	54,308.80
<u>4</u>	<u>3</u>	<u>3</u>			
<u>8</u>	<u>7</u>	<u>8</u>	TOTAL FULL TIME		
<u>8</u>	<u>7</u>	<u>8</u>	TOTAL DIVISION		



HEALTH EQUITY AND SOCIAL JUSTICE

Lita Wills, Commissioner

Mission Statement

The mission of the newly created Division of Health Equity and Social Justice will be to improve the health outcomes and the overall quality of life for our most disadvantaged populations in order to create thriving neighborhoods and a thriving city.

The City of Cleveland believes that social justice serves as the lens through which we must examine the quality of health and well-being of those who have been impacted the most by systemic challenges that serve as chronic impediments to growth and success. The root causes of many health threats are notably linked to the social determinants of health and the overall conditions that shape a person's opportunity to thrive and achieve their full potential regardless of race, ethnicity, social/economic status, etc. Improving health outcomes and the overall quality of life for our most disadvantaged populations are essential steps in creating thriving neighborhoods and a thriving city.

A critical part of ensuring that all people are able to attain positive health outcomes is to identify and eliminate the patterns of systematic disadvantage that thwart the well-being of marginalized populations. Such an effort requires a strategic and comprehensive methodology. The magnitude and the intricate nature of this type of endeavor warrants the development of the appropriate infrastructure required to create, advance and sustain the complex, fundamental changes that are required to ensure all City of Cleveland residents are able to thrive and live quality lives. Recognizing this created a new organizational structure specifically designed to support the advancement of this effort-the Division of Health Equity and Social Justice, a division within the Cleveland Department of Public Health.

The key priorities that will be advanced through this new Division will include, but are not limited to, the following:

- Identify the behavioral, cultural, social, environmental, racial and organizational determinants that promote or compromise health in disadvantaged groups; and identify/implement evidence-based strategies to address identified challenges and promote health equity and social justice.
- Improve health outcomes and overall quality of life for disadvantaged populations.



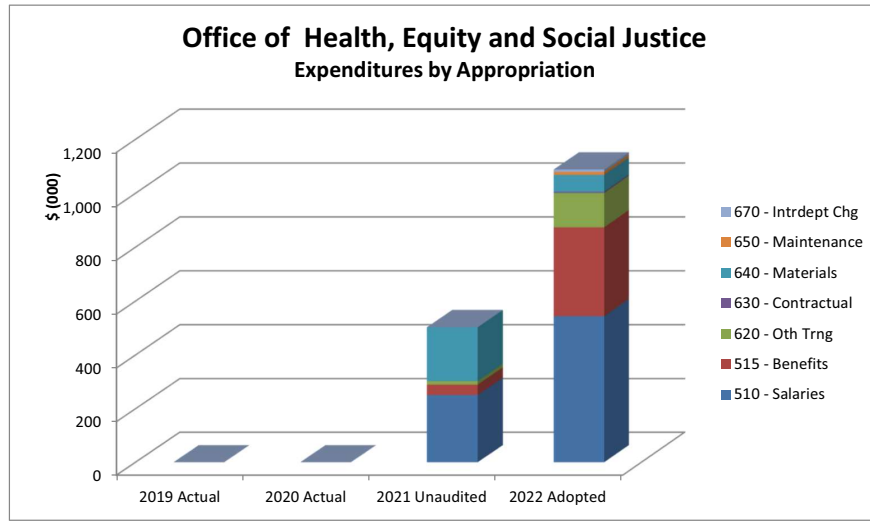
HEALTH EQUITY AND SOCIAL JUSTICE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ —	\$ —	\$ 38,600	\$ 329,808
	\$ —	\$ —	\$ 38,600	\$ 329,808
Benefits				
Hospitalization	\$ —	\$ —	\$ 5,406	\$ 59,232
Prescription	—	—	1,152	12,672
Dental	—	—	301	3,360
Vision Care	—	—	37	432
Public Employees Retire System	—	—	4,864	46,166
Fica-Medicare	—	—	543	4,778
Workers' Compensation	—	—	620	388
Life Insurance	—	—	7	240
	\$ —	\$ —	\$ 12,931	\$ 127,268
Other Training & Professional Dues				
Travel	\$ —	\$ —	\$ —	\$ 1,000
Tuition & Registration Fees	—	—	—	2,000
Professional Dues & Subscript	—	—	—	2,000
	\$ —	\$ —	\$ —	\$ 5,000
Contractual Services				
Professional Services	\$ —	\$ —	\$ 200,000	\$ 30,000
Mileage (Private Auto)	—	—	—	1,000
Property Rental	—	—	—	31,248
	\$ —	\$ —	\$ 200,000	\$ 62,248
Materials & Supplies				
Computer Hardware	\$ —	\$ —	\$ —	\$ 5,000
Computer Software	—	—	—	5,000
Just In Time Office Supplies	—	—	—	1,200
	\$ —	\$ —	\$ —	\$ 11,200
Interdepart Service Charges				
Charges From Print & Repro	\$ —	\$ —	\$ —	\$ 8,000
Charges From Central Storeroom	—	—	—	500
	\$ —	\$ —	\$ —	\$ 8,500
	\$ —	\$ —	\$ 251,531	\$ 544,024



HEALTH EQUITY AND SOCIAL JUSTICE





HEALTH EQUITY AND SOCIAL JUSTICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
0	1	1	Commissioner of Health Equity Social Justice	45,021.46	161,827.66
0	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
1	0	0	Administrative Assistant	31,200.00	79,512.34
1	0	0			
<u>PROFESSIONALS</u>					
1	0	0	Administrative Manager	31,200.00	145,000.00
0	0	1	Data Base Coordinator	31,200.00	87,813.65
0	0	1	Policy Research Analyst	31,200.00	80,045.85
0	0	1	Project Coordinator	31,200.00	99,702.63
1	0	3			
2	1	4	TOTAL FULL TIME		
2	1	4	TOTAL DIVISION		



PUBLIC SAFETY ADMINISTRATION

Karrie D. Howard, Director

Mission Statement

To provide executive oversight of all activities of the Department of Public Safety including the development of policy, coordination of resources, organizing, budgeting, and the development and implementation of staffing plans for the Divisions of the Department; act as a liaison between the Divisions and Cleveland City Council; and ensure fiscal responsibility for the Department.

The Cleveland Department of Public Safety, consisting of the Divisions of Police; Fire, Emergency Medical Service; Animal Care & Control; Corrections; the Office of Professional Standards; the Civilian Police Review Board; Office of Emergency Management; and Information Technology, works diligently to facilitate and preserve a safe city for those who live, work and play in the City of Cleveland. The Department is supported by team-members who engage in the good works of General Administration, Grant Management, and other additional functions.

The 2020 year presented unprecedented challenges. Faced with the COVID-19 pandemic the Divisions of Public Safety have functioned with staffing and economic challenges. The Department of Public Safety as a whole has and will worked diligently to provide high-quality services to the City. A modern role of Public Safety requires an ever evolving review of operations, policy, accountability, and effectiveness.

The Department of Public Safety looks forward to increased and responsible community engagement; accountability of its members; and through robust recruitment plan endeavor to attract applicants from broad sections of the Greater Cleveland Community. The Department will also work to acknowledging the extraordinary work of members of the Public Safety team. All of this, will be accomplished through a holistic focus on Public Safety operations, while improving its efficiency and effectiveness.

During 2020, Department of Public Safety aggressively sought grant funding and other supplemental funding to offset costs of operations, which are generally directly incurred by our citizens. These grants and other supplemental state and federal funding sources assists with staffing and equipping our first responders, thereby improving the quality of safety in the City of Cleveland. We will continue this vigilance throughout 2021.

Increased incorporation of technology into the operation and mission of Public Safety will be key to success moving forward. We will work to seek out innovative and helpful technology to improve networks and telecommunications systems.

The Office of Professional Standard (OPS), which is responsible for investigating citizen complaints against members of the Department of Public Safety, is instrumental to fostering a positive and cooperative relationship between the Public Safety and the community it serves. OPS investigations into police misconduct, incidents involving excessive force will be reviewed thoroughly and concluded in the interest of justice.

PROGRAM NAME:GENERAL ADMINISTRATION

OBJECTIVES: To evaluate Department-wide operations, develop and implement necessary policies to sustain and evolve Department operations.



PUBLIC SAFETY ADMINISTRATION

ACTIVITIES: Provide direction and oversight of the operating Departmental divisions; research, develop, and update policies; maintain ethical and responsible fiscal control; and coordinate efficient and effective personnel support.

PROGRAM NAME:OFFICE OF EMERGENCY MANAGEMENT

OBJECTIVES: To assist first responders, City employees and the general public in preventing, planning for, protecting against, responding to and recovering from disasters and major events, natural or otherwise.

ACTIVITIES: Maintaining and staffing the City's Emergency Operations Center, developing the City's disaster response plans and annexes, coordinating Incident Management training programs for employees and others, coordinating and training various Community Emergency Response Teams (CERT).

PROGRAM NAME:OFFICE OF INFORMATION TECHNOLOGY

OBJECTIVES: To maintain and provide technical support for all Public Safety IT needs and projects such as the 911 Computer Aided Dispatch System (CAD), the Police Records management System (RMS), all radio telecommunications, and all mobile and security-related infrastructure and equipment.

ACTIVITIES: Maintaining and providing technical and logistical support for all technology needs of the Department of Public Safety; serving as project sponsor and project manager for new technology projects such as the wireless video surveillance camera system, Automated License Plate Reader System (APR), and record management systems.

PROGRAM NAME:OFFICE OF INTEGRITY CONTROL, COMPLIANCE, AND EMPLOYEE ACCOUNTABILITY

OBJECTIVES: Review, track, and investigate complaints regarding the Division of Fire and the Division of EMS, including, but not limited to internal and external complaints, alleged or possible administrative violations, and alleged or possible criminal related conduct/activity. The Department of Human Resources will continue to investigate allegations of sexual harassment, workplace violence, and EEO related matters.

ACTIVITIES: On-going and random audits of division payroll, record, inventory, and other administrative activity.

Inspections of division facilities and operations in conjunction with the division chain of command.

Monitor division compliance with regulatory agencies, including but not limited to licensing and certifications.

Any other duties as assigned by the Director of Public Safety.



PUBLIC SAFETY ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 2,508,906	\$ 2,750,875	\$ 2,560,661	\$ 3,357,469
Longevity	11,700	12,275	11,675	11,475
Wage Settlements	—	445	—	—
Vacation Conversion	10,769	—	40,956	—
Separation Payments	89,217	108,589	76,938	90,000
Bonus Incentive	250	—	—	—
Overtime	50,800	29,668	17,373	20,000
	\$ 2,671,642	\$ 2,901,852	\$ 2,707,604	\$ 3,478,944
Benefits				
Hospitalization	\$ 433,722	\$ 463,477	\$ 396,838	\$ 554,457
Prescription	72,420	96,262	83,235	116,287
Dental	19,309	24,796	22,451	32,424
Vision Care	2,073	3,391	3,322	4,628
Public Employees Retire System	359,843	388,085	379,386	474,451
Police & Firemens Disab & Pens	443	—	—	—
Fica-Medicare	40,220	40,196	37,499	50,444
Workers' Compensation	28,878	25,316	24,131	26,702
Life Insurance	1,245	1,711	1,565	2,537
Unemployment Compensation	140	—	—	—
Clothing Allowance	30	—	—	—
	\$ 958,322	\$ 1,043,234	\$ 948,427	\$ 1,261,930
Other Training & Professional Dues				
Travel	\$ 7,629	\$ 599	\$ 8,048	\$ 10,000
Tuition & Registration Fees	425	—	1,195	5,000
Professional Dues & Subscript	813	957	593	1,000
	\$ 8,867	\$ 1,556	\$ 9,836	\$ 16,000
Utilities				
Brokered Gas Supply	\$ —	\$ 246	\$ —	\$ 13,811
Gas	—	2,117	17,031	4,244
Electricity - Cpp	247	224	220	316
Electricity - Other	—	2,737	7,938	15,234
Steam	76,463	72,962	70,050	87,030
	\$ 76,709	\$ 78,286	\$ 95,240	\$ 120,635
Contractual Services				
Professional Services	\$ 1,233	\$ 19,076	\$ 4,333	\$ 5,000
Court Reporter	—	57	—	—
Mileage (Private Auto)	55	—	—	—
Jury And Witness Fees	(135)	—	—	—



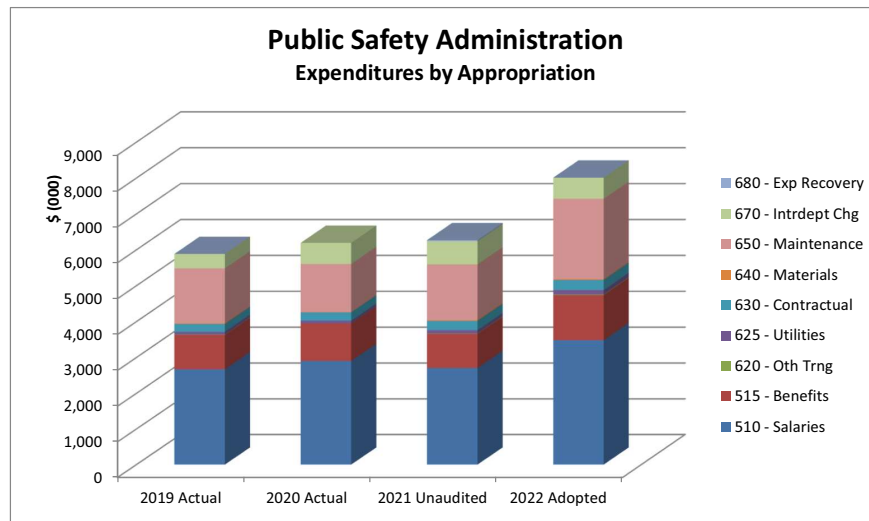
PUBLIC SAFETY ADMINISTRATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Advertising And Public Notice	—	—	—	2,500
Parking In City Facilities	8,897	5,544	7,196	8,000
Property Rental	182,850	189,600	196,350	203,100
Other Contractual	25,159	16,445	50,068	65,000
County Aud & Treas Coll Fee	29	9	3	—
	\$ 218,087	\$ 230,731	\$ 257,950	\$ 283,600
Materials & Supplies				
Office Supplies	\$ 5,979	\$ 75	\$ 1,872	\$ 2,500
Postage	—	—	—	350
Computer Hardware	3,526	5,741	4,749	8,000
Small Equipment	—	1,443	889	2,000
Office Furniture & Equipment	—	—	791	—
Medical Supplies	413	—	—	—
Food	—	—	7,902	5,000
Just In Time Office Supplies	5,902	2,186	3,905	5,000
	\$ 15,820	\$ 9,444	\$ 20,107	\$ 22,850
Maintenance				
Maintenance Contracts	\$ 1,528,959	\$ 1,021,961	\$ 1,191,295	\$ 1,497,015
Computer Hardware Maintenance	585	316,276	127,662	738,971
Computer Software Maintenance	—	—	231,667	—
Maintenance Building	2,286	2,286	3,319	—
	\$ 1,531,830	\$ 1,340,523	\$ 1,553,943	\$ 2,235,986
Interdepart Service Charges				
Charges From Telephone Exch	\$ 376,610	\$ 562,121	\$ 616,433	\$ 553,254
Charges From Print & Repro	23,865	22,704	23,997	32,170
Charges From Central Storeroom	3,016	2,655	5,274	5,695
	\$ 403,491	\$ 587,480	\$ 645,704	\$ 591,119
Capital Outlay				
Transfer To Capital Project	\$ —	\$ —	\$ 30,000	\$ —
	\$ —	\$ —	\$ 30,000	\$ —
	\$ 5,884,768	\$ 6,193,106	\$ 6,268,811	\$ 8,011,064
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 6,260	\$ 3,386	\$ 9,539	\$ 9,000
Fines, Forfeitures & Settlements	2,968	800	603	2,000
Miscellaneous	40,780	33,412	194,062	5,000
	\$ 50,009	\$ 37,598	\$ 204,203	\$ 16,000



PUBLIC SAFETY ADMINISTRATION





PUBLIC SAFETY ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	0	Administration Bureau Mgr	40,314.82	145,820.32
1	1	1	Director of Public Safety	50,795.81	191,316.74
2	2	2	Public Safety IT Manager	65,000.00	115,588.44
1	0	0	Secretary to the Director	36,590.39	154,089.52
5	3	3			
<u>ADMINISTRATIVE SUPPORT</u>					
1	0	0	Chief Clerk	31,200.00	55,207.64
3	3	3	Principal Clerk	17.01	27.55
1	0	1	Senior Clerk	20.44	27.05
5	3	4			
<u>PROFESSIONALS</u>					
2	3	7	Administrative Manager	31,200.00	145,000.00
1	1	1	Administrative Officer	31,200.00	59,620.36
2	4	2	Assistant Administrator	31,200.00	85,000.00
1	1	1	Budget Administrator	31,200.00	116,986.72
1	1	1	Budget Analyst	31,200.00	65,000.00
1	0	1	Executive Commission Public Safety Project - Grants	36,590.39	157,171.30
2	2	3	Executive Commissioner of Public Safety - Operations	36,590.39	157,171.30
1	1	1	Fiscal Manager	31,200.00	98,137.58
1	1	1	Grant Administrator	31,200.00	83,008.39
4	3	4	Network Analyst II	31,200.00	107,868.72
2	3	3	Payroll Specialist	31,200.00	65,000.00
2	1	2	Personnel Administrator	31,200.00	91,088.49
1	0	0	Personnel Assistant	31,200.00	52,381.41
1	1	1	Police Stress Consultant	75,000.00	133,419.78
1	2	2	Project Coordinator	31,200.00	99,702.63
1	1	1	Project Director	31,200.00	88,646.98
2	2	3	Software Analyst	45,000.00	96,330.79
0	1	1	Systems Analyst	31,200.00	70,429.91
26	28	35			



PUBLIC SAFETY ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	December 2021		Budget 2022	Minimum
TECHNICIAN					
1	0	1	Computer Operator	15.00	27.05
1	0	1			
NON EEO REPORTING					
1	1	1	Emergency Mgt Planner	36,000.00	90,000.00
1	1	1	Manager of Public Safety Office QC	31,200.00	96,463.81
2	2	2			
39	36	45	TOTAL FULL TIME		
39	36	45	TOTAL DIVISION		



DIVISION OF POLICE

Dornat A. Drummond, Interim Chief

Mission Statement

The mission of the Cleveland Division of Police is to serve as guardians of the Cleveland community. Guided by the Constitution, we shall enforce the law, maintain order, and protect the lives, property, and rights of all people. We shall carry out our duties with a reverence for human life and in partnership with members of the community through professionalism, respect, integrity, dedication and excellence in policing.

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

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

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

Homeland Special Operations is composed of three main sections which provide a variety of investigative, technical, and preventative services along with establishing security initiatives. Investigations are completed by detective bureaus that specialize in specific crimes such as homicides, sex crimes, and domestic violence. Support units such as SWAT handle volatile situations where specialized training is required. Technical support provides forensic and crime scene analysis as well as photographic and lab services. Homeland Services prevents, responds, and investigates terror activities in our City and the Greater Cleveland area by securing our airports, analyzing crime data for future preventive crime and terrorist trends. Homeland Services coordinates and shares law enforcement intelligence with local, state, and federal law enforcement agencies.

PROGRAM NAME:ADMINISTRATIVE OPERATIONS

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

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



DIVISION OF POLICE***PROGRAM NAME:FIELD OPERATIONS***

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

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

Provide neighborhood patrols to areas that could benefit from close on-going interaction between the police and the community. Participate in community services programs which aggressively investigates and focuses on deterring crimes that occur on the streets in highly populated, distressed neighborhoods. Conduct DARE programs, Child Accident Prevention Programs, Crime Watch Training, and other programs in response to the needs of the community. Alleviate traffic congestion, restore normal traffic flow, and provide traffic and crowd control at special events. Respond to scenes of traffic accidents and prepare traffic reports.

PROGRAM NAME:HOMELAND SPECIAL OPERATIONS

OBJECTIVES: To target the perpetrators of specific crimes such as financial crimes, homicides, sexual assaults, drug trafficking, threats and criminal actions against the security of our city for arrest and prosecution.

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

Establish homeland security initiatives within the City of Cleveland and the Greater Cleveland area. Prevent, respond, and investigate terrorist activities in our city and the Greater Cleveland area. Provide security and patrols of Cleveland Hopkins International Airport, Cleveland City Hall, and the borders of the city. Participate in law enforcement partnerships with federal agencies in an effort to combat drugs, arrest violent fugitives, identify sexual predators, and control illegal firearms.



DIVISION OF POLICE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 9,669,864	\$ 9,857,167	\$ 10,341,843	\$ 10,850,118
Seasonal	—	—	41	—
Military Leave	144,431	175,629	181,815	100,000
Part-Time Permanent	330,059	338,036	231,795	717,344
Student Trainees	2,247,721	1,326,685	1,725,382	2,800,000
School Guards	1,234,489	714,412	652,179	1,425,000
Uniformed Personnel	100,448,768	105,393,695	99,975,647	110,824,128
Uniformed Overtime	16,661,834	14,675,031	18,310,546	13,000,000
Longevity	806,700	791,000	750,000	742,975
Wage Settlements	—	113,233	1,581	—
Vacation Conversion	2,767	—	11,962	—
Separation Payments	4,581,919	5,033,420	6,101,765	5,000,000
Bonus Incentive	2,500	—	—	—
Overtime	1,925,661	1,665,301	1,895,700	1,700,000
Deferred Overtime Payments	455,381	567,519	566,947	550,000
	\$ 138,512,094	\$ 140,651,129	\$ 140,747,201	\$ 147,709,565
Benefits				
Hospitalization	\$ 19,729,852	\$ 20,003,544	\$ 18,633,791	\$ 20,689,168
Prescription	3,380,758	4,156,894	3,887,513	4,115,714
Dental	909,555	1,059,923	967,141	1,176,406
Vision Care	97,253	155,298	155,821	189,084
Public Employees Retire System	1,845,578	1,838,212	1,843,303	2,056,945
Police & Firemens Disab & Pens	23,457,300	24,661,698	23,556,757	24,963,334
Fica-Medicare	1,948,154	2,002,370	2,006,407	2,141,789
Workers' Compensation	2,730,814	1,376,415	3,430,877	3,119,316
Life Insurance	60,109	80,261	75,746	102,663
Unemployment Compensation	22,502	53,793	12,057	60,000
Clothing Allowance	762,316	710,034	663,993	702,575
Clothing Maintenance	1,180,675	1,250,492	1,240,000	1,366,875
	\$ 56,124,865	\$ 57,348,935	\$ 56,473,406	\$ 60,683,869
Other Training & Professional Dues				
Travel	\$ 32,551	\$ 9,501	\$ 19,611	\$ 50,000
Tuition & Registration Fees	8,848	11,581	23,157	20,000
Professional Dues & Subscript	11,784	4,429	3,213	5,000
	\$ 53,183	\$ 25,511	\$ 45,981	\$ 75,000
Utilities				
Brokered Gas Supply	\$ 76,889	\$ 44,431	\$ 58,699	\$ 103,169
Gas	35,384	31,994	33,439	64,351



DIVISION OF POLICE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Electricity - Cpp	1,214,278	1,250,057	1,185,346	1,304,217
Electricity - Other	94,243	75,723	72,339	144,144
Steam	52,691	124,434	101,715	207,694
	\$ 1,473,485	\$ 1,526,639	\$ 1,451,538	\$ 1,823,575
Contractual Services				
Professional Services	\$ 828,171	\$ 608,837	\$ 566,450	\$ 845,500
Court Reporter	3,404	5,268	33,178	30,000
Referee Services	49,501	49,869	44,383	50,000
Mileage (Private Auto)	473	—	—	3,000
Janitorial Services	—	575	—	—
Medical Services	3,125	2,723	—	10,000
Advertising And Public Notice	1,130	899	1,624	12,000
Parking In City Facilities	137,775	67,167	116,021	120,000
Insurance And Official Bonds	—	1,758	—	—
Property Rental	43,895	66,158	62,025	65,000
Towing	217,324	290,000	235,000	250,000
Subgrantees	335	—	—	—
Other Contractual	104,632	30,743	92,211	100,000
Refunds & Miscellaneous	—	—	250	—
Local Match-Grant Programs	45,627	517,962	39,475	132,206
	\$ 1,435,392	\$ 1,641,960	\$ 1,190,617	\$ 1,617,706
Materials & Supplies				
Office Supplies	\$ 589	\$ 8,997	\$ 4,983	\$ 10,000
Postage	2,595	813	787	6,000
Computer Supplies	1,001	2,118	—	—
Computer Hardware	1,402	—	106,422	50,000
Computer Software	8,831	47,217	8,564	30,000
Fuel	86,078	20,037	68,607	75,000
Clothing	103,831	59,255	143,733	285,000
Hardware & Small Tools	—	1,815	19,923	—
Small Equipment	70,315	146,182	120,388	155,000
Office Furniture & Equipment	4,626	4,332	12,556	15,000
Ammunition	199,227	164,700	209,651	250,000
Hygiene And Cleaning Supplies	4,979	7,866	7,319	10,000
Lumber, Glass, And Drywall	—	996	4,233	2,000
Medical Supplies	—	12,899	1,760	8,000
Food	15,007	10,706	14,774	15,000
Laboratory Supplies	10,511	47,092	11,000	15,000



DIVISION OF POLICE

Expenditures (Continued)

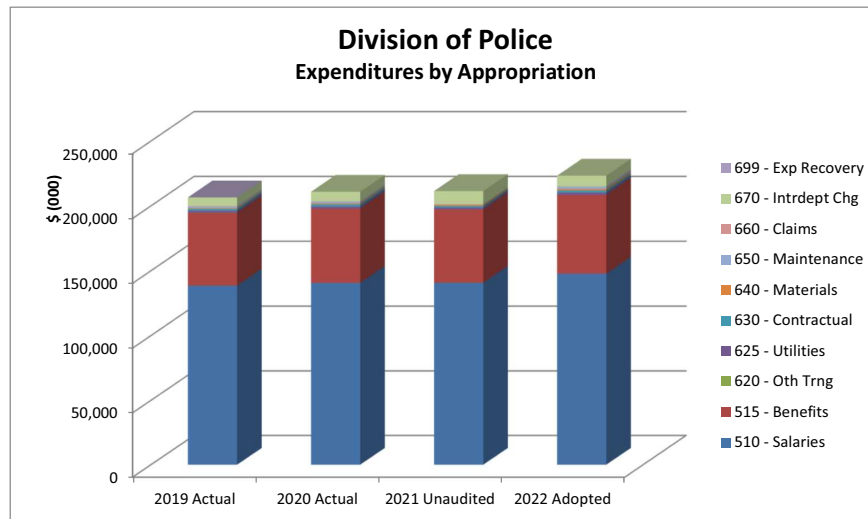
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Photographic Supplies	—	27,808	24,574	40,000
Medical Equipment	—	1,598	—	—
Printed Materials	40,110	12,240	34,657	15,000
Shop Tools	387	—	—	—
Other Supplies	88,948	142,085	129,700	110,000
Safety Equipment	—	23,986	5,257	—
Batteries	—	—	—	1,000
Just In Time Office Supplies	40,948	63,766	45,115	55,000
Misc Maintenance Supplies	1,634	314	—	3,000
	\$ 681,019	\$ 806,819	\$ 974,004	\$ 1,150,000
Maintenance				
Maintenance Office Equipment	\$ —	\$ 320	\$ —	\$ 2,000
Maintenance Contracts	1,223,251	1,009,646	107,956	1,540,043
Computer Hardware Maintenance	—	12,620	—	—
Computer Software Maintenance	—	39,840	129,017	—
Maintenance Machinery & Tools	—	—	—	2,000
Maintenance Vehicles	—	—	20,000	—
Repair Parts	—	—	10,000	—
Car Washes	28,844	22,000	18,990	45,000
Maintenance Misc. Equipment	16,582	32,155	17,292	20,000
Maintenance Building	84,644	75,597	47,050	76,000
Repair Of Overhead Doors	—	3,326	8,000	24,000
	\$ 1,353,322	\$ 1,195,504	\$ 358,305	\$ 1,709,043
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ 100,500	\$ 2,250	\$ —
Police Chief Expense Fund	150,000	105,000	80,000	250,000
	\$ 150,000	\$ 205,500	\$ 82,250	\$ 250,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 2,517,497	\$ 3,067,274	\$ 4,175,017	\$ 3,747,116
Charges From Radio Comm System	1,290,377	1,030,945	2,218,019	1,919,529
Charges From W.P.C.	3,369	1,267	—	—
Charges From Print & Repro	367,328	407,563	417,244	559,343
Charges From Central Storeroom	86,788	80,837	95,189	102,799
Charges From M.V.M.	2,518,083	2,847,268	3,185,216	1,919,529
Charges From Parking Garage	—	—	14	—
	\$ 6,783,441	\$ 7,435,154	\$ 10,090,698	\$ 8,248,316
	\$ 206,566,801	\$ 210,837,151	\$ 211,414,000	\$ 223,267,074



DIVISION OF POLICE

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 467,685	\$ 485,126	\$ 504,755	\$ 524,688
Fines, Forfeitures & Settlements	200	70	15,521	—
Grant Revenue	912,538	630,140	1,955,759	1,916,666
Miscellaneous	13,612,100	10,404,313	17,779,130	10,679,077
	\$ 14,992,523	\$ 11,519,649	\$ 20,255,165	\$ 13,120,431





DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Chief of Police	69,682.20	184,847.09
17	15	17	Captain of Police	105,046.98	105,546.98
12	12	12	Commander of Police	121,934.50	122,434.50
1	1	1	Commissioner of Traffic Control	121,934.50	122,434.50
4	4	4	Deputy Chief of Police	63,966.00	155,730.30
57	47	57	Lieutenant of Police	90,488.78	90,988.78
211	187	211	Sergeant of Police	77,938.60	78,438.60
<hr/> 303	<hr/> 267	<hr/> 303			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Accountant Clerk I	15.00	19.00
1	0	1	Accountant Clerk II	15.00	20.51
3	3	3	Chief Clerk	31,200.00	55,207.64
12	9	11	Principal Clerk	17.01	27.55
1	1	1	Private Secretary	15.61	17.35
3	3	3	Secretary	15.61	20.52
1	1	1	Stock Clerk	15.00	21.39
2	1	2	Telephone Operator	15.00	49.25
1	1	1	Typist	15.61	17.85
<hr/> 25	<hr/> 20	<hr/> 24			
<u>PARA-PROFESSIONALS</u>					
2	1	2	Docket Clerk	31,200.00	42,143.25
<hr/> 2	<hr/> 1	<hr/> 2			
<u>PROFESSIONALS</u>					
1	0	1	Accountant I	16.69	23.43
2	2	2	Administrative Officer	31,200.00	59,620.36
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Aviation Unit Manager	88,000.00	108,000.00
4	3	4	Crime Analyst I	38,000.00	57,986.08
1	1	1	Crime Analyst III	66,000.00	84,064.32
1	1	1	Mounted Unit Train Instr-Hndlr	38,000.00	54,641.81
1	1	1	Personnel Assistant	31,200.00	52,381.41



DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

No. of Employees			Position	Salary Schedule	
Budget 2021	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Project Coordinator	31,200.00	99,702.63
1	1	1	Project Director	31,200.00	88,646.98
1	1	1	Systems Analyst	31,200.00	70,429.91
<u>15</u>	<u>13</u>	<u>15</u>			
<u>PROTECTIVE SERVICES</u>					
950	971	979	Patrol Officer I	65,815.43	67,619.48
93	99	141	Patrol Officer II	59,062.31	60,243.56
189	33	49	Patrol Officer III	57,071.89	58,213.33
105	32	168	Patrol Officer IV	53,779.43	54,855.02
2	2	2	Police Safety Aide	31,200.00	35,139.29
210	55	180	Police Trainee*	15.00	15.00
23	18	23	Traffic Controller	17.51	17.86
<u>1,362</u>	<u>1,155</u>	<u>1,362</u>			
<u>SERVICE & MAINTENANCE</u>					
7	6	7	Guard	19.47	20.18
<u>7</u>	<u>6</u>	<u>7</u>			
<u>TECHNICIANS</u>					
10	9	10	Chief Radio Dispatcher	56,629.65	59,203.73
7	5	7	Communication Specialist - Bilingual	31,200.00	47,200.52
3	3	3	Data Conversion Supervisor	23.51	23.98
3	1	3	Fingerprint Examiner	46,950.87	50,889.89
1	1	1	Forensic Video Specialist	50,000.00	78,810.30
85	78	85	Police Radio Dispatcher	31,200.00	51,481.50
23	17	23	Safety Telephone Operator	31,200.00	40,965.03
1	1	1	Scientific Examiner	68,261.85	69,627.09
36	35	36	Senior Data Conversion Operator	15.92	21.39
<u>169</u>	<u>150</u>	<u>169</u>			
<u>NON EEO REPORTING</u>					
1	1	1	Intelligence Analyst I	38,000.00	55,677.58
<u>1</u>	<u>1</u>	<u>1</u>			
<u>1,884</u>	<u>1,613</u>	<u>1,883</u>	TOTAL FULL TIME		



DIVISION OF POLICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			<u>PART TIME</u>		
4	4	4	Helicopter Pilot	60,000.00	75,741.12
355	300	355	School Crossing Guard	20.50	31.09
34	11	34	Traffic Controller	17.51	17.86
393	315	393	TOTAL PART TIME		
2,277	1,928	2,276	TOTAL DIVISION		

* Denotes amount not included in Total Headcount



DIVISION OF FIRE**Eric G. Burchak, Interim Chief****Mission Statement**

To serve the City of Cleveland with the highest degree of quality and professionalism through a proactive commitment to prevent and mitigate emergency situations where life and property are at risk. The Cleveland Division of Fire has been serving the Community of Cleveland, Ohio for over 150 Years! Our core values center around the protection of lives, property and the environment through preparedness, prevention, public education and emergency response; we place an emphasis on quality services delivered efficiently, effectively and safely...

The Cleveland Division of Fire is responsible for providing fire suppression, fire code enforcement, fire safety education, technical rescue operations, hazardous material regulation and response, basic and advanced life support, and pre-hospital care in support of the Division of Emergency Medical Service (EMS), for the City of Cleveland through a coordinated system of response assets located strategically throughout the community. The Division of Fire supports the response system by conducting administrative operations, communications, and training of its employees to ensure the community receives superior fire, rescue, and emergency medical response.

PROGRAM NAME:ADMINISTRATION

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

ACTIVITIES: : Plan and prepare operating and capital budgets. Manage daily operations, maintain discipline, monitor and implement sick leave, light duty and leave of absence procedures. Collect, compile and enter data on alarms, employee work hours and other data into data base systems. Participate in planning of rehab and construction of Division facilities. Schedule and coordinate public fire education programs, public relations and news releases in conjunction with the Mayor's Office, Public Safety Directors Office and other interested community organizations. Time keeping and payroll activities are maintained through a consolidation of Division of Fire and EMS employees, overseen by a civilian Administrative Manager, who reports to an Assistant Director of the Department of Public Safety.

PROGRAM NAME:COMMUNICATIONS

OBJECTIVES: To provide efficient communication for the Division of Fire in coordination with the Division of EMS to ensure timely and effective deployment to all emergencies.

ACTIVITIES: Receive and dispatch all calls for assistance. Determine proper response and dispatch firefighting and or medical/rescue units. Coordinate and control emergency radio transmission and provide a communications/command vehicle for major incidents. Provide support and maintenance for all communication systems for dispatching and recording of fire alarms, response times, fire loss estimates and other records.

PROGRAM NAME:OPERATIONS

OBJECTIVES: To save lives and property by: extinguishing and preventing the spread of fire, providing immediate medical care, rescue and extrication services,



DIVISION OF FIRE

abating hazardous material releases, and investigating the causes and origins of fires and other hazardous situations.

ACTIVITIES: Responds to over 60,000 emergency alarms annually with required personnel, apparatus and equipment to provide the fire suppression, emergency medical care, transport, and other rescue operations necessary to mitigate any emergency that presents itself to the community where life and property are at risk. Conduct daily training according to Training Program directive. Maintain apparatus, equipment and stations. Inspect buildings and fire hydrants and investigate fires, injuries and accidents.

PROGRAM NAME:OPERATIONS SUPPORT

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

ACTIVITIES: Provide, issue, maintain and repair all rescue equipment, small equipment and supplies to insure other programs maintain operational capacity, including self-contained breathing equipment (SCBA), personal protective clothing, hoses, nozzles, small tools and equipment, supplies and all materials needed for continued operations. Provide 24 hour emergency apparatus repair. Provide pre-incident information on streets, buildings, hazardous conditions, hydrant and water mains.

PROGRAM NAME:PREVENTION AND PUBLIC EDUCATION

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

ACTIVITIES: Perform fire and life safety inspections of all buildings except one and two family dwellings. Review new construction and building renovations plans for compliance with state and local fire safety laws. Test new and existing fire protection systems. Review and issue permits for control of flammable and hazardous substances. Provide hazardous material specialists to ensure hazardous material spills are cleaned up in compliance with local, state and federal laws.

PROGRAM NAME:FIREFIGHTER/EMS/RESCUE TRAINING AND EDUCATION

OBJECTIVES: To provide the necessary knowledge, skills and abilities to enable the Division of Fire to operate in a safe and efficient, and cooperative manner to respond to all emergencies. To also coordinate all pre-hospital care training with the Division of EMS, ensuring effective, compliant, and professional application of all pre-hospital medical care protocols.

ACTIVITIES: Conduct basic training classes for newly appointed firefighter to ensure compliance with federal, state and industry standards. Provide hazardous material training to members of the division to comply with Federal, OSHA, State and National fire Protection standards. Recertify firefighters as Emergency Medical Technicians and maintain and update the Division Drill manual. Conduct classes on safe driving, pump operations, aerial ladder operation, rescue techniques and other pertinent subjects. Maintain training records, test and evaluate new equipment and operations methods.



DIVISION OF FIRE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 597,613	\$ 604,300	\$ 664,691	\$ 544,067
Military Leave	76,830	65,130	82,335	—
Injury Pay	350	403	—	—
Student Trainees	349,579	—	1,059,218	941,078
Uniformed Personnel	55,284,232	52,534,813	50,482,422	53,407,886
Uniformed Overtime	7,140,172	8,326,800	13,101,741	7,670,000
Longevity	398,850	372,800	379,325	373,650
Wage Settlements	63,114	55,412	255	—
Vacation Conversion	—	—	5,830	—
Separation Payments	1,140,398	1,238,275	1,169,326	1,200,000
Overtime	7,261	3,819	9,498	20,000
Deferred Overtime Payments	174,997	92,277	127,255	175,000
	\$ 65,233,396	\$ 63,294,030	\$ 67,081,895	\$ 64,331,681
Benefits				
Hospitalization	\$ 9,035,480	\$ 8,965,314	\$ 8,856,919	\$ 9,384,020
Prescription	1,530,468	1,873,113	1,838,708	1,917,918
Dental	428,296	487,302	467,225	549,627
Vision Care	40,489	63,447	67,827	80,360
Public Employees Retire System	85,431	81,062	85,638	78,969
Police & Firemens Disab & Pens	15,050,627	15,141,179	15,468,091	15,016,228
Fica-Medicare	902,014	886,820	949,121	932,809
Workers' Compensation	2,180,858	564,658	1,486,888	2,298,539
Life Insurance	25,619	32,326	31,753	43,095
Unemployment Compensation	—	10,832	0	—
Clothing Allowance	311,716	290,300	301,396	309,360
Clothing Maintenance	442,350	431,750	445,340	502,710
	\$ 30,033,347	\$ 28,828,103	\$ 29,998,909	\$ 31,113,635
Other Training & Professional Dues				
Travel	\$ 18,790	\$ 3,660	\$ 2,462	\$ 15,000
Tuition & Registration Fees	30,518	6,093	36,394	25,000
Training	350	7,918	8,692	—
Other Training Supplies	7,337	11,011	16,954	14,500
Mileage (Priv Auto) Trng Prps	3,930	1,343	5,277	5,000
Professional Dues & Subscript	3,946	8,010	3,151	6,000
	\$ 64,870	\$ 38,036	\$ 72,929	\$ 65,500
Utilities				
Brokered Gas Supply	\$ 101,534	\$ 65,879	\$ 85,253	\$ 130,620
Gas	45,209	43,849	41,642	78,399



DIVISION OF FIRE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Electricity - Cpp	511,379	527,211	499,539	549,740
Electricity - Other	25,016	27,773	24,866	33,532
Steam	33,401	32,094	46,015	34,196
	\$ 716,539	\$ 696,807	\$ 697,315	\$ 826,487
Contractual Services				
Professional Services	\$ 59,222	\$ 32,108	\$ 55,162	\$ 38,000
Court Reporter	1,000	1,649	—	750
Referee Services	9,678	7,334	16,610	—
Mileage (Private Auto)	15,216	11,893	6,892	15,000
Medical Services	4,683	—	695	10,000
Freight Expense	867	2,463	370	—
Parking In City Facilities	2,236	1,815	1,980	6,500
Property Rental	—	—	27,869	—
Towing	105	—	—	—
Equipment Rental	—	—	1,500	—
Other Contractual	6,878	40,000	81,110	136,000
Local Match-Grant Programs	7,000	—	14,034	—
	\$ 106,882	\$ 97,261	\$ 206,221	\$ 206,250
Materials & Supplies				
Office Supplies	\$ 3,004	\$ —	\$ 76	\$ 5,000
Postage	—	—	261	1,000
Computer Supplies	719	1,809	49	2,000
Computer Hardware	3,570	711	—	2,000
Computer Software	719	140	140	—
Fire/Ems Apparatus Parts	123,389	11,300	196,078	87,840
Clothing	161,866	13,400	150,145	90,000
Hardware & Small Tools	17,516	12,089	2,490	15,000
Small Equipment	21,980	26,540	37,130	45,000
Office Furniture & Equipment	756	30,686	23,263	20,000
Electrical Supplies	3,281	2,327	5,020	4,000
Hygiene And Cleaning Supplies	44,207	46,380	47,500	40,000
Lumber, Glass, And Drywall	926	—	2,760	5,000
Medical Supplies	47,687	—	16,249	50,000
Printed Materials	2,924	16,246	24,307	30,000
Other Supplies	57,651	86,879	182,056	76,000
Safety Equipment	121,818	51,549	141,009	150,000



DIVISION OF FIRE

Expenditures (Continued)

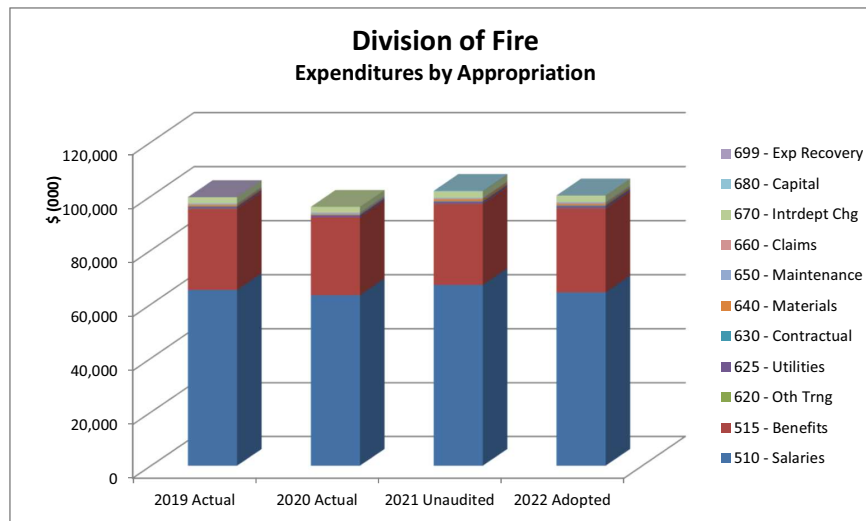
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Special Events Supplies	—	994	—	950
Batteries	3,709	192	2,318	5,000
Just In Time Office Supplies	7,210	11,458	9,042	10,000
	\$ 622,930	\$ 312,700	\$ 839,894	\$ 638,790
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 950
Maintenance Contracts	21,889	6,719	3,995	49,000
Computer Hardware Maintenance	—	2,780	—	—
Computer Software Maintenance	177,739	212,597	159,988	285,059
Maintenance Electrical Equip	—	8,769	—	3,000
Maintenance Fire Apparatus	—	—	10,700	—
Maintenance Vehicles	20,280	—	—	5,000
Repair Parts	38,642	60,418	31,567	52,000
Car Washes	375	300	518	1,000
Maintenance Misc. Equipment	115,438	109,099	63,601	65,000
Maintenance Building	30,095	7,322	13,111	15,200
Repair Of Overhead Doors	57,809	77,845	104,682	65,000
	\$ 462,266	\$ 485,850	\$ 388,163	\$ 541,209
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ 102,397	\$ 364	\$ 4,000
	\$ —	\$ 102,397	\$ 364	\$ 4,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 428,174	\$ 374,047	\$ 395,505	\$ 354,970
Charges From Radio Comm System	277,718	206,932	459,182	466,662
Charges From W.P.C.	588	1,639	—	—
Charges From Print & Repro	29,944	26,629	41,824	56,068
Charges From Central Storeroom	263	288	446	482
Charges From M.V.M.	1,629,347	1,536,171	1,510,098	1,621,593
	\$ 2,366,033	\$ 2,145,706	\$ 2,407,055	\$ 2,499,775
Capital Outlay				
Transfer To Capital Project	\$ —	\$ —	\$ 215,466	\$ —
	\$ —	\$ —	\$ 215,466	\$ —
Expenditure Recovery				
Expenditure Recovery	\$ 6,863	\$ —	\$ —	\$ —
	\$ 6,863	\$ —	\$ —	\$ —
	\$ 99,613,126	\$ 96,000,889	\$ 101,908,211	\$ 100,227,327



DIVISION OF FIRE

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 199,890	\$ 200,557	\$ 249,842	\$ 604,250
Fines, Forfeitures & Settlements	500	3,518	160	—
Grant Revenue	—	216,361	310,161	—
Licenses & Permits	686,765	494,382	584,208	818,000
Miscellaneous	905,504	722,601	3,296,657	14,000
	\$ 1,792,659	\$ 1,637,419	\$ 4,441,028	\$ 1,436,250





DIVISION OF FIRE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
6	6	6	Assistant Chief of Fire	132,376.50	137,724.51
25	25	25	Battalion Chief of Fire	104,987.53	105,487.53
57	57	57	Captain of Fire	90,437.53	90,937.53
1	1	1	Chief of Fire	64,407.00	184,847.09
165	160	165	Lieutenant of Fire	77,894.42	78,394.42
<u>254</u>	<u>249</u>	<u>254</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
4	3	3	Chief Clerk	31,200.00	55,207.64
1	0	1	Principal Clerk	17.01	27.55
3	3	3	Private Secretary	15.61	17.35
1	1	0	Senior Clerk	20.44	27.05
<u>9</u>	<u>7</u>	<u>7</u>			
<u>PROFESSIONALS</u>					
1	1	1	Assistant Personnel Administrator	31,200.00	61,601.02
1	1	1	Personnel Assistant	31,200.00	52,381.41
1	1	1	Project Director	31,200.00	88,646.98
1	1	1	Sr Budget & Mgmt Analyst	31,200.00	88,147.99
<u>4</u>	<u>4</u>	<u>4</u>			
<u>PROTECTIVE SERVICES</u>					
44	0	87	Apprentice-Medic I Fire	57,025.38	58,298.83
40	0	0	Apprentice-Medic II Fire	58,025.38	59,298.83
59	21	21	Apprentice-Medic III Fire	59,525.38	60,798.83
364	399	399	Firefighter	65,807.95	67,581.40
100	89	80	Fire Trainee*	15.00	15.00
<u>507</u>	<u>420</u>	<u>507</u>			
<u>774</u>	<u>680</u>	<u>772</u>	TOTAL FULL TIME		
<u>774</u>	<u>680</u>	<u>772</u>	TOTAL DIVISION		

* Denotes amount not included in Total Headcount



DIVISION OF EMERGENCY MEDICAL SERVICE

Nicole A. Carlton, Commissioner

Mission Statement

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

The Division of Emergency Medical Service (EMS) is responsible for providing advanced life support pre-hospital care and transportation to the appropriate medical facility for the City of Cleveland through a coordinated communications network in cooperation with the Department of Fire. The Division of EMS ensures that patients receive optimal care through an initial cadet training program, Certificate of Approval #1366 for continuing education and paramedic certification accredited by the State of Ohio Department of Public Safety, comprehensive performance improvement program, state of the art technologies, and medical oversight from prominent medical professionals throughout the greater Cleveland area.

PROGRAM NAME:ADMINISTRATION

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

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

PROGRAM NAME:COMMUNICATIONS

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

ACTIVITIES: Evaluate 9-1-1 calls for assistance through call prioritizing system designed to determine the call type, priority level and subsequent type of response for the Divisions of EMS and Fire. Provide pre-arrival patient care instructions to callers and coordinate appropriate third party resources to assist in the treatment and transportation of patients. Assist other City of Cleveland agencies in checking on the welfare of community members.

PROGRAM NAME:EMPLOYEE TRAINING AND EDUCATION

OBJECTIVES: To plan, direct, coordinate, and assist in all educational activities in a consolidated and cooperative manner with the Division of Fire for all pre-hospital medical care, through State of Ohio Certificate of Approval #1366, for the Department of Public Safety, including state certification at all levels; including recertification, cadet training, continuing education, as well as, quality assurance/performance improvement.

ACTIVITIES: Provide initial cadet training for all divisional employees. Conduct State of Ohio re-certification and continuing education programs and classes for all levels of pre-hospital providers. Conduct professional development activities for administrative, supervisory, field, and communication's center employees. Provide professional recognized enhancement programs for all employees. Provide clinical experience for pre-hospital care providers



DIVISION OF EMERGENCY MEDICAL SERVICE

through the Field Training Officer Program. Perform pre-hospital paramedic and EMT functioning testing as directed by the Department of Public Safety Medical Director. Implement and maintain divisional performance standards to patient care protocols, operating procedures, policies and procedures. Set performance benchmarks and monitor compliance to benchmarks. Conduct education and remediation for employee performance that is substandard to performance benchmarks.

PROGRAM NAME: OPERATIONS

OBJECTIVES: To respond to emergency scenes, in cooperation with the Division of Fire, to provide basic and advanced life support, transport patients to appropriate medical facilities, ensure preparedness and response for domestic terrorism.

ACTIVITIES: To respond to emergency scenes in a safe and expeditious manner. Provide basic and advanced pre-hospital medical interventions in accordance with State of Ohio Department of Public Safety guidelines. Transport patients to appropriate medical facilities. Document medical patient care and billing information to be used for performance review and service billing. Provide medical supply purchasing and distribution for the Divisions of EMS and Fire, and oversee logistical and technological support for all pre-hospital care functions. Provide supervisory oversight for all pre-hospital medical care and transportation.

PROGRAM NAME: PUBLIC EDUCATION

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

ACTIVITIES: Provide programs that serve to educate the public on general health, safety and lifesaving skills. Provide certification and training in first aid, CPR and AED in accordance with established American Heart Association standards. Function as community training center for the American Heart Association. Provide general health screenings for the community through a series of coordinated neighborhood locations throughout the City of Cleveland. Promote general health and wellness education through cooperative efforts with other leading health agencies. In collaboration with the Department of Aging, assist with the Senior Power Program and the Senior Falls Program to reduce injuries to the city's senior population. Provide city employee CPR and AED training; install and maintain all AEDs located at City of Cleveland properties.



DIVISION OF EMERGENCY MEDICAL SERVICE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 14,009,184	\$ 18,315,654	\$ 14,609,861	\$ 17,429,011
Military Leave	62,061	63,908	79,188	—
Part-Time Permanent	—	4,368	—	—
Injury Pay	—	—	58,910	—
Student Trainees	301,799	433,468	276,786	625,000
Uniformed Overtime	—	3,521	—	—
Longevity	87,875	86,075	90,000	94,400
Wage Settlements	—	10,007	24,501	—
Vacation Conversion	7,796	—	8,273	—
Separation Payments	88,500	148,675	159,413	125,000
Overtime	3,301,719	3,317,997	4,091,595	3,500,000
Deferred Overtime Payments	98,677	90,067	92,735	102,500
	\$ 17,957,611	\$ 22,473,741	\$ 19,491,262	\$ 21,875,911
Benefits				
Hospitalization	\$ 2,779,271	\$ 2,969,667	\$ 2,935,307	\$ 3,277,059
Prescription	496,068	605,521	602,500	711,647
Dental	132,839	136,229	136,293	201,620
Vision Care	14,330	14,853	20,826	31,644
Public Employees Retire System	2,484,626	2,515,536	3,404,038	3,045,128
Fica-Medicare	255,914	321,287	277,118	317,201
Workers' Compensation	328,925	156,101	376,755	426,114
Life Insurance	10,136	12,669	12,432	18,157
Unemployment Compensation	—	7,223	—	15,000
Clothing Allowance	142,100	128,175	131,700	156,400
Clothing Maintenance	91,925	86,075	83,850	105,625
	\$ 6,736,132	\$ 6,953,335	\$ 7,980,820	\$ 8,305,595
Other Training & Professional Dues				
Travel	\$ 8,091	\$ 434	\$ 1,749	\$ 10,000
Tuition & Registration Fees	14,370	6,941	14,686	20,000
Other Training Supplies	2,903	—	45,413	25,000
	\$ 25,364	\$ 7,375	\$ 61,848	\$ 55,000
Utilities				
Brokered Gas Supply	\$ 3,910	\$ 2,385	\$ 2,878	\$ 4,645
Gas	1,725	1,718	1,675	2,773
Electricity - Cpp	2	3	2	5
Electricity - Other	1,878	1,961	1,503	2,196
	\$ 7,515	\$ 6,067	\$ 6,058	\$ 9,619



DIVISION OF EMERGENCY MEDICAL SERVICE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 26,280	\$ 38,186	\$ 37,208	\$ 50,000
Court Reporter	984	—	476	1,000
Referee Services	9,863	6,645	14,576	15,000
Janitorial Services	15,000	15,000	15,000	15,000
Medical Services	—	1,347	1,383	2,000
Parking In City Facilities	1,796	221	13	1,500
Property Rental	—	—	23,336	—
Other Contractual	18,851	104,589	32,440	20,000
	\$ 72,774	\$ 165,988	\$ 124,431	\$ 104,500
Materials & Supplies				
Office Supplies	\$ —	\$ 4,271	\$ 25,833	\$ 10,000
Postage	289	384	599	2,500
Computer Hardware	88,160	13,950	2,927	10,000
Clothing	15,280	—	31,470	52,000
Hardware & Small Tools	159	2,056	—	200
Electrical Supplies	591	34	—	1,500
Hygiene And Cleaning Supplies	19,530	11,271	20,989	35,000
Medical Supplies	489,063	807,258	695,829	500,000
Medical Equipment	199,356	144,385	179,821	200,000
Printed Materials	9,249	15,692	47,347	40,000
Other Supplies	182	63	3,318	500
Safety Equipment	269,903	143,180	243,474	300,000
Pharmaceutical Supplies	437,500	384,614	490,000	750,000
Batteries	25,527	36,630	12,411	30,000
Just In Time Office Supplies	5,655	11,283	4,492	5,000
	\$ 1,560,444	\$ 1,575,071	\$ 1,758,509	\$ 1,936,700
Maintenance				
Maintenance Contracts	\$ 298,914	\$ 288,440	\$ 252,853	\$ 342,000
Computer Hardware Maintenance	—	6,003	31,121	35,000
Computer Software Maintenance	—	—	21,755	—
Maintenance Misc. Equipment	49,161	49,635	37,082	75,000
Maintenance Building	—	—	9,941	25,000
Repair Of Overhead Doors	532	1,054	4,831	2,500
	\$ 348,607	\$ 345,132	\$ 357,584	\$ 479,500
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ —	\$ —	\$ 1,000
	\$ —	\$ —	\$ —	\$ 1,000



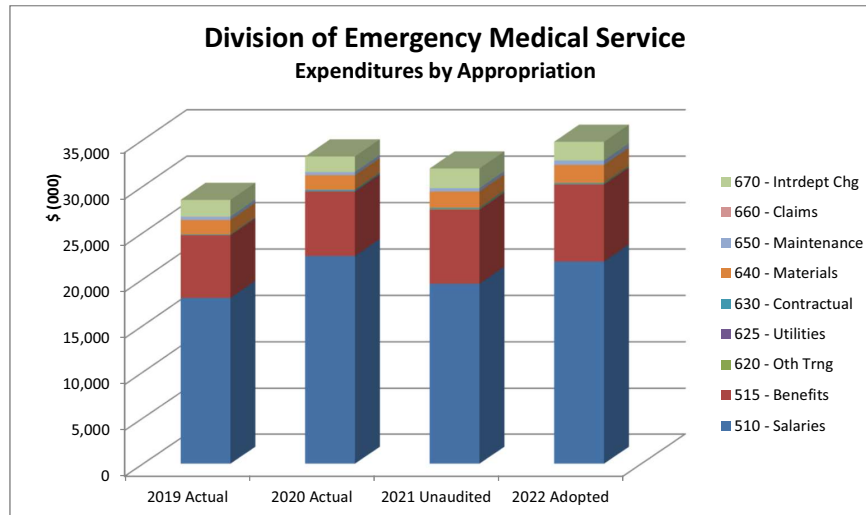
DIVISION OF EMERGENCY MEDICAL SERVICE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 179,281	\$ 258,498	\$ 331,718	\$ 297,720
Charges From Radio Comm System	78,627	59,694	136,163	113,618
Charges From Print & Repro	41,219	60,415	54,014	72,409
Charges From Central Storeroom	316	199	333	359
Charges From M.V.M.	1,512,399	1,296,624	1,600,199	1,529,203
	\$ 1,811,841	\$ 1,675,430	\$ 2,122,427	\$ 2,013,309
	\$ 28,520,290	\$ 33,202,139	\$ 31,902,938	\$ 34,781,134

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 16,369,531	\$ 13,253,518	\$ 15,788,537	\$ 15,029,800
Grant Revenue	—	72,780	—	—
Miscellaneous	224,947	303,001	1,013,219	2,200
	\$ 16,594,478	\$ 13,629,299	\$ 16,801,756	\$ 15,032,000





DIVISION OF EMERGENCY MEDICAL SERVICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Emergency Medical Service	42,758.15	152,224.32
20	19	20	Emergency Medical Technician Supervisor	55,998.48	66,849.83
21	20	21			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Sr Personnel Assistant	31,200.00	55,388.98
2	2	2			
<u>TECHNICIANS</u>					
38	25	38	Emergency Medical Dispatcher	37,773.52	52,552.83
10	0	10	Emergency Medical Dispatcher Trainee*	15.00	15.00
271	213	271	Emergency Medical Technician	40,048.67	57,038.47
35	36	35	Emergency Medical Technician Trainee*	15.00	15.00
309	238	309			
332	260	332	TOTAL FULL TIME		
332	260	332	TOTAL DIVISION		

* Denotes amount not included in Total Headcount



DIVISION OF ANIMAL CARE AND CONTROL

Cory Keller, Manager of Animal Control Services

Mission Statement

The City of Cleveland Division of Animal Care and Control mission is to protect the safety of our residents by impounding stray dogs and nuisance wildlife. Promote responsible pet ownership through enforcement of city animal ordinances, pet identification, and animal adoption programs.

Animal Control Services is responsible for responding to all calls for services or complaints concerning all dogs and nuisance wildlife. The Division is committed to the reduction of the City's nuisance animal population by contracting services to trap and dispose of unwanted skunks, raccoons, opossums, and groundhogs. The Division is also committed to reducing the number of euthanized animals at the kennel by locating owners of lost dogs and promoting animal adoptions, rescues, and transfers to other shelters.

PROGRAM NAME:ANIMAL CONTROL

OBJECTIVES: Enforce city ordinances.

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

PROGRAM NAME:NUISANCE ANIMAL REMOVAL

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

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



DIVISION OF ANIMAL CARE AND CONTROL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,247,403	\$ 1,332,038	\$ 1,267,360	\$ 1,643,016
Part-Time Permanent	162,222	109,324	119,409	387,166
Longevity	3,425	3,825	3,825	4,675
Wage Settlements	—	397	1	—
Separation Payments	5,490	5,793	21,860	10,000
Overtime	70,242	42,401	78,939	60,000
	\$ 1,488,782	\$ 1,493,779	\$ 1,491,393	\$ 2,104,857
Benefits				
Hospitalization	\$ 222,622	\$ 256,303	\$ 247,621	\$ 330,795
Prescription	38,049	54,206	52,377	69,213
Dental	9,089	12,342	10,430	15,255
Vision Care	1,320	2,264	2,105	2,960
Public Employees Retire System	204,159	214,806	207,728	289,588
Fica-Medicare	21,155	21,131	21,138	29,719
Workers' Compensation	75,057	12,815	90,249	56,526
Life Insurance	894	1,389	1,302	1,955
Unemployment Compensation	—	6,332	—	—
Clothing Allowance	4,000	4,000	4,750	6,750
Clothing Maintenance	5,775	6,650	7,000	7,200
	\$ 582,119	\$ 592,238	\$ 644,699	\$ 809,961
Other Training & Professional Dues				
Travel	\$ 1,249	\$ 1,197	\$ —	\$ 2,000
Tuition & Registration Fees	3,676	—	1,050	3,000
Training	—	—	40	—
Professional Dues & Subscript	444	—	1,108	500
	\$ 5,368	\$ 1,197	\$ 2,197	\$ 5,500
Utilities				
Brokered Gas Supply	\$ 7,117	\$ 4,465	\$ 9,008	\$ 6,026
Gas	6,661	11,521	1,282	8,827
Electricity - Cpp	26,431	35,246	33,072	33,206
Electricity - Other	14,121	8,661	—	—
Security & Monitoring System	—	10,000	1,630	16,000
	\$ 54,330	\$ 69,894	\$ 44,992	\$ 64,059
Contractual Services				
Professional Services	\$ 333,861	\$ 147,319	\$ 302,704	\$ 345,000
Court Reporter	—	—	208	—
Security Services	476	—	—	—
Computer Software Rental	1,800	1,800	1,800	3,000



DIVISION OF ANIMAL CARE AND CONTROL

Expenditures (Continued)

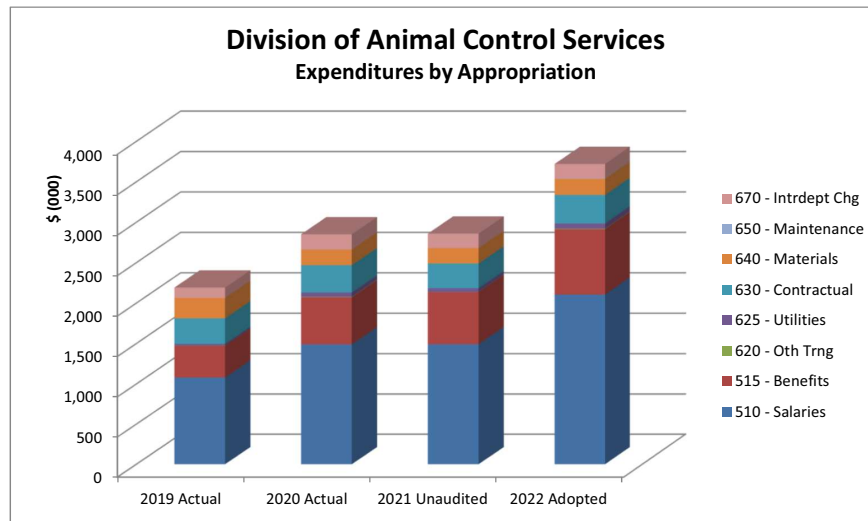
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Other Contractual	—	—	—	2,300
Credit Card Processing Fees	1,224	1,115	1,144	2,000
	\$ 337,362	\$ 150,234	\$ 305,857	\$ 352,300
Materials & Supplies				
Hardware & Small Tools	\$ 524	\$ 500	\$ 161	\$ 1,500
Small Equipment	9,885	735	5,278	5,000
Hygiene And Cleaning Supplies	13,150	27,812	18,974	15,000
Medical Supplies	134,093	70,882	127,095	135,000
Other Supplies	21,988	—	32,177	22,000
Safety Equipment	12,647	11,180	6,719	15,000
Special Events Supplies	—	—	—	5,000
Just In Time Office Supplies	3,446	2,359	1,244	2,000
	\$ 195,732	\$ 113,469	\$ 191,647	\$ 200,500
Maintenance				
Maintenance Contracts	\$ 1,617	\$ 945	\$ 301	\$ 5,800
	\$ 1,617	\$ 945	\$ 301	\$ 5,800
Interdepart Service Charges				
Charges From Telephone Exch	\$ 36,812	\$ 55,046	\$ 66,603	\$ 59,777
Charges From Radio Comm System	11,164	9,324	25,092	15,739
Charges From Print & Repro	15,431	10,920	8,367	11,216
Charges From Central Storeroom	1,230	1,487	1,438	1,553
Charges From M.V.M.	120,986	58,837	76,770	88,991
	\$ 185,624	\$ 135,614	\$ 178,269	\$ 177,276
	\$ 2,850,934	\$ 2,557,369	\$ 2,859,355	\$ 3,720,253

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 87,098	\$ 66,680	\$ 67,839	\$ 83,000
Fines, Forfeitures & Settlements	1,645	—	—	—
Miscellaneous	15,712	12,815	63,983	—
	\$ 104,455	\$ 79,495	\$ 131,823	\$ 83,000



DIVISION OF ANIMAL CARE AND CONTROL





DIVISION OF ANIMAL CARE AND CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Chief Animal Control Officer	31,200.00	95,510.40
1	1	1	Manager of Animal Control Services	31,200.00	95,510.40
<u>2</u>	<u>2</u>	<u>2</u>			
<u>ADMINISTRATION SUPPORT</u>					
0	0	1	Chief Clerk	31,200.00	55,207.64
3	3	3	Jr Clerk	24.21	25.18
1	1	1	Senior Clerk	20.44	27.05
<u>4</u>	<u>4</u>	<u>5</u>			
<u>PROTECTIVE SERVICES</u>					
11	10	13	Animal Control Officer	19.87	20.27
<u>11</u>	<u>10</u>	<u>13</u>			
<u>SERVICE & MAINTENANCE</u>					
2	2	2	Custodial Worker	17.89	20.01
<u>2</u>	<u>2</u>	<u>2</u>			
<u>TECHNICIANS</u>					
4	4	4	Registered Animal Health Technician	20.04	26.14
<u>4</u>	<u>4</u>	<u>4</u>			
<u>NON EEO REPORTING</u>					
1	1	1	Animal Adoption Vol/Coor	31,200.00	48,231.90
0	0	1	Animal Control Supervisor I	40,000.00	61,804.70
5	4	7	Animal Care Worker	17.10	18.16
2	2	2	Canine Enrichment Specialist	16.56	17.63
1	0	1	Shelter Operations Manager	40,000.00	80,000.00
<u>9</u>	<u>7</u>	<u>12</u>			
<u>32</u>	<u>29</u>	<u>38</u>	TOTAL FULL TIME		



DIVISION OF ANIMAL CARE AND CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			PART TIME		
2	2	2	Animal Control Officer	19.87	20.27
0	0	3	Animal Care Worker	17.10	18.16
1	1	1	Animal Control Supervisor I	40,000.00	61,804.70
0	0	1	Jr Clerk	24.21	25.18
0	0	1	Registered Animal Health Technician	20.04	26.14
2	2	3	Vet In Charge of Spay & Neut C	31,200.00	106,080.00
5	5	11	TOTAL PART TIME		
37	34	49	TOTAL DIVISION		



DIVISION OF CORRECTION

Karrie D. Howard, Director

Mission Statement

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

Following more than a decade of discussions and planning, Cleveland and Cuyahoga County Councils approved the transfer of Cleveland jail operations to the County Sheriff. The transition began November 1, 2017 and was successfully completed in July 2018. The County Sheriff will provide all prisoner services, including booking, processing, medical care, and housing for individuals arrested by Cleveland police officers or sentenced by the Judges of Cleveland Municipal Court; and; for individuals arrested by agencies operating under Authorizing Agreements or Memorandums of Understanding with the City of Cleveland.

The Division of Correction will continue to monitor the process to ensure compliance with the negotiated terms of the contract between the City and County and ensure the County provides the level of services required by the Agreement and Ohio Administrative code chapter 5120:1-8 "minimum standards for jails in Ohio;" and, validate County invoices for services provided.



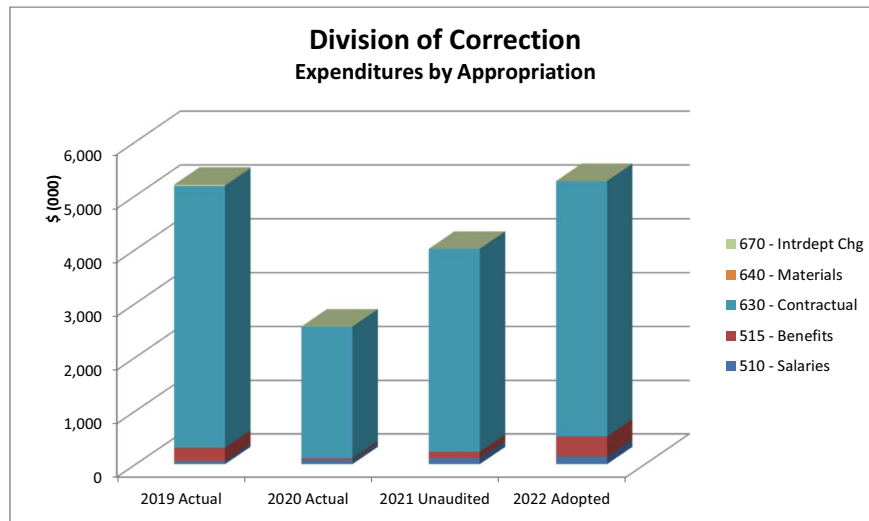
DIVISION OF CORRECTION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 54,013	\$ 54,646	\$ 109,363	\$ 139,784
Part-Time Permanent	—	19,057	4,395	—
Longevity	575	575	575	1,500
Wage Settlements	—	2,951	220	—
Overtime	785	—	293	—
	\$ 55,374	\$ 77,229	\$ 114,847	\$ 141,284
Benefits				
Hospitalization	\$ 14,074	\$ 14,416	\$ 17,627	\$ 21,718
Prescription	2,455	3,187	3,901	4,526
Dental	723	825	951	1,146
Vision Care	62	93	149	216
Public Employees Retire System	7,725	10,964	16,484	19,989
Fica-Medicare	731	1,099	1,580	2,049
Workers' Compensation	77,504	475	78,794	325,540
Life Insurance	34	44	67	110
Unemployment Compensation	150,080	1,436	—	—
	\$ 253,387	\$ 32,541	\$ 119,551	\$ 375,294
Contractual Services				
Medical Services	\$ 366,999	\$ 405,436	\$ 774,229	\$ 750,000
Other Contractual	4,500,000	2,050,000	3,000,000	4,000,000
	\$ 4,866,999	\$ 2,455,436	\$ 3,774,229	\$ 4,750,000
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 1,000
	\$ —	\$ —	\$ —	\$ 1,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 23,808	\$ —	\$ —	\$ —
Charges From Print & Repro	225	859	840	1,126
	\$ 24,033	\$ 859	\$ 840	\$ 1,126
	\$ 5,199,792	\$ 2,566,065	\$ 4,009,467	\$ 5,268,704
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 141,768	\$ 475	\$ 191,988	\$ —
	\$ 141,768	\$ 475	\$ 191,988	\$ —



DIVISION OF CORRECTION





DIVISION OF CORRECTION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
PROFESSIONALS					
1	2	2	Project Coordinator	31,200.00	99,702.63
1	0	0	Project Director	31,200.00	88,646.98
2	2	2			
2	2	2	TOTAL FULL TIME		
2	2	2	TOTAL DIVISION		



POLICE INSPECTOR GENERAL

Dornat D. Drummond, Interim Chief of Police

Mission Statement

To assist the Division of Police in achieving compliance with policies, procedures, and the requirements set forth by the Consent Decree by planning and conducting reviews and audits.

In accordance with paragraphs 250-254 of the Consent Decree, the Police Inspector General will work in the Office of the Mayor, but will report to the Chief of Police. The duties of the Police Inspector General will include a review of the Division of Police policies and practices to determine compliance with state and federal law, effectiveness, consistency with principals to bias-free and community policing and procedural justice. Other duties of the Police Inspector General will include auditing compliance with policies and procedures, conduct investigations, analyze trends and develop specific recommendations for reform concerning policies, procedures, practices, training, and equipment to improve police services and accountability.

PROGRAM NAME:POLICE INSPTECTOR GENERAL

OBJECTIVES: To work with the Division of Police to achieve compliance with policies, procedures, state and federal laws, and the requirements of the Consent Decree.

ACTIVITIES: To fulfill the mandates of the Consent Decree, the Inspector General will perform investigations, analyze trends, and make reports and recommendations, as appropriate, at the request of the Chief of Police or the Mayor.



POLICE INSPECTOR GENERAL

Expenditures

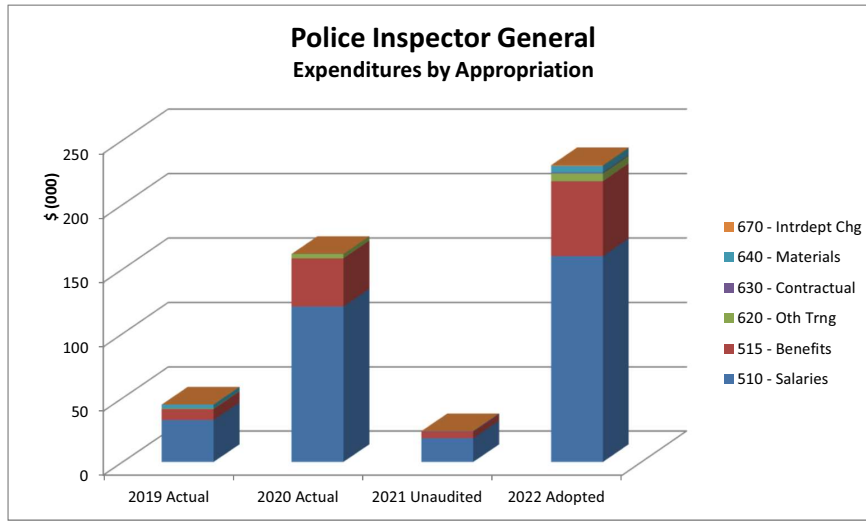
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 32,731	\$ 120,961	\$ 11,279	\$ 160,008
Separation Payments	—	—	7,218	—
	\$ 32,731	\$ 120,961	\$ 18,497	\$ 160,008
Benefits				
Hospitalization	\$ 3,604	\$ 14,416	\$ 1,201	\$ 25,920
Prescription	778	3,073	384	5,544
Dental	114	825	67	1,476
Vision Care	9	93	8	192
Public Employees Retire System	3,344	16,917	2,835	22,396
Fica-Medicare	466	1,718	264	2,314
Workers' Compensation	233	221	179	186
Life Insurance	—	44	4	96
	\$ 8,548	\$ 37,308	\$ 4,942	\$ 58,124
Other Training & Professional Dues				
Travel	\$ —	\$ 1,790	\$ —	\$ 2,000
Tuition & Registration Fees	350	1,150	—	3,000
Professional Dues & Subscript	100	390	—	1,000
	\$ 450	\$ 3,330	\$ —	\$ 6,000
Contractual Services				
Professional Services	\$ —	\$ —	\$ 600	\$ —
Mileage (Private Auto)	—	—	—	700
	\$ —	\$ —	\$ 600	\$ 700
Materials & Supplies				
Office Furniture & Equipment	\$ 2,749	\$ —	\$ —	\$ 3,750
Just In Time Office Supplies	359	102	—	1,500
	\$ 3,108	\$ 102	\$ —	\$ 5,250
Interdepart Service Charges				
Charges From Print & Repro	\$ —	\$ —	\$ —	\$ 500
	\$ —	\$ —	\$ —	\$ 500
	\$ 44,837	\$ 161,701	\$ 24,039	\$ 230,582

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ —	\$ 221	\$ —	\$ —
	\$ —	\$ 221	\$ —	\$ —



POLICE INSPECTOR GENERAL



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	1	Police Inspector General	100,000.00	135,000.00
1	0	1			
			PROFESSIONALS		
0	0	1	Auditor	31,200.00	65,000.00
1	0	0	Project Coordinator	31,200.00	99,702.63
1	0	1			
2	0	2	TOTAL DIVISION		



DEPARTMENT OF JUSTICE

Dornat D. Drummond, Interim Chief of Police**Mission Statement**

To account for expenses directly related to the Consent Decree in the areas of recruiting, training, independent monitor review, additional personnel and information technology needs.

In addition to the Divisions of Office of Professional Standards, Police Review Board, Community Police Commission, and the Police Inspector General, the Consent Decree also requires additional functions that include: recruiting, training, independent monitor review, additional personnel and information technology needs.

The recruitment plan will include specific strategies for attracting a diverse group of applicants, including officers that are familiar with the different neighborhoods of Cleveland, who possess strategic thinking and problem solving skills, emotional maturity, interpersonal skills, and the ability to collaborate with a diverse cross-section of the community. (Paragraph 304)

The Division of Police will ensure all officers receive adequate training to understand: (a) how to police effectively and safely in accordance with policies; and (b) the requirements of the Consent Decree, Ohio Law, and the Constitution and laws of the United States. (Paragraph 269)

An independent monitor jointly selected by the City of Cleveland and the Department of Justice will serve as an agent of the court to assess and report whether the requirements of the Consent Decree have been implemented, and whether this implementation is resulting in constitutional and effective policing, professional treatment of individuals, and increased community trust of the Division of Police. (Paragraph 350)

Additional Personnel will include:

- ♦ Implementation Coordinator (Paragraph 385) - To facilitate the provision of data, documents, materials, and access to the City's and the Division of Police's personnel to the independent monitor, Department of Justice, and any other necessary parties to ensure compliance with the requirements of the Consent Decree.
- ♦ Civilian Head of Internal Affairs (Paragraph 178) - A qualified citizen will be hired to report directly to the Chief of Police. This position will be someone who is not a current or former employee of the Division of Police, and is not a current or retired law enforcement officer.
- ♦ Crisis Intervention (Paragraph 131) - A Captain and Sergeant of Police will work together to better facilitate communication between the Division of Police and members of the mental health community and to increase the effectiveness of the Crisis Intervention Program.
- ♦ The Division of Police will collect and maintain all data and records necessary to accurately evaluate its use of force, search and seizure practices, facilitate transparency, and, as permitted by law, broad public access to information related to the Division of Police. To fulfill the data analysis requirements of the Consent Decree, four information technology positions will be added and additional software will be purchased. (Paragraph 257)



DEPARTMENT OF JUSTICE

PROGRAM NAME: CONSENT DECREE ADDITIONAL PERSONNEL

OBJECTIVES: To account for the additional positions required by the Consent Decree in the areas of Implementation Coordinator, Civilian Head of Internal Affairs, and Crisis Intervention.

ACTIVITIES: **Implementation Coordinator-** Ensure that all data, documents and records are maintained as provided in the Consent Agree and assist in assigning implementation and compliance related tasks.

Civilian Head of Internal Affairs- Conduct objective, comprehensive, and timely investigations of all internal allegations of officer misconduct.

Crisis Intervention- Develop and maintain partnerships with program stakeholders, participate in and implement changes recommended by the Advisory Committee, select candidates for designation of specialized CIT officers, and create ways to honor and recognize Crisis Intervention staff when appropriate.

PROGRAM NAME: INFORMATION TECHNOLOGY

OBJECTIVES: To ensure collection, tracking, and reporting of data related specific stops outlined in the Consent Decree.

ACTIVITIES: Routine reporting, an annual assessment to the independent monitor, development of a protocol to accurately analyze data collected, issue reports summarizing data, and ensure transparency.

PROGRAM NAME: MONITOR

OBJECTIVES: To work with Cleveland Division of Police to achieve compliance with the requirements of the Consent Decree.

ACTIVITIES: To fulfill the mandates of the Consent Decree, the independent monitor will perform compliance reviews, conduct biennial surveys, evaluate outcome measurements, develop a monitoring plan, provide recommendations, and file written reports with the court every six months.

PROGRAM NAME: RECRUITMENT PLAN

OBJECTIVES: To revise the recruitment procedures and hiring to ensure that the Division of Police attracts and hires a diverse group of qualified personnel.

ACTIVITIES: Develop and implement a recruitment policy and a strategic recruitment plan that includes clear goals, objectives, and action steps for attracting qualified applicants from a broad cross-section of the community.



DEPARTMENT OF JUSTICE

PROGRAM NAME: TRAINING

OBJECTIVES: To train the Division of Police to reflect their commitment to procedural justice, bias-free policing, community policing, and will install agency expectations that officers police diligently, and have an understanding of commitment to the constitutional rights they encounter.

ACTIVITIES: Develop and implement a written training plan for the Division of Police's recruit academy, probationary field training, and in-service training to ensure that recruits, and officers are trained to effectively and lawfully carry out their duties in accordance with the policies of the Division of Police, the requirements and goals of the Consent Decree, Ohio law, and the Constitution and laws of the United States.



DEPARTMENT OF JUSTICE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 405,261	\$ 409,443	\$ 376,417	\$ 554,851
Part-Time Permanent	90,941	73,915	80,801	100,000
Uniformed Personnel	322,317	363,236	253,908	383,383
Uniformed Overtime	328,442	18,592	458,677	237,000
Longevity	2,225	3,625	1,975	7,100
Wage Settlements	—	225	—	—
Vacation Conversion	1,081	—	10,421	—
Separation Payments	—	244,631	6,819	—
Overtime	2,704	2,084	2,533	4,000
Deferred Overtime Payments	4,737	2,172	—	—
	\$ 1,157,709	\$ 1,117,923	\$ 1,191,550	\$ 1,286,334
Benefits				
Hospitalization	\$ 89,404	\$ 89,493	\$ 80,636	\$ 156,848
Prescription	15,511	18,870	16,746	32,591
Dental	3,518	4,003	3,390	7,638
Vision Care	390	636	628	1,188
Public Employees Retire System	69,928	67,126	67,455	92,235
Police & Firemens Disab & Pens	124,045	78,587	139,174	122,359
Fica-Medicare	16,620	15,981	17,095	18,674
Workers' Compensation	8,445	7,397	9,903	11,894
Life Insurance	326	429	355	740
Clothing Allowance	1,600	1,333	1,200	2,000
Clothing Maintenance	3,000	3,200	2,400	4,000
	\$ 332,786	\$ 287,056	\$ 338,983	\$ 450,167
Other Training & Professional Dues				
Travel	\$ 31,697	\$ 640	\$ —	\$ 30,925
Tuition & Registration Fees	8,892	8,065	4,565	15,050
Professional Dues & Subscript	—	—	—	500
	\$ 40,590	\$ 8,705	\$ 4,565	\$ 46,475
Contractual Services				
Professional Services	\$ 370,699	\$ 577	\$ 255,000	\$ 152,000
Mileage (Private Auto)	—	—	—	500
Advertising And Public Notice	—	—	75	—
Program Promotion	16,771	1,870	2,503	5,000
Parking In City Facilities	715	660	660	—
Other Contractual	964,547	814,820	1,063,519	1,372,700
	\$ 1,352,731	\$ 817,927	\$ 1,321,758	\$ 1,530,200



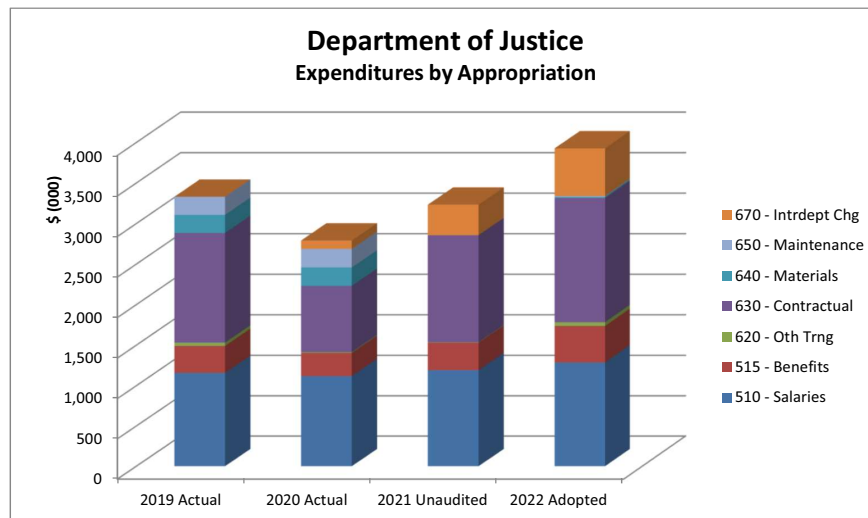
DEPARTMENT OF JUSTICE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Office Supplies	\$ 27	\$ —	\$ —	\$ —
Computer Software	215,929	224,739	—	—
Office Furniture & Equipment	1,302	—	—	—
Special Events Supplies	5,478	2,673	45	8,400
Just In Time Office Supplies	528	—	—	5,000
	\$ 223,264	\$ 227,412	\$ 45	\$ 13,400
Maintenance				
Maintenance Contracts	\$ —	\$ 104,184	\$ 375,713	\$ 587,000
	\$ —	\$ 104,184	\$ 375,713	\$ 587,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 7,770	\$ 5,007	\$ 4,375	\$ 5,100
Charges From Print & Repro	15,605	523	7,295	12,000
	\$ 23,375	\$ 5,529	\$ 11,670	\$ 17,100
	\$ 3,130,455	\$ 2,568,736	\$ 3,244,283	\$ 3,930,676

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 2,791	\$ 8,122	\$ 42,365	\$ —
	\$ 2,791	\$ 8,122	\$ 42,365	\$ —





DEPARTMENT OF JUSTICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Special Assistant to the Mayor	31,200.00	125,470.58
1	1	1	Captain of Police	105,046.98	105,546.98
2	1	2	Sergeant of Police	77,938.60	78,438.60
4	2	4			
<u>PROFESSIONALS</u>					
1	1	1	Data Base Administrator	39,937.34	118,853.53
1	1	1	Data Base Analyst	31,200.00	98,444.95
1	1	1	Project Manager II	31,200.00	86,455.17
3	3	3			
<u>PROTECTIVE SERVICES</u>					
2	1	2	Patrol Officer I	65,815.43	67,619.48
2	1	2			
<u>NON EEO REPORTING</u>					
2	2	4	Data Analysis Coordinator	31,200.00	93,000.00
2	2	4			
11	8	13	TOTAL FULL TIME		
<u>PART TIME</u>					
1	1	1	Executive Assist To The Mayor	50,795.81	191,316.74
1	1	1	TOTAL PART TIME		
12	9	14	TOTAL DIVISION		

Issue 24 Community Police Commission and Police Oversight Initiative

Issue 24 passed on November 2, 2021. Issue 24 amends the charter to restructure the Office of Professional Standards, Police Review Board and the Community Police Commission. These Divisions are no longer administered by the Department of Public Safety. The budget details for the Office of Professional Standards, Police Review Board and Community Police Commission are on the next 12 pages of the 2022 Budget Book.



OFFICE OF PROFESSIONAL STANDARDS

Henry Roney, Interim Administrator

Mission Statement

To cause a full, complete, fair, and impartial investigation to be made of each citizen complaint filed with the Office of Professional Standards against an Officer or employee of the Cleveland Division of Police; to prepare and submit a completed report of the investigation resulting from a citizen complaint to the Civilian Police Review Board for its review and disposition.

Citizen complaints may be filed in person at the Office of Professionals Standards (OPS), or by U.S. mail, email, or facsimile to OPS. Citizen complaints also may be filed at the Cleveland Division of Police (CDP) Headquarters, any of the five (5) CDP District Stations, the Mayor's Action Center (MAC), or Director of Public Safety's Action Center (DAC). All citizen complaints are identified by an OPS file tracking number and then assigned to a civilian Investigator.

Once a file tracking number is designated and the complaint is assigned to a civilian Investigator, a preliminary review is conducted. If during the preliminary review it is determined that potential criminal conduct or activity may have occurred, then OPS refers the complaint to the Internal Affairs Unit of CDP. If there is no alleged criminal conduct or activity, then OPS will conduct the investigation. During the course of the investigation, the citizen and any potential witnesses are interviewed, the assignment and duty reports of the officer(s) involved, as well as all relevant documentation is reviewed, and the officer(s) responds to the allegations.

At the conclusion of the investigation, it is reviewed and approved by the OPS Administrator, who then forwards it to the Civilian Police Review Board (CPRB). The CPRB reviews all completed investigations conducted by OPS, deliberates, and then determines if a civil violation of policy, training, or rules and regulations occurred. If the CPRB determines that a violation did occur, then it sustains the complaint and accordingly recommends the appropriate discipline to either the Chief of Police or the Director of Public Safety.

When the CPRB recommends discipline, a pre-disciplinary hearing is conducted in which OPS presents its investigation to either the Chief of Police or the Director of Public Safety, or his designated hearing officer. The Officer(s) involved, who is present along with his/her union representative(s), has the opportunity to respond to the charges filed against him/her. The Chief of Police or the Director of Public Safety makes the final decision whether or not to impose discipline against the Officer(s) who was the subject of the citizen complaint.

PROGRAM NAME:OFFICE OF PROFESSIONAL STANDARDS

OBJECTIVES: To investigate citizen complaints against Cleveland Division of Police personnel in a complete, fair, and impartial manner.

ACTIVITIES: Present the complete investigations to the Civilian Police Review Board (CPRB) for hearing and disposition.

OFFICE OF PROFESSIONAL STANDARDS

Expenditures

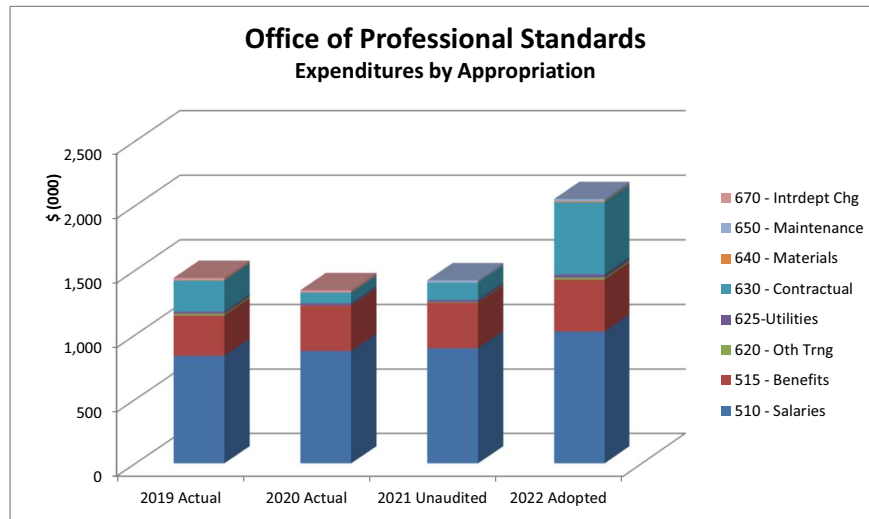
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 828,864	\$ 869,285	\$ 884,106	\$ 1,011,851
Longevity	3,100	3,325	3,425	7,500
Vacation Conversion	—	—	6,699	—
Overtime	1,919	1,187	1,005	5,000
	\$ 833,884	\$ 873,797	\$ 895,235	\$ 1,024,351
Benefits				
Hospitalization	\$ 145,143	\$ 164,441	\$ 159,899	\$ 185,775
Prescription	24,179	33,758	32,758	37,604
Dental	6,665	8,376	7,242	8,627
Vision Care	647	1,125	1,215	1,504
Public Employees Retire System	114,647	122,455	129,793	143,499
Fica-Medicare	11,526	11,985	12,316	14,800
Workers' Compensation	8,037	7,095	7,907	8,927
Life Insurance	405	580	585	775
	\$ 311,248	\$ 349,816	\$ 351,714	\$ 401,511
Other Training & Professional Dues				
Travel	\$ 13,255	\$ 550	\$ 4,252	\$ 10,000
Tuition & Registration Fees	725	—	400	1,500
Training	—	—	99	3,500
Professional Dues & Subscript	400	400	—	500
	\$ 14,380	\$ 950	\$ 4,751	\$ 15,500
Utilities				
Steam	\$ 17,184	\$ 18,241	\$ 17,513	\$ 24,720
	\$ 17,184	\$ 18,241	\$ 17,513	\$ 24,720
Contractual Services				
Professional Services	\$ 239,429	\$ 82,000	\$ 125,000	\$ 557,805
Parking In City Facilities	—	—	8,100	300
	\$ 239,429	\$ 82,000	\$ 133,100	\$ 558,105
Materials & Supplies				
Office Supplies	\$ 565	\$ —	\$ —	\$ 6,000
Computer Hardware	297	—	—	—
Just In Time Office Supplies	651	188	893	1,500
	\$ 1,513	\$ 188	\$ 893	\$ 7,500
Interdepart Service Charges				
Charges From Telephone Exch	\$ 11,757	\$ 14,459	\$ 11,579	\$ 10,392
Charges From Print & Repro	2,023	740	2,559	3,431
Charges From M.V.M.	5,542	4,523	4,053	4,928
	\$ 19,322	\$ 19,722	\$ 18,191	\$ 18,751
	\$ 1,436,960	\$ 1,344,714	\$ 1,421,396	\$ 2,050,438



OFFICE OF PROFESSIONAL STANDARDS

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 6,707	\$ 7,095	\$ 36,658	\$ —
	\$ 6,707	\$ 7,095	\$ 36,658	\$ —





OFFICE OF PROFESSIONAL STANDARDS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Administrative Manager	31,200.00	145,000.00
0	0	1	General Manager of Administrator Services	31,200.00	103,681.75
1	0	2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Private Secretary	15.61	17.35
1	1	1			
<u>PROFESSIONALS</u>					
9	9	9	Office of Professional Standards Investigator	31,200.00	85,000.00
1	1	1	Office of Professional Standards - Standards Research/ Analyst	20,800.00	62,770.08
1	1	1	Office of Professional Standards - Senior Investigator	28,000.00	85,000.00
1	0	1	Project Coordinator	31,200.00	99,702.63
12	11	12			
14	12	15	TOTAL FULL TIME		
14	12	15	TOTAL DIVISION		



POLICE REVIEW BOARD

Michael Hess, Chair

Mission Statement

To receive, cause investigation, and recommend resolution of citizen complaints filed with the Office of Professional Standards alleging misconduct by an Officer or employee of the Cleveland Division of Police, when such misconduct is directed toward any person who is not a member of the Cleveland Division of Police.

The Civilian Police Review Board (CPRB) conducts hearings on investigations of potential police misconduct. The misconduct complained of may include, but not be limited to, the use of excessive or deadly force. On its own complaint, the CPRB may cause investigation of incidents involving the use of deadly force by members of the Cleveland Division of Police (CDP) and incidents resulting in the injury or death of persons in the custody of CDP.

In order to perform its duties and functions, the CPRB may compel the attendance of witnesses and production of evidence and various documentation. For that purpose, the CPRB may issue subpoenas to be signed by the Chair.

During its review of an investigation conducted by the Office of Professionals Standards (OPS), and prior to recommending any action be taken on a complaint or that a complaint warrants no action, the CPRB may, in its sole discretion, hold a public hearing.

If and when the CPRB determines that a civil violation of policy, training, or rules and regulations occurred, then it may recommend that discipline be imposed against an Officer or employee of CDP. Accordingly, the CPRB shall submit its recommendation to the Chief of Police or the Director of Public Safety. The CPRB also shall notify the citizen of its disposition of his/her complaint.

PROGRAM NAME: CIVILIAN POLICE REVIEW BOARD

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

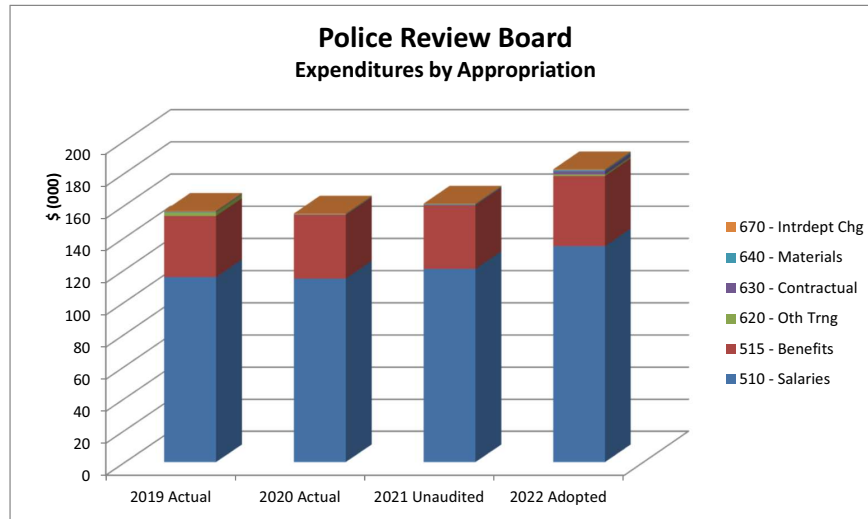
ACTIVITIES: Determine if the incidents have been properly investigated. Recommend discipline for rule violations when appropriate.

POLICE REVIEW BOARD

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 46,740	\$ 48,214	\$ 53,168	\$ 51,147
Board Members	66,649	65,375	66,575	81,246
Longevity	475	475	575	575
Overtime	1,385	281	—	1,500
	\$ 115,249	\$ 114,345	\$ 120,318	\$ 134,468
Benefits				
Hospitalization	\$ 15,721	\$ 16,121	\$ 16,121	\$ 17,356
Prescription	2,436	3,073	3,073	3,173
Dental	701	825	804	843
Vision Care	81	88	81	100
Public Employees Retire System	15,987	16,394	16,829	18,910
Fica-Medicare	1,631	1,608	1,693	1,954
Workers' Compensation	1,117	976	1,045	1,184
Life Insurance	34	44	44	55
Unemployment Compensation	279	411	—	—
	\$ 37,988	\$ 39,539	\$ 39,689	\$ 43,575
Other Training & Professional Dues				
Travel	\$ 2,303	\$ —	\$ —	\$ —
Tuition & Registration Fees	100	—	—	—
Training	—	—	—	1,000
	\$ 2,403	\$ —	\$ —	\$ 1,000
Contractual Services				
Parking In City Facilities	\$ —	\$ —	\$ —	\$ 1,000
Other Contractual	312	—	—	1,000
	\$ 312	\$ —	\$ —	\$ 2,000
Materials & Supplies				
Just In Time Office Supplies	\$ 154	\$ 375	\$ 556	\$ 750
	\$ 154	\$ 375	\$ 556	\$ 750
Interdepart Service Charges				
Charges From Print & Repro	\$ 344	\$ 509	\$ 328	\$ 440
	\$ 344	\$ 509	\$ 328	\$ 440
	\$ 156,450	\$ 154,768	\$ 160,891	\$ 182,233
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 615	\$ 976	\$ 5,925	\$ —
	\$ 615	\$ 976	\$ 5,925	\$ —

POLICE REVIEW BOARD



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATIVE SUPPORT		
1	1	1	Private Secretary	15.61	17.35
1	1	1	TOTAL FULL TIME		
			BOARD MEMBERS		
1	1	1	Police Review Board Chair	9,538.00	9,538.00
8	7	8	Police Review Board Member	8,963.00	8,963.00
9	8	9	TOTAL BOARD MEMBERS		
10	9	10	TOTAL DIVISION		



COMMUNITY POLICE COMMISSION**Jason Goodrick, Executive Director****Mission Statement**

The mission of the Community Police Commission is to make recommendations on policies and practices related to community and problem-oriented policing, bias-free policing, and police transparency; to work with the many communities that make up Cleveland for the purpose of developing recommendations for police practices that reflect an understanding of the values and priorities of Cleveland residents; and to report to the City and community as a whole and to provide transparency on police department reforms.

Guided by the Consent Decree, which resulted from negotiations between the City and the Department of Justice, the Cleveland Community Police Commission (CPC) understands that realizing success and legitimacy in the eyes of the public means that its work must be independent, collaborative, and transparent, and its decision-making informed by best practices and community perspectives.

In accordance with paragraphs 15-21 of the Consent Decree, a Community Police Commission consisting of 13 members who represent the many and diverse communities in Cleveland was established on September 8, 2015. Ten members of the Commission were appointed by a selection panel. Three members (one each) were appointed by the Cleveland Police Patrolman' Association, the Fraternal Order of Police, and the Black Shield. Paragraph 15 in the Consent Decree states the Commission will have the following mandate:

- To make recommendations to the Chief of Police and the City, including the Mayor and City Council, on policies and practices related to community and problem-oriented policing, bias-free policing, and police transparency;
- To work with the many communities that make up Cleveland for the purpose of developing recommendations for police practices that reflect an understanding of the values and priorities of Cleveland residents; and
- To report to the City and the community as a whole and to provide transparency on police department reforms.

PROGRAM NAME: COMMUNITY POLICE COMMISSION

OBJECTIVES: To work with Cleveland communities to develop recommendations on policies and practices, including community and problem-oriented policing, bias-free policing, police transparency, and other issues.

ACTIVITIES: To fulfill the mandates of the Consent Decree, the Commission will hold public meetings; review, assess and comment on policies, practices, training and police reform measures; research best practices; issue reports to the community related to its activities and its recommendations; and work with District Policing Committees and other community members.



COMMUNITY POLICE COMMISSION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 229,209	\$ 299,898	\$ 302,345	\$ 304,180
Board Members	—	—	—	117,090
Vacation Conversion	—	—	3,102	—
Overtime	—	375	—	—
	\$ 229,209	\$ 300,273	\$ 305,447	\$ 421,270
Benefits				
Hospitalization	\$ 47,519	\$ 65,002	\$ 65,002	\$ 67,565
Prescription	6,935	13,610	13,610	14,045
Dental	1,985	3,503	3,406	3,613
Vision Care	189	465	497	540
Public Employees Retire System	30,515	38,603	44,126	58,982
Fica-Medicare	3,227	4,167	4,229	6,112
Workers' Compensation	2,204	1,921	2,613	3,035
Life Insurance	90	221	222	275
	\$ 92,663	\$ 127,493	\$ 133,703	\$ 154,167
Other Training & Professional Dues				
Travel	\$ 4,117	\$ —	\$ 5,850	\$ 5,000
Tuition & Registration Fees	2,320	950	2,707	1,675
	\$ 6,437	\$ 950	\$ 8,557	\$ 6,675
Contractual Services				
Professional Services	\$ 18,750	\$ 50,000	\$ 6,201	\$ 304,862
Mileage (Private Auto)	395	29	—	1,000
Program Promotion	2,008	—	—	5,650
Parking In City Facilities	—	—	24	1,000
Property Rental	16,780	33,560	14,862	56,280
Equipment Rental	—	—	—	1,000
Subgrantees	—	—	—	1,116,335
Other Contractual	—	—	21,600	18,000
	\$ 37,933	\$ 83,589	\$ 42,687	\$ 1,504,127
Materials & Supplies				
Office Supplies	\$ 46	\$ —	\$ —	\$ —
Computer Software	8,681	5,187	8,766	8,100
Office Furniture & Equipment	508	598	12,091	—
Food	2,364	980	—	1,500
Other Supplies	1,536	—	—	—
Special Events Supplies	1,748	—	—	2,800
Just In Time Office Supplies	2,784	150	854	600
	\$ 17,667	\$ 6,915	\$ 21,711	\$ 13,000



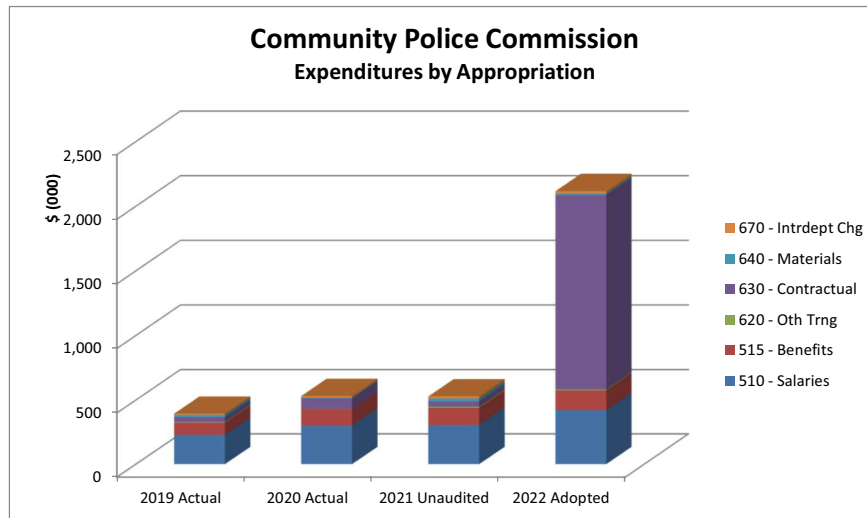
COMMUNITY POLICE COMMISSION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 3,559	\$ 9,403	\$ 8,501	\$ 7,630
Charges From Print & Repro	5,730	2,203	4,347	5,828
Charges From Central Storeroom	—	—	3,372	3,641
	\$ 9,289	\$ 11,605	\$ 16,220	\$ 17,099
	\$ 393,198	\$ 530,825	\$ 528,324	\$ 2,116,338

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Grant Revenue	\$ —	\$ —	\$ 250	\$ —
Miscellaneous	—	1,921	11,686	—
	\$ —	\$ 1,921	\$ 11,936	\$ —





COMMUNITY POLICE COMMISSION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1			
<u>PROFESSIONALS</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
3	3	3	Project Coordinator	31,200.00	99,702.63
4	4	4			
5	5	5	TOTAL FULL TIME		
<u>BOARD MEMBERS</u>					
0	0	1	Board Chair	9,538.00	9,538.00
0	0	12	Board Member	8,963.00	8,963.00
0	0	13	TOTAL BOARD MEMBERS		
5	5	18	TOTAL DIVISION		



DIVISION OF PUBLIC WORKS ADMINISTRATION

Frank Williams, Director

Mission Statement

Provide a sustainable, proactive approach to service delivery and recreational activities, which improves the quality of life for our residents and visitors. Provide consistent quality service, clean neighborhoods and safe right of ways for pedestrians, motorists, and visitors that make our city a better place to live, work and play. Operate and maintain clean, accessible, vibrant public spaces for exploration, relaxation, and exercise, while connecting culturally diverse venues of sports, entertainment, and educational experiences.

The Department of Public Works is responsible for planning, constructing, operating, and maintaining all city-owned parks, playgrounds, recreation centers, golf courses, cemeteries, Rockefeller Greenhouse, parking facilities, Markets, and the Cleveland Public Auditorium and Stadium; operation of moveable bridges and viaducts; maintenance and repair of all streets and bridges including cleaning, snow removal and ice control, crack sealing and maintenance of all streets and boulevards; maintenance of all traffic control devices, determination and layout of all parking restrictions, design and placement of all traffic markings, traffic signs and traffic control devices; collection and control of all solid waste and recycling; purchase, repair and maintain the City's vehicle fleet. This Department also coordinates the functions of its Divisions with other Departments and offices of the City, and with Federal, State, County, and neighboring municipal agencies.

PROGRAM NAME:ADMINISTRATION

OBJECTIVES: Control and supervise all activities and personnel of the Office of Administration; shall coordinate departmental support for the various divisions of the Department of Public Works in the areas of personnel, legislation, budgeting, purchasing, information technology and in such additional areas as are determined to be necessary by the Director of Public Works for the efficient operation of the Department; and shall perform such other duties as may from time to time be required by ordinance or by the Director of Public Works.

ACTIVITIES: Coordinate and enforce all personnel, budget & purchasing, legislation and information technology policies and procedures. Enforce disciplinary actions, prepare and monitor budget revenue and expenditures. Manage technology projects and department specific software/hardware functions. Prepare and process legislation for the Department.

PROGRAM NAME:OPERATIONS

OBJECTIVES: To provide successful management of all operational activities with the Department of Public works.

ACTIVITIES: Coordinate the operations of the divisions of Motor Vehicle, Park Maintenance, Parking Facilities, Property Management, Streets, Traffic Engineering, and Waste Collection.



DIVISION OF PUBLIC WORKS ADMINISTRATION

PROGRAM NAME: RECREATION AND SPECIAL EVENTS

OBJECTIVES: To coordinate and manage events within the City of Cleveland. To improve community awareness of programs and activities provided by the Department of Public Works. To provide recreation and leisure opportunities at the City's recreation facilities for Cleveland area residents of all ages. To provide a venue for meetings, trade shows and theatrical events.

ACTIVITIES: Schedule vendor meetings as needed to ensure vendors have the required information to carry out events. Establish event calendars and other promotional literature to market department assets. Provide year round recreation programming and activity. Provide efficient operation of the Public Auditorium and the West Side Market.



DIVISION OF PUBLIC WORKS ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 2,124,314	\$ 2,073,424	\$ 1,842,753	\$ 2,529,109
Longevity	15,625	15,150	15,475	12,950
Vacation Conversion	6,866	—	13,630	—
Separation Payments	19,976	10,591	39,249	72,400
Bonus Incentive	500	—	—	—
Overtime	835	—	8,745	—
	\$ 2,168,117	\$ 2,099,166	\$ 1,919,853	\$ 2,614,459
Benefits				
Hospitalization	\$ 387,537	\$ 365,001	\$ 330,152	\$ 500,789
Prescription	70,387	75,716	68,366	103,938
Dental	17,338	19,182	17,010	26,526
Vision Care	2,092	2,991	2,934	4,156
Public Employees Retire System	301,293	291,213	274,077	357,850
Fica-Medicare	30,131	29,179	26,728	34,768
Workers' Compensation	21,645	18,637	19,315	46,893
Life Insurance	1,186	1,410	1,317	2,126
Unemployment Compensation	2,786	—	1,925	—
Clothing Allowance	400	400	400	400
Clothing Maintenance	150	150	150	150
	\$ 834,946	\$ 803,879	\$ 742,374	\$ 1,077,596
Other Training & Professional Dues				
Professional Dues & Subscript	\$ —	\$ —	\$ —	\$ 2,000
	\$ —	\$ —	\$ —	\$ 2,000
Contractual Services				
Professional Services	\$ —	\$ —	\$ 598	\$ 2,150
Parking In City Facilities	3,133	2,310	2,231	5,780
Insurance And Official Bonds	250	—	—	250
Property Rental	166,347	166,347	166,347	222,228
Other Contractual	—	—	—	175,000
Credit Card Processing Fees	—	—	—	2,000
	\$ 169,730	\$ 168,657	\$ 169,176	\$ 407,408
Materials & Supplies				
Computer Hardware	\$ —	\$ —	\$ —	\$ 4,800
Computer Software	—	—	—	13,000
Clothing	—	—	—	1,200
Office Furniture & Equipment	—	—	—	17,804
Other Supplies	—	—	5,842	200
Special Events Supplies	1,500	—	—	15,000



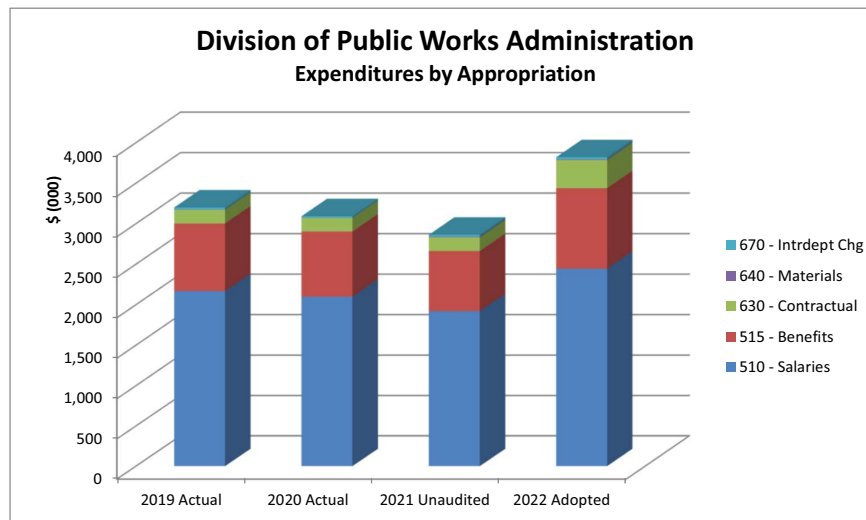
DIVISION OF PUBLIC WORKS ADMINISTRATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Just In Time Office Supplies	1,793	1,813	2,973	5,200
	\$ 3,293	\$ 1,813	\$ 8,815	\$ 57,204
Interdepart Service Charges				
Charges From Telephone Exch	\$ 6,058	\$ 7,610	\$ 8,318	\$ 9,466
Charges From Print & Repro	15,075	8,089	11,691	20,675
Charges From Central Storeroom	540	312	242	365
Charges From M.V.M.	2,161	2,588	3,133	3,934
	\$ 23,834	\$ 18,598	\$ 23,384	\$ 34,440
	\$ 3,199,920	\$ 3,092,113	\$ 2,863,603	\$ 4,193,107

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 34,153	\$ 15,137	\$ 36,430	\$ 70,000
Licenses & Permits	—	300	—	—
Miscellaneous	408,923	46,715	137,829	20,000
	\$ 443,075	\$ 62,152	\$ 174,259	\$ 90,000





DIVISION OF PUBLIC WORKS ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	0	2	Asst. Director of Public Works	36,590.39	154,089.52
1	0	0	Deputy Commissioner of Recreation	31,200.00	91,088.49
1	1	1	Director of Public Works	50,795.81	191,316.74
1	1	1	Manager of Administration	40,314.82	134,602.24
1	1	1	Manager of Events	31,200.00	86,215.32
1	0	1	Public Auditorium Sales Manager	31,200.00	114,691.24
7	3	6			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
1	1	1	Principal Clerk	17.01	27.55
2	2	2			
<u>PROFESSIONALS</u>					
0	2	2	Administrative Manager	31,200.00	145,000.00
6	5	6	Assistant Administrator	31,200.00	85,000.00
1	1	1	Assistant Manager of Marketing	31,200.00	65,724.20
1	1	1	Assistant Manager of Recreation	31,200.00	62,770.08
3	3	3	Budget Analyst	31,200.00	65,000.00
1	1	1	Data Base Administrator	39,937.34	118,853.53
1	2	1	Payroll Specialist	31,200.00	65,000.00
4	3	4	Personnel Administrator	31,200.00	91,088.49
2	3	6	Project Coordinator	31,200.00	99,702.63
1	1	1	Project Director	31,200.00	88,646.98
1	0	0	Senior Budget and Management Analyst	31,200.00	88,147.99
2	2	2	Senior Personnel Assistant	31,200.00	55,388.98
23	24	28			



DIVISION OF PUBLIC WORKS ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			TECHNICIANS		
1	1	1	Accident & Safety Inspector	23.94	25.94
0	1	1	PC Technician	31,200.00	53,769.65
1	2	2			
33	31	38	TOTAL FULL TIME		
33	31	38	TOTAL DIVISION		



DIVISION OF RECREATION

Samuel Gissentaner, Commissioner

Mission Statement

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

The Division of Recreation operates 21 recreation centers (includes an indoor roller rink, outdoor roller and ice skating rink, and a residential camp), 1 arts center, 19 indoor pools, 22 outdoor pools, 2 football complex / one with a track, 1 baseball complex and permits 155 ball-fields, (including 4 ball-field complexes). Each facility provides recreational opportunities for all ages and interest groups. The involvement of neighborhood residents will continue to be a priority via Friends of Recreation Councils that assist with programming and evaluation.

PROGRAM NAME:CAMPING

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

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

PROGRAM NAME:CULTURAL ARTS

OBJECTIVES: To provide cultural arts to City residents.

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

PROGRAM NAME: FOOD SERVICE PROGRAM

OBJECTIVES: To supplement the dietary requirements of children.

ACTIVITIES: Provide free meals for City of Cleveland youth 18 years of age and under for both after school and Summer meals.

PROGRAM NAME:ORGANIZED SPORTS

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

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

PROGRAM NAME:RECREATION CENTERS

OBJECTIVES: To provide year around recreation programs and activities to City residents.

ACTIVITIES: Operate and maintain recreation centers. Develop and implement year round activities for all ages.

PROGRAM NAME:SUMMER PROGRAMS

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

ACTIVITIES: Conduct activities in pools, ball-fields, and in recreation centers.



DIVISION OF RECREATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,765,471	\$ 4,724,899	\$ 4,922,503	\$ 5,199,400
Seasonal	844,261	151,499	525,851	1,130,000
Part-Time Permanent	1,616,910	1,469,801	1,218,600	1,332,351
Injury Pay	—	—	9,161	—
School Guards	4,969	—	—	—
Longevity	33,500	30,900	31,550	39,825
Wage Settlements	48,209	1,360	151	—
Vacation Conversion	20,765	—	45,160	—
Separation Payments	24,239	3,187	156,048	30,000
Bonus Incentive	500	—	—	—
Overtime	231,893	66,709	203,082	72,900
	\$ 7,590,718	\$ 6,448,355	\$ 7,112,108	\$ 7,804,476
Benefits				
Hospitalization	\$ 1,047,702	\$ 1,062,409	\$ 1,044,581	\$ 1,129,477
Prescription	181,966	224,636	221,358	277,648
Dental	44,481	52,521	51,001	68,155
Vision Care	6,875	8,410	8,253	11,676
Public Employees Retire System	1,052,521	928,208	1,030,253	1,092,211
Police & Firemens Disab & Pens	237	—	—	—
Fica-Medicare	105,095	88,249	98,031	115,727
Workers' Compensation	152,710	65,772	121,850	168,790
Life Insurance	4,412	5,402	5,291	6,828
Unemployment Compensation	8,590	51,588	9,362	6,000
Clothing Allowance	400	400	4,500	400
Clothing Maintenance	1,500	1,500	1,950	1,650
	\$ 2,606,489	\$ 2,489,095	\$ 2,596,428	\$ 2,878,562
Other Training & Professional Dues				
Travel	\$ 137,010	\$ 93,984	\$ 20,188	\$ 100,000
Tuition & Registration Fees	17,680	1,155	93,768	570
Professional Dues & Subscript	—	—	—	360
	\$ 154,690	\$ 95,139	\$ 113,956	\$ 100,930
Utilities				
Brokered Gas Supply	\$ 345,410	\$ 193,079	\$ 254,118	\$ 476,392
Gas	161,934	132,766	149,777	227,630
Electricity - Cpp	1,106,496	915,765	1,072,312	1,209,426
Electricity - Other	109,948	102,836	92,175	122,004
Security & Monitoring System	14,592	13,092	13,872	15,000
Contractual Utilities	30,509	32,096	24,851	99,000
	\$ 1,768,890	\$ 1,389,635	\$ 1,607,104	\$ 2,149,452



DIVISION OF RECREATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 51,002	\$ 35,386	\$ 24,818	\$ 48,270
Mileage (Private Auto)	—	10	—	1,000
Waste Disposal Fee - Ohio EPA	—	—	681	—
Parking In City Facilities	6,547	6,201	4,981	7,840
Other Contractual	1,643,285	1,793,955	2,052,430	1,887,585
Bank Service Fees	(956)	(125)	(427)	—
	\$ 1,699,879	\$ 1,835,428	\$ 2,082,483	\$ 1,944,695
Materials & Supplies				
Chemical	\$ 85,820	\$ 3,637	\$ 81,463	\$ 90,000
Clothing	8,886	5,428	10,546	7,835
Small Equipment	6,600	1,996	3,946	8,000
Electrical Supplies	1,828	—	1,184	2,250
Hygiene And Cleaning Supplies	1,320	3,400	1,630	3,600
Aquatics (Pool) Supplies	14,300	9,029	19,687	17,000
Playground Equipment And Suppl	13,938	—	2,201	15,000
Medical Supplies	2,147	86	—	1,350
Food	34,246	14,378	11,967	25,000
Other Supplies	18,478	2,619	15,325	12,300
Arts & Crafts Supplies	35,506	35,880	33,204	35,000
Sporting Goods Supplies	40,916	11,282	97,299	75,000
Just In Time Office Supplies	4,747	1,219	4,960	8,300
	\$ 268,733	\$ 88,954	\$ 283,413	\$ 300,635
Maintenance				
Maintenance Contracts	\$ 4,503	\$ 3,675	\$ 2,183	\$ 3,600
Maintenance Machinery & Tools	5,125	4,917	5,020	8,000
Maintenance Fire Apparatus	5,900	5,396	4,950	7,000
Repair Parts	24,984	12,670	26,245	50,000
Car Washes	450	630	180	450
Maintenance Misc. Equipment	2,000	10,533	3,740	4,000
Maintenance Building	300	300	750	—
	\$ 43,262	\$ 38,121	\$ 43,067	\$ 73,050
Interdepart Service Charges				
Charges From Telephone Exch	\$ 414,126	\$ 226,210	\$ 139,775	\$ 125,450
Charges From Radio Comm System	4,785	3,885	9,274	6,843
Charges From W.P.C.	3,249	—	432	—
Charges From Print & Repro	26,509	16,831	16,948	22,720



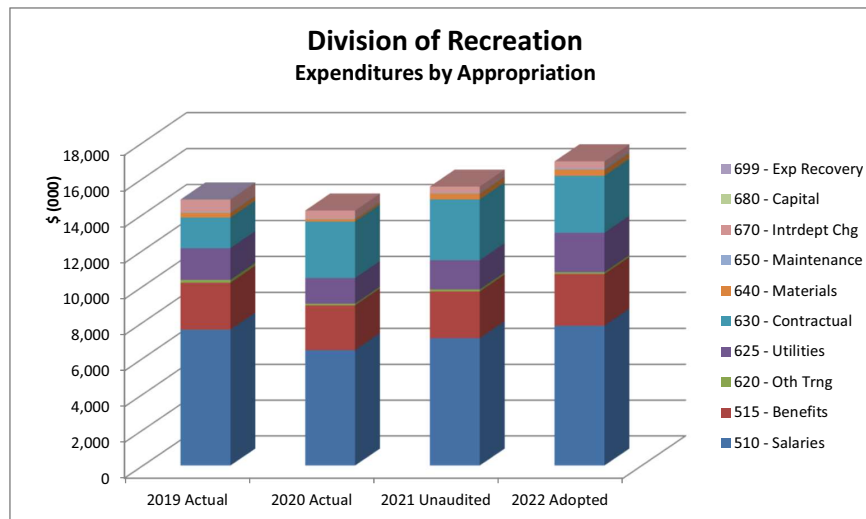
DIVISION OF RECREATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges From Central Storeroom	733	505	434	470
Charges From M.V.M.	227,046	169,304	157,793	192,188
Charges From Waste Collection	16,249	16,322	16,380	20,000
	\$ 692,697	\$ 433,056	\$ 341,037	\$ 367,671
	\$ 14,825,358	\$ 12,817,782	\$ 14,179,597	\$ 15,619,471

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 800	\$ —	\$ —	\$ —
Grant Revenue	—	—	15,000	—
Licenses & Permits	1,922	1,000	—	—
Miscellaneous	108,267	66,667	426,932	9,000
	\$ 110,988	\$ 67,667	\$ 441,932	\$ 9,000





DIVISION OF RECREATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Assistant Commisioner of Recreation	31,200.00	95,000.00
1	1	1	Commissioner of Recreation	42,758.15	163,046.16
1	2	1	Deputy Commissioner of Recreation	31,200.00	91,088.49
6	5	6	Manager of Recreation	40,000.00	86,215.32
9	8	9			
<u>ADMINISTRATIVE SUPPORT</u>					
20	17	22	Junior Clerk	24.21	25.18
1	1	1	Private Secretary	15.61	17.35
2	2	2	Secretary	15.61	20.52
23	20	25			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Administrator	31,200.00	85,000.00
4	4	4	Assistant Manager of Recreation	31,200.00	62,770.08
1	0	1	Project Coordinator	31,200.00	99,702.63
23	22	23	Recreation Center Manager	32,500.00	79,225.56
30	28	30			
<u>SERVICE & MAINTENANCE</u>					
1	0	1	Real Estate Maintenance Man	19.88	21.88
1	0	1			
<u>TECHNICIAN</u>					
18	18	20	Physical Director	15.00	22.38
48	34	53	Recreation Instructor II	17.51	18.57
0	0	1	Recreation Instructor III	17.51	18.57
66	52	74			
129	108	139	TOTAL FULL TIME		
195	131	195	TOTAL PART TIME		
263	13	263	TOTAL SEASONAL*		
587	252	597	TOTAL DIVISION		

*Seasonals work from June to August



DIVISION OF PARKING FACILITIES

Kim Johnson, Commissioner

Mission Statement

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

PROGRAM NAME:ON-STREET

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

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

PROGRAM NAME:OFF-STREET

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

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



DIVISION OF PARKING FACILITIES

Expenditures

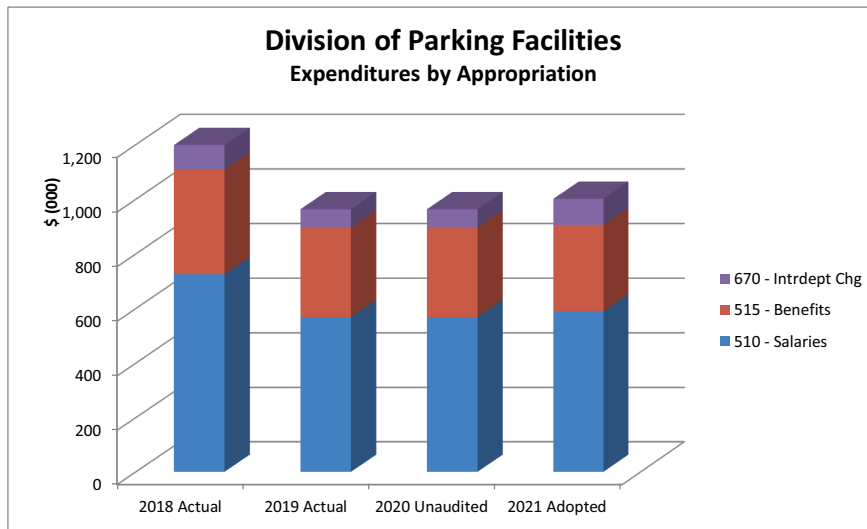
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 717,707	\$ 557,331	\$ 529,457	\$ 582,362
Longevity	6,250	6,325	5,850	5,875
Separation Payments	942	4,712	1,143	—
Overtime	77	522	—	5,000
	\$ 724,976	\$ 568,890	\$ 536,450	\$ 593,237
Benefits				
Hospitalization	\$ 204,319	\$ 172,396	\$ 153,812	\$ 178,130
Prescription	35,831	35,996	32,222	38,485
Dental	9,117	9,199	8,006	9,708
Vision Care	1,097	1,409	1,364	1,612
Public Employees Retire System	103,366	81,194	76,096	85,538
Fica-Medicare	10,147	7,885	7,442	8,651
Workers' Compensation	7,539	6,422	20,286	26,665
Life Insurance	697	726	673	835
Unemployment Compensation	—	4,216	—	—
Clothing Allowance	5,500	3,883	3,075	3,900
Clothing Maintenance	5,600	4,200	3,850	5,225
	\$ 383,212	\$ 327,525	\$ 306,827	\$ 358,749
Interdepart Service Charges				
Charges From Telephone Exch	\$ 7,192	\$ 9,476	\$ 7,613	\$ 6,835
Charges From Radio Comm System	19,587	14,528	29,925	37,000
Charges From Print & Repro	150	—	—	500
Charges From M.V.M.	63,099	42,652	62,601	58,500
	\$ 90,028	\$ 66,656	\$ 100,139	\$ 102,835
	\$ 1,198,216	\$ 963,071	\$ 943,416	\$ 1,054,821

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 9,581	\$ 6,422	\$ 36,667	\$ —
	\$ 9,581	\$ 6,422	\$ 36,667	\$ —



DIVISION OF PARKING FACILITIES





DIVISION OF PARKING FACILITIES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
PROFESSIONALS					
2	2	2	Supervisor of Parking Enforcement	31,200.00	44,904.32
2	2	2			
SERVICE & MAINTENANCE					
11	10	11	Parking Enforcement Officer	17.51	17.86
11	10	11			
TECHNICIANS					
1	1	1	Parking Meter Foreman	31,200.00	49,695.93
1	0	1	Parking Meter Serviceman	16.01	18.88
2	1	2			
15	13	15	TOTAL FULL TIME		
15	13	15	TOTAL DIVISION		



DIVISION OF PROPERTY MANAGEMENT

Thomas A. Nagel, Commissioner

Mission Statement

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

PROGRAM NAME:BUILDING OPERATIONS & MAINTENANCE

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

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

PROGRAM NAME:CAPITAL REPAIRS & IMPROVEMENTS

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

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

PROGRAM NAME:FACILITIES SECURITY

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

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

PROGRAM NAME:HOUSEKEEPING SERVICES

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

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



DIVISION OF PROPERTY MANAGEMENT

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,027,411	\$ 3,960,152	\$ 4,026,112	\$ 4,294,072
Part-Time Permanent	37,592	40,226	34,401	—
Longevity	25,625	23,875	24,100	26,850
Wage Settlements	—	299	30	—
Vacation Conversion	15,946	—	17,408	—
Separation Payments	36,608	15,943	5,839	20,000
Bonus Incentive	5,500	—	—	—
Overtime	333,574	160,128	346,639	184,979
	\$ 4,482,255	\$ 4,200,622	\$ 4,454,529	\$ 4,525,901
Benefits				
Hospitalization	\$ 726,721	\$ 765,863	\$ 722,215	\$ 876,367
Prescription	124,382	166,240	149,036	183,385
Dental	33,778	40,655	37,139	47,015
Vision Care	3,703	6,166	6,138	7,660
Public Employees Retire System	618,123	606,542	622,905	627,989
Fica-Medicare	62,478	58,280	61,225	65,261
Workers' Compensation	62,463	38,657	45,545	48,546
Life Insurance	2,335	3,066	2,956	4,218
Unemployment Compensation	—	3,777	1,523	2,000
Clothing Allowance	5,010	6,620	4,530	15,055
Tool Insurance	1,050	1,200	800	900
Clothing Maintenance	7,150	7,525	7,425	8,625
	\$ 1,647,192	\$ 1,704,589	\$ 1,661,436	\$ 1,887,021
Other Training & Professional Dues				
Tuition & Registration Fees	\$ 199	\$ —	\$ —	\$ 2,500
Professional Dues & Subscript	656	72	—	650
	\$ 855	\$ 72	\$ —	\$ 3,150
Utilities				
Brokered Gas Supply	\$ 27,050	\$ 16,391	\$ 22,371	\$ 44,500
Gas	9,816	8,769	9,293	18,695
Electricity - Cpp	555,859	470,896	503,529	653,297
Electricity - Other	3,089	3,027	2,438	3,846
Steam	911,883	941,013	773,851	1,006,274
	\$ 1,507,697	\$ 1,440,096	\$ 1,311,482	\$ 1,726,612



DIVISION OF PROPERTY MANAGEMENT

Expenditures (Continued)

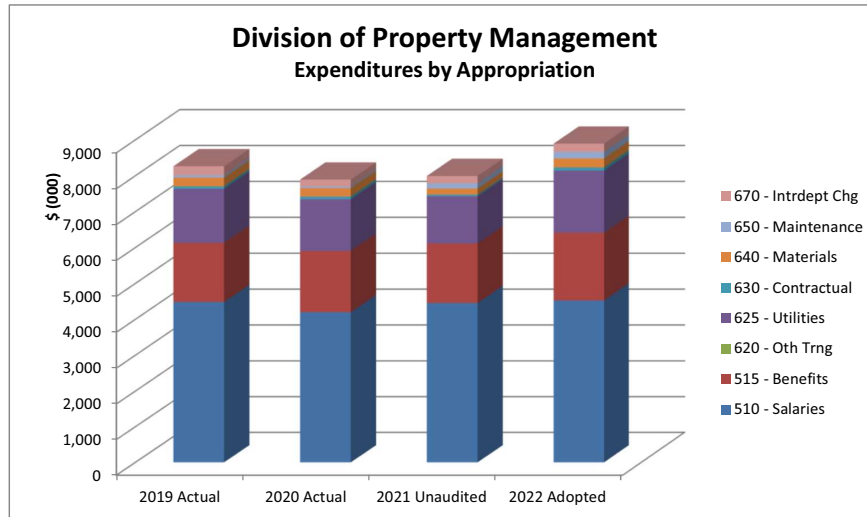
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 7,336	\$ —	\$ 11,454	\$ 7,396
Security Services	59,976	72,112	31,056	75,000
Parking In City Facilities	1,592	2,922	3,769	3,600
Other Contractual	—	—	—	2,103
	\$ 68,904	\$ 75,034	\$ 46,278	\$ 88,099
Materials & Supplies				
Chemical	\$ 8,112	\$ 25,478	\$ 9,000	\$ 4,500
Clothing	12,850	7,150	12,850	6,000
Hardware & Small Tools	—	—	10,000	1,000
Electrical Supplies	—	14,906	30,000	35,000
Hygiene And Cleaning Supplies	201,730	162,588	65,000	160,000
Painting Equipment & Supplies	2,500	2,500	3,302	—
Heating And Air Filters	5,500	2,750	11,000	5,000
Medical Supplies	—	2,984	—	800
Other Supplies	11,497	1,171	965	—
Safety Equipment	—	13,781	3,144	30,000
Just In Time Office Supplies	597	497	1,174	1,750
Building Maintenance Supplies	2,098	2,157	24,163	10,000
	\$ 244,884	\$ 235,962	\$ 170,597	\$ 254,050
Maintenance				
Maintenance Contracts	\$ —	\$ —	\$ 40,000	\$ 2,500
Maintenance Machinery & Tools	30,960	30,960	70,371	102,417
Maintenance Fire Apparatus	5,375	1,691	—	63,581
Repair Parts	—	—	2,495	—
Maintenance Building	29,106	11,223	29,872	8,100
	\$ 65,441	\$ 43,874	\$ 142,738	\$ 176,598
Interdepart Service Charges				
Charges From Telephone Exch	\$ 48,743	\$ 51,661	\$ 52,671	\$ 47,275
Charges From Radio Comm System	10,393	7,770	17,753	21,065
Charges From Water	—	—	—	450
Charges From W.P.C.	—	—	—	900
Charges From Print & Repro	3,787	2,402	3,405	4,565
Charges From Central Storeroom	235	267	320	350
Charges From M.V.M.	182,430	128,711	130,944	154,000
Charges From Waste Collection	2,185	2,392	2,346	5,000
	\$ 247,772	\$ 193,203	\$ 207,439	\$ 233,605
	\$ 8,265,000	\$ 7,893,451	\$ 7,994,500	\$ 8,895,036



DIVISION OF PROPERTY MANAGEMENT

Revenues

	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>
Charges For Services	\$ 70,853	\$ 81,378	\$ 77,258	\$ 77,248
Miscellaneous	872,622	57,563	1,278,097	1,300,000
	<u>\$ 943,475</u>	<u>\$ 138,941</u>	<u>\$ 1,355,355</u>	<u>\$ 1,377,248</u>





DIVISION OF PROPERTY MANAGEMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Property Management	45,201.46	161,827.86
1	0	1	Manager of General Maintenance	31,200.00	86,215.32
2	1	2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Private Secretary	15.61	17.35
1	1	1			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
2	2	2	Assistant Custodian	31,200.00	53,513.57
5	4	5	Building Stationary Engineer	22.14	35.14
8	7	8			
<u>SERVICE & MAINTENANCE</u>					
24	22	24	Custodial Worker	17.89	20.01
2	2	2	Custodial Worker Supervisor	22.04	24.04
1	1	1	Custodian	31,200.00	78,184.48
2	3	3	Guard	19.47	20.18
1	1	1	Mechanical Handyman	19.61	21.61
9	10	13	Municipal Service Laborer	18.82	20.82
39	39	44			
<u>SKILLED CRAFT</u>					
2	2	2	Carpenter	44.08	55.10
1	1	1	Carpenter Unit Leader	45.33	56.35
1	1	1	Cement Finisher	43.56	54.45
1	0	1	Chief Building Stationary Engineer	23.67	36.67
4	4	4	Electrical Worker	49.90	62.37
3	3	3	Painter	37.58	46.96
1	1	1	Plasterer	40.37	50.46
5	5	5	Plumber	53.79	67.24
1	1	1	Plumber Foreman	53.63	66.72
1	1	1	Roofer	44.48	55.60



DIVISION OF PROPERTY MANAGEMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	December 2021		Minimum	Maximum
1	1	1	Sheetmetal Worker	54.51	68.14
21	20	21			
71	68	76	TOTAL FULL TIME		
1	0	0	TOTAL PART TIME		
72	68	76	TOTAL DIVISION		



PARK MAINTENANCE AND PROPERTIES

Anthony W. Scott, Commissioner

Mission Statement

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

PROGRAM NAME:CEMETERY MAINTENANCE & SERVICES

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

ACTIVITIES: Maintain grounds. Provide burial services.

PROGRAM NAME:FIELD MAINTENANCE

OBJECTIVES: To maintain athletic fields and other grounds.

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

PROGRAM NAME:HORTICULTURE, MALL, AND CULTURAL GARDENS

OBJECTIVES: To operate the City Greenhouse.

ACTIVITIES: Develop and maintain an awareness and appreciation of natural foliage in formal gardens and park areas. Propagate plant material for seasonal displays. Plant and maintain formal gardens, plazas, malls, and other formal park areas.

PROGRAM NAME:VACANT PROPERTY CUTTING AND CLEANING

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

ACTIVITIES: Cut weeds and remove debris from vacant properties.

PROGRAM NAME:PARKS GROUND MAINTENANCE

OBJECTIVES: To provide pleasant and attractive public areas.

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

PROGRAM NAME:SNOW REMOVAL

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

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



PARK MAINTENANCE AND PROPERTIES***PROGRAM NAME: URBAN FORESTRY***

OBJECTIVES: To provide a safe and low risk urban forest while striving to preserve its natural beauty.

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

PROGRAM NAME: VEHICLE AND EQUIPMENT REPAIR

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

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

PROGRAM NAME: WAREHOUSE / OPERATIONS HEADQUARTERS

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

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



PARK MAINTENANCE AND PROPERTIES

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 5,328,568	\$ 5,145,341	\$ 5,586,277	\$ 5,673,560
Seasonal	1,930,936	1,707,819	1,957,048	1,817,320
Injury Pay	1,938	—	—	—
Longevity	40,125	37,775	36,250	43,250
Wage Settlements	113,957	7,487	11	—
Vacation Conversion	1,132	—	2,168	—
Separation Payments	43,838	95,902	13,252	—
Bonus Incentive	50,500	800	500	—
Overtime	128,829	149,307	204,447	123,930
	\$ 7,639,822	\$ 7,144,432	\$ 7,799,953	\$ 7,658,060
Benefits				
Hospitalization	\$ 1,254,007	\$ 1,241,861	\$ 1,277,457	\$ 1,279,709
Prescription	213,121	260,721	267,629	262,629
Dental	53,209	59,557	59,968	66,528
Vision Care	5,733	9,148	9,958	11,208
Public Employees Retire System	1,057,654	1,013,125	1,093,833	1,092,881
Fica-Medicare	106,996	99,734	108,900	109,512
Workers' Compensation	186,439	66,777	174,656	376,810
Life Insurance	3,664	4,787	4,836	6,120
Unemployment Compensation	138,069	238,676	71,163	145,000
Clothing Allowance	37,689	34,442	35,707	35,050
Tool Insurance	6,800	5,000	5,000	5,000
Clothing Maintenance	15,017	13,457	13,725	17,450
	\$ 3,078,398	\$ 3,047,286	\$ 3,122,832	\$ 3,407,897
Other Training & Professional Dues				
Travel	\$ 1,589	\$ 645	\$ —	\$ —
Tuition & Registration Fees	70	70	70	250
	\$ 1,659	\$ 715	\$ 70	\$ 250
Utilities				
Brokered Gas Supply	\$ 62,799	\$ 42,421	\$ 54,844	\$ 86,615
Gas	34,712	28,405	27,179	47,885
Electricity - Cpp	471,696	456,921	492,223	615,322
Electricity - Other	36,384	33,476	30,657	39,762
Steam	12,718	12,273	11,210	13,903
Security & Monitoring System	540	—	763	3,781
	\$ 618,849	\$ 573,496	\$ 616,877	\$ 807,268



PARK MAINTENANCE AND PROPERTIES

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 5,903	\$ 92,769	\$ —	\$ 2,176
Waste Disposal	1,010	225	610	1,350
Medical Services	—	—	—	1,349
Parking In City Facilities	715	605	1,163	1,360
Property Rental	43,676	43,676	43,676	43,676
Other Contractual	2,312,659	2,328,634	2,357,689	2,579,088
County Aud & Treas Coll Fee	—	—	12,760	—
	\$ 2,363,963	\$ 2,465,909	\$ 2,415,898	\$ 2,628,999
Materials & Supplies				
Office Supplies	\$ 3,483	\$ —	\$ —	\$ —
Chemical	—	—	—	927
Salt & De-Icer	—	—	—	7,200
Auto & Light Truck Parts	—	5,000	—	—
Clothing	—	—	—	1,030
Hardware & Small Tools	19,927	14,452	900	10,000
Seed, Fertilizer & Herbicide	15,237	—	4,911	13,000
Small Equipment	7,726	21,738	14,238	24,500
Office Furniture & Equipment	—	—	6,986	—
Fence, Posts & Bars	5,000	3,000	—	15,000
Hygiene And Cleaning Supplies	38,017	16,803	37,087	25,000
Clay, Soil & Turf	—	16,057	9,118	10,000
Playground Equipment And Suppl	35,796	37,643	28,009	40,857
Lumber, Glass, And Drywall	—	5,000	3,000	10,000
Other Supplies	16,495	22,866	28,892	23,500
Sporting Goods Supplies	22,031	7,832	2,085	5,000
Safety Equipment	27,314	23,597	27,923	15,000
Greenhouse Maintenance Suppl	35,758	42,280	43,830	39,000
Just In Time Office Supplies	1,023	365	497	1,009
Misc Maintenance Supplies	17,209	39,877	8,145	15,500
	\$ 245,017	\$ 256,512	\$ 215,621	\$ 256,523
Maintenance				
Maintenance Contracts	\$ 7,035	\$ 4,446	\$ 1,575	\$ 9,270
Repair Parts	324,059	256,994	270,000	270,000
Maintenance Building	—	—	197	—
	\$ 331,094	\$ 261,440	\$ 271,772	\$ 279,270



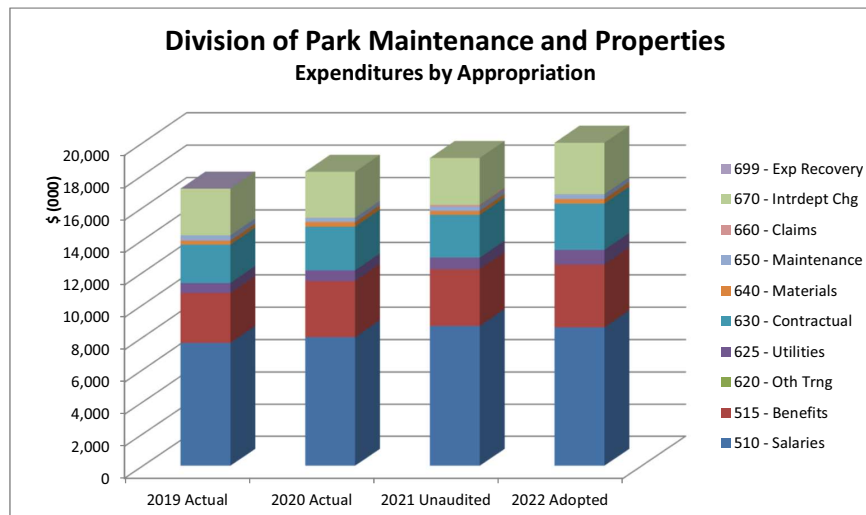
PARK MAINTENANCE AND PROPERTIES

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ 100	\$ 1,750	\$ 100,000	\$ 6,500
Other Refunds & Adjustments	—	—	89	—
	\$ 100	\$ 1,750	\$ 100,089	\$ 6,500
Interdepart Service Charges				
Charges From Telephone Exch	\$ 54,014	\$ 73,084	\$ 94,875	\$ 95,441
Charges From Radio Comm System	97,537	79,244	170,031	144,000
Charges From W.P.C.	5,526	12,199	2,783	4,058
Charges From Print & Repro	24,768	18,162	19,441	26,065
Charges From Central Storeroom	1,047	2,506	1,307	1,411
Charges From M.V.M.	2,331,337	2,273,410	2,306,382	2,397,000
Charges From Waste Collection	364,700	257,962	175,694	365,000
	\$ 2,878,929	\$ 2,716,566	\$ 2,770,513	\$ 3,032,975
Expenditure Recovery				
Expenditure Recovery	\$ 170	\$ —	\$ —	\$ —
	\$ 170	\$ —	\$ —	\$ —
	\$ 17,158,001	\$ 16,468,106	\$ 17,313,623	\$ 18,077,742

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 1,686,364	\$ 1,420,096	\$ 1,377,502	\$ 1,217,087
Licenses & Permits	30	—	7	—
Miscellaneous	171,394	81,568	406,099	61,880
	\$ 1,857,788	\$ 1,501,665	\$ 1,783,609	\$ 1,278,967





PARK MAINTENANCE AND PROPERTIES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Park Maint. & Properties	42,758.15	163,046.16
1	1	1	Deputy Commissioner of Parks Maint. & Properties	31,200.00	114,691.24
3	3	3	Manager of Urban Forestry	31,200.00	81,827.04
<hr/> 5	<hr/> 5	<hr/> 5			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
4	5	5	Field Operations Forester	32,445.00	66,858.11
1	1	1	Senior Clerk	20.44	27.05
1	1	1	Storekeeper	19.33	24.09
<hr/> 7	<hr/> 8	<hr/> 8			
<u>PROFESSIONALS</u>					
4	3	3	Administrative Manager	31,200.00	145,000.00
1	1	1	Project Coordinator	31,200.00	99,702.63
<hr/> 5	<hr/> 4	<hr/> 4			
<u>SERVICE & MAINTENANCE</u>					
3	2	3	Gardener	20.97	22.97
12	11	12	Ground Maintenance Foreman	23.78	25.78
13	11	13	Ground Maintenance Truck Driver II	22.22	22.66
2	2	2	Horticulturist Maintenance Foreman	26.58	28.58
39	39	39	Real Estate Maintenance Worker	19.88	21.88
<hr/> 69	<hr/> 65	<hr/> 69			
<u>SKILLED CRAFT</u>					
10	7	10	Arborist I	20.97	22.97
11	10	11	Arborist II	24.13	26.13
4	5	5	Automobile Repair Worker	18.25	24.57
<hr/> 25	<hr/> 22	<hr/> 26			
<hr/> 111	<hr/> 104	<hr/> 112	TOTAL FULL TIME		
<hr/> 379	<hr/> 20	<hr/> 379	TOTAL SEASONAL		
<hr/> 490	<hr/> 124	<hr/> 491	TOTAL DIVISION		



DIVISION OF WASTE COLLECTION AND DISPOSAL

Terrell H. Pruitt, Commissioner

Mission Statement

To reduce public health hazards resulting from refuse dumping in City of Cleveland neighborhoods by providing collection and appropriate disposal of residential, commercial, recyclables and city owned public Street waste receptacles for the citizens of the City of Cleveland. The division of Waste Collection and Disposal division is committed to providing an efficient collection and disposal service. The City currently provides service to approximately 152,000 dwelling units on a weekly basis. The waste collection process includes residential waste, recycling, bulk items, tires, receptacles, and dead animal collection.

In 2016 the City completed the delivery of roll-carts for automated collection service. This service was first born as a Pilot Program that begun in 2008 and started with 15,000 Cleveland residents.

The new system was implemented to encourage curbside recycling and increase efficiency. City residents received a black roll-cart for trash and a blue recycling for recycling that can be wheeled to the curb for collection. The new program is now City wide.

The City of Cleveland annually disposes of approximately 230,000 tons of municipal solid waste from residential collection. The majority of the municipal solid waste is processed at the City's Ridge Road Transfer Station, where it is then loaded onto contracted trailers and then shipped to a landfill. The transfer station has a Capacity of 3,000 tons per day. All construction and demolition debris is disposed of via the use of privately owned landfills, and Transfer Stations, or Processing Facilities. The City owned transfer station also accepts waste from local private haulers for a fee.

In addition to providing residential waste collection service, the Division of Waste Collection also offers alternative disposal via the Commercial waste and recycling Collection service program. The Commercial Collection service provides both permanent and temporary dumpster rental services to city residents, local businesses and City facilities, Located within the Cleveland area. Our commercial waste and recycling services are offered at a competitive rate.

If the City had to close the Ridge Road Transfer Station, the current final closure, post-closure, and/or corrective measures cost estimates and any other environmental obligations would cost the City \$104,369 and would be paid for by the Waste Collection and Disposal operating budget.

PROGRAM NAME:RESIDENTIAL COLLECTIONS/CURBSIDE RECYCLING

OBJECTIVES: To remove commingled recyclable commodities from the City's waste stream and to reduce the loss of re-usable resources going into the landfills.

ACTIVITIES: Provide weekly collection of solid waste and recyclables, conduct on-site inspections concerning appearance of areas served, provide bulk by appointment and once a month collection of bulk items.



DIVISION OF WASTE COLLECTION AND DISPOSAL***PROGRAM NAME:WASTE DISPOSAL/COMMODITY PROCESSING***

OBJECTIVES: Recycling collected at curbside is taken to the City transfer station and loaded into transfer trailers and sent to the Cities contracted processor to remove solid waste and to prepare recyclable commodities for marketing (i.e. soft/bale).

ACTIVITIES: Transfer operations, once the municipal solid waste and recycling is delivered to the transferred the trash is sent to the landfill and the recycling is sent to our processor where they sort and market the materials. The Transfer station also provides drop-off sites for residential tires and recycling.

PROGRAM NAME:ANCILLARY SERVICES

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

ACTIVITIES: Provides roll-off boxes for clean ups and special events in neighborhoods and downtown. The Ancillary Division also provides waste collection to the West Side Market, downtown streets and parks and all municipal buildings as well as repair, replace and service outdoor waste receptacles. The Ancillary Division also provides waste container rental through commercial waste collection service, provide distribution and maintenance of roll carts as well as collection of dead animal, document shedding, staffing of the electronics and household hazardous waste drop-off sites. Our Ancillary Division also preforms annual inspection on all private haulers equipment operating within the City of Cleveland.



DIVISION OF WASTE COLLECTION AND DISPOSAL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 9,030,812	\$ 8,856,501	\$ 9,350,986	\$ 10,214,364
Seasonal	566,786	745,821	898,352	850,000
Part-Time Permanent	24,132	27,287	25,909	25,004
Injury Pay	1,063	—	2,444	—
Student Trainees	—	2,114	—	—
Longevity	57,525	54,275	52,825	65,925
Wage Settlements	5,181	792	30,805	—
Vacation Conversion	5,206	—	5,525	—
Separation Payments	45,910	47,699	35,409	63,800
Bonus Incentive	56,500	500	—	—
Overtime	1,940,722	1,236,015	1,386,269	1,200,000
	\$ 11,733,837	\$ 10,971,005	\$ 11,788,524	\$ 12,419,093
Benefits				
Hospitalization	\$ 2,044,220	\$ 2,089,605	\$ 1,997,382	\$ 2,175,000
Prescription	345,904	435,629	417,082	430,000
Dental	93,087	107,941	100,393	110,000
Vision Care	10,093	16,542	16,792	17,602
Public Employees Retire System	1,614,899	1,591,630	1,641,468	1,496,324
Fica-Medicare	163,062	152,758	165,613	168,299
Workers' Compensation	589,600	101,397	901,381	1,073,801
Life Insurance	6,514	8,950	8,695	9,000
Unemployment Compensation	2,136	39,294	—	10,000
Clothing Allowance	73,975	78,075	75,358	75,000
Clothing Maintenance	23,500	25,338	24,338	26,000
	\$ 4,966,990	\$ 4,647,159	\$ 5,348,501	\$ 5,591,026
Other Training & Professional Dues				
Travel	\$ 7,945	\$ —	\$ —	\$ 8,000
Tuition & Registration Fees	450	150	—	1,000
Mileage (Priv Auto) Trng Prps	—	—	—	90
Professional Dues & Subscript	120	—	—	270
	\$ 8,515	\$ 150	\$ —	\$ 9,360
Utilities				
Brokered Gas Supply	\$ 122,476	\$ 75,378	\$ 91,150	\$ 165,100
Gas	56,948	55,687	59,261	76,323
Electricity - Cpp	436,039	242,442	198,945	360,500
	\$ 615,463	\$ 373,508	\$ 349,356	\$ 601,923
Contractual Services				
Professional Services	\$ 117,030	\$ 111,260	\$ 40,846	\$ 81,300



DIVISION OF WASTE COLLECTION AND DISPOSAL

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Referee Services	—	—	—	250
Waste Disposal	6,592,224	7,970,744	10,764,900	8,785,704
Security Services	—	—	—	1,024
Janitorial Services	7,399	—	30,907	2,060
Medical Services	—	—	—	3,500
Waste Disposal Fee - Ohio EPA	1,575,658	1,567,579	1,577,093	1,721,990
Advertising And Public Notice	—	5,000	—	100,000
Program Promotion	—	—	42,230	—
Parking In City Facilities	—	—	55	1,100
Transfer Station	—	55,728	—	104,369
Special Assessment	1,606	1,193	199	4,000
Other Contractual	105,603	73,428	657,820	600,000
Local Match-Grant Programs	—	—	—	25,000
Credit Card Processing Fees	14,984	15,328	19,447	26,480
	\$ 8,414,504	\$ 9,800,261	\$ 13,133,496	\$ 11,456,777
Materials & Supplies				
Office Supplies	\$ 45	\$ —	\$ —	\$ 1,000
Postage	—	—	530	10,000
Computer Supplies	—	—	—	800
Hardware & Small Tools	1,685	—	—	2,000
Fence, Posts & Bars	715	—	—	1,000
Hygiene And Cleaning Supplies	254	18,506	13,804	4,500
Other Supplies	17,380	25,641	35	12,500
Safety Equipment	14,945	1,848	9,799	4,678
Just In Time Office Supplies	2,479	1,991	2,170	3,000
	\$ 37,502	\$ 47,986	\$ 26,339	\$ 39,478
Maintenance				
Maintenance Misc. Equipment	\$ 20,825	\$ 13,126	\$ —	\$ 25,000
Maintenance Building	17,150	11,006	27,839	15,000
Repair Of Overhead Doors	5,000	—	15,000	5,000
	\$ 42,975	\$ 24,132	\$ 42,839	\$ 45,000
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ —	\$ 3,210	\$ 8,000
	\$ —	\$ —	\$ 3,210	\$ 8,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 72,085	\$ 99,232	\$ 116,392	\$ 104,463
Charges From Radio Comm System	78,445	65,886	143,408	168,225
Charges From W.P.C.	8,249	4,609	4,119	8,300
Charges From Print & Repro	18,320	16,664	38,855	82,090



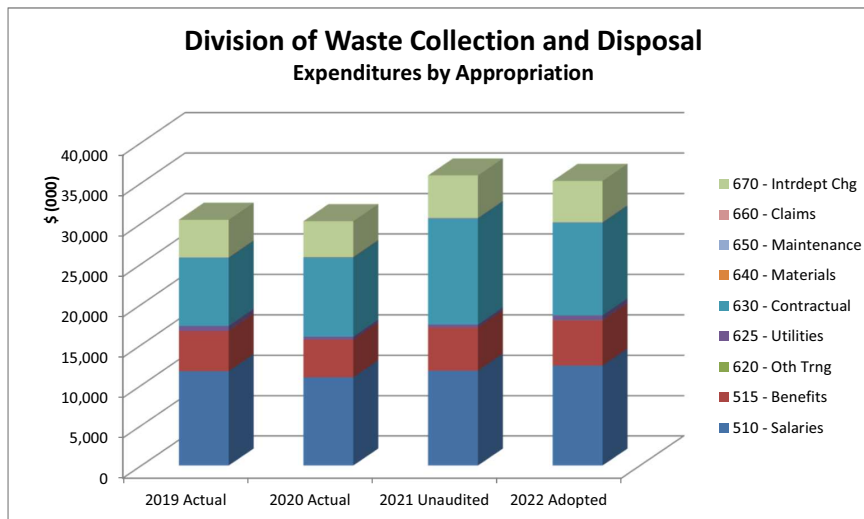
DIVISION OF WASTE COLLECTION AND DISPOSAL

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges From Central Storeroom	382	324	293	320
Charges From M.V.M.	4,443,859	4,221,300	4,926,748	4,714,000
Charges From Waste Collection	710	—	—	—
	\$ 4,622,052	\$ 4,408,014	\$ 5,229,815	\$ 5,077,398
	\$ 30,441,838	\$ 30,272,215	\$ 35,922,081	\$ 35,248,055

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 15,119,294	\$ 14,287,169	\$ 14,860,589	\$ 14,958,438
Grant Revenue	—	—	1,277	—
Miscellaneous	145,720	102,759	619,648	500
	\$ 15,265,014	\$ 14,389,927	\$ 15,481,514	\$ 14,958,938





DIVISION OF WASTE COLLECTION AND DISPOSAL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
5	5	5	Asst. Superintendent of Waste Collection	29.96	31.96
1	1	1	Commissioner of Waste Collection & Disposal	40,314.82	145,820.32
1	0	0	General Superintendent of Waste Collection	31,200.00	71,826.77
<u>7</u>	<u>6</u>	<u>6</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Senior Clerk	20.44	27.05
<u>2</u>	<u>2</u>	<u>2</u>			
<u>PROFESSIONALS</u>					
0	1	1	Administrative Manager	31,200.00	145,000.00
1	2	2	Project Coordinator	31,200.00	99,702.63
<u>1</u>	<u>3</u>	<u>3</u>			
<u>SKILLED CRAFT</u>					
2	1	2	Construction Equipment Operator Group B	47.07	58.84
<u>2</u>	<u>1</u>	<u>2</u>			
<u>SERVICE & MAINTENANCE</u>					
1	1	1	Labor Foreman	23.77	25.77
2	2	2	Municipal Service Laborer	18.82	20.82
8	0	0	Snow Removal Vehicle Operator	19.26	19.65
2	2	4	Transfer Station Attendant	25.05	27.05
99	73	99	Waste Collection Driver	23.04	23.50
8	9	10	Waste Collection Foreman	23.77	25.77
5	5	5	Waste Collection Foreman I	26.01	28.01
99	84	97	Waste Collector	18.82	21.32
<u>224</u>	<u>176</u>	<u>218</u>			



DIVISION OF WASTE COLLECTION AND DISPOSAL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			TECHNICIANS		
1	1	2	Radio Operator	21.49	23.49
1	1	2			
<u>237</u>	<u>189</u>	<u>233</u>	TOTAL FULL TIME		
<u>36</u>	<u>20</u>	<u>36</u>	TOTAL SEASONAL (Average) *		
<u>1</u>	<u>1</u>	<u>1</u>	TOTAL PART TIME		
<u>274</u>	<u>210</u>	<u>270</u>	TOTAL DIVISION		



DIVISION OF TRAFFIC ENGINEERING

Robert Mavec, Commissioner

Mission Statement

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

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

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

PROGRAM NAME:FADED SIGN PROGRAM

OBJECTIVES: Replace missing and badly faded signs.

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

PROGRAM NAME:LED SIGNAL LAMP PROGRAM

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

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

PROGRAM NAME:PAVEMENT MARKINGS

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

ACTIVITIES: The Division paints all pavement markings once a year during the Spring, Summer, and Fall months. The Division is responsible for over 5,000 crosswalks, 5,000 stop bars, 4,300 pavement arrows, and 630 miles of lane lines.

PROGRAM NAME:TRAFFIC SIGNALIZATION PROGRAM

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

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



DIVISION OF TRAFFIC ENGINEERING

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,890,150	\$ 1,917,161	\$ 1,971,296	\$ 1,949,982
Longevity	10,875	9,825	11,525	11,050
Wage Settlements	—	64	5	—
Vacation Conversion	15,862	—	16,833	—
Separation Payments	41,972	—	17,465	50,000
Overtime	98,370	76,570	88,570	93,000
	\$ 2,057,230	\$ 2,003,619	\$ 2,105,695	\$ 2,104,032
Benefits				
Hospitalization	\$ 401,255	\$ 403,985	\$ 399,938	\$ 427,589
Prescription	66,421	82,121	80,563	84,732
Dental	18,548	21,081	20,293	21,884
Vision Care	2,002	2,715	2,655	3,044
Public Employees Retire System	285,177	288,914	292,589	293,835
Fica-Medicare	27,586	26,782	27,992	26,014
Workers' Compensation	66,149	17,922	43,225	50,995
Life Insurance	1,048	1,362	1,314	1,655
Unemployment Compensation	—	—	—	2,453
Clothing Allowance	20,365	19,390	10,595	33,220
Clothing Maintenance	6,750	6,075	7,875	11,475
	\$ 895,301	\$ 870,347	\$ 887,039	\$ 956,896
Utilities				
Brokered Gas Supply	\$ 12,859	\$ 7,275	\$ 10,287	\$ 20,085
Gas	4,215	3,392	3,782	5,818
Electricity - Cpp	212,958	209,191	223,124	233,398
Electricity - Other	314,929	339,980	190,376	345,627
	\$ 544,961	\$ 559,837	\$ 427,568	\$ 604,928
Contractual Services				
Professional Services	\$ 30,891	\$ 1,492	\$ 6,476	\$ 1,700
Parking In City Facilities	2,139	1,461	1,499	5,000
Other Contractual	2,834	30,000	1,288	30,000
	\$ 35,864	\$ 32,952	\$ 9,264	\$ 36,700
Materials & Supplies				
Clothing	\$ —	\$ —	\$ —	\$ 1,500
Hardware & Small Tools	5,819	2,354	—	10,000
Electrical Supplies	—	12,944	198	1,000
Hygiene And Cleaning Supplies	—	—	—	500
Other Supplies	86,774	81,712	91,494	83,300
Just In Time Office Supplies	466	—	804	1,000
	\$ 93,059	\$ 97,010	\$ 92,495	\$ 97,300



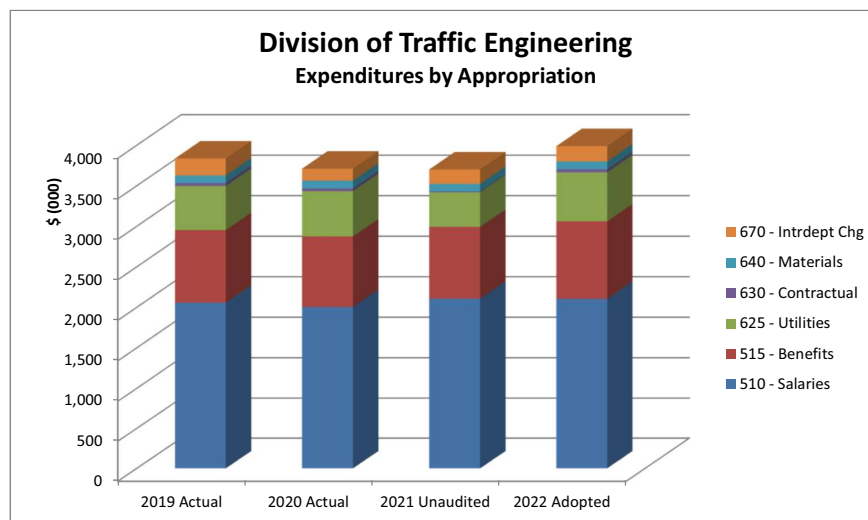
DIVISION OF TRAFFIC ENGINEERING

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interdepart Service Charges				
Charges From Telephone Exch	\$ 12,301	\$ 12,322	\$ 13,490	\$ 12,110
Charges From Radio Comm System	15,532	11,023	23,223	20,000
Charges From Light And Power	—	2,748	4,008	—
Charges From W.P.C.	1,435	—	—	—
Charges From Print & Repro	4,164	5,681	7,709	10,335
Charges From Central Storeroom	75	39	142	155
Charges From M.V.M.	176,921	115,312	130,738	146,695
	\$ 210,427	\$ 147,125	\$ 179,310	\$ 189,295
	\$ 3,836,841	\$ 3,710,891	\$ 3,701,371	\$ 3,989,151

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 3,612	\$ —	\$ 1,153	\$ 2,000
Licenses & Permits	6,800	7,500	6,900	6,000
Miscellaneous	37,729	49,174	124,012	30,500
	\$ 48,141	\$ 56,674	\$ 132,065	\$ 38,500





DIVISION OF TRAFFIC ENGINEERING

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Traffic Engineering	42,758.15	140,514.00
1	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Principal Clerk	17.01	27.55
1	1	1			
<u>PROFESSIONALS</u>					
1	1	1	Consulting Engineer	36,000.00	104,888.34
1	1	1	Engineer	22.78	40.37
2	2	2			
<u>SKILLED CRAFT</u>					
7	7	7	Low Tension Lineman	35.83	37.17
1	1	1	Sign Painter	37.10	37.84
1	1	1	Sign Painter Unit Leader	39.94	40.74
9	9	9			
<u>SERVICE & MAINTENANCE</u>					
1	0	1	Line Helper Driver	22.03	28.97
3	3	3	Traffic Sign Process Operator	29.12	29.70
10	8	10	Traffic Sign & Marking Technician	19.23	20.52
14	11	14			
<u>TECHNICIANS</u>					
1	1	1	Chief of Traffic Signal Unit	18.60	44.87
2	2	2	Traffic Sign Marking Supervisor	29.07	29.66
1	1	1	Traffic Signal Control Technician	37.91	39.32
4	4	4			
31	28	31	TOTAL FULL TIME		
31	28	31	TOTAL DIVISION		



COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE

Alyssa Hernandez, Director

Louise V. Jackson, Commissioner, Division of Neighborhood Services

PROGRAM NAME: CONSUMER AFFAIRS

OBJECTIVE: To provide relief from fraudulent, unfair, deceptive, and unconscionable business practices, by monitoring and enforcing the Cleveland Consumer Protection Code, Fair Housing Codes, and Community Reinvestment Act as well as State and Federal Consumer Protection laws.

ACTIVITIES: Consumer Affairs enforces Cleveland's 1972 Consumer Protection Code, as well as educates the public regarding scams and fraudulent business practices. It works with the media, holds public neighborhood forums, and works cooperatively with private and governmental consumer agencies. It interacts with various levels of government to impact key consumer issues, ranging from Public Utilities Commission of Ohio (PUCO) rate matters to banking practices. This office may subpoena witnesses and hold hearings to determine whether a vendor has engaged in unfair practices with a Cleveland consumer. Along with field work, this may result in prosecution.

PROGRAM NAME: EXTERIOR PAINT PROGRAM

OBJECTIVE: This Paint Program provides a valuable incentive to homeowners and tenants to maintain the exterior of their home and aid in reducing lead based paint hazards. To be eligible, an applicant must be a City resident and live in a one or two family structure that is being painted, and meet the program income guidelines.

ACTIVITIES: The Program provides grants of up to \$1500 for reimbursement of exterior paint and paint supplies for owner occupants and up to \$750 for tenants. The grant will not exceed the cost of the exterior paint and supplies. The entire property must be painted to qualify for the reimbursement. Lead regulations must be followed when houses are painted. To ensure compliance, a pre-inspection is conducted to verify that the property needs to be painted and that safe work practices will be followed. A certified Risk Assessor or Clearance Technician must do the final clearance exam. Final clearance as defined by the regulations is a visual clearance of the work site completed by a State Certified Lead Risk Assessor or Clearance Technician.



COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE

PROGRAM NAME: COMMUNITY ENGAGEMENT HEALTHY HOME INITIATIVE

OBJECTIVE: The goal of the initiative is to deploy Community Engagement Specialists by neighborhood to improve the quality of life of residents and the City's housing stock. The program will be focused on healthy homes and linking residents and landlords to resources, education and training once trust is built.

ACTIVITIES: Under the oversight of the Community Engagement Specialists Manager (Program Manager), the Community Engagement Specialists (CES) will work out of Community Development Corporations offices and report to the CDC Executive Director or their designee so that they can benefit from the knowledge and network of the CDCs. The main roles and responsibilities of the Community Engagement Specialists includes: working with the Department of Community Development, Department of Building and Housing, Program Manager, CDC team, and Council member to determine which areas of neighborhood have the most need; identifying external and internal housing issues; building trust with residents and landlords, and provide technical assistance; connecting residents and landlords with internal and external resources; administering the paint program in the field with support from the Home Maintenance Program Administrator; and conduct classes and forums for home owners and landlords on a quarterly basis, with support of Program Manager.



COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE

Expenditures

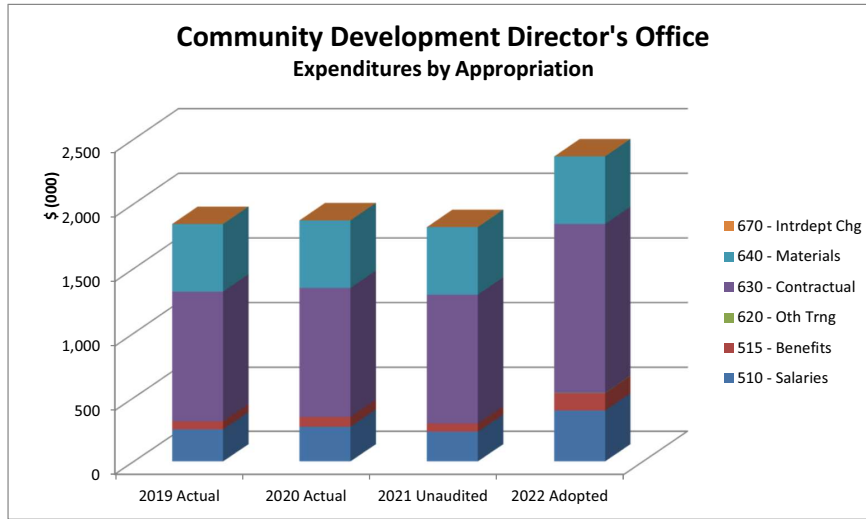
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 209,578	\$ 235,554	\$ 186,296	\$ 353,006
Board Members	34,800	35,400	36,000	45,392
Longevity	950	475	475	475
Vacation Conversion	—	—	5,056	—
Separation Payments	4,997	—	4,497	—
	\$ 250,325	\$ 271,429	\$ 232,324	\$ 398,873
Benefits				
Hospitalization	\$ 18,626	\$ 23,860	\$ 17,290	\$ 53,880
Prescription	3,702	5,495	3,901	11,751
Dental	779	1,213	881	2,889
Vision Care	285	385	249	540
Public Employees Retire System	33,717	38,736	32,146	55,891
Fica-Medicare	3,548	3,811	3,279	5,786
Workers' Compensation	3,845	2,390	6,758	2,267
Life Insurance	115	178	126	290
Unemployment Compensation	—	1,522	—	2,345
	\$ 64,617	\$ 77,590	\$ 64,630	\$ 135,639
Other Training & Professional Dues				
Travel	\$ 252	\$ —	\$ —	\$ 2,200
Tuition & Registration Fees	—	—	—	400
Mileage (Priv Auto) Trng Prps	—	—	—	200
Professional Dues & Subscript	—	—	40	—
	\$ 252	\$ —	\$ 40	\$ 2,800
Contractual Services				
Professional Services	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,500,000
Mileage (Private Auto)	20	25	—	200
Advertising And Public Notice	—	—	—	5,800
Program Promotion	5,777	—	—	—
Parking In City Facilities	—	—	—	200
Other Contractual	—	—	—	250
	\$ 1,005,798	\$ 1,000,025	\$ 1,000,000	\$ 1,506,450
Materials & Supplies				
Painting Equipment & Supplies	\$ 521,232	\$ 521,516	\$ 518,937	\$ 521,232
Just In Time Office Supplies	1,223	1,216	3,795	1,500
	\$ 522,455	\$ 522,732	\$ 522,732	\$ 522,732
Interdepart Service Charges				
Charges From Telephone Exch	\$ 10	\$ 120	\$ 14	\$ 14
	\$ 10	\$ 120	\$ 14	\$ 14
	\$ 1,843,457	\$ 1,871,896	\$ 1,819,739	\$ 2,566,508



COMMUNITY DEVELOPMENT DIRECTOR'S OFFICE

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 2,038	\$ 2,390	\$ 12,768	\$ —
	\$ 2,038	\$ 2,390	\$ 12,768	\$ —



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
3	2	3	Administrative Manager	31,200.00	145,000.00
3	2	3			
			PROFESSIONALS		
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	0	1	Consumer Protection Specialist	15.00	21.39
2	1	2			
5	3	5	TOTAL FULL TIME		
			BOARD MEMBERS		
1	0	1	Member of Fair Housing Board-Chair	9,538.00	9,538.00
4	4	4	Member of Fair Housing Board-Member	8,963.00	8,963.00
5	4	5	TOTAL BOARD MEMBERS		
10	7	10	TOTAL DIVISION		



BUILDING AND HOUSING DIRECTOR'S OFFICE**Sally Martin, Director****Mission Statement**

The Department of Building & Housing is committed to ensuring that existing and new structures in the City of Cleveland are constructed and maintained in a safe and habitable manner by enforcing the Cleveland Building, Housing, and Zoning Codes, the National Electrical Code, and the Ohio Building, Mechanical, Plumbing, and Elevator Codes. The Department staff reviews construction project plans, issues permits, and inspects properties. The Department's staff provides quality, timely service to their customers and conducts themselves with professionalism and integrity.

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

PROGRAM NAME:DIRECTOR'S OFFICE

OBJECTIVES: The Director's Office manages the Department's business operations.

ACTIVITIES: The Director's Office monitors the Department expenditures and revenues and performs accounting functions. The staff in the Director's Office maintains records and provides information services. This division performs personnel, labor-relations, and technology functions.



BUILDING AND HOUSING DIRECTOR'S OFFICE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,362,134	\$ 1,454,874	\$ 1,519,452	\$ 1,970,646
Seasonal	783	—	—	—
Part-Time Permanent	—	—	—	21,106
Longevity	9,850	10,675	11,250	11,150
Vacation Conversion	9,595	—	12,874	—
Separation Payments	—	16,101	1,770	10,000
Overtime	42,673	9,637	80	—
	\$ 1,425,035	\$ 1,491,287	\$ 1,545,426	\$ 2,012,902
Benefits				
Hospitalization	\$ 255,206	\$ 265,646	\$ 252,951	\$ 354,153
Prescription	42,642	55,282	52,993	79,899
Dental	11,721	13,397	11,964	19,240
Vision Care	1,424	1,958	2,086	3,320
Public Employees Retire System	198,371	206,644	220,993	322,018
Fica-Medicare	19,336	20,537	21,635	29,415
Workers' Compensation	14,202	12,245	13,597	15,712
Life Insurance	815	1,065	1,103	1,745
Unemployment Compensation	—	—	—	12,896
Clothing Maintenance	93	—	—	—
	\$ 543,808	\$ 576,775	\$ 577,322	\$ 838,398
Other Training & Professional Dues				
Travel	\$ 11,437	\$ 6,632	\$ —	\$ 2,500
Tuition & Registration Fees	3,570	4,899	6,125	1,500
Other Training Supplies	—	—	—	200
Mileage (Priv Auto) Trng Prps	—	—	—	100
Professional Dues & Subscript	—	—	—	2,060
	\$ 15,007	\$ 11,530	\$ 6,125	\$ 6,360
Contractual Services				
Professional Services	\$ 426,500	\$ 183,800	\$ 334,608	\$ 258,400
Court Reporter	—	—	—	124
Travel- Non-Training	21	—	20	138
Mileage (Private Auto)	356	243	—	405
Jury And Witness Fees	41	—	—	—
Medical Services	—	—	—	412
Freight Expense	—	—	—	134
Advertising And Public Notice	—	383	399	—
Parking In City Facilities	9,075	8,203	10,864	4,532
Other Contractual	118,149	101,104	82,427	131,607



BUILDING AND HOUSING DIRECTOR'S OFFICE

Expenditures (Continued)

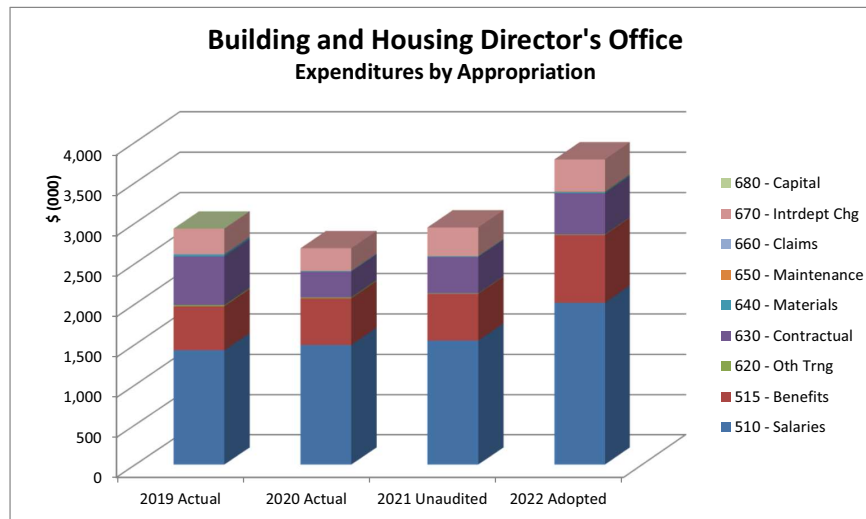
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
County Aud & Treas Coll Fee	267	445	1,486	—
Credit Card Processing Fees	48,403	23,068	20,079	115,000
	\$ 602,813	\$ 317,245	\$ 449,883	\$ 510,752
Materials & Supplies				
Office Supplies	\$ 59	\$ 111	\$ 229	\$ 500
Postage	233	305	198	515
Computer Supplies	859	—	—	1,500
Computer Hardware	49	1,638	—	—
Computer Software	—	3,381	—	2,000
Hardware & Small Tools	118	—	—	—
Office Furniture & Equipment	11,271	1,026	—	691
Hygiene And Cleaning Supplies	—	178	—	—
Shop Tools	—	35	65	—
Other Supplies	—	—	—	412
Batteries	64	51	74	103
Just In Time Office Supplies	11,941	2,721	8,606	9,785
	\$ 24,594	\$ 9,446	\$ 9,171	\$ 15,506
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ 1,190	\$ —
Maintenance Contracts	1,190	—	—	6,000
Computer Software Maintenance	—	—	76	—
	\$ 1,190	\$ —	\$ 1,266	\$ 6,000
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ —	\$ —	\$ 3,000
	\$ —	\$ —	\$ —	\$ 3,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 64,984	\$ 76,671	\$ 80,730	\$ 72,456
Charges From Print & Repro	89,258	89,615	111,537	149,523
Charges From Central Storeroom	150,723	105,072	145,174	156,781
Charges From M.V.M.	12,080	8,900	17,366	13,299
	\$ 317,044	\$ 280,258	\$ 354,808	\$ 392,059
	\$ 2,929,492	\$ 2,686,543	\$ 2,944,000	\$ 3,784,977



BUILDING AND HOUSING DIRECTOR'S OFFICE

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 95,699	\$ 268,322	\$ 270,419	\$ 650
Fines, Forfeitures & Settlements	—	—	183	—
Licenses & Permits	18,293,580	15,066,629	18,749,095	18,830,369
Miscellaneous	42,807	27,373	99,367	39,670
	\$ 18,432,085	\$ 15,362,324	\$ 19,119,064	\$ 18,870,689





BUILDING AND HOUSING DIRECTOR'S OFFICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Director of Building & Housing	50,795.81	191,316.74
1	0	1	Secretary to the Director	36,590.39	154,089.52
<hr/> 2	<hr/> 1	<hr/> 2			
<u>ADMINISTRATIVE SUPPORT</u>					
4	1	5	Legal Secretary	31,200.00	58,000.00
3	2	3	Principal Cashier	15.00	17.57
1	1	1	Senior Cashier	15.61	23.43
1	1	1	Senior Clerk	20.44	27.05
<hr/> 9	<hr/> 5	<hr/> 10			
<u>PROFESSIONALS</u>					
2	2	2	Accountant II	17.27	25.73
2	2	2	Administrative Officer	31,200.00	59,620.36
1	1	2	Assistant Administrator	31,200.00	85,000.00
1	1	1	Assistant Plan Examiner	18.87	27.05
1	1	1	Data Base Administrator	39,937.34	118,853.53
1	1	2	Demolition Compliance Officer	31,200.00	54,845.04
2	2	2	Financial Systems Coordinator	31,200.00	74,000.47
2	2	2	Env Compliance Specialist I	15.00	26.96
1	1	1	Program Manager	31,200.00	91,429.27
1	1	1	Fiscal Manager	31,200.00	98,137.58
1	1	1	Project Coordinator	31,200.00	99,702.63
<hr/> 15	<hr/> 15	<hr/> 17			
<u>PARA PROFESSIONALS</u>					
1	1	1	Paralegal	31,200.00	55,000.00
<hr/> 1	<hr/> 1	<hr/> 1			
<u>TECHNICIAN</u>					
2	2	2	Sr Data Conversion Operator	15.92	21.39
<hr/> 2	<hr/> 2	<hr/> 2			



BUILDING AND HOUSING DIRECTOR'S OFFICE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>NON EEO REPORTING</u>					
2	2	2	Business Process Analyst	55,000.00	108,044.90
2	2	2			
31	26	34	TOTAL FULL TIME		
<u>PARTIME</u>					
0	0	1	<u>Student Aide</u>	11.60	13.00
0	0	1	TOTAL PART TIME		
31	26	35	TOTAL DIVISION		



DIVISION OF CODE ENFORCEMENT

Thomas Vanover, Commissioner

PROGRAM NAME: DIVISION OF CODE ENFORCEMENT

OBJECTIVES: The Division of Code Enforcement inspects structures to enforce the Cleveland Building, Housing, and Zoning Codes, the National Electrical Code, and the Ohio Building, Mechanical, Plumbing, and Elevator Codes. These inspections are to maintain uniform standards and requirements for residential, commercial, and industrial buildings.

ACTIVITIES: The staff in the Division of Code Enforcement inspects all new and rehabilitation construction, engages in a systematic and complaint-driven code-enforcement program for existing properties, and provides nuisance abatement to unsafe and/or condemned properties. The inspectors issue violation notices, condemn, board-up and secure, abate, or demolish those structures not in compliance with these Codes when the structures constitute a nuisance and/or a hazard to the general public.



DIVISION OF CODE ENFORCEMENT

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 5,475,913	\$ 5,688,327	\$ 5,840,750	\$ 6,024,222
Longevity	26,425	28,025	31,225	30,950
Vacation Conversion	3,201	—	4,226	—
Separation Payments	11,288	31,330	31,948	20,000
Bonus Incentive	1,800	2,400	—	—
Overtime	26,838	6,157	4,834	12,000
	\$ 5,545,465	\$ 5,756,240	\$ 5,912,982	\$ 6,087,172
Benefits				
Hospitalization	\$ 1,076,259	\$ 1,127,559	\$ 1,026,727	\$ 1,163,733
Prescription	184,879	238,075	216,272	254,197
Dental	52,172	62,397	54,210	64,903
Vision Care	7,299	8,780	7,772	10,264
Public Employees Retire System	768,675	823,674	831,749	853,096
Fica-Medicare	77,332	80,286	82,899	87,081
Workers' Compensation	59,284	47,351	59,454	67,364
Life Insurance	3,451	4,702	4,362	5,928
Unemployment Compensation	4,130	14,895	—	28,000
Clothing Maintenance	1,200	1,350	1,050	600
Automobile Maintenance Allow	—	—	—	2,400
	\$ 2,234,681	\$ 2,409,069	\$ 2,284,496	\$ 2,537,566
Other Training & Professional Dues				
Travel	\$ 4,812	\$ —	\$ —	\$ —
Tuition & Registration Fees	17,985	12,410	10,865	10,400
Other Training Supplies	3,481	1,308	—	11,000
Mileage (Priv Auto) Trng Prps	1,653	1,302	—	1,500
Professional Dues & Subscript	2,000	2,000	2,000	6,500
	\$ 29,932	\$ 17,020	\$ 12,865	\$ 29,400
Contractual Services				
Professional Services	\$ —	\$ —	\$ 1,000	\$ —
Court Reporter	200	—	—	—
Travel- Non-Training	390	80	654	4,150
Mileage (Private Auto)	187,518	126,582	156,295	195,000
Parking In City Facilities	10,725	9,845	4,785	15,500
Wellness Expense Anthem	—	—	146	—
Other Contractual	47,396	24,162	—	25,000
	\$ 246,230	\$ 160,670	\$ 162,880	\$ 239,650



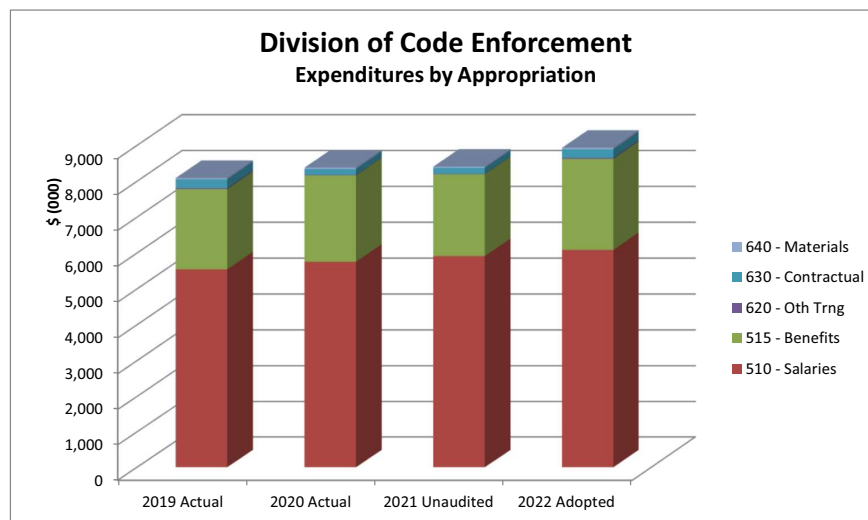
DIVISION OF CODE ENFORCEMENT

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 1,545
Postage	8	—	—	—
Computer Supplies	—	—	65	2,575
Computer Hardware	—	585	—	—
Clothing	17,502	19,648	16,176	14,217
Small Equipment	—	988	903	—
Office Furniture & Equipment	—	1,490	—	—
Photographic Supplies	2,328	—	—	2,060
Other Supplies	—	—	—	100
Safety Equipment	11,357	10,416	12,189	13,600
Just In Time Office Supplies	2,792	3,762	5,099	7,000
	\$ 33,986	\$ 36,889	\$ 34,432	\$ 41,097
	\$ 8,090,294	\$ 8,379,887	\$ 8,407,654	\$ 8,934,885

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ —	\$ (800)	\$ —	\$ —
Miscellaneous	63,201	47,351	280,561	—
	\$ 63,201	\$ 46,551	\$ 280,561	\$ —





DIVISION OF CODE ENFORCEMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Code Enforcement	42,758.15	152,224.32
1	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Principal Clerk	17.01	27.55
4	4	4	Legal Secretary	31,200.00	58,000.00
5	5	5			
<u>PROFESSIONALS</u>					
1	1	1	Bureau Manager - Building	31,200.00	90,711.92
1	1	1	Bureau Manager - Demolition	31,200.00	90,711.92
1	1	1	Chief Electrical Inspector	31,200.00	75,084.85
1	1	1	Chief Elevator Inspector	31,200.00	75,084.85
1	1	1	Chief Plumbing Inspector	31,200.00	75,084.85
1	0	1	Chief Heating Inspector	31,200.00	75,084.85
1	1	2	Demolition Contract Specialist	31,200.00	104,508.04
1	1	1	Assistant Plan Examiner	18.87	27.05
2	2	2	Paralegal	31,200.00	55,000.00
10	9	11			
<u>TECHNICIAN</u>					
7	7	7	Chief Building Inspector	31,200.00	75,084.85
8	7	7	Elevator Inspector	29.18	34.14
1	0	1	Environmental Compliance Specialist III	17.90	33.33
28	24	31	Residential Building Inspector	20.64	25.19
7	5	5	Residential Building Inspec Interim	22.71	26.53
7	6	7	Senior Data Conversion Operator	15.92	21.39
58	49	58			
<u>NON EEO REPORTING</u>					
13	10	10	Building Inspector 1	28.52	29.09
2	2	2	Building Inspector 2	30.10	30.70
2	4	4	Building Inspector 3	31.67	32.30
2	3	2	Building Inspector Interim	22.71	26.53
3	3	2	Electrical Safety Inspector 1	29.55	33.10



DIVISION OF CODE ENFORCEMENT

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	0	2	Electrical Safety Inspector 2	30.05	33.60
3	3	3	Mechanical Inspector 1	15.00	23.22
2	2	2	Mechanical Inspector 2	28.52	29.09
1	1	1	Mechanical Inspector 3	30.01	30.70
1	0	2	Plumbing Inspector 1	29.55	32.45
3	2	2	Plumbing Inspector 2	27.87	28.43
1	1	1	Plumbing Inspector 3	29.35	29.94
34	31	33			
108	95	108	TOTAL FULL TIME		
108	95	108	TOTAL DIVISION		



DIVISION OF CONSTRUCTION PERMITTING

Navid Hussain, Commissioner

PROGRAM NAME: DIVISION OF CONSTRUCTION PERMITTING

OBJECTIVES: The Division of Construction Permitting insures that standards are met when structures are constructed, altered, or repaired.

ACTIVITIES: The Division of Construction Permitting reviews permit applications according to City and State standards. This division registers contractors before the contractors obtain permits to perform construction work in the City.



DIVISION OF CONSTRUCTION PERMITTING

Expenditures

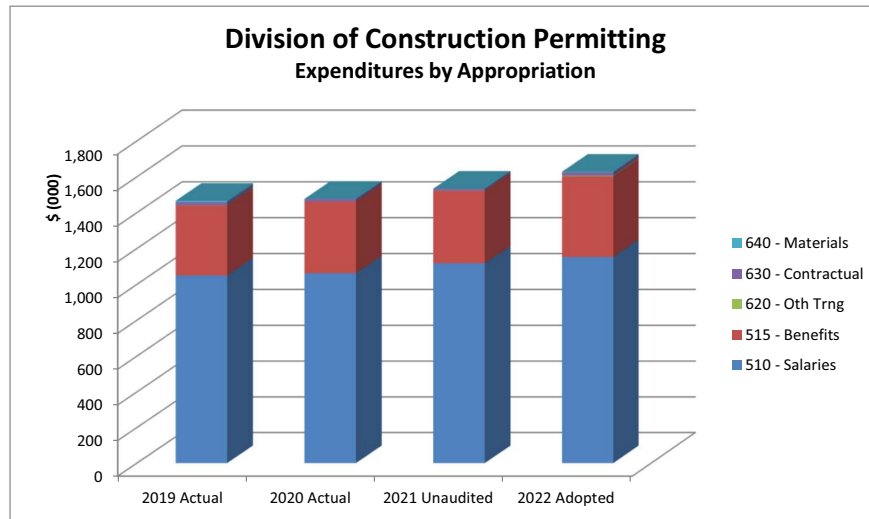
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 993,393	\$ 1,043,449	\$ 1,107,717	\$ 1,127,954
Longevity	7,425	8,000	8,000	8,475
Vacation Conversion	1,218	—	1,477	—
Separation Payments	6,535	—	—	10,000
Overtime	40,658	10,454	—	5,862
	\$ 1,049,229	\$ 1,061,903	\$ 1,117,194	\$ 1,152,291
Benefits				
Hospitalization	\$ 179,788	\$ 177,037	\$ 171,793	\$ 193,808
Prescription	30,235	37,495	36,451	40,729
Dental	8,250	9,569	9,073	10,311
Vision Care	1,194	1,524	1,487	1,856
Public Employees Retire System	146,090	150,284	159,949	163,395
Fica-Medicare	14,179	14,292	15,053	15,033
Workers' Compensation	10,427	9,006	9,919	11,201
Life Insurance	596	795	799	1,050
Unemployment Compensation	—	—	—	12,896
	\$ 390,757	\$ 400,002	\$ 404,523	\$ 450,279
Other Training & Professional Dues				
Tuition & Registration Fees	\$ 710	\$ —	\$ 798	\$ 500
Other Training Supplies	—	—	—	1,200
Mileage (Priv Auto) Trng Prps	—	—	—	500
Professional Dues & Subscript	—	—	—	1,000
	\$ 710	\$ —	\$ 798	\$ 3,200
Contractual Services				
Professional Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,300
Mileage (Private Auto)	—	—	9	—
Freight Expense	—	—	—	100
Other Contractual	7,884	3,300	—	8,343
	\$ 17,884	\$ 13,300	\$ 10,009	\$ 18,743
Materials & Supplies				
Office Supplies	\$ 142	\$ —	\$ —	\$ 400
Computer Supplies	—	—	—	300
Office Furniture & Equipment	3,729	—	—	—
Just In Time Office Supplies	3,178	1,066	712	3,000
	\$ 7,049	\$ 1,066	\$ 712	\$ 3,700
	\$ 1,465,629	\$ 1,476,271	\$ 1,533,236	\$ 1,628,213



DIVISION OF CONSTRUCTION PERMITTING

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 14,837	\$ 9,006	\$ 60,839	\$ —
	\$ 14,837	\$ 9,006	\$ 60,839	\$ —





DIVISION OF CONSTRUCTION PERMITTING

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Assistant Commissioner of Construction Permitting	31,200.00	98,678.77
1	1	1	Commissioner of Construction Permitting	42,758.15	152,224.32
<hr/> 2	<hr/> 2	<hr/> 2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Project Coordinator	31,200.00	99,702.63
1	0	1	Customer Support Rep	15.92	21.05
1	1	1	Senior Clerk	20.44	27.05
<hr/> 3	<hr/> 2	<hr/> 3			
<u>PROFESSIONALS</u>					
4	4	4	Assistant Plan Examiner	18.87	27.05
5	4	5	Master Plan Examiner	31,200.00	112,409.91
<hr/> 9	<hr/> 8	<hr/> 9			
<u>TECHNICIANS</u>					
3	3	3	Senior Data Conversion Oper	15.92	21.39
<hr/> 3	<hr/> 3	<hr/> 3			
<u>NON EEO REPORTING</u>					
2	2	2	Residential Plan Examiner	19.00	23.62
<hr/> 2	<hr/> 2	<hr/> 2			
<hr/> 19	<hr/> 17	<hr/> 19	TOTAL FULL TIME		
<hr/> <hr/> 19	<hr/> <hr/> 17	<hr/> <hr/> 19	TOTAL DIVISION		



DEPARTMENT OF ECONOMIC DEVELOPMENT

Anthony Thornton, Interim Director

Mission Statement

To provide governmental leadership that will capitalize on Cleveland's economic strength by the encouragement of economic development, and to provide programs for the city, which will generate additional tax revenue, employment and real property values.

Major responsibilities include the following: manage the overall operations of the Department; plan a comprehensive economic development program; operate major commercial/institutional development and redevelopment programs; develop and implement a comprehensive industrial development strategy; operate business investment lending programs; serve as an ombudsman for small businesses within City government; coordinate small business assistance groups; organize local neighborhood based retention and expansion plans; provide business development and marketing resources; and planning and economic policy support.

PROGRAM NAME:ADMINISTRATION

OBJECTIVES: To provide day-to-day management of staff assignments, program development, legislation affairs, program policy and planning. To provide a development strategy for Cleveland in cooperation with other city departments and provide economic development support to the Mayor, City Council, city departments, and the business community. Also, perform capital and operating budget management, loan portfolio and compliance management, grantor agency financial reporting, and coordinate program audits and management information services.

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

PROGRAM NAME:BUSINESS DEVELOPMENT

OBJECTIVES: To assist in the development of real estate opportunities for new businesses as well as assist area businesses with City regulatory, licensing, zoning and building code procedures and clearances. Also, provide assistance in real estate and site location and drafts of expansion plans for area businesses. Develop strategies to promote Cleveland as a good place to live and work.

ACTIVITIES: Collect and make available pertinent real estate and city data. Produce site and expansion plans. Implement interdepartmental programs. Implement and administer the Neighborhood Development Investment Fund (NDIF). Produce marketing brochures promoting both Cleveland and Economic Development assistance programs.



DEPARTMENT OF ECONOMIC DEVELOPMENT

PROGRAM NAME: BUSINESS RETENTION & EXPANSION

OBJECTIVES: To provide assistance to commercial, industrial, and residential business or projects using federal, state, local and private resources to foster economic development in the City of Cleveland.

ACTIVITIES: Market loan programs to the business and the lending community as viable sources of fixed asset financing; package low interest long term loans and tax incentives to businesses; package loans and grants to local development corporations to support for-profit and non-profit neighborhood development; secure federal funds for commercial lending; utilize the Cleveland Citywide Development Corporation to review proposed development projects. Coordinate small business assistance groups; organize local neighborhood based retention and expansion plans.



DEPARTMENT OF ECONOMIC DEVELOPMENT

Expenditures

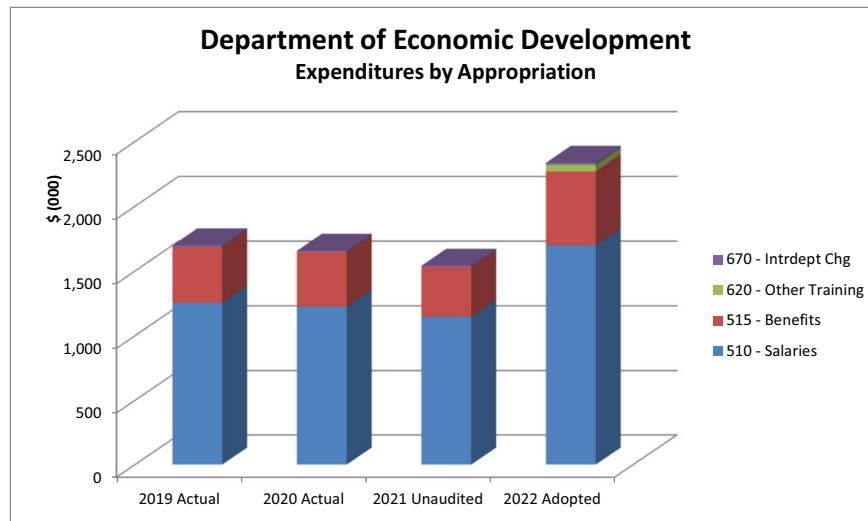
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 1,239,887	\$ 1,209,158	\$ 1,118,910	\$ 1,690,082
Longevity	3,875	4,100	4,525	4,525
Vacation Conversion	4,281	—	13,883	—
Separation Payments	2,572	6,804	5,075	—
	\$ 1,250,615	\$ 1,220,061	\$ 1,142,393	\$ 1,694,607
Benefits				
Hospitalization	\$ 186,563	\$ 177,949	\$ 138,266	\$ 242,595
Prescription	31,444	37,191	34,351	50,695
Dental	8,538	9,417	9,180	13,846
Vision Care	977	1,466	1,474	2,160
Public Employees Retire System	174,459	169,666	174,141	232,207
Fica-Medicare	17,555	17,085	17,077	19,914
Workers' Compensation	12,295	10,731	10,194	12,048
Life Insurance	604	719	696	1,180
	\$ 432,434	\$ 424,223	\$ 385,379	\$ 574,645
Other Training & Professional Dues				
Travel	\$ —	\$ —	\$ —	\$ 50,000
	\$ —	\$ —	\$ —	\$ 50,000
Interdepart Service Charges				
Charges From Print & Repro	\$ 10,569	\$ 9,199	\$ 9,601	\$ 12,870
Charges From Central Storeroom	2,549	1,687	2,630	2,841
Charges From M.V.M.	1,192	446	100	603
	\$ 14,310	\$ 11,331	\$ 12,331	\$ 16,314
	\$ 1,697,359	\$ 1,655,616	\$ 1,540,103	\$ 2,335,566

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Licenses & Permits	\$ 106,113	\$ 107,705	\$ 108,782	\$ 110,958
Miscellaneous	18,908	10,731	152,191	—
	\$ 125,021	\$ 118,436	\$ 260,973	\$ 110,958



DEPARTMENT OF ECONOMIC DEVELOPMENT



COMPARISON OF STAFFING LEVEL

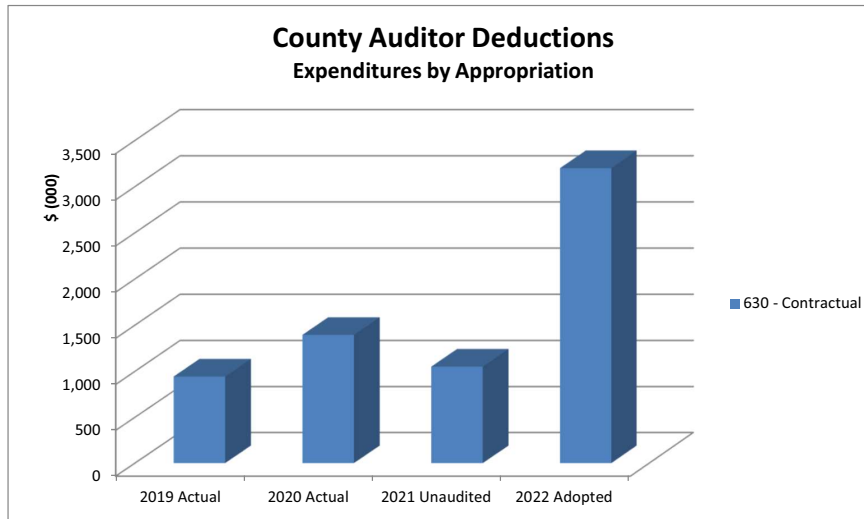
Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATORS & OFFICIALS		
1	0	1	Assistant Director	36,590.39	154,089.52
1	1	1	Budget Administrator	31,200.00	116,986.72
1	1	1	Director of Economic Development	50,795.81	191,316.74
1	1	1	Executive Assistant To The Mayor	50,795.81	191,316.74
4	3	4			
			PROFESSIONALS		
1	0	2	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Auditor	31,200.00	65,000.00
3	1	2	Development Finance Analyst I	34,000.00	66,489.84
4	4	5	Development Finance Analyst II	51,043.20	93,856.07
3	2	3	Economic Development Specialist	40,000.00	53,105.35
1	0	1	Office Manager	31,200.00	54,845.04
2	2	2	Project Coordinator	31,200.00	99,702.63
16	11	17			
20	14	21	TOTAL FULL TIME		
20	14	21	TOTAL DIVISION		



COUNTY AUDITOR DEDUCTIONS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Non Productive Land Sales	\$ 47,779	\$ 12,400	\$ 22,924	\$ 50,000
Board Of Election Expense	5,778	637,583	—	2,000,000
County Aud & Treas Coll Fee	889,387	744,455	1,027,612	1,150,000
	\$ 942,944	\$ 1,394,438	\$ 1,050,536	\$ 3,200,000
	\$ 942,944	\$ 1,394,438	\$ 1,050,536	\$ 3,200,000

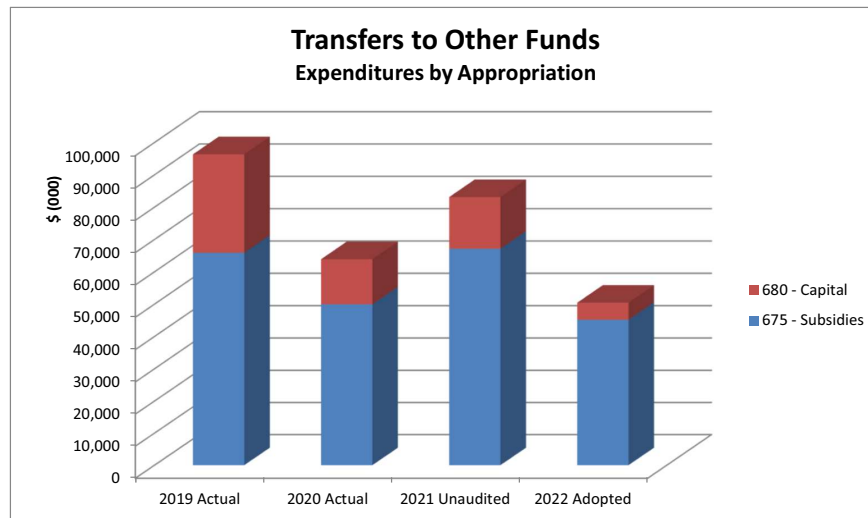




TRANSFERS TO OTHER FUNDS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interfund Subsidies				
Transfer To Rainy Day Res Fund	\$ 5,000,000	\$ —	\$ 7,691,000	\$ —
Transfer To Stadium Fund	10,597,563	9,486,600	10,194,803	10,660,630
Subsidy To St Construction	27,675,490	13,900,000	17,000,000	8,464,575
Transfer to Other SubClasses	9,078,513	11,216,330	17,117,250	6,920,000
Transfer To Debt Service Fund	9,329,986	8,795,394	10,481,633	12,571,840
Transfer To Schools Rec Fund	1,125,000	1,125,000	1,125,000	1,125,000
Subsidy To Sinking Fund	518,002	797,000	713,819	822,654
Subsidy To Cemetery	116,525	150,000	—	332,641
Transfer To Parking Facilities	—	2,000,000	—	683,000
Subsidy to Golf Courses	928,988	705,000	605,000	803,755
Subsidy to Conv Center	1,485,107	1,750,000	1,717,000	2,040,658
Subsidy to Westside Market	—	—	493,000	720,503
	\$ 65,855,174	\$ 49,925,324	\$ 67,138,505	\$ 45,145,256
Capital Outlay				
Transfer To Capital Project	\$ 30,450,000	\$ 13,962,000	\$ 15,976,276	\$ 5,300,000
	\$ 30,450,000	\$ 13,962,000	\$ 15,976,276	\$ 5,300,000
	\$ 96,305,174	\$ 63,887,324	\$ 83,114,781	\$ 50,445,256





OTHER ADMINISTRATIVE

Expenditures

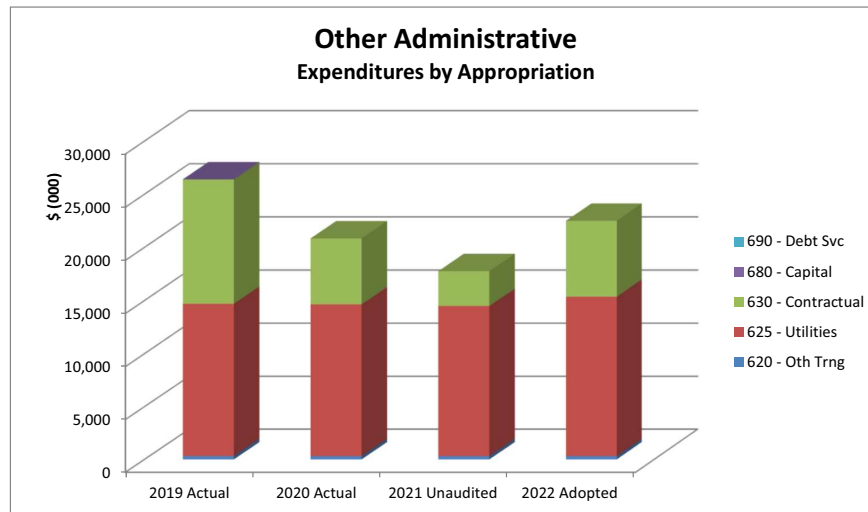
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Other Training & Professional Dues				
Professional Dues & Subscript	\$ 2,040	\$ 2,494	\$ 2,468	\$ 5,000
Ohio Municipal League	24,600	24,600	24,600	24,600
NOACA	85,836	68,559	68,559	68,559
Mayors & Mgrs Assoc.	18,750	19,500	19,500	19,500
Global Cleveland	125,000	125,000	125,000	125,000
U.S. Conference Of Mayors	17,511	17,511	17,511	17,511
National League Of Cities	19,548	19,920	19,920	19,920
Greater Cleveland Partnership	25,000	25,000	25,000	25,000
	\$ 318,285	\$ 302,584	\$ 302,558	\$ 305,090
Utilities				
Electricity - Cpp	\$ 14,372,436	\$ 14,332,330	\$ 14,174,615	\$ 15,044,400
	\$ 14,372,436	\$ 14,332,330	\$ 14,174,615	\$ 15,044,400
Contractual Services				
Professional Services	\$ 696,000	\$ 757,735	\$ 877,628	\$ 320,000
Insurance And Official Bonds	—	—	5,901	—
Property Rental	2,400,000	—	900,000	2,800,000
Other Contractual	424,705	479,081	244,260	250,000
Justice Center-Tower Maint	3,080,904	3,702,068	—	2,500,000
Local Match-Grant Programs	5,000,000	—	—	—
Bank Service Fees	101,182	138,277	124,102	150,000
	\$ 11,702,791	\$ 5,077,161	\$ 2,151,890	\$ 6,020,000
	\$ 26,393,512	\$ 19,712,075	\$ 16,629,064	\$ 21,369,490



OTHER ADMINISTRATIVE

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 1,802,081	\$ 1,764,033	\$ 1,688,745	\$ 668,332
Fines, Forfeitures & Settlements	—	151	14,428	—
Grant Revenue	—	60,344,252	108,963,904	—
Licenses & Permits	—	—	5,000	—
Miscellaneous	23,210,205	12,983,699	13,989,594	14,202,652
Other Shared Revenue	13,440,585	10,688,575	14,530,152	15,551,949
Property Tax	37,905,313	38,373,449	39,078,992	41,187,100
Sale Of City Assets	—	—	—	1,000,000
State And Local Gov Fund	26,072,779	25,504,426	29,422,197	27,497,474
Transfers In	3,731,113	—	—	9,187,144
Other Tax	—	—	0	—
Income Tax	441,753,840	410,100,006	429,087,081	428,566,031
Interest Earnings/Investment Income	27,024	5,603	418	—
	\$ 547,942,939	\$ 559,764,195	\$ 636,780,512	\$ 537,860,682



Special Revenue Fund



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

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

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

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



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
RESTRICTED INCOME TAX FUND						
RECEIPTS	\$ 55,661,234	\$ 51,428,514	\$ 53,660,393	\$ 53,590,754	\$ (69,639)	0%
EXPENDITURES	53,878,638	54,392,929	53,511,822	53,590,754	78,932	0%
Net	\$ 1,782,596	\$ (2,964,415)	\$ 148,571	\$ —	\$ (148,571)	-100%
Decertifications	—	750,000	98,444	—	—	—
Beginning Balance	469,991	2,252,587	38,172	285,187	—	—
Ending Balance	<u>\$ 2,252,587</u>	<u>\$ 38,172</u>	<u>\$ 285,187</u>	<u>\$ 285,187</u>	<u>\$ —</u>	<u>%</u>
STREET CONSTRUCTION						
RECEIPTS	\$ 44,095,056	\$ 32,341,635	\$ 36,731,084	\$ 27,179,580	\$ (9,551,504)	-35%
EXPENDITURES	35,747,708	39,239,755	35,097,405	35,014,235	(83,170)	0%
Net	\$ 8,347,348	\$ (6,898,120)	\$ 1,633,679	\$ (7,834,655)	\$ (9,468,334)	-580%
Decertifications	105,415	8	45,273	—	—	—
Beginning Balance	4,601,052	13,053,816	6,155,704	7,834,655	—	—
Ending Balance	<u>\$ 13,053,816</u>	<u>\$ 6,155,704</u>	<u>\$ 7,834,655</u>	<u>\$ 0</u>	<u>\$ (7,834,655)</u>	<u>-100%</u>
FT Staffing Levels	143	147	137	151	—	—
RAINY DAY RESERVE FUND						
RECEIPTS	\$ 5,630,026	\$ 212,554	\$ 7,721,621	\$ 25,000	\$ 140,000	560%
EXPENDITURES	—	—	—	—	—	%
Net	\$ 5,630,026	\$ 212,554	\$ 7,721,621	\$ 25,000	\$ (7,696,621)	-100%
Beginning Balance	31,443,159	37,073,185	37,285,738	45,007,359	—	—
Ending Balance	<u>\$ 37,073,185</u>	<u>\$ 37,285,738</u>	<u>\$ 45,007,359</u>	<u>\$ 45,032,359</u>	<u>\$ 25,000</u>	<u>0%</u>
SCHOOL ACTIVITIES						
RECEIPTS	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ —	%
EXPENDITURES	1,125,000	1,125,000	1,125,000	1,125,000	—	%
Net	\$ —	\$ —	\$ —	\$ —	\$ —	%
Ending Balance	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>%</u>
CLEVELAND STADIUM						
RECEIPTS	\$ 16,044,482	\$ 15,552,372	\$ 15,321,179	\$ 14,375,000	\$ (946,179)	-7%
EXPENDITURES	13,802,332	10,722,300	22,444,740	11,364,732	(11,080,008)	-97%
Net	\$ 2,242,150	\$ 4,830,071	\$ (7,123,561)	\$ 3,010,268	\$ 10,133,829	-142%
Decertifications	—	—	—	—	—	—
Beginning Balance	27,518,021	29,760,171	34,590,242	27,466,681	(7,123,561)	—
Ending Balance	<u>\$ 29,760,171</u>	<u>\$ 34,590,242</u>	<u>\$ 27,466,681</u>	<u>\$ 30,476,949</u>	<u>\$ 3,010,268</u>	<u>11%</u>



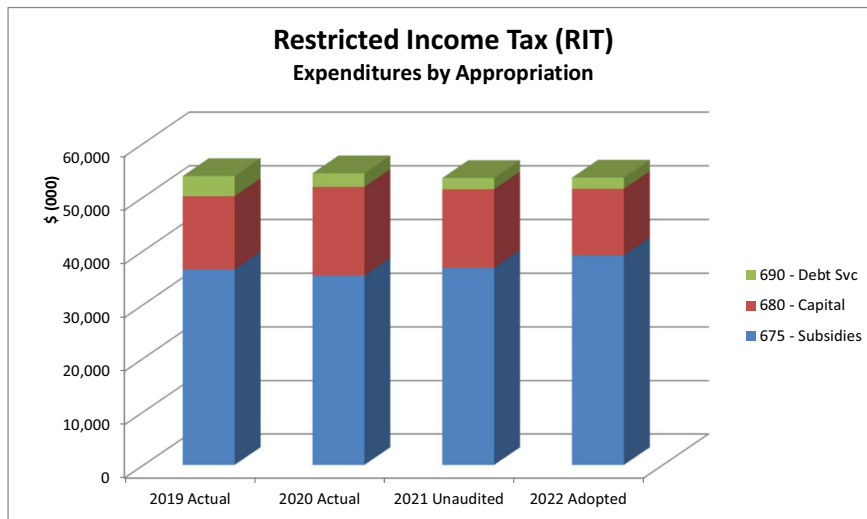
RESTRICTED INCOME TAX

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Interfund Subsidies				
Transfer to Other SubClasses	\$ 36,507,408	\$ 35,379,928	\$ 36,821,484	\$ 39,148,720
	\$ 36,507,408	\$ 35,379,928	\$ 36,821,484	\$ 39,148,720
Capital Outlay				
Transfer To Capital Project	\$ 13,635,086	\$ 16,484,743	\$ 14,612,047	\$ 12,362,396
	\$ 13,635,086	\$ 16,484,743	\$ 14,612,047	\$ 12,362,396
Debt Service				
Professional Srvcs-Debt Srvc	\$ 175	\$ 359	\$ 369	\$ —
Principal	3,135,969	1,952,490	1,522,971	1,459,618
Interest	599,998	575,409	554,950	620,022
	\$ 3,736,142	\$ 2,528,258	\$ 2,078,290	\$ 2,079,640
	\$ 53,878,636	\$ 54,392,929	\$ 53,511,821	\$ 53,590,756

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Income Tax	\$ 55,219,228	\$ 51,262,502	\$ 53,635,886	\$ 53,570,754
Interest Earnings/Investment Income	442,004	166,012	24,507	20,000
	\$ 55,661,232	\$ 51,428,514	\$ 53,660,393	\$ 53,590,754



**STREET CONSTRUCTION, MAINTENANCE & REPAIR****Randall Scott, Commissioner****Mission Statement**

The mission of the Division of Streets is to maintain a safe/clean pavement condition and bridge condition along the major, minor, and residential streets within the City of Cleveland. This includes all aspects of Snow Removal, Pavement Repairs, Resurfacing, Bridge Maintenance, Street Sweeping, and Graffiti Abatement.

PROGRAM NAME: BRIDGE MAINTENANCE

OBJECTIVES: To ensure that the City of Cleveland bridge network is maintained and in good working condition, including five movable bridges over the Cuyahoga River.

ACTIVITIES: The Division reviews bridge inspection reports and makes necessary repairs to the bridge stock based on the inspections. The general maintenance includes drainage systems, expansion joints, and minor surface repairs. The Division is also responsible for staffing the movable bridges during their 24 hour operation.

PROGRAM NAME: GRAFFITI ABATEMENT

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

ACTIVITIES: The Division aggressively removes or covers up any graffiti within the City of Cleveland's right of way and parks using the Division's own resources and with the assistance of volunteers.

PROGRAM NAME: SNOW AND ICE CONTROL

OBJECTIVES: To provide snow and ice control services and maintain reasonable and safe traffic flow along the main and residential streets of the City of Cleveland.

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

PROGRAM NAME: STREET CLEANING

OBJECTIVES: To provide a clean appearance and provide safe road conditions for main streets and residential streets within the City.

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

PROGRAM NAME: STREET REPAIR

OBJECTIVES: To maintain, repair deficiencies, and remove all hazardous areas within the City of Cleveland's roadway network.

ACTIVITIES: The Division systematically repairs pot holes throughout the city year round and most importantly in the spring time when pot holes are most prevalent. The Division also repairs deteriorated roadway base and caps utility cuts.



STREET CONSTRUCTION, MAINTENANCE & REPAIR

PROGRAM NAME: STREET RESURFACING

OBJECTIVES: To maintain, repair, and improve the pavement condition within the City of Cleveland.

ACTIVITIES: Using allocated capital funding, the Division of Streets removes old deteriorated pavement and replaces it with new asphalt surfaces. The Division of Streets also replaces all ADA ramps on roadways that are completely resurfaced.



STREET CONSTRUCTION, MAINTENANCE & REPAIR

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 8,709,368	\$ 8,694,300	\$ 9,125,777	\$ 9,068,431
Seasonal	4,067,814	3,890,175	4,281,692	4,412,496
Military Leave	4,116	—	—	—
Injury Pay	7,278	6,579	1,562	—
Longevity	56,000	55,075	54,775	55,150
Wage Settlements	—	4,058	137	—
Vacation Conversion	12,091	—	19,552	—
Separation Payments	107,196	91,959	185,783	—
Bonus Incentive	44,000	—	—	—
Overtime	1,111,334	1,034,209	1,210,103	1,000,000
	\$ 14,119,197	\$ 13,776,355	\$ 14,879,379	\$ 14,536,077
Benefits				
Hospitalization	\$ 1,504,900	\$ 1,554,970	\$ 1,516,075	\$ 1,515,644
Prescription	258,712	324,673	320,771	323,723
Dental	63,308	73,322	69,753	82,181
Vision Care	7,129	11,390	12,043	13,932
Public Employees Retire System	1,944,070	1,980,698	2,059,470	2,035,051
Fica-Medicare	196,334	191,273	207,544	197,006
Workers' Compensation	503,524	121,032	384,439	387,694
Life Insurance	4,510	6,103	6,016	7,651
Unemployment Compensation	108,906	209,572	50,837	150,000
Clothing Allowance	41,913	41,875	41,318	41,510
Tool Insurance	3,440	4,470	4,470	260
Clothing Maintenance	19,075	19,425	19,050	26,125
	\$ 4,655,821	\$ 4,538,802	\$ 4,691,787	\$ 4,780,777
Other Training & Professional Dues				
Travel	\$ 8,739	\$ —	\$ —	\$ —
Tuition & Registration Fees	3,650	—	—	—
Professional Dues & Subscript	—	225	—	—
	\$ 12,389	\$ 225	\$ —	\$ —
Utilities				
Brokered Gas Supply	\$ 90,799	\$ 53,803	\$ 80,108	\$ 125,226
Water	11,155	1,504	—	7,994
Gas	43,016	41,536	48,088	59,327
Electricity - Cpp	124,336	94,378	100,323	135,865
Electricity - Other	27,873	27,025	21,293	30,457
Security & Monitoring System	34,008	13,412	44,367	1,200
	\$ 331,187	\$ 231,658	\$ 294,178	\$ 360,069



STREET CONSTRUCTION, MAINTENANCE & REPAIR

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 223,493	\$ 207,672	\$ 277,102	\$ 261,550
Medical Services	—	—	—	2,500
Parking In City Facilities	6,304	2,549	4,308	6,604
Property Rental	110,000	12,443	169,989	125,000
Equipment Rental	97,999	60,869	85,999	80,000
Other Contractual	—	900	900	252,000
	\$ 437,797	\$ 284,433	\$ 538,298	\$ 727,654
Materials & Supplies				
Salt & De-Icer	\$ 3,359,623	\$ 3,706,877	\$ 2,237,576	\$ 2,250,000
Construction Equipment Parts	1,462	—	—	—
Clothing	2,081	6,000	—	2,060
Hardware & Small Tools	13,352	1,410	—	10,000
Welding Supplies & Equipment	2,350	10,000	58,675	8,000
Boilers, Heaters & Cool Equip	—	10,000	20,000	15,450
Seed, Fertilizer & Herbicide	1,515	335	6,750	1,000
Small Equipment	14,465	11,870	67,145	10,740
Electrical Supplies	—	27,816	12,102	6,180
Fence, Posts & Bars	—	—	13,365	1,090
Hygiene And Cleaning Supplies	22,753	48,338	22,489	23,000
Painting Equipment & Supplies	17,886	20,827	25,192	15,000
Motors And Pumps	—	—	6,036	—
Lumber, Glass, And Drywall	11,015	15,351	28,506	5,000
Medical Supplies	358	—	—	—
Other Supplies	249,112	284,597	186,929	250,000
Guard Rail Supplies	31,105	29,670	49,944	30,000
Bridge Maintenance Supplies	382,410	503,153	270,625	639,885
Safety Equipment	14,196	4,130	51,472	11,000
Just In Time Office Supplies	4,633	5,070	7,461	4,000
Building Maintenance Supplies	57,850	5,348	—	6,000
Paving Material	139,774	22,291	2,150	150,000
Asphalt	427,641	380,222	194,250	450,000
Cement Sand & Gravel	455,819	511,755	382,828	475,000
Misc Maintenance Supplies	100,376	129,132	577,767	100,000
	\$ 5,309,776	\$ 5,734,192	\$ 4,221,261	\$ 4,463,405



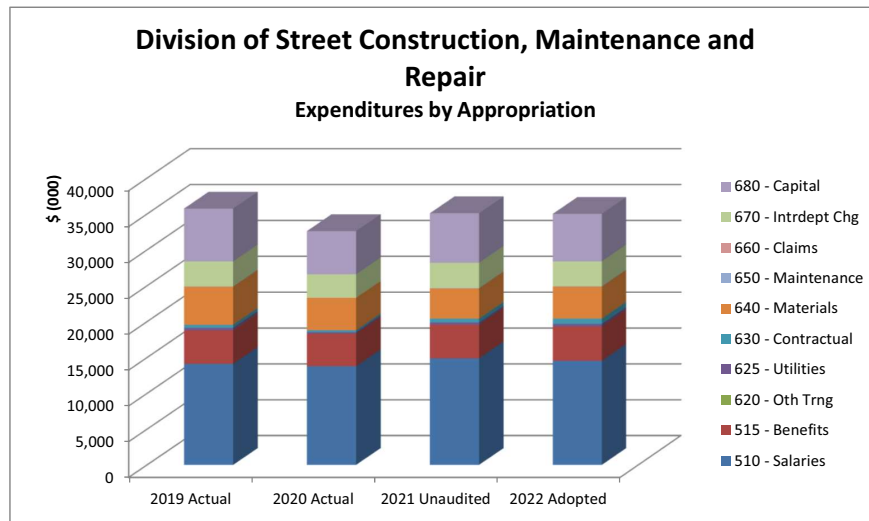
STREET CONSTRUCTION, MAINTENANCE & REPAIR

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Maintenance				
Maintenance Machinery & Tools	\$ 10,000	\$ —	\$ —	\$ 15,450
Repair Parts	—	9,461	—	—
Repair Of Overhead Doors	31,451	16,640	45,835	30,000
	\$ 41,451	\$ 26,101	\$ 45,835	\$ 45,450
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ —	\$ —	\$ 5,000
	\$ —	\$ —	\$ —	\$ 5,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 284,492	\$ 336,232	\$ 167,145	\$ 150,014
Charges From Radio Comm System	111,685	87,218	180,024	153,281
Charges From W.P.C.	7,038	1,817	2,472	5,000
Charges From Print & Repro	19,346	22,935	26,680	35,766
Charges From Central Storeroom	134	219	111	119
Charges From M.V.M.	3,050,755	2,818,999	3,140,654	3,116,770
Charges From Waste Collection	7,488	7,488	6,912	5,000
	\$ 3,480,938	\$ 3,274,908	\$ 3,523,997	\$ 3,465,950
Capital Outlay				
Local Resurfacing	\$ 2,759,154	\$ 2,773,081	\$ 1,602,668	\$ 2,773,081
Street Const/Reconst	—	—	300,000	—
Transfer To Capital Project	4,600,000	8,600,000	5,000,000	3,856,772
	\$ 7,359,154	\$ 11,373,081	\$ 6,902,668	\$ 6,629,853
	\$ 35,747,708	\$ 39,239,755	\$ 35,097,404	\$ 35,014,235
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 41,461	\$ 27,525	\$ 13,413	\$ 35,000
Licenses & Permits	1,045,823	929,773	1,096,279	895,200
Miscellaneous	165,969	121,792	755,815	400
Other Shared Revenue	15,123,463	17,289,323	17,856,630	17,774,405
Transfers In	27,675,490	13,900,000	17,000,000	8,464,575
Interest Earnings/Investment Income	42,850	73,222	8,948	10,000
	\$ 44,095,057	\$ 32,341,636	\$ 36,731,085	\$ 27,179,580



STREET CONSTRUCTION, MAINTENANCE & REPAIR





STREET CONSTRUCTION, MAINTENANCE & REPAIR

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	2	2	Assistant Commissioner of Streets	31,200.00	98,678.77
0	1	1	Commissioner of Streets	40,314.82	145,820.32
<hr/> 2	<hr/> 3	<hr/> 3			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	0	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Section Chief of Engineering and Construction	50,000.00	108,011.58
<hr/> 3	<hr/> 2	<hr/> 3			
<u>SKILLED CRAFT</u>					
3	2	3	Asphalt Construction Unit Leader	29.10	43.68
20	18	19	Asphalt Tamper	27.94	41.85
1	1	1	Bridge Oiler	19.64	23.25
2	2	2	Carpenter	44.08	55.10
3	3	3	Construction Equipment Operator Group A	47.19	58.99
5	5	5	Construction Equipment Operator Group B	47.07	58.84
17	15	18	Electric Bridge Operator	20.35	20.76
4	3	4	Electric Bridge Operator Unit Leader	21.79	22.23
2	2	2	Electrical Worker	49.90	62.37
3	2	3	Ironworker	48.65	60.81
1	1	1	Jackhammer Operator	27.94	41.85
1	1	1	Machinist	22.26	26.11
1	0	1	Master Mechanic	47.99	59.99
11	10	11	Paver	28.28	42.46
3	3	3	Paving Unit Leader	29.12	43.68
5	4	4	Street Equipment Maintenance Specialist	27.99	28.55
7	7	8	Street Maintenance District Unit Leader	36.79	38.79
11	6	7	Street Maintenance Unit Leader	23.77	25.77
3	3	3	Welder/Fabricator Technician	27.41	29.41
<hr/> 103	<hr/> 88	<hr/> 99			



STREET CONSTRUCTION, MAINTENANCE & REPAIR

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>SERVICE & MAINTENANCE</u>					
1	1	1	Concrete Mixer Driver	26.66	27.19
2	2	1	General Shop Unit Leader	29.98	31.98
10	9	10	Municipal Service Laborer	18.82	20.82
3	2	3	Street Carry-all Driver	27.99	28.55
2	2	2	Tanker Truck Driver	27.99	28.55
20	23	24	Truck Driver	22.51	22.96
38	39	41			
<u>TECHNICIAN</u>					
5	5	5	Radio Operator	21.49	23.49
5	5	5			
151	137	151	TOTAL FULL TIME		
127	122	127	TOTAL SEASONAL (PEAK) *		
278	259	278	TOTAL DIVISION		

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



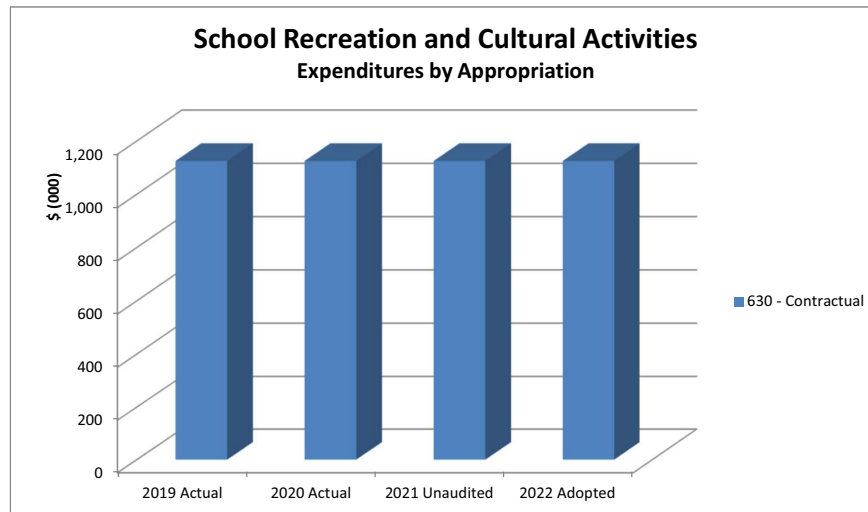
SCHOOLS RECREATION & CULTURAL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Other Contractual	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000
	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000
	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Transfers In	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000
	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000





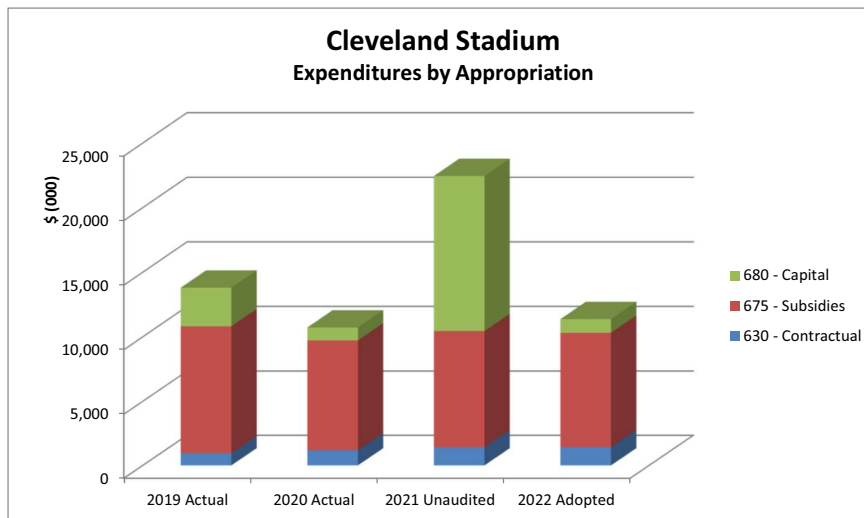
CLEVELAND STADIUM

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 13,860	\$ 14,398	\$ 177,853	\$ 191,200
Insurance And Official Bonds	168,116	387,792	394,692	425,000
Stadium Property Tax	761,893	783,510	829,895	798,532
	\$ 943,869	\$ 1,185,700	\$ 1,402,440	\$ 1,414,732
Interfund Subsidies				
Transfer To Debt Service Fund	\$ 9,868,463	\$ 8,536,600	\$ 9,042,300	\$ 8,900,000
	\$ 9,868,463	\$ 8,536,600	\$ 9,042,300	\$ 8,900,000
Capital Outlay				
Transfer to other SubFunds	\$ 2,990,000	\$ 1,000,000	\$ 12,000,000	\$ 1,050,000
	\$ 2,990,000	\$ 1,000,000	\$ 12,000,000	\$ 1,050,000
	\$ 13,802,332	\$ 10,722,300	\$ 22,444,740	\$ 11,364,732

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Other Shared Revenue	4,698,948	4,837,448	4,870,011	4,000,000
Transfers In	10,597,563	10,336,600	10,194,803	10,025,000
Interest Earnings/Investment Income	497,971	128,323	6,365	100,000
	\$ 16,044,482	\$ 15,552,371	\$ 15,321,179	\$ 14,375,000



Major Enterprise Funds



Enterprise Funds are used to account for operations that function in a manner similar to private business enterprises and are financed primarily by user fees to the general public. Major Enterprises, consisting of Public Utilities and Airports, are totally self-supporting



Major Enterprise Funds Summary

Major Enterprise Funds

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget	\$ Change	% Change
UTILITIES ADMINISTRATION						
RECEIPTS	\$ 6,570,040	\$ 6,530,001	\$ 6,664,977	\$ 9,610,982	\$ 2,946,005	44%
EXPENDITURES	6,488,211	6,713,911	6,786,318	9,576,347	2,790,029	41%
Net	\$ 81,829	\$ (183,910)	\$ (121,341)	\$ 34,635	\$ 155,976	-129%
Decertifications	18,913	24,170	1,332	—	—	—
Beginning Balance	472,725	573,467	413,727	293,718	—	—
Ending Balance	\$ 573,467	\$ 413,727	\$ 293,718	\$ 328,353	\$ 34,635	12%
FT Staffing Levels	56	56	57	73	16	22%
FISCAL CONTROL						
RECEIPTS	\$ 7,232,424	\$ 7,467,734	\$ 7,679,630	\$ 9,093,249	\$ 1,413,619	18%
EXPENDITURES	7,300,586	7,682,809	7,854,058	9,087,727	1,233,669	16%
Net	\$ (68,162)	\$ (215,075)	\$ (174,428)	\$ 5,522	\$ 179,950	-103%
Decertifications	49,107	29,316	1,326	—	—	—
Beginning Balance	498,434	479,379	293,620	120,518	—	—
Ending Balance	\$ 479,379	\$ 293,620	\$ 120,518	\$ 126,040	\$ 5,522	5%
FT Staffing Levels	77	73	75	83	8	10%
WATER						
RECEIPTS	\$ 330,939,281	\$ 321,637,242	\$ 323,234,887	\$ 317,225,423	\$ (6,009,464)	-2%
EXPENDITURES	330,916,318	329,319,665	328,330,826	360,725,420	32,394,594	10%
Net	\$ 22,963	\$ (7,682,423)	\$ (5,095,939)	\$ (43,499,997)	\$ (38,404,058)	754%
Decertifications	4,829,435	706,653	538,348	—	—	—
Beginning Balance	194,398,113	199,250,511	192,274,741	187,717,150	—	—
Ending Balance	\$ 199,250,511	\$ 192,274,741	\$ 187,717,150	\$ 144,217,153	\$ (43,499,997)	-23%
FT Staffing Levels	991	1,019	977	1,177	200	17%
WATER POLLUTION CONTROL						
RECEIPTS	\$ 32,699,000	\$ 28,152,280	\$ 28,197,946	\$ 32,096,520	\$ 3,898,574	12%
EXPENDITURES	29,323,917	29,825,294	27,201,922	32,096,520	4,894,598	15%
Net	\$ 3,375,083	\$ (1,673,014)	\$ 996,024	\$ —	\$ (996,024)	%
Decertifications	792,489	7,971	1,367	—	—	—
Beginning Balance	19,319,031	23,486,603	21,821,560	22,818,951	—	—
Ending Balance	\$ 23,486,603	\$ 21,821,560	\$ 22,818,951	\$ 22,818,951	\$ —	%
FT Staffing Levels	132	130	127	170	43	25%



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
CLEVELAND PUBLIC POWER						
RECEIPTS	\$ 209,564,532	\$ 189,070,965	\$ 200,033,650	\$ 201,542,578	\$ 1,508,928	1%
EXPENDITURES	206,037,051	189,598,457	197,231,864	201,542,578	4,310,714	2%
Net	\$ 3,527,481	\$ (527,492)	\$ 2,801,786	\$ —	\$ (2,801,786)	%
Decertifications	1,646,450	606,769	32,409	—	—	—
Beginning Balance	21,321,932	26,495,863	26,575,140	29,409,335	—	—
Ending Balance	<u>\$ 26,495,863</u>	<u>\$ 26,575,140</u>	<u>\$ 29,409,335</u>	<u>\$ 29,409,335</u>	<u>\$ —</u>	<u>%</u>
FT Staffing Levels	231	219	204	290	86	30%
PORT CONTROL						
RECEIPTS	\$ 165,398,865	\$ 161,644,262	\$ 167,495,302	\$ 166,429,311	\$ (1,065,991)	-1%
EXPENDITURES	165,421,443	149,317,611	149,025,510	166,429,311	17,403,801	10%
Net	\$ (22,578)	\$ 12,326,651	\$ 18,469,792	\$ —	\$ (18,469,792)	%
Receivables & Adjustments	(1,647,382)	2,185,018	4,228,920	—	—	—
Decertifications	1,770,283	776,193	57,065	—	—	—
Beginning Balance	80,267,849	80,368,172	95,656,034	118,411,811	—	—
Ending Balance	<u>\$ 80,368,172</u>	<u>\$ 95,656,034</u>	<u>\$ 118,411,811</u>	<u>\$ 118,411,811</u>	<u>\$ —</u>	<u>%</u>
FT Staffing Levels	344	328	296	391	95	24%



UTILITIES GENERAL ADMINISTRATION

Martin J. Keane, Director

Mission Statement

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

The Department of Public Utilities is comprised of the following divisions and sections: General Administration, Radio Communication, Utilities Fiscal Control, Water, Water Pollution Control, and Cleveland Public Power. Also included in the Department are TV20 and the Photography Lab sections. The Department is self-supporting but participates in obtaining federal and state grants and loans for various improvements when these monies are available.

The Division of Utilities Administration is specifically designed to have administrative charge, control, and supervision over the Divisions of Utilities Fiscal Control, Water, Water Pollution Control, Cleveland Public Power and the Office of Radio Communications. Functions and duties of the various divisions are treated separately under their respective headings. In addition, the Division of Utilities Administration is responsible for providing high quality customer service to customers of the Divisions of Water, Water Pollution Control, and Cleveland Public Power.

PROGRAM NAME: ADMINISTRATION

OBJECTIVES: To coordinate and manage the activities of the Department of Public Utilities.

ACTIVITIES: Monitor the promotion of Cleveland Small Business Enterprise involvement in the procurement process. Direct operating and financial performance of Water, Water Pollution, Cleveland Public Power, and the Office of Radio Communications. Manage priorities and oversee capital improvement plans. Provide oversight and control of customer service, finance, human resources, information technology and public affairs functions for all divisions.

PROGRAM NAME: CABLE TELEVISION

OBJECTIVE: To educate and inform the citizens of Cleveland regarding City services, programs initiatives and events by way of the City of Cleveland cable access television station

ACTIVITIES: TV20 "LIVE" on-line streaming 24 hours a day and video on demand. Provide original programming to promote the many services made available to the residents of the City of Cleveland. Features Mayoral press conferences, "LIVE" broadcasts of Cleveland City Council Committee Meetings, a Weekly News show and programs regarding education, housing, healthcare, economic development, arts and entertainment.

PROGRAM NAME: PHOTOGRAPHIC BUREAU

OBJECTIVE: To visually document the activities, events and business of the City of Cleveland.

ACTIVITIES: Serve as the Mayor's photographers; provide photographic services to all City entities, including departments, divisions and Cleveland City Council;



UTILITIES GENERAL ADMINISTRATION

offer digital images for use in City government print publications and electronic media. Photograph current events happening in the City for public relations and historical purposes.



UTILITIES GENERAL ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 3,698,674	\$ 4,001,954	\$ 3,971,526	\$ 5,170,881
Student Trainees	84,214	69,684	51,107	94,994
Longevity	17,600	18,700	20,275	22,050
Vacation Conversion	13,919	—	63,783	—
Separation Payments	1,967	2,701	118,051	72,000
Overtime	60,671	7,653	18,464	54,500
	\$ 3,877,045	\$ 4,100,692	\$ 4,243,205	\$ 5,414,425
Benefits				
Hospitalization	\$ 578,110	\$ 613,223	\$ 616,034	\$ 821,326
Prescription	98,135	127,480	129,048	169,913
Dental	26,750	32,071	31,326	43,024
Vision Care	3,080	4,953	5,517	7,424
Public Employees Retire System	537,992	569,984	592,204	751,029
Fica-Medicare	52,159	55,180	57,709	76,066
Workers' Compensation	39,176	33,122	43,245	42,447
Life Insurance	1,945	2,557	2,583	3,828
Unemployment Compensation	2,095	5,726	—	—
	\$ 1,339,441	\$ 1,444,296	\$ 1,477,665	\$ 1,915,057
Other Training & Professional Dues				
Travel	\$ 23,215	\$ 11,373	\$ 2,282	\$ 32,000
Tuition & Registration Fees	12,497	3,320	2,696	15,000
Other Training Supplies	—	—	—	12,000
Professional Dues & Subscript	4,920	5,125	414	11,000
	\$ 40,632	\$ 19,818	\$ 5,392	\$ 70,000
Contractual Services				
Professional Services	\$ 106,060	\$ 81,919	\$ 5,169	\$ 185,000
Cable Professional Services	4,155	4,510	4,252	6,500
Mileage (Private Auto)	2,360	1,055	659	2,900
Advertising And Public Notice	15,231	9,066	1,146	32,000
Program Promotion	21,888	9,000	10,000	22,000
Parking In City Facilities	20,066	14,015	16,205	22,120
Insurance And Official Bonds	—	—	100	—
Property Rental	118,728	118,728	118,728	118,728
Other Contractual	202,999	119,396	155,090	235,400
	\$ 491,487	\$ 357,689	\$ 311,349	\$ 624,648
Materials & Supplies				
Office Supplies	\$ —	\$ 101	\$ —	\$ —
Postage	99	11	97	1,000



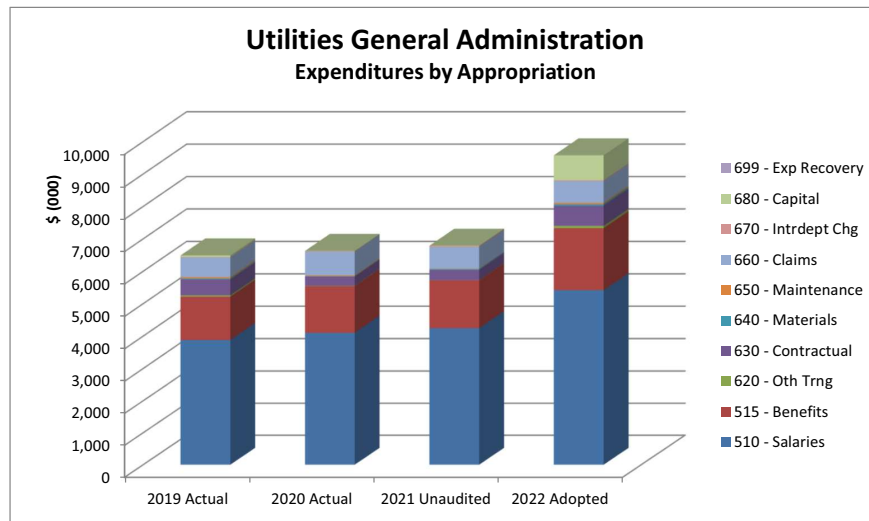
UTILITIES GENERAL ADMINISTRATION

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Computer Supplies	—	—	884	1,000
Computer Hardware	5,442	5,772	472	10,000
Computer Software	3,172	1,513	2,443	7,000
Office Furniture & Equipment	6,493	—	—	3,000
Photographic Supplies	8,751	2,539	8,159	14,000
Other Supplies	2,972	779	14,795	3,500
Just In Time Office Supplies	3,976	1,297	1,818	6,600
	\$ 30,905	\$ 12,011	\$ 28,667	\$ 46,100
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 500
Maintenance Contracts	4,737	7,797	4,737	11,000
Computer Software Maintenance	—	—	1,000	—
Maintenance Utility Systems	23,732	13,471	3,024	20,000
Maintenance Misc. Equipment	10,769	3,606	4,607	10,000
	\$ 39,238	\$ 24,874	\$ 13,368	\$ 41,500
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ 100,000	\$ —	\$ —
Indirect Cost	608,131	633,509	670,053	670,053
	\$ 608,131	\$ 733,509	\$ 670,053	\$ 670,053
Interdepart Service Charges				
Charges From Telephone Exch	\$ 2,560	\$ 2,894	\$ 2,874	\$ 2,579
Charges From Water	—	1,063	—	—
Charges From Print & Repro	4,030	7,672	9,635	12,917
Charges From Central Storeroom	25	3	13	14
Charges From M.V.M.	6,535	2,805	16,766	9,054
	\$ 13,150	\$ 14,436	\$ 29,289	\$ 24,564
Capital Outlay				
Trucks	\$ —	\$ —	\$ 7,330	\$ 750,000
Other Equipment	29,499	6,585	—	20,000
Transfer To Capital Project	18,683	—	—	—
	\$ 48,181	\$ 6,585	\$ 7,330	\$ 770,000
	\$ 6,488,211	\$ 6,713,911	\$ 6,786,318	\$ 9,576,347
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 5,185,007	\$ 5,230,843	\$ 5,165,097	\$ 7,216,953
Miscellaneous	1,385,033	1,299,158	1,499,881	2,394,029
	\$ 6,570,040	\$ 6,530,001	\$ 6,664,977	\$ 9,610,982



UTILITIES GENERAL ADMINISTRATION





UTILITIES GENERAL ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	0	0	Assistant Director	36,590.39	154,089.52
1	1	1	Assistant Manager-App. Dev. and Technical Support	46,224.91	137,831.29
1	0	1	Chief Assistant Director of Law	31,500.00	136,692.31
1	1	1	Director of Public Utilities	100,000.00	303,622.18
1	1	1	General Manager of Administrative Services	31,200.00	103,681.75
2	2	2	Manager of Marketing	31,200.00	114,691.24
1	1	1	Network/Data Center Operations Manager	52,000.00	106,120.74
2	2	2	Safety Programs Officer I	31,200.00	75,077.69
11	8	9			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
1	0	1	Legal Secretary	31,200.00	58,000.00
2	1	2			
<u>PROFESSIONALS</u>					
6	9	14	Administrative Manager	31,200.00	145,000.00
13	9	9	Assistant Administrator	31,200.00	85,000.00
1	1	1	Assistant Contract Compliance Officer	31,200.00	62,770.08
2	2	2	Assistant Director of Law I (s)	31,200.00	98,909.62
5	3	3	Assistant Manager of Marketing	31,200.00	65,724.20
1	1	1	Assistant Personnel Administrator	31,200.00	61,601.02
1	1	1	Chief Photographer	31,200.00	57,428.53
1	0	0	CD Executive Assistant	31,200.00	100,682.44
2	0	2	Civil Service Examiner II	31,200.00	67,626.00
1	1	1	Data Base Coordinator	31,200.00	87,813.65
1	1	1	Desktop Publishing Specialist	31,200.00	104,039.87
2	0	2	Hazardous Material Specialist	21.63	38.64
1	1	1	Network Analyst II	31,200.00	107,868.72
1	1	1	Personnel Administrator	31,200.00	91,088.49
1	1	1	Photographer	15.00	37.41
4	5	5	Project Coordinator	31,200.00	99,702.63
3	2	4	Reporter/Producer-TV20	31,200.00	75,084.85
3	1	3	Safety Program Manager	31,200.00	98,444.95



UTILITIES GENERAL ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Senior Graphic Designer	40,000.00	75,000.00
1	1	1	Senior Systems Analyst	31,200.00	87,543.86
1	1	1	Superintendent of Motorized Equipment	31,200.00	78,184.48
1	2	1	Systems Analyst	31,200.00	70,429.91
2	2	2	Telecommunications Specialist	31,200.00	74,880.00
1	0	1	Web Developer	31,200.00	90,533.02
<u>56</u>	<u>46</u>	<u>59</u>			
			TECHNICIANS		
1	0	1	Business Process Analyst	55,000.00	108,044.90
2	2	2	Senior Computer Operator	15.61	19.25
<u>3</u>	<u>2</u>	<u>3</u>			
<u>72</u>	<u>57</u>	<u>73</u>	TOTAL FULL TIME		
<u>2</u>	<u>0</u>	<u>0</u>	TOTAL PART TIME		
<u>9</u>	<u>0</u>	<u>10</u>	TOTAL STUDENT ASSISTANT		
<u>83</u>	<u>57</u>	<u>83</u>	TOTAL DIVISION		



UTILITIES FISCAL CONTROL**Frank Badalamenti, Chief Financial Officer****Mission Statement**

To provide professional financial management services and protect the fiscal integrity of funds and assets for all divisions of the City of Cleveland, Department of Public Utilities. The CFO's office monitors collections for the Department of Public Utilities to ensure we maximize collection of revenue and the efficient allocation and expending of funds necessary to support each division's operation. To adhere to the practice of generally accepted accounting principles in a manner consistent with the guidelines received by the State of Ohio and the City of Cleveland codified Ordinances.

PROGRAM NAME:ACCOUNTS RECEIVABLE SECTION

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

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

PROGRAM NAME:ADMINISTRATION

OBJECTIVES: To supervise all financial units of the Department of Public Utilities (including contracts and compliance, payables, purchasing, budget, inventory, payroll, capital, etc.) in order to manage financial controls and compliance, ensuring prudent financial management.

ACTIVITIES: Provide timely, accurate, audible reporting of all financial transactions.

PROGRAM NAME:CASH RECEIPTS AND REMITTANCE PROCESSING

OBJECTIVES: To process water, sewer and electricity customer payments and mail deposit receipts in 24 hours.

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

PROGRAM NAME:CUSTOMER PAYMENT CENTER

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

ACTIVITIES: Collect all over the counter payments. Balance all cash transactions at the end of each business day. Over the counter payments are uploaded into CWD's Customer Care & Billing system and CPP's Banner billing system each night.



UTILITIES FISCAL CONTROL

PROGRAM NAME: GENERAL ACCOUNTING SECTION

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

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



UTILITIES FISCAL CONTROL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,314,950	\$ 4,470,644	\$ 4,583,929	\$ 5,004,741
Longevity	32,250	35,325	36,575	74,975
Wage Settlements	—	76	—	—
Vacation Conversion	13,051	—	38,124	—
Separation Payments	20,824	21,819	134,490	45,000
Overtime	57,786	31,132	29,022	75,000
	\$ 4,438,861	\$ 4,558,996	\$ 4,822,140	\$ 5,199,716
Benefits				
Hospitalization	\$ 777,275	\$ 815,116	\$ 794,784	\$ 930,058
Prescription	130,153	168,359	165,225	188,762
Dental	33,869	41,659	39,291	46,847
Vision Care	4,985	6,847	6,692	8,444
Public Employees Retire System	614,088	644,460	666,150	731,497
Fica-Medicare	60,903	62,393	66,375	72,033
Workers' Compensation	44,564	37,935	43,433	48,060
Life Insurance	2,512	3,386	3,360	4,535
Unemployment Compensation	—	6,022	—	—
Clothing Allowance	1,440	1,560	1,800	1,830
Clothing Maintenance	1,200	1,300	1,500	1,700
	\$ 1,670,990	\$ 1,789,036	\$ 1,788,609	\$ 2,033,766
Other Training & Professional Dues				
Travel	\$ 2,624	\$ —	\$ —	\$ 15,000
Tuition & Registration Fees	3,129	1,171	534	10,000
Other Training Supplies	1,041	1,093	173	—
Professional Dues & Subscript	1,948	1,095	1,641	7,000
	\$ 8,742	\$ 3,360	\$ 2,347	\$ 32,000
Contractual Services				
Professional Services	\$ 54,925	\$ 41,286	\$ 775	\$ 150,000
Program Promotion	—	471	—	—
Parking In City Facilities	2,310	2,393	2,640	3,000
Other Contractual	1,081	43,350	32,642	125,000
	\$ 58,316	\$ 87,499	\$ 36,057	\$ 278,000
Materials & Supplies				
Office Supplies	\$ 5,509	\$ 21,678	\$ —	\$ 5,000
Postage	—	—	—	1,000
Computer Hardware	—	—	—	3,000
Computer Software	—	—	—	3,000
Office Furniture & Equipment	15,945	7,722	5,488	10,000



UTILITIES FISCAL CONTROL

Expenditures (Continued)

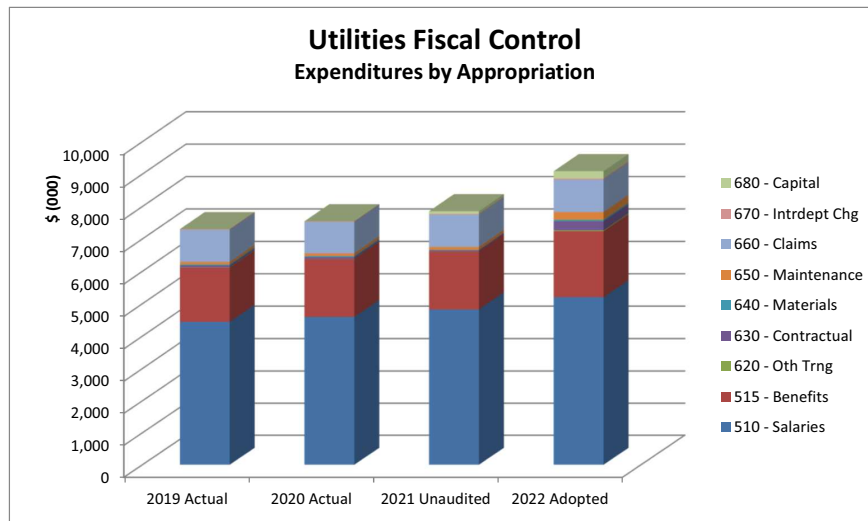
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Other Supplies	1,156	5,768	—	2,000
Just In Time Office Supplies	8,141	5,103	4,172	20,000
	\$ 30,750	\$ 40,271	\$ 9,660	\$ 44,000
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 5,000
Maintenance Contracts	81,101	211,688	91,091	225,000
Computer Software Maintenance	—	—	—	12,000
	\$ 81,101	\$ 211,688	\$ 91,091	\$ 242,000
Claims, Refunds, Maintenance				
Indirect Cost	\$ 990,559	\$ 969,003	\$ 995,229	\$ 995,229
	\$ 990,559	\$ 969,003	\$ 995,229	\$ 995,229
Interdepart Service Charges				
Charges From Print & Repro	\$ 21,267	\$ 22,956	\$ 24,628	\$ 33,016
	\$ 21,267	\$ 22,956	\$ 24,628	\$ 33,016
Capital Outlay				
Computer Hardware	\$ —	\$ —	\$ —	\$ 200,000
Other Equipment	—	—	84,295	30,000
	\$ —	\$ —	\$ 84,295	\$ 230,000
	\$ 7,300,586	\$ 7,682,809	\$ 7,854,058	\$ 9,087,727

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 7,149,770	\$ 7,418,213	\$ 7,428,060	\$ 9,088,249
Miscellaneous	56,837	37,935	250,052	—
Interest Earnings/Investment Income	25,680	11,577	1,498	5,000
Non Operating Other/Other	138	9	20	—
	\$ 7,232,424	\$ 7,467,734	\$ 7,679,630	\$ 9,093,249



UTILITIES FISCAL CONTROL





UTILITIES FISCAL CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	0	Assistant Director	36,590.39	154,089.52
1	1	1	Budget Administrator	31,200.00	116,986.72
1	1	1	Utilities Comptroller	31,200.00	104,887.45
3	2	2			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
5	5	5	Head Storekeeper	20.72	26.74
1	1	1	Principal Cashier	15.00	17.57
1	1	1	Principal Clerk	17.01	27.55
4	4	4	Senior Cashier	15.61	23.43
1	1	1	Stock Clerk	15.00	21.39
8	8	8	Storekeeper	19.33	24.09
21	21	21			
<u>PROFESSIONALS</u>					
3	3	3	Accountant I	16.69	23.43
6	5	6	Accountant II	17.27	25.73
1	1	1	Accountant III	17.96	28.54
5	5	5	Accountant Supervisor	31,200.00	80,096.82
5	6	6	Administrative Manager	31,200.00	145,000.00
1	0	1	Administrative Officer	31,200.00	59,620.36
7	7	7	Assistant Administrator	31,200.00	85,000.00
1	2	2	Buyer	31,200.00	56,105.93
1	1	1	Chief Auditor	31,200.00	93,401.98
5	1	3	Fiscal Manager	31,200.00	98,137.58
4	3	4	Personnel Assistant	31,200.00	52,381.41
0	1	0	Project Coordinator	31,200.00	99,702.63
1	1	1	Senior Budget and Management Analyst	31,200.00	88,147.99
3	2	3	Senior Internal Auditor	31,200.00	74,000.47
2	3	3	Staff Accountant	38,500.00	73,250.00
4	3	4	Warehouse Inventory Manager	31,200.00	88,646.98
49	44	50			



UTILITIES FISCAL CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
			TECHNICIANS		
10	8	10	Senior Data Conversion Operator	15.92	21.39
10	8	10			
83	75	83	TOTAL FULL TIME		
83	75	83	TOTAL DIVISION		



DIVISION OF WATER

Alex Margevicius, Commissioner

Mission Statement

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

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

The Division of Water operates a major public water supply system, which services not only the City of Cleveland, but also approximately 79 suburban municipalities in Cuyahoga, Geauga, Lake, Medina, Portage, and Summit counties. The present service area covers about 680 square miles of which 593 square miles are for core services while 87 square miles are provisional emergency feed areas. CWD serves more than 1.4 million people. The City is empowered to establish rates and collect charges for the service provided by its Water Division, to acquire property and construct facilities to provide water services throughout the greater Cleveland service area and to perform other necessary functions with respect to the operation and maintenance of the water works system. The Division of Water is a self-supporting regional utility.

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

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

PROGRAM NAME:CAPITAL

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

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

PROGRAM NAME:WATER OPERATIONS

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

ACTIVITIES: Take in and treat lake water, pump and distribute potable water. Install and read meters to determine customer usage. Make service calls for system maintenance.



DIVISION OF WATER

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 55,369,096	\$ 56,751,386	\$ 58,648,358	\$ 59,663,507
Military Leave	2,858	5,130	9,418	—
Part-Time Permanent	61,789	75,093	83,948	57,696
Injury Pay	36,784	20,425	5,538	—
Student Trainees	347,175	209,722	89,025	348,642
Longevity	378,400	371,925	372,725	384,600
Wage Settlements	78,710	18,422	33,315	—
Vacation Conversion	133,702	—	228,718	—
Separation Payments	511,280	394,778	743,447	880,000
Bonus Incentive	135,905	—	12,646	20,000
Overtime	4,663,485	4,268,406	4,835,751	5,164,850
	\$ 61,719,184	\$ 62,115,286	\$ 65,062,888	\$ 66,519,295
Benefits				
Hospitalization	\$ 10,440,008	\$ 10,707,843	\$ 10,419,462	\$ 12,172,643
Prescription	1,767,864	2,233,340	2,178,852	2,516,548
Dental	475,863	557,017	530,782	635,254
Vision Care	60,241	83,535	83,218	103,312
Public Employees Retire System	8,502,485	8,846,645	9,083,341	9,189,501
Fica-Medicare	850,189	856,320	901,139	951,770
Workers' Compensation	1,491,947	652,843	998,684	1,051,382
Life Insurance	33,121	44,779	43,923	58,472
Unemployment Compensation	26,505	97,592	0	—
Clothing Allowance	210,632	221,170	230,200	222,882
Tool Insurance	10,610	9,760	9,490	9,220
Clothing Maintenance	115,581	117,450	122,020	121,927
Automobile Maintenance Allow	—	—	—	600
	\$ 23,985,046	\$ 24,428,295	\$ 24,601,110	\$ 27,033,511
Other Training & Professional Dues				
Travel	\$ 113,405	\$ 31,487	\$ —	\$ 157,850
Tuition & Registration Fees	91,579	19,315	63,392	125,480
Training	—	70,000	—	105,100
Other Training Supplies	1,896	1,678	5,276	38,700
Mileage (Priv Auto) Trng Prps	—	—	—	500
Professional Dues & Subscript	481,822	238,239	279,096	239,574
	\$ 688,702	\$ 360,719	\$ 347,764	\$ 667,204
Utilities				
Brokered Gas Supply	\$ 463,569	\$ 285,677	\$ 376,064	\$ 620,654
Sewer-Other	7,629,450	15,824,899	7,770,988	7,487,448



DIVISION OF WATER

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Telephone	1,232,619	1,088,606	1,115,615	1,508,500
Water	100,000	75,000	75,000	100,000
Gas	495,876	413,717	475,854	663,978
Electricity - Cpp	17,453,993	17,249,241	16,977,860	19,167,847
Electricity - Other	4,612,872	4,888,573	4,247,688	4,893,795
Steam	57,060	58,007	53,113	60,535
	\$ 32,045,438	\$ 39,883,720	\$ 31,092,182	\$ 34,502,757
Contractual Services				
Professional Services	\$ 10,366,220	\$ 9,140,505	\$ 6,671,637	\$ 10,510,664
Mileage (Private Auto)	2,017	1,114	—	3,725
Advertising And Public Notice	181,324	28,944	22,674	215,250
Program Promotion	112,243	34,518	115,825	140,000
Parking In City Facilities	5,720	5,170	8,975	9,390
Taxes	138,498	136,033	130,697	142,000
Property Rental	80,450	71,931	137,460	159,420
Equipment Rental	36,602	48,014	85,206	106,800
Other Contractual	2,248,570	3,192,459	2,936,131	3,963,662
State Auditor Examination	71,000	81,000	85,000	81,000
Bank Service Fees	203,133	243,418	263,875	264,000
Credit Card Processing Fees	2,951,136	3,276,567	3,280,057	3,276,567
	\$ 16,396,913	\$ 16,259,672	\$ 13,737,537	\$ 18,872,478
Materials & Supplies				
Office Supplies	\$ —	\$ 155,790	\$ —	\$ —
Postage	3,526,217	3,567,665	4,135,238	4,015,250
Computer Supplies	1,656	585	50	16,500
Computer Hardware	602,801	863,543	579,411	1,426,000
Computer Software	15,095	79,391	55,363	201,400
Fuel	9,000	195,218	30,000	259,900
Chemical	6,208,446	8,382,618	7,524,999	11,404,577
Salt & De-Icer	19,992	12,146	13,356	35,350
Clothing	25,266	23,853	27,503	25,400
Hardware & Small Tools	342,559	305,857	300,940	468,820
Small Equipment	237,381	230,786	305,053	469,350
Office Furniture & Equipment	61,311	5,871	36,091	59,000
Electrical Supplies	384,138	377,597	280,434	439,000
Hygiene And Cleaning Supplies	165,559	218,260	106,863	209,800
Plumbing Supplies And Equip	—	3,452	—	—
Motors And Pumps	359,578	191,806	23,080	533,500



DIVISION OF WATER

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Laboratory Supplies	321,159	316,773	244,937	395,000
Other Supplies	140,439	71,129	149,966	211,300
Safety Equipment	489,841	885,151	562,195	478,324
Just In Time Office Supplies	63,905	32,104	37,016	79,300
Building Maintenance Supplies	114,976	179,132	48,476	113,600
Cement Sand & Gravel	2,660,520	2,602,965	2,479,902	3,353,000
Misc Maintenance Supplies	240,966	166,187	215,952	322,500
	\$ 15,990,805	\$ 18,867,877	\$ 17,156,825	\$ 24,516,871
Maintenance				
Maintenance Office Equipment	\$ —	\$ —	\$ —	\$ 1,200
Maintenance Contracts	280,166	68,723	3,551	477,500
Computer Hardware Maintenance	1,013,062	645,010	1,595,769	1,690,200
Computer Software Maintenance	4,402,002	4,242,191	5,071,063	5,686,882
Maintenance Machinery & Tools	111,556	89,311	146,683	356,450
Maintenance Vehicles	178,855	201,750	187,600	277,800
Maintenance Utility Systems	23,442,801	22,766,165	18,622,036	24,578,407
Maintenance Misc. Equipment	760,990	946,429	499,484	1,192,799
Maintenance Building	1,700,133	1,220,172	1,197,086	1,455,000
	\$ 31,889,565	\$ 30,179,752	\$ 27,323,273	\$ 35,716,238
Claims, Refunds, Maintenance				
Court Costs	\$ 1,297	\$ 750	\$ 2,027	\$ 2,500
Judgments, Damages, & Claims	279,855	164,261	348,581	400,000
Indirect Cost	4,554,098	4,721,518	4,751,819	4,751,819
	\$ 4,835,249	\$ 4,886,529	\$ 5,102,427	\$ 5,154,319
Interdepart Service Charges				
Charges From General Fund	\$ 2,737	\$ 2,300	\$ —	\$ 2,500
Charges From Telephone Exch	1,157,575	1,750,242	2,392,648	1,768,273
Charges From Utilities Admin	3,726,393	3,761,620	3,731,211	5,193,326
Charges From Fiscal Control	5,147,830	5,341,116	5,348,200	6,543,539
Charges From Radio Comm System	271,326	217,103	511,184	239,129
Charges From Light And Power	880	—	—	—
Charges From W.P.C.	117,745	81,076	120,530	104,500
Charges From Print & Repro	254,967	183,059	166,795	281,362
Charges From M.V.M.	2,831,667	2,467,811	3,147,281	3,019,160
Charges Frm Str Cnst Mnt & Rep	90,025	—	340,725	200,000
Charges From Waste Collection	83,968	68,468	65,732	80,060
	\$ 13,685,111	\$ 13,872,794	\$ 15,824,305	\$ 17,431,849



DIVISION OF WATER

Expenditures (Continued)

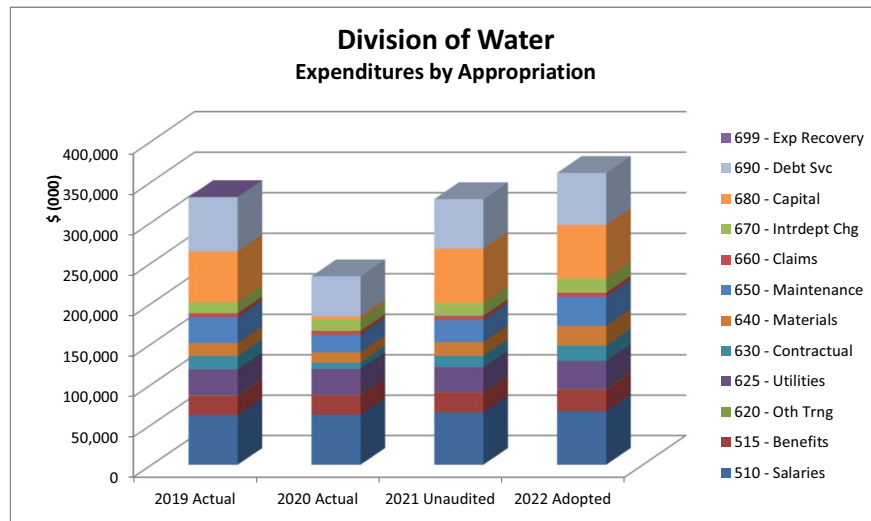
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Capital Outlay				
Infrastructure	\$ —	\$ —	\$ —	\$ 34,000,000
Professional Services	—	—	—	2,500,000
Building Betterments -Existing	—	—	—	25,000,000
Computer Software	—	—	—	400,000
Computer Hardware	—	—	—	400,000
Motorized Equipment	—	—	—	300,000
Automobiles	—	—	—	100,000
Trucks	—	—	—	1,500,000
Machinery, Tools, Instruments	—	—	—	500,000
Other Equipment	—	—	—	1,300,000
Transfer To Water Capital Proj	62,744,000	68,900,000	67,000,000	—
	\$ 62,744,000	\$ 68,900,000	\$ 67,000,000	\$ 66,000,000
Debt Service				
Professional Svcs-Debt Srvc	\$ 611,242	\$ 41,718	\$ 36,694	\$ 1,000,000
Principal	47,632,892	30,558,666	43,045,376	45,368,016
Interest	18,692,170	18,964,640	18,000,442	17,943,482
	\$ 66,936,304	\$ 49,565,024	\$ 61,082,512	\$ 64,311,498
	\$ 330,916,317	\$ 329,319,667	\$ 328,330,823	\$ 360,726,020

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 319,412,394	\$ 317,477,557	\$ 318,881,998	\$ 315,845,423
Fines, Forfeitures & Settlements	17,638	16,449	11,404	—
Licenses & Permits	563,645	577,007	571,219	420,000
Miscellaneous	893,962	596,741	3,424,023	600,000
Interest Earnings/Investment Income	10,038,447	2,957,741	338,501	360,000
Non Operating Other/Other	1,008	2,751	7,738	—
	\$ 330,927,093	\$ 321,628,246	\$ 323,234,883	\$ 317,225,423



DIVISION OF WATER





DIVISION OF WATER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	0	0	Administration Bureau Manager	40,314.82	145,820.32
1	1	1	Administrator of Engineering and Planning	31,200.00	124,250.48
2	1	3	Application Delivery Services Manager	65,000.00	105,625.89
2	2	2	Assistant Chief of Water Distribution	31,200.00	95,698.26
3	0	3	Assistant Director - General	36,590.39	154,089.52
7	2	5	Assistant Manager-App. Dev. and Technical Support	46,224.91	137,831.29
2	5	3	Assistant Water Plant Manager - Parma	15.00	38.42
1	1	1	Chief of Public Utilities Security	65,000.00	130,000.00
1	1	1	Chief of Pumping	31,200.00	107,738.40
1	1	1	Chief of Purification	31,200.00	95,723.84
1	1	1	Commissioner of Water	45,201.46	227,462.95
4	4	4	Customer Support Center Manager	65,000.00	105,625.89
2	1	1	General Manager of Administrative Services	31,200.00	103,681.75
3	3	3	Manager of General Maintenance	31,200.00	86,215.32
1	1	1	Manager of Telecommunications	31,200.00	114,691.24
1	1	1	Manager of Water Distribution Systems	31,200.00	128,618.41
1	1	1	Network Data Center Operations Manager	52,000.00	106,120.74
4	2	4	Safety Programs Officer I	31,200.00	75,077.69
8	6	7	Safety Programs Officer II	31,200.00	56,308.32
1	0	1	Secretary to Director of Public Utilities	36,590.39	154,089.52
7	6	7	Superintendent of Distribution	31,200.00	79,972.99
55	40	51			
<u>ADMINISTRATIVE SUPPORT</u>					
3	3	3	Chief Clerk	31,200.00	55,207.64
16	11	16	Customer Account Associate Billing Service	16.65	21.65
29	26	29	Customer Account Associate Credit and Collections	15.00	21.65
61	44	62	Customer Service Representative - Call Center	15.92	21.05
5	4	5	Customer Support Associate Meter Operations	15.92	21.05
1	1	1	Customer Support Center Manager of Billing Services	65,000.00	105,625.89
1	0	0	Deputy Clerk	31,200.00	88,326.24
2	3	3	Head Storekeeper	20.72	26.74
17	15	17	Principal Clerk	17.01	27.55
1	0	1	Secretary	15.61	20.52



DIVISION OF WATER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
2	1	2	Senior Clerk	20.44	27.05
9	9	9	Storekeeper	19.33	24.09
2	2	2	Telephone Operator	15.00	49.25
149	119	150			
<u>PROFESSIONALS</u>					
1	1	1	Accountant I	16.69	23.43
1	1	1	Accountant Supervisor	31,200.00	80,096.82
1	1	1	Accounts Payable Manager	31,200.00	77,171.05
14	13	20	Administrative Manager	31,200.00	145,000.00
5	4	5	Administrative Officer	31,200.00	59,620.36
1	1	2	Asset Management Coordinator	31,200.00	83,969.85
40	33	40	Assistant Administrator	31,200.00	85,000.00
1	1	1	Assistant Chief of Public Utilities Security	60,000.00	100,000.00
5	4	5	Assistant Director of Law I (s)	31,200.00	98,909.62
2	1	2	Assistant Manager of Marketing	31,200.00	65,724.20
8	6	8	Associate Engineer	24.04	47.78
3	2	4	Billing Services Analyst	31,200.00	71,765.46
1	1	1	Chief Civil Engineer	31,200.00	93,401.98
1	1	1	Chief of Laboratories	31,200.00	88,725.73
8	5	8	Chief Systems Analyst	31,200.00	108,011.58
1	0	1	Chief Training Officer	31,200.00	78,184.48
2	1	2	Construction Technician	15.00	27.05
14	10	14	Consulting Engineer	36,000.00	104,888.34
1	0	1	Contract Compliance Officer	31,200.00	78,184.48
1	1	2	Data Base Administrator	39,937.34	118,853.53
3	0	3	Data Base Analyst	31,200.00	98,444.95
2	0	2	Data Base Coordinator	31,200.00	87,813.65
4	3	4	Deputy Project Director	64,167.00	103,027.32
1	1	1	Engineer	22.78	40.37
3	2	3	Fiscal Manager	31,200.00	98,137.58
3	2	4	GIS/IS Coordinator	52,000.00	103,593.76
3	2	3	GIS Technician	31,200.00	53,063.77
4	3	4	Hazardous Materials Specialist	21.63	38.64
1	0	0	IT Security Officer	31,200.00	87,471.01
0	0	1	Labor Relations Manager	31,200.00	124,250.48
4	2	4	Labor Relations Officer	31,200.00	85,577.88



DIVISION OF WATER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
11	9	11	Network Analyst II	31,200.00	107,868.72
6	4	6	Personnel Administrator	31,200.00	91,088.49
8	8	8	Personnel Assistant	31,200.00	52,381.41
21	21	24	Project Coordinator	31,200.00	99,702.63
7	6	6	Project Director	31,200.00	88,646.98
0	0	1	Project Manager II	31,200.00	86,455.17
1	1	1	Regulatory Compliance Manager	50,000.00	94,970.71
3	2	2	Safety Programs Manager	31,200.00	98,444.95
2	2	2	Senior Electric Security System Technician	45,000.00	75,000.00
3	3	3	Senior Systems Analyst	31,200.00	87,543.86
1	1	1	Software Analyst	45,000.00	96,330.79
1	1	1	Supervisor of Systems and Technical Support	55,000.00	93,199.31
10	7	6	Systems Analyst	31,200.00	70,429.91
3	2	3	Talent Development Specialist	31,200.00	80,386.51
15	14	16	Unit Supervisor	26.48	27.01
1	1	1	Warehouse Inventory Manager	31,200.00	88,646.98
4	4	4	Water Plant Manager	31,200.00	107,738.40
18	14	16	Water Service Investigator	21.92	22.36
2	0	2	Web Developer	31,200.00	90,533.02
256	202	263			
			<u>PARA-PROFESSIONALS</u>		
1	1	1	Chief Legal Investigator	31,200.00	74,000.47
1	1	1	Claims Examiner	15.00	27.05
2	2	2			
			<u>PROTECTIVE SERVICES</u>		
6	5	6	Security Manager	31,200.00	100,133.34
53	46	53	Security Officer	17.32	24.26
59	51	59			
			<u>SKILLED CRAFT</u>		
13	10	12	Assistant Water Plant Manager	15.00	38.42
2	2	2	Bricklayer	44.49	55.61
1	1	1	Bricklayer Foreman	45.74	56.86
2	2	2	Bricklayer Helper	28.10	42.99
4	4	4	Carpenter	44.08	55.10
1	1	1	Carpenter Foreman	45.33	56.35



DIVISION OF WATER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
8	8	8	Cement Finisher	43.56	54.45
2	2	2	Cement Finisher Foreman	44.81	55.70
2	1	1	Chief Building Stationary Engineer	23.67	36.67
13	13	13	Construction Equipment Operator Group A	47.19	58.99
2	2	2	Construction Equipment Operator Group B	47.07	58.84
14	13	14	Electrical Worker	49.90	62.37
1	1	1	Electrical Worker Foreman	51.15	63.62
1	1	1	Ironworker	48.65	60.81
30	28	30	Machinist	22.26	26.11
1	1	1	Machinist Helper	19.28	22.07
7	7	7	Machinist Unit Leader	15.00	29.01
5	4	5	Painter	37.58	46.96
1	1	1	Painter Foreman	38.83	48.21
3	2	3	Pipefitter	54.42	68.02
1	0	1	Pipefitter Foreman	55.67	69.27
3	3	3	Plumber	53.79	67.24
2	2	2	Sheet Metal Worker	54.51	68.14
1	1	1	Small Equipment Repair Worker	18.36	23.22
56	52	56	Water Plant Operator I	21.74	31.65
1	1	1	Water System Construction Inspector Supervisor	31,200.00	72,867.63
1	1	1	Welder Fabricator	27.41	29.41
178	164	176			
			<u>SERVICE & MAINTENANCE</u>		
12	11	12	Custodial Worker	17.89	20.01
2	2	2	Custodial Worker Supervisor	22.04	24.04
2	2	2	Grounds Maintenance Worker	18.82	20.82
10	9	10	Labor Unit Leader	23.77	25.77
57	49	57	Municipal Service Laborer	18.82	20.82
30	28	30	Truck Driver	22.51	22.96
13	12	13	Water Hydraulic Repairman	23.36	24.62
1	1	1	Water Hydraulic Supervisor	29.54	30.04
7	6	7	Water Hydraulic Unit Leader	27.27	27.27
14	12	15	Water Pipe Repair Supervisor	29.34	30.31
33	29	33	Water Pipe Repair Unit Leader	25.43	26.39
102	84	99	Water Pipe Repairman	19.07	23.93
14	14	14	Water System Construction Inspector	22.00	27.96
297	259	295			



DIVISION OF WATER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
TECHNICIANS					
1	1	1	Access Control Specialist	60,700.00	90,000.00
6	3	5	Business Process Analyst	55,000.00	108,044.90
5	5	5	Chemist	21.44	31.15
2	1	3	Chief Radio Dispatcher	27.38	27.88
1	1	1	Computer Operator	15.00	27.05
1	1	1	Environmental Compliance Specialist I	15.00	26.96
1	1	1	Inspection Supervisor of Permits and Sales	29.28	29.78
10	7	10	Inspector of Permits and Sales	22.70	26.29
7	2	7	Instrumentation Technician II	26.47	27.73
4	2	4	Laboratory Assistant	15.61	20.12
93	77	93	Meter Technician	18.02	21.59
8	8	8	Meter Technicain Supervisor	29.26	29.76
15	10	15	Meter Technician Unit Leader	25.96	26.46
20	16	20	Radio Dispatcher	23.87	24.35
3	2	3	Senior Chemist	20.44	27.05
2	1	2	Senior Draftsman	15.61	23.00
1	1	1	Senior Programmer Analyst	31,200.00	76,592.09
1	1	1	Telecommunications Analyst I	15.00	49.25
181	140	181			
1,177	977	1,177	TOTAL FULL TIME		
1	1	1	TOTAL PART TIME		
30	8	30	TOTAL STUDENT ASSISTANT		
1,208	986	1,208	TOTAL DIVISION		

**WATER POLLUTION CONTROL****Ramona N. Lowery, Commissioner****Mission Statement**

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

The Division of Water Pollution Control manages the sanitary sewage, stormwater drainage, and combined collections systems in the City of Cleveland. The Division is responsible for the network of sewers conveying sanitary sewage and industrial waste in the City of Cleveland from their point of origin to an interceptor sewer or treatment facility for processing.

Water Pollution Control is responsible for cleaning and maintaining a network of 1,436 miles of sewer lines, approximately 43,000 catch basins and adjoining laterals, and 12 pump stations. The Division is also charged with managing and supervising the elimination, control or regulation of any matter relating to pollution of water courses within the City limits.

Water Pollution Control has expanded services by extending regular business days, and the Division continues to upgrade service equipment to insure adequate resources are available to address sewer concerns. The Division has established a preventive maintenance program in known flooding areas to eliminate potential street and basement flooding problems before they occur. As the storm water agent for the City of Cleveland, Water Pollution Control has established storm water best management demonstration projects at its Kirby Avenue headquarters to test alternatives to divert storm water from entering combined sewer systems.

PROGRAM NAME:CAPITAL

OBJECTIVE: Maintain and improve the main sewers, pump stations, connections and appurtenances.

ACTIVITIES: Purchase and repair motorized equipment related to preservation of the sewer system. Construct new storm water storage facilities, relief sewers, replacement sewers and pump stations.

PROGRAM NAME:MAINTENANCE OPERATIONS

OBJECTIVE: Maintain the free-flow of sanitary and clear water through elimination of potential blockages and conditions that could result in loss of service, personal injury or property damage.

ACTIVITIES: Remove debris in right of ways and flush potential blockages. Clean catch basins, main sewers, house connections, and other appurtenances of the system. Repair damaged main sewers, catch basins, manholes and connections within the limits of the pavement. Repair, maintain and replace sewer pump stations and appurtenances. Conduct preventive maintenance in known flooding areas through personal or remote televised inspections.

PROGRAM NAME:MARKETING

OBJECTIVE: Provide Public Education and Community Participation



WATER POLLUTION CONTROL

ACTIVITIES: Work with various groups and organizations, school systems, environmental fairs and other media events to educate the public on important issues regarding services we provide to the public, environmental issues impacting the use of the sewer system such as, the Stormwater Phase II regulations.

PROGRAM NAME: PERMITS AND INSPECTION

OBJECTIVE: To address customer concerns relative to street and basement flooding; maintain accurate sewer records and verify that construction of sewer connections meet the standards of the division.

ACTIVITIES: Respond to flooding complaints. Inspect construction of sewers. Identify, measure and record the location of new and existing lateral connections.

PROGRAM NAME: TEST TEE PROGRAM

OBJECTIVE: To provide an improved level of service to our customers by determining if a problem exists in the City's portion of the sewer connection or the customers, without cost to the customer.

ACTIVITIES: Investigate sewer connections from existing test tee to the main sewer. Install test tees in the treelawn and investigate sewer connections from test tee excavation to the main sewer.



WATER POLLUTION CONTROL

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 7,057,388	\$ 7,092,099	\$ 7,369,776	\$ 8,865,028
Injury Pay	5,050	3,161	11,619	—
Student Trainees	65,108	44,901	89,150	131,398
Longevity	45,450	43,150	38,750	42,075
Wage Settlements	—	1,148	74	—
Vacation Conversion	1,917	—	19,010	—
Separation Payments	62,004	116,874	37,951	45,000
Bonus Incentive	19,200	—	—	—
Overtime	308,970	233,650	241,194	300,000
	\$ 7,565,088	\$ 7,534,982	\$ 7,807,524	\$ 9,383,501
Benefits				
Hospitalization	\$ 1,279,278	\$ 1,317,583	\$ 1,256,425	\$ 1,681,416
Prescription	217,786	274,949	262,438	351,190
Dental	58,239	69,280	65,473	92,336
Vision Care	7,614	10,050	9,767	13,996
Public Employees Retire System	1,041,702	1,071,827	1,091,545	1,307,390
Fica-Medicare	106,989	106,544	110,032	129,484
Workers' Compensation	311,477	79,622	227,723	257,547
Life Insurance	4,347	5,785	5,676	8,308
Unemployment Compensation	—	1,703	—	—
Clothing Allowance	40,955	39,760	35,660	44,330
Tool Insurance	5,610	3,540	4,540	5,040
Clothing Maintenance	24,155	23,900	22,515	11,845
	\$ 3,098,154	\$ 3,004,542	\$ 3,091,795	\$ 3,902,882
Other Training & Professional Dues				
Travel	\$ 18,244	\$ 8,190	\$ 9,365	\$ 15,685
Tuition & Registration Fees	12,498	3,436	9,532	12,215
Other Training Supplies	199	140	—	—
Professional Dues & Subscript	11,452	7,485	2,398	2,939
	\$ 42,393	\$ 19,251	\$ 21,294	\$ 30,839
Utilities				
Brokered Gas Supply	\$ 60,462	\$ 35,001	\$ 48,469	\$ 74,459
Sewer-Other	15,711	17,802	13,096	18,025
Telephone	39,569	44,392	17,978	32,400
Water	6,578	7,654	5,116	12,500
Gas	27,364	26,575	25,747	43,485
Electricity - Cpp	197,254	169,196	160,884	209,267
Electricity - Other	10,610	10,840	13,518	12,875
	\$ 357,549	\$ 311,461	\$ 284,808	\$ 403,011



WATER POLLUTION CONTROL

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 2,173,041	\$ 2,718,620	\$ 773,257	\$ 858,939
Mileage (Private Auto)	14	—	—	600
Advertising And Public Notice	1,381	15,876	500	7,000
Program Promotion	17,460	36,841	22,219	24,000
Parking In City Facilities	2,167	1,595	1,320	2,500
Property Rental	—	—	—	4,000
Equipment Rental	10,000	32,950	20,000	20,000
Other Contractual	440,855	331,782	184,834	400,000
State Auditor Examination	18,000	33,000	20,000	20,000
Bank Service Fees	1,573	1,255	1,480	2,500
Credit Card Processing Fees	2,605	1,375	1,424	3,000
	\$ 2,667,097	\$ 3,173,293	\$ 1,025,035	\$ 1,342,539
Materials & Supplies				
Office Supplies	\$ —	\$ 57,354	\$ 240	\$ —
Postage	7	—	—	100
Computer Supplies	—	833	—	3,500
Computer Hardware	14,256	20,681	30,327	20,000
Clothing	5,310	5,640	4,372	3,000
Hardware & Small Tools	55,477	28,505	22,258	40,000
Small Equipment	5,346	5,558	4,684	5,000
Office Furniture & Equipment	23,509	12,526	8,260	2,500
Electrical Supplies	30,000	42,211	25,000	25,000
Hygiene And Cleaning Supplies	8,200	22,761	25,728	5,000
Shop Tools	—	—	60	—
Other Supplies	19,116	22,263	42,648	12,566
Safety Equipment	162,682	196,367	105,431	100,000
Just In Time Office Supplies	3,539	3,315	1,591	5,000
Building Maintenance Supplies	83,542	41,637	22,300	66,000
Paving Material	—	—	300,000	300,000
Cement Sand & Gravel	—	—	551,771	850,000
	\$ 410,983	\$ 459,651	\$ 1,144,669	\$ 1,437,666



WATER POLLUTION CONTROL

Expenditures (Continued)

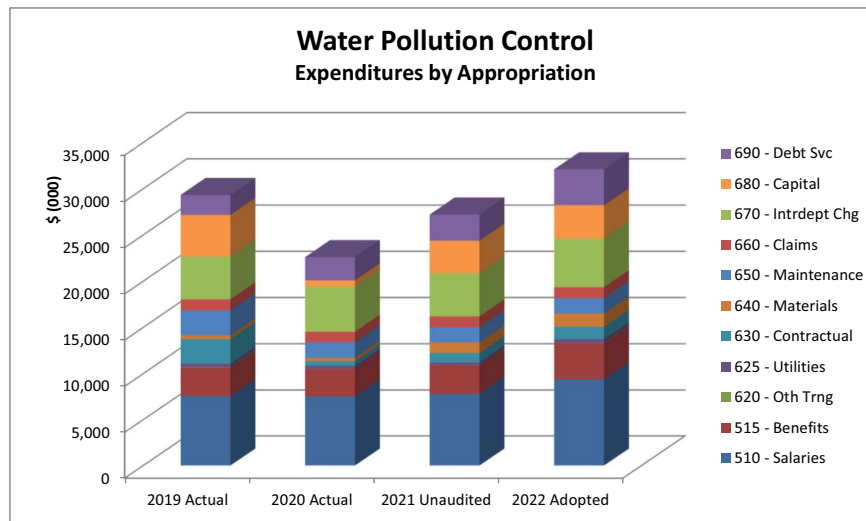
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Maintenance				
Maintenance Office Equipment	\$ 10,165	\$ 5,000	\$ 5,000	\$ 5,000
Computer Hardware Maintenance	—	3,000	12,751	10,000
Computer Software Maintenance	108,409	93,261	141,001	126,100
Maintenance Vehicles	582,980	581,458	581,421	500,000
Maintenance Utility Systems	1,969,645	1,677,577	881,147	1,000,000
Maintenance Misc. Equipment	7,540	24,537	3,847	22,000
Maintenance Building	420	—	420	—
	\$ 2,679,160	\$ 2,384,832	\$ 1,625,587	\$ 1,663,100
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ 199,880	\$ 48,915	\$ 92,202	\$ 88,000
Indirect Cost	1,010,157	1,098,451	1,094,079	1,094,079
	\$ 1,210,037	\$ 1,147,366	\$ 1,186,281	\$ 1,182,079
Interdepart Service Charges				
Charges From Telephone Exch	\$ 49,668	\$ 60,990	\$ 76,090	\$ 61,619
Charges From Utilities Admin	517,550	522,450	507,807	721,295
Charges From Fiscal Control	714,980	741,818	742,810	908,825
Charges From Radio Comm System	52,267	46,057	101,883	53,562
Charges From Water	2,870,252	3,171,439	2,797,906	3,100,000
Charges From Print & Repro	35,139	19,512	26,145	29,758
Charges From M.V.M.	311,308	201,876	285,379	309,375
Charges Frm Str Cnst Mnt & Rep	80,500	—	118,646	100,000
Charges From Waste Collection	3,183	3,362	2,282	2,633
	\$ 4,634,847	\$ 4,767,504	\$ 4,658,949	\$ 5,287,067
Capital Outlay				
Infrastructure	\$ —	\$ —	\$ —	\$ 3,062,000
Professional Services	—	—	—	200,000
Building Betterments -Existing	—	—	—	150,000
Trucks	—	—	—	166,000
Transfer To Wpc Capital Proj	4,500,000	4,500,000	3,527,705	—
	\$ 4,500,000	\$ 4,500,000	\$ 3,527,705	\$ 3,578,000
Debt Service				
Professional Srvcs-Debt Srvc	\$ —	\$ —	\$ —	\$ 10,000
Principal	617,393	806,594	961,110	1,550,325
Interest	1,541,217	1,715,818	1,867,166	2,325,511
	\$ 2,158,610	\$ 2,522,412	\$ 2,828,276	\$ 3,885,836
	\$ 29,323,916	\$ 29,825,294	\$ 27,201,922	\$ 32,096,520



WATER POLLUTION CONTROL

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 31,459,769	\$ 27,422,954	\$ 27,533,252	\$ 31,772,521
Grant Revenue	—	5,500	—	—
Licenses & Permits	323,780	321,267	248,234	300,000
Miscellaneous	110,227	162,157	389,540	—
Interest Earnings/Investment Income	805,225	240,402	26,920	24,000
	\$ 32,699,000	\$ 28,152,281	\$ 28,197,946	\$ 32,096,521





WATER POLLUTION CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Administrator of Engineering and Planning	31,200.00	124,250.48
1	1	1	Commissioner of Water Pollution Control	40,314.82	145,820.32
2	1	2	Deputy Commissioner of Water Pollution Control	31,200.00	98,678.77
1	1	1	Manager of General Maintenance	31,200.00	86,215.32
1	1	1	Superintendent of Sewer Maintenance	31,200.00	83,231.86
6	5	6			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
4	4	4	Customer Service Representative - Call Center	15.92	21.05
2	2	2	Data Control Clerk	15.00	19.70
1	1	1	Senior Clerk	20.44	27.05
8	8	8			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Administrative Officer	31,200.00	59,620.36
3	4	3	Assistant Administrator	31,200.00	85,000.00
8	5	8	Associate Engineer	24.04	47.78
1	1	1	Chief Civil Engineer	31,200.00	93,401.98
1	1	1	Construction Technician	15.00	27.05
3	3	3	Consulting Engineer	36,000.00	104,888.34
1	0	1	Project Coordinator	31,200.00	99,702.63
1	1	1	Unit Supervisor	26.48	27.01
20	17	20			
<u>SKILLED CRAFT</u>					
5	0	5	Apprentice Sewer Service Worker	15.00	18.04
3	2	3	Bricklayer	44.49	55.61
3	2	3	Bricklayer Helper	28.10	42.99
5	3	5	Const. Equipment Operator Group A	47.19	58.99
1	1	1	Const. Equipment Operator Group B	47.07	58.84
1	1	1	Electrical Worker	49.90	62.37
3	3	3	Heavy Duty Technician	24.14	29.42



WATER POLLUTION CONTROL

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Heavy Duty Technician Unit Leader	32.39	36.51
4	2	4	Machinist	22.26	26.11
2	2	2	Machinist Unit Leader	15.00	29.01
28	17	28			
<u>SERVICE & MAINTENANCE</u>					
2	2	2	Custodial Worker	17.89	20.01
1	1	1	Custodial Worker Supervisor	22.04	24.04
6	6	8	House Connection Inspector	17.85	21.90
5	4	5	Municipal Service Laborer	18.82	20.82
5	5	5	Sewer Construction & Maint. Operations Supervisor	29.34	29.84
14	9	14	Sewer Maintenance Unit Leader	25.43	25.93
16	13	16	Sewer Maintenance Unit Leader Operator	26.66	27.16
58	37	54	Sewer Service Worker	21.07	22.36
107	77	105			
<u>TECHNICIANS</u>					
3	3	3	Radio Dispatcher WPC	16.82	31.20
3	3	3			
172	127	170	TOTAL FULL TIME		
10	8	11	TOTAL STUDENTS		
182	135	181	TOTAL DIVISION		



CLEVELAND PUBLIC POWER**Richard D. Barton, Interim Commissioner****Mission Statement**

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

The Division of Cleveland Public Power is responsible for all electric generation, transmission, and distribution facilities owned by the city. The Division provides electricity to about 77,000 residential, commercial, industrial, and governmental customers. In addition, the Division provides service to over 67,000 streetlights in the City of Cleveland.

The Division purchases power from numerous sources, which includes American Electric Power, AMP, and New York Power Authority, and obtains transmission services through the Midwest ISO and the PJM Interconnection. In addition, the division uses its three 15 mW gas turbines and six 1.8 mW gas peaking turbines to provide for its customers' requirements. Wholesale power is brought into the system via the Division's four 138 kV interconnections. The interconnections are located at the Division's Lake Road Substation, Nottingham Substation, Pofok Substation, and the Ridge Road Substation.

Cleveland Public Power is currently undergoing a Capacity Expansion Program that will extend the southern portion of CPP's transmission system and improve CPP's system reliability and ability to serve future load growth opportunities.

PROGRAM NAME:CLEVELAND PUBLIC POWER OPERATIONS

OBJECTIVES: To generate, transmit and distribute electricity and to provide effective street lighting.

ACTIVITIES: Purchase power wholesale from diversified sources. Generate electricity from CPP's gas turbines and other potential sources. Distribute electricity through neighborhood substations Provide and maintain effective street lighting. Respond to emergency calls 24 hours a day with trouble crews.

PROGRAM NAME:CLEVELAND PUBLIC POWER OPERATIONS CAPITAL

OBJECTIVES: To reinforce and expand current systems through capital improvements.

ACTIVITIES: Connect new customers to the electrical system. Make improvements to land, buildings, and structures. Purchase and repair motorized equipment related to upkeep of electrical generation, transmission and distribution facilities.



CLEVELAND PUBLIC POWER

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 15,401,816	\$ 15,582,939	\$ 14,917,937	\$ 17,327,762
Injury Pay	—	18,937	4,288	—
Student Trainees	295,823	317,445	199,356	316,646
Longevity	107,550	99,700	92,450	95,050
Wage Settlements	—	43,272	87	—
Vacation Conversion	17,822	—	58,072	—
Separation Payments	197,237	153,573	376,352	225,000
Bonus Incentive	8,900	200	200	—
Overtime	2,062,536	2,224,861	2,105,716	2,100,000
	\$ 18,091,685	\$ 18,440,927	\$ 17,754,457	\$ 20,064,458
Benefits				
Hospitalization	\$ 2,518,697	\$ 2,454,187	\$ 2,350,931	\$ 2,914,584
Prescription	426,935	514,745	491,603	604,031
Dental	115,474	126,605	116,655	151,252
Vision Care	12,978	19,365	19,139	24,660
Public Employees Retire System	2,547,631	2,622,038	2,461,365	2,777,524
Fica-Medicare	251,595	257,439	247,207	287,672
Workers' Compensation	353,586	191,863	487,261	488,148
Life Insurance	7,978	10,027	9,553	13,379
Unemployment Compensation	9,186	11,888	1,052	12,500
Clothing Allowance	131,110	124,410	2,940	128,275
Tool Insurance	12,175	12,400	7,875	12,000
Clothing Maintenance	95,615	87,365	103,485	74,042
	\$ 6,482,961	\$ 6,432,332	\$ 6,299,066	\$ 7,488,067
Other Training & Professional Dues				
Travel	\$ 46,103	\$ 4,797	\$ —	\$ 7,000
Tuition & Registration Fees	11,798	859	—	46,600
Other Training Supplies	—	—	3,000	10,000
Professional Dues & Subscript	111,992	61,891	62,615	61,752
	\$ 169,893	\$ 67,547	\$ 65,615	\$ 125,352
Utilities				
Brokered Gas Supply	\$ 94,783	\$ 43,087	\$ 60,895	\$ 130,000
Sewer-Other	35,128	31,553	48,113	40,000
Telephone	72,854	413,252	252,074	335,330
Water	15,835	13,282	20,356	20,000
Gas	44,215	37,200	47,743	71,500
Electricity - Other	1,382,074	1,285,884	1,266,197	1,467,750
Steam	43,383	44,365	49,238	50,000
	\$ 1,688,271	\$ 1,868,621	\$ 1,744,617	\$ 2,114,580



CLEVELAND PUBLIC POWER

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 2,572,450	\$ 3,868,626	\$ 1,468,333	\$ 1,855,687
Waste Disposal Fee - Ohio EPA	45	—	65	—
Program Promotion	102,845	31,698	66,649	75,000
Parking In City Facilities	1,430	1,870	1,980	1,920
Insurance And Official Bonds	785,000	17,947	—	—
Property Rental	339,976	282,509	265,377	299,300
Equipment Rental	50,000	23,900	30,000	50,000
Other Contractual	1,419,970	1,468,270	1,070,749	1,255,000
State Auditor Examination	25,000	28,000	31,000	31,000
Bank Service Fees	(24,086)	(16,097)	9,284	30,000
Credit Card Processing Fees	520,206	465,856	464,960	600,000
	\$ 5,792,837	\$ 6,172,580	\$ 3,408,397	\$ 4,197,907
Materials & Supplies				
Office Supplies	\$ —	\$ 42,337	\$ 269	\$ —
Postage	445,257	452,156	381,740	475,000
Computer Hardware	76,447	91,529	39,655	125,000
Computer Software	9,587	54,528	6,500	40,000
Fuel	59,000	125,000	—	125,000
Purchased Power	102,405,856	91,804,936	91,017,232	92,624,088
Power Transmission Costs	14,477,203	18,193,430	27,227,360	23,160,568
CapacityCharges	16,037,702	10,860,003	8,677,755	12,886,001
Clothing	6,000	130,000	6,000	106,000
Hardware & Small Tools	137,933	32,561	83,940	125,000
Small Equipment	43,788	22,207	—	20,000
Office Furniture & Equipment	4,662	196	—	—
Electrical Supplies	395,340	741,714	384,032	600,000
Hygiene And Cleaning Supplies	27,833	17,475	17,227	27,000
Other Supplies	205,577	146,930	82,923	40,028
Safety Equipment	241,228	211,886	166,365	170,500
Capital Improvement Inventory	3,533,158	4,021,436	5,629,179	3,653,199
Just In Time Office Supplies	12,991	4,353	5,577	10,000
Building Maintenance Supplies	—	21,435	—	—
Paving Material	8,486	3,000	—	10,000
Cement Sand & Gravel	—	—	180,300	250,000
	\$ 138,128,047	\$ 126,977,111	\$ 133,906,056	\$ 134,447,384



CLEVELAND PUBLIC POWER

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Maintenance				
Maintenance Contracts	\$ 65,056	\$ 19,750	\$ —	\$ —
Computer Hardware Maintenance	—	—	62,603	270,000
Computer Software Maintenance	299,519	340,677	304,342	546,900
Maintenance Vehicles	462,787	406,057	512,368	468,500
Car Washes	—	28,100	—	—
Maintenance Utility Systems	981,000	178,184	12,615	1,000,000
Maintenance Misc. Equipment	49,960	62,006	—	40,000
Maintenance Building	367,738	330,050	349,252	350,000
	\$ 2,226,061	\$ 1,364,822	\$ 1,241,179	\$ 2,675,400
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ 39,974	\$ 8,402	\$ 72,004	\$ 60,000
Indirect Cost	1,782,261	1,767,558	1,801,679	1,801,679
	\$ 1,822,235	\$ 1,775,960	\$ 1,873,683	\$ 1,861,679
Interdepart Service Charges				
Charges From General Fund	\$ 6,075	\$ 7,546	\$ 1,855	\$ —
Charges From Telephone Exch	4,723,839	1,735,498	4,088,124	3,960,000
Charges From Utilities Admin	931,601	940,400	914,049	1,298,332
Charges From Fiscal Control	1,286,960	1,335,279	1,337,050	1,635,885
Charges From Radio Comm System	114,823	96,253	193,830	101,000
Charges From Water	488,971	433,695	427,294	490,730
Charges From W.P.C.	14,260	3,801	3,053	16,600
Charges From Print & Repro	35,001	33,365	39,827	57,892
Charges From M.V.M.	338,874	260,430	343,814	416,313
Charges From Waste Collection	34,129	48,103	38,418	30,000
	\$ 7,974,531	\$ 4,894,370	\$ 7,387,315	\$ 8,006,752
Capital Outlay				
Infrastructure	\$ —	\$ —	\$ —	\$ 2,050,000
Professional Services	—	—	—	600,000
Building Betterments -Existing	—	—	—	275,000
Computer Software	—	—	—	45,000
Computer Hardware	—	—	—	45,000
Automobiles	—	—	—	233,100
Trucks	—	—	—	766,900
Other Equipment	—	—	—	585,000
Trans To Light&Power Cap Proj	9,714,937	9,759,500	7,625,000	—
	\$ 9,714,937	\$ 9,759,500	\$ 7,625,000	\$ 4,600,000



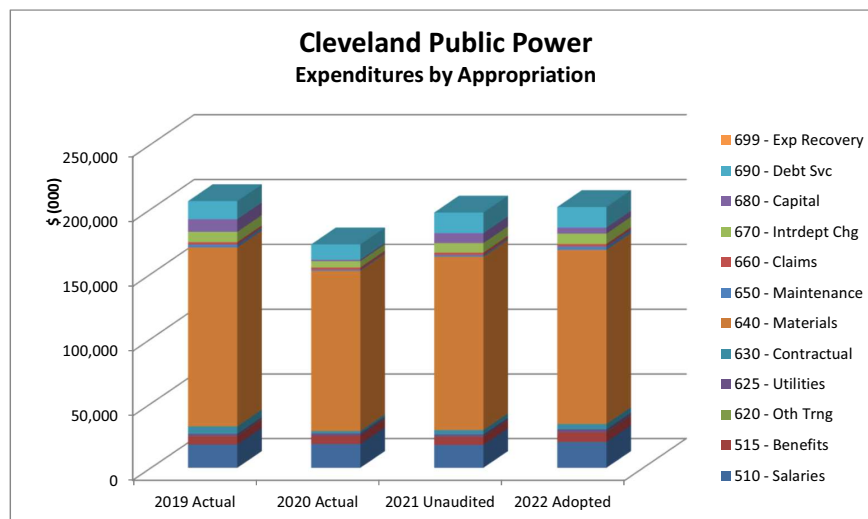
CLEVELAND PUBLIC POWER

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Debt Service				
Professional Svcs-Debt Srvc	\$ 23,200	\$ 60,800	\$ 51,000	\$ 80,000
Principal	5,645,959	4,752,500	9,104,117	9,485,000
Interest	8,286,059	7,031,387	6,771,362	6,396,000
	\$ 13,955,217	\$ 11,844,686	\$ 15,926,479	\$ 15,961,000
Expenditure Recovery				
Expenditure Recovery	\$ (9,621)	\$ —	\$ —	\$ —
	\$ (9,621)	\$ —	\$ —	\$ —
	\$ 206,037,054	\$ 189,598,456	\$ 197,231,864	\$ 201,542,579

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 208,033,166	\$ 188,023,694	\$ 198,247,568	\$ 195,312,573
Grant Revenue	33,000	—	—	—
Licenses & Permits	500	30,804	4,335	—
Miscellaneous	262,364	176,079	1,049,873	200,000
Other Tax	6,009,172	5,790,909	5,951,222	6,000,000
Interest Earnings/Investment Income	507,989	149,980	24,929	30,000
Non Operating Other/Other	(5,281,657)	(5,101,130)	(5,244,286)	—
	\$ 209,564,534	\$ 189,070,335	\$ 200,033,640	\$ 201,542,573





CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Administrator of Engineering and Planning	31,200.00	124,250.48
2	2	2	Assistant Commissioner of Cleveland Public Power	31,200.00	134,991.09
5	2	5	Assistant Supt. Of Electric Transmission and Distribution	31,200.00	93,856.07
1	1	1	Chief Supt. of Electric Transmission and Distribution	50,000.00	115,000.00
1	0	1	Commissioner of Cleveland Public Power	45,201.46	190,126.56
1	1	1	Customer Support Center Manager	65,000.00	105,625.89
1	0	1	Deputy Commissioner of Cleveland Public Power	46,224.91	143,228.70
3	3	3	Supt. of Electrical Transmission and Distribution	50,000.00	109,687.67
15	10	15			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
22	21	22	Customer Service Representative - Call Center	15.92	21.05
2	2	2	Principal Clerk	17.01	27.55
1	1	1	Senior Clerk	20.44	27.05
26	25	26			
<u>PROFESSIONALS</u>					
6	6	6	Administrative Manager	31,200.00	145,000.00
1	1	1	Administrative Officer	31,200.00	59,620.36
7	7	7	Assistant Administrator	31,200.00	85,000.00
1	0	1	Assistant Manager of Marketing	31,200.00	65,724.20
2	1	2	Associate Engineer	24.04	47.78
5	3	5	Chief Electric Transmission Operator	42.89	43.74
6	3	6	Consulting Engineer	36,000.00	104,888.34
1	1	1	Energy Marketing Manager	31,200.00	123,259.31
1	0	1	Electric Transmission SCADA Engineer	31,200.00	108,011.58
2	1	2	GIS Technician	31,200.00	53,063.77
7	6	7	Project Coordinator	31,200.00	99,702.63
1	1	1	Transmissions Operations Manager	31,200.00	117,900.21
1	1	1	Unit Supervisor	26.48	27.01
41	31	41			



CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>SKILLED CRAFT</u>					
2	2	2	Apprentice Cable Splicer I	27.61	29.74
2	0	2	Apprentice Cable Splicer IV	27.61	29.74
6	4	7	Apprentice Lineman	27.81	29.96
7	3	2	Apprentice Lineman II	27.81	29.96
3	4	4	Apprentice Lineman III	27.81	29.96
4	2	4	Apprentice Lineman IV	27.81	29.96
2	2	2	Cement Finisher	43.56	54.45
1	0	1	Cement Finisher Foreman	44.81	55.70
2	2	2	Construction Equipment Operator Group A	47.19	58.99
4	4	4	Electric Transmission and Distribution Inspector	36.13	42.17
8	8	8	Electric Worker	49.90	62.37
1	1	1	Electrical Worker Foreman	51.15	63.62
6	5	7	Heavy Duty Technician	24.14	29.42
1	1	1	Heavy Duty Technician Unit Leader	32.39	36.51
4	2	4	Line Clearance Man	26.84	29.56
6	4	6	Line Foreman	38.73	44.81
7	5	7	Lineman Leader	40.49	43.38
5	3	5	Low Tension Lineman	35.83	37.17
1	1	1	Low Tension Lineman Apprentice	27.27	28.91
1	1	1	Painter	37.58	46.96
21	17	21	Senior Lineman	39.30	42.17
12	7	12	Trouble Line Worker	37.36	43.41
106	78	104			
<u>SERVICE & MAINTENANCE</u>					
1	0	1	Cable Foreman	41.90	44.81
6	2	6	Cable Splicer Helper II	27.76	28.97
6	4	6	Custodial Worker	17.89	20.01
1	1	1	Electric Meter Industrial Installer	34.19	35.51
2	2	2	Electric Meter Instrument Specialist and General Tester	34.57	35.90
2	2	2	Electric Meter Service Foreman	38.73	40.14
3	3	3	Electric Meter Service Installer I	31.85	33.75
6	0	6	Electric Meter Service Installer II	29.68	30.90
2	1	2	Electric Meter Apprentice 1st	26.68	29.29
2	3	2	Electric Meter Apprentice 2nd	26.68	29.29
1	0	1	Gas Turbine Mechanic	31.85	33.75



CLEVELAND PUBLIC POWER

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	General Construction Unit Leader	37.10	39.10
6	0	9	Intern Apprentice	16.91	17.25
1	0	1	Instrumentation Tech I	23.72	25.18
17	12	16	Line Helper Driver	22.03	28.97
13	5	15	Line Helper Driver II	22.03	28.97
3	3	4	Line Switchman	41.42	44.31
6	4	6	Municipal Service Laborer	18.82	20.82
6	5	6	Senior Cable Splicer	36.13	42.17
1	1	1	Transformer Repair Foreman	37.97	42.52
3	2	3	Underground Conduit Foreman	38.73	44.81
89	51	94			
			TECHNICIANS		
5	5	5	Dispatcher Electric System Operator	33.23	34.53
4	3	4	Meter Reader	15.61	17.68
1	1	1	Senior Draftsman	15.61	23.00
10	9	10			
287	204	290	TOTAL FULL TIME		
15	14	15	TOTAL STUDENTS		
302	218	305	TOTAL DIVISION		



AIRPORT GENERAL OPERATIONS**Robert W. Kennedy, Director****Mission Statement**

To manage the City of Cleveland's Airport and Waterfront properties in a safe, secure, efficient, and courteous manner.

The Department of Port Control is responsible for the administration and control of all activities at Cleveland Hopkins International and Burke Lakefront Airports as well as the use of City owned land along Lake Erie and the Cuyahoga River.

Included in this responsibility are the planning, development and maintenance of airfields, terminal complexes and all related facilities. The DPC manages the day-to-day operations at both airports; accepts and supervises the expenditure of grants from the state and federal agencies. It sets and collects landing fees, rentals, concession fees, and other airport related charges. The Department represents the City in negotiations for the airport related contracts. Additionally, the Department is responsible for providing safe, efficient, friendly, and professional service to the traveling public and other airport users.

The primary objectives of the Division of Cleveland Hopkins International and Burke Lakefront Airports will be to maintain the airfields, terminals, and other structures for the safety and comfort of the traveling public and other airport users, while keeping the cost increase at or below the rate of inflation. Planned capital improvements will allow for improved safety and increased capacity of the airfields. Promotional and air service programs will be continued to improve public awareness of airports' functions; environmental programs will be implemented to permit the greatest use of the airfields at the least discomfort to the surrounding residents.

PROGRAM NAME:ADMINISTRATION AND PERFORMANCE MANAGEMENT

OBJECTIVES: To provide administrative support to all divisions of the Department.

ACTIVITIES: Oversee human resources, safety & risk management, organizational development, performance management, and administrative services.

PROGRAM NAME:BUSINESS DEVELOPMENT & MANAGEMENT

OBJECTIVES: To provide business development and management services to Department tenants and service providers.

ACTIVITIES: Oversee concession contracts, property leases, property development projects, ground transportation, and inventory control.

PROGRAM NAME:BURKE LAKEFRONT AIRPORT-OPERATIONS

OBJECTIVES: To maintain a safe and efficient airfield and facilities.

ACTIVITIES: Oversee the daily operations of Burke Lakefront Airport, including airfield operations, facilities maintenance, and custodial and Airport Rescue Fire Fighting.



AIRPORT GENERAL OPERATIONS

**PROGRAM NAME:CLEVELAND HOPKINS INTERNATIONAL AIRPORT-
OPERATIONS**

OBJECTIVES: To maintain a safe and efficient airfield and facilities.

ACTIVITIES: Oversee the daily operations of the Cleveland Hopkins International Airport, including airfield operations, grounds maintenance, building maintenance, custodial services, utilities management, airport security, vehicle maintenance, and Airport Rescue Fire Fighting.

PROGRAM NAME:DIRECTOR'S OFFICE

OBJECTIVES: To provide general oversight and direction to the Department.

ACTIVITIES: Oversee legislative and corporate affairs, disadvantage/minority/female business development, and legal support.

PROGRAM NAME:PLANNING AND ENGINEERING

OBJECTIVES: To provide oversight of all construction and environmental projects at the Airports.

ACTIVITIES: Oversee capital planning, engineering, construction, real estate, environmental and noise abatement activities.

PROGRAM NAME:FINANCE AND PROCUREMENT

OBJECTIVES: To provide financial management and procurement support services to all divisions of the Department.

ACTIVITIES: Oversee accounting, budgeting, auditing, financial analysis/reporting, and procurement activities.

PROGRAM NAME:INFORMATION TECHNOLOGY SERVICES

OBJECTIVES: To provide information technology support services to airport users and Department employees.

ACTIVITIES: Oversee network planning, design, installation and maintenance as well as software systems installation, maintenance, and integration.

PROGRAM NAME:MARKETING AND AIR SERVICE DEVELOPMENT

OBJECTIVES: To provide marketing, public relations, and air service development services to the public and Departmental employees.

ACTIVITIES: Oversee advertising, public relations, community relations, air service development, and airport terminal support services.

PROGRAM NAME:PLANNING

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

ACTIVITIES: To manage the strategic direction of the Airport development and identify the infrastructure needed to satisfy customer needs; managing environmental compatibility, and monitoring and implementing applicable federal and state environmental incentives; and managing digital information needs and identify infrastructure needed to maintain effective e-commerce.



AIRPORT GENERAL OPERATIONS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 19,812,550	\$ 20,435,755	\$ 19,637,154	\$ 24,924,314
Seasonal	866,155	871,701	653,496	402,002
Military Leave	9,119	4,439	7,842	—
Part-Time Permanent	173,238	226,169	125,125	222,626
Student Trainees	681	—	—	—
Longevity	122,800	122,850	116,100	121,175
Wage Settlements	—	11,984	313	—
Vacation Conversion	74,602	—	125,528	—
Separation Payments	146,616	413,828	362,424	301,769
Bonus Incentive	18,400	1,600	1,186	—
Overtime	2,640,180	1,588,336	2,480,703	2,341,096
	\$ 23,864,341	\$ 23,676,661	\$ 23,509,871	\$ 28,312,982
Benefits				
Hospitalization	\$ 3,507,861	\$ 3,654,258	\$ 3,236,282	\$ 4,456,317
Prescription	600,201	769,101	675,054	928,439
Dental	161,257	192,780	168,320	239,935
Vision Care	19,059	29,111	27,218	37,992
Public Employees Retire System	3,275,292	3,351,493	3,282,902	3,420,937
Fica-Medicare	335,508	332,393	330,922	346,223
Workers' Compensation	384,496	249,590	461,698	435,172
Life Insurance	11,489	15,460	13,997	21,183
Unemployment Compensation	131,039	157,787	49,315	—
Clothing Allowance	124,525	139,950	127,212	178,155
Tool Insurance	13,100	11,150	11,150	13,150
Clothing Maintenance	46,650	50,500	43,850	89,050
	\$ 8,610,477	\$ 8,953,573	\$ 8,427,920	\$ 10,166,553
Other Training & Professional Dues				
Travel	\$ 66,741	\$ 93	\$ 4,336	\$ 76,250
Tuition & Registration Fees	29,816	2,774	7,450	138,049
Other Training Supplies	—	2,560	—	—
Professional Dues & Subscript	124,732	121,702	140,525	212,311
	\$ 221,289	\$ 127,129	\$ 152,311	\$ 426,610
Utilities				
Brokered Gas Supply	\$ 435,038	\$ 282,414	\$ 308,800	\$ 422,997
Water	1,034,887	720,380	884,160	1,165,178
Gas	178,366	169,465	378,795	243,691
Electricity - Cpp	274,375	275,730	268,028	315,452
Electricity - Other	4,099,230	3,558,723	3,443,591	5,356,942
	\$ 6,021,896	\$ 5,006,711	\$ 5,283,375	\$ 7,504,260



AIRPORT GENERAL OPERATIONS

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 3,870,664	\$ 2,278,326	\$ 2,909,592	\$ 5,558,884
Travel- Non-Training	5,147	—	3,115	—
Waste Disposal	571,379	57,445	55,000	525,000
Advertising And Public Notice	—	—	785	1,600
Program Promotion	48,245	32,700	—	51,000
Participation Fee	15,160	8,487	13,542	—
Parking In City Facilities	3,453	2,074	1,738	4,000
Insurance And Official Bonds	1,100,130	1,186,710	1,347,328	1,325,461
Taxes	4,352,278	4,362,907	4,356,671	4,500,000
Parking Tax	2,586,928	1,820,767	1,125,808	1,661,346
Equipment Rental	99,997	—	24,850	100,000
Other Contractual	10,946,040	5,617,667	3,952,774	7,404,994
State Auditor Examination	35,000	36,000	35,000	40,000
Transfer To Other Airport Fnd	12,000,000	8,000,000	12,000,000	12,000,000
Customized	211,279	229,165	—	—
Bank Service Fees	7,108	7,111	10,874	15,000
Credit Card Processing Fees	13,812	8,603	14,336	20,000
	\$ 35,866,619	\$ 23,647,962	\$ 25,851,413	\$ 33,207,285
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 10,000
Postage	3,579	1,896	2,861	4,000
Computer Supplies	—	—	—	40,000
Computer Hardware	255,303	108,461	26,352	65,000
Computer Software	—	—	10,840	146,420
Chemical	2,017,200	1,701,822	886,939	2,026,000
Clothing	65,680	27,278	—	65,000
Hardware & Small Tools	23,742	43,301	400	72,000
Boilers, Heaters & Cool Equip	91,400	187,000	—	50,000
Seed, Fertilizer & Herbicide	44,988	—	5,000	15,000
Small Equipment	11,366	20,000	10,387	38,500
Office Furniture & Equipment	93,556	2,469	4,260	197,500
Electrical Supplies	31,992	22,000	15,000	925,000
Fence, Posts & Bars	50,000	50,000	400,000	50,000
Hygiene And Cleaning Supplies	405,633	410,278	451,630	328,175
Medical Supplies	9,000	39,899	71,950	70,000
Food	42,228	29,265	29,337	36,650
Other Supplies	1,032,035	696,000	875,691	701,500
Safety Equipment	14,950	73,760	76,255	104,238



AIRPORT GENERAL OPERATIONS

Expenditures (Continued)

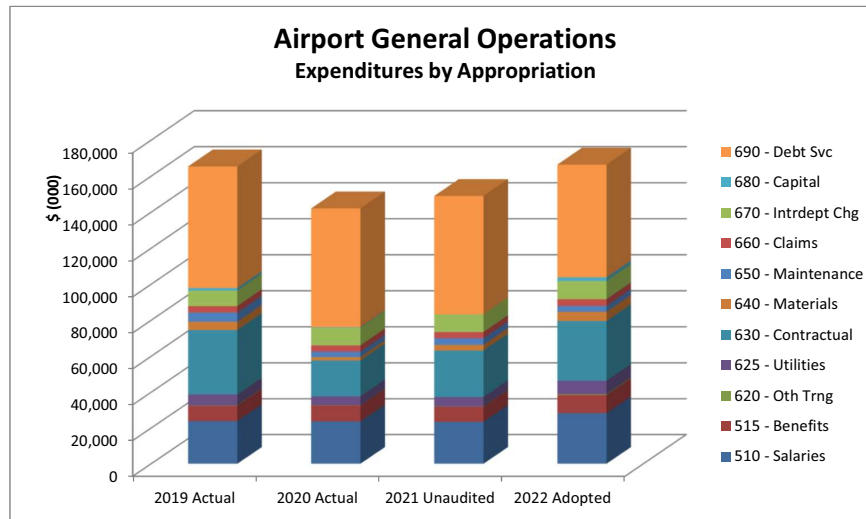
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Special Events Supplies	888	119	—	5,000
Just In Time Office Supplies	38,325	15,239	21,769	25,000
Building Maintenance Supplies	279,079	225,520	203,213	21,250
Cement Sand & Gravel	118,964	59,906	29,917	101,500
Misc Maintenance Supplies	—	—	—	15,000
	\$ 4,629,909	\$ 3,714,212	\$ 3,121,800	\$ 5,112,733
Maintenance				
Computer Hardware Maintenance	\$ 163,688	\$ 247,805	\$ 75,546	\$ 81,905
Computer Software Maintenance	1,079,396	680,645	758,147	966,375
Maintenance Machinery & Tools	2,197,948	1,748,319	1,534,443	595,650
Maintenance Fire Apparatus	13,000	7,957	13,000	22,000
Maintenance Vehicles	672,997	528,769	394,388	548,000
Maintenance Utility Systems	—	78,369	6,043	—
Maintenance Misc. Equipment	889,834	963,465	861,786	1,019,000
Maintenance Building	11,083	10,164	13,026	1,500
	\$ 5,027,945	\$ 4,265,492	\$ 3,656,378	\$ 3,234,430
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ 421,161	\$ 267,465	\$ 249,333	\$ 500,000
Indirect Cost	3,219,380	3,219,380	3,219,380	3,219,380
	\$ 3,640,541	\$ 3,486,845	\$ 3,468,713	\$ 3,719,380
Interdepart Service Charges				
Charges From General Fund	\$ 7,223,949	\$ 8,279,694	\$ 7,522,952	\$ 8,210,270
Charges From Telephone Exch	881,533	1,076,251	1,657,897	1,487,978
Charges From Utilities Admin	350	2,088	2,451	2,088
Charges From Radio Comm System	275,474	267,578	483,811	200,000
Charges From W.P.C.	—	—	—	2,000
Charges From Print & Repro	74,956	54,671	55,419	74,292
Charges From Central Storeroom	9,463	3,303	2,652	2,000
Charges From M.V.M.	26,265	(219)	40,811	25,000
Charges From Division Of Maint	—	13,923	—	40,000
Charges From Waste Collection	79,913	54,656	82,945	86,000
	\$ 8,571,902	\$ 9,751,945	\$ 9,848,938	\$ 10,129,628
Capital Outlay				
Transfer To Airports Cap Proj	\$ 1,407,000	\$ 729,465	\$ —	\$ 2,000,000
	\$ 1,407,000	\$ 729,465	\$ —	\$ 2,000,000
Debt Service				
Principal	\$ 41,212,000	\$ 44,093,000	\$ 44,559,732	\$ 42,575,000
Interest	26,347,524	21,864,616	21,145,060	20,040,450
	\$ 67,559,524	\$ 65,957,616	\$ 65,704,792	\$ 62,615,450
	\$ 165,421,443	\$ 149,317,612	\$ 149,025,510	\$ 166,429,311



AIRPORT GENERAL OPERATIONS

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 142,606,641	\$ 108,505,821	\$ 131,347,359	\$ 131,600,121
Fines, Forfeitures & Settlements	3,195	4,422	1,100	—
Grant Revenue	2,472,306	41,766,744	20,306,626	17,659,192
Miscellaneous	18,447,475	10,694,998	15,363,951	16,800,000
Sale Of City Assets	—	—	399,611	—
Interest Earnings/Investment Income	1,857,658	585,892	76,417	370,000
Non Operating Other/Other	11,591	86,381	240	—
	\$ 165,398,866	\$ 161,644,259	\$ 167,495,303	\$ 166,429,313





AIRPORT GENERAL OPERATIONS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	0	1	Administrator of Engineering and Planning	31,200.00	124,250.48
4	3	5	Administration Bureau Manager	40,314.82	145,820.32
2	2	2	Asst. Manager Appl Dev/Technical Support	46,224.91	137,831.29
1	1	1	Commissioner of Cleve. Hopkins Int. Airport	40,314.92	163,046.16
2	2	2	Deputy Comm. of Cleve. Hopkins Int. Airport	31,200.00	114,691.24
1	1	1	Director of Port Control	100,000.00	303,622.18
1	0	0	Secretary to Directors of Departments	41,312.22	159,849.18
1	1	1	General Manager of Administrative Services	31,200.00	103,681.75
1	1	1	HR Fiscal Administrator	31,200.00	70,234.84
1	0	0	Minority Business Development Administrator	31,200.00	85,577.88
15	11	14			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Chief Clerk	31,200.00	55,207.64
3	2	3	Principal Clerk	17.01	27.55
1	1	1	Private Secretary	15.61	17.35
1	1	1	Private Secretary to the Director	31,200.00	54,653.05
1	1	1	Head Storekeeper	20.72	26.74
1	1	1	Network/Data Center Operations Manager	52,000.00	106,120.74
2	2	2	Stock Clerk	15.00	21.39
2	2	2	Storekeeper	19.33	24.09
12	11	12			
<u>PROFESSIONALS</u>					
1	1	1	Accountant III	17.96	28.54
4	3	4	Accountant IV	31,200.00	65,610.28
11	11	13	Administrative Manager	31,200.00	145,000.00
3	3	3	Administrative Officer	31,200.00	59,620.36
1	1	1	Airport Chief Engineer	31,200.00	124,250.48
1	0	1	Airport Comptroller	31,200.00	124,250.48
5	5	5	Airport Maintenance Manager	31,200.00	103,681.96
6	4	6	Airport Maintenance Superintendent	31,200.00	69,713.09
3	2	3	Airport Maintenance Supervisor	31,200.00	67,178.06
1	1	1	Airport Operations/ Sec Manager	31,200.00	98,678.77



AIRPORT GENERAL OPERATIONS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
1	1	1	Airport Planning Envir. Officer	31,200.00	98,444.95
1	1	1	Airport Safety Manager	31,200.00	101,337.80
1	1	1	Air Trade Development Manager	31,200.00	114,691.24
3	2	3	Assistant Administrator	31,200.00	85,000.00
2	2	2	Assistant Director of Law I (S)	31,200.00	98,909.62
1	0	1	Assistant Airport Safety Chief/Training	31,200.00	70,234.84
1	1	1	Chief Civil Engineer	31,200.00	93,401.98
0	0	1	Chief Eng & Constr Inspector	29.77	31.77
1	0	1	Chief Systems Analyst	31,200.00	108,011.58
1	0	1	Chief Training Officer	31,200.00	78,184.48
1	0	2	Consulting Engineer	36,000.00	104,888.34
1	1	1	Contract Compliance Officer	31,200.00	78,184.48
2	2	2	Fiscal Manager	31,200.00	98,137.58
0	1	1	Labor Relations Officer	31,200.00	85,577.88
2	2	2	Network Analyst II	31,200.00	107,868.72
2	2	2	Personnel Administrator	31,200.00	91,088.49
20	17	21	Project Coordinator	31,200.00	99,702.63
1	1	1	Project Director	31,200.00	88,646.98
1	1	1	Safety Programs Officer 1	31,200.00	75,077.69
2	2	2	Super Admin Services-Data	31,200.00	62,770.08
0	0	1	Sr. Graphic Designer	40,000.00	75,000.00
1	1	2	Systems Analyst	31,200.00	70,429.91
1	1	1	Warehouse Inventory Manager	31,200.00	88,646.98
82	70	90			
<u>SKILLED CRAFT</u>					
2	2	2	Carpenter	44.08	55.10
8	8	8	Electrical Worker	49.90	62.37
1	1	1	Electrical Worker Foreman	51.15	63.62
11	9	11	Heavy Duty Mechanic	24.14	29.42
2	1	2	Heavy Duty Unit Leader	32.39	36.51
3	2	3	Painter	37.58	46.96
1	1	1	Painter Foreman	38.83	48.21
2	2	2	Plumber	53.79	67.24
30	26	30			



AIRPORT GENERAL OPERATIONS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2022	December 2021		Minimum	Maximum
<u>SERVICE & MAINTENANCE</u>					
16	10	16	Airport Field Foreman	23.77	25.77
62	43	64	Airport Maintenance Man	21.50	21.93
1	1	1	Building Stationary Engineer	22.14	35.14
45	43	51	Custodial Worker	17.89	20.01
7	4	7	Custodial Worker Supervisor	22.04	24.04
1	1	1	Supt Vehicle Admin Services	31,200.00	78,184.48
4	2	4	Window Washer	17.89	23.99
136	104	144			
<u>TECHNICIANS</u>					
4	4	4	Airport Term Operations Agent	16.24	20.48
7	4	17	Airport Operations Agent I	19.87	24.35
8	8	8	Airport Operations Agent II	24.97	28.66
6	6	6	Airport Operations Agent III	31,200.00	62,599.30
3	2	3	Airport Operations Superintendent	53,682.00	114,986.00
9	9	12	Airport Safety Supervisor	65,116.65	73,831.68
2	1	2	Airport Security Coordinator	31,200.00	70,234.84
4	2	3	Engineering & Construction Inspector	22.42	24.42
1	1	1	Environmental Assistant	31,200.00	56,521.12
1	1	1	Radio Dispatcher	16.82	31.20
45	38	57			
<u>PROTECTIVE SERVICE</u>					
42	34	42	ARFF Paramedic	21.22	30.60
2	2	2	Airport Safety Shift Commander	31,200.00	79,225.56
44	36	44			
364	296	391	TOTAL FULL TIME		
8	5	10	TOTAL PART TIME		
49	23	25	TOTAL SEASONAL		
421	324	426	TOTAL DIVISION		

Small Enterprise Funds



Enterprise Funds are used to account for operations that function in a manner similar to private business enterprises and are financed primarily by user fees to the general public. Small Enterprise Group, consisting of Cemeteries, Golf Courses, Municipal Parking Facilities, the Cleveland Public Auditorium and the West Side Market, do not maintain full accrual accounting and may require tax support.



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
CEMETERIES						
RECEIPTS	\$ 1,585,673	\$ 1,785,215	\$ 1,845,125	\$ 1,744,641	\$ (100,484)	-5%
EXPENDITURES	1,768,506	1,730,741	1,736,744	1,910,848	174,104	10%
Net	\$ (182,833)	\$ 54,474	\$ 108,381	\$ (166,207)	\$ (274,588)	-253%
Decertifications	45	5	2,026	—	—	—
Beginning Balance	184,109	1,321	55,800	166,207	—	—
Ending Balance	\$ 1,321	\$ 55,800	\$ 166,207	\$ 0	\$ (166,207)	-100%
FT Staffing Levels	18	17	17	18	1	6%
GOLF COURSES						
RECEIPTS	\$ 1,343,933	\$ 1,393,565	\$ 1,366,079	\$ 1,403,755	\$ 37,676	3%
EXPENDITURES	1,395,670	1,393,104	1,364,017	1,407,621	43,604	3%
Net	\$ (51,737)	\$ 461	\$ 2,061	\$ (3,866)	\$ (5,927)	-288%
Decertifications	252	8	216	—	—	—
Beginning Balance	52,605	1,120	1,589	3,866	—	—
Ending Balance	\$ 1,120	\$ 1,589	\$ 3,866	\$ 0	\$ (3,866)	-100%
MUNICIPAL PARKING FACILITIES						
RECEIPTS	\$ 10,387,257	\$ 6,091,771	\$ 5,216,912	\$ 8,094,100	\$ 2,877,188	55%
EXPENDITURES	10,610,757	5,613,163	5,751,587	8,979,008	3,227,421	56%
Net	\$ (223,499)	\$ 478,608	\$ (534,674)	\$ (884,908)	\$ (350,234)	66%
Decertifications	21,078	—	787	—	—	—
Beginning Balance	1,142,609	940,188	1,418,796	884,908	—	—
Ending Balance	\$ 940,188	\$ 1,418,796	\$ 884,908	\$ 0	\$ (884,908)	-100%
FT Staffing Levels	14	13	13	14	1	8%
PUBLIC AUDITORIUM						
RECEIPTS	\$ 2,687,508	\$ 2,467,998	\$ 2,470,773	\$ 2,879,975	\$ 409,202	17%
EXPENDITURES	2,921,089	2,403,205	2,541,012	2,885,688	344,676	14%
Net	\$ (233,581)	\$ 64,792	\$ (70,239)	\$ (5,713)	\$ 64,526	-92%
Decertifications	424	—	10,039	—	—	—
Beginning Balance	234,276	1,120	65,913	5,713	—	—
Ending Balance	\$ 1,120	\$ 65,913	\$ 5,713	\$ 0	\$ (5,713)	-100%
FT Staffing Levels	11	11	11	11	—	%



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
WEST SIDE MARKET						
RECEIPTS	\$ 1,379,619	\$ 1,182,356	\$ 1,623,822	\$ 1,735,503	\$ 111,682	7%
EXPENDITURES	1,655,523	1,619,386	1,667,336	1,751,954	84,618	5%
Net	\$ (275,904)	\$ (437,030)	\$ (43,514)	\$ (16,451)	\$ 27,064	-62%
Decertifications	15,462	—	—	—		—
Beginning Balance	757,437	496,995	59,965	16,451	—	—
Ending Balance	\$ 496,995	\$ 59,965	\$ 16,451	\$ 0	\$ (16,451)	-100%
FT Staffing Levels	6	5	6	6	—	%



CEMETERIES

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 842,223	\$ 806,980	\$ 830,347	\$ 884,952
Longevity	6,025	6,150	6,575	6,800
Wage Settlements	—	202	20	—
Separation Payments	—	—	6,022	—
Bonus Incentive	6,000	—	—	—
Overtime	33,167	35,442	39,844	48,068
	\$ 887,414	\$ 848,773	\$ 882,808	\$ 939,820
Benefits				
Hospitalization	\$ 198,007	\$ 208,374	\$ 180,240	\$ 222,736
Prescription	32,908	43,279	37,232	44,831
Dental	8,834	10,478	8,776	11,085
Vision Care	942	1,544	1,455	1,828
Public Employees Retire System	122,278	123,424	123,341	134,687
Fica-Medicare	12,460	11,898	12,454	13,743
Workers' Compensation	9,120	7,692	9,066	13,655
Life Insurance	570	780	703	1,000
Unemployment Compensation	842	—	425	12,896
Clothing Allowance	5,315	5,600	5,477	5,600
Tool Insurance	1,450	1,000	1,000	1,000
Clothing Maintenance	2,063	2,100	1,950	2,100
	\$ 394,788	\$ 416,170	\$ 382,121	\$ 465,161
Other Training & Professional Dues				
Professional Dues & Subscript	\$ —	\$ —	\$ —	\$ 52
	\$ —	\$ —	\$ —	\$ 52
Utilities				
Brokered Gas Supply	\$ 7,519	\$ 4,931	\$ 11,149	\$ 11,400
Gas	4,913	3,962	4,838	6,782
Electricity - Cpp	39,900	40,090	43,136	43,603
Electricity - Other	29,380	34,964	31,492	33,949
Security & Monitoring System	1,188	1,822	3,068	3,690
	\$ 82,900	\$ 85,768	\$ 93,683	\$ 99,424
Contractual Services				
Professional Services	\$ 208,568	\$ —	\$ —	\$ 515
Medical Services	—	—	—	309
Freight Expense	48	—	—	—
Other Contractual	—	208,568	208,568	208,568
Bank Service Fees	2,976	3,205	3,797	2,060
Credit Card Processing Fees	15,832	16,888	19,411	13,650
	\$ 227,424	\$ 228,660	\$ 231,775	\$ 225,102



CEMETERIES

Expenditures (Continued)

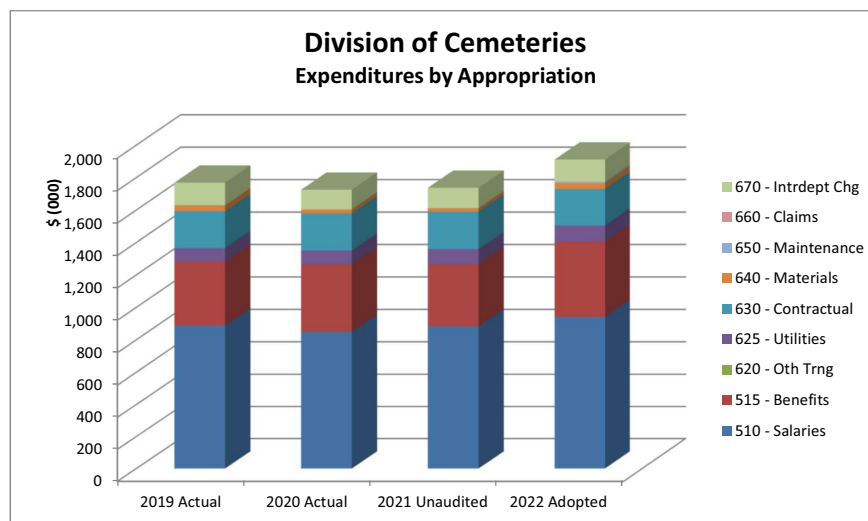
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Hardware & Small Tools	\$ 241	\$ —	\$ 1,482	\$ 1,030
Seed, Fertilizer & Herbicide	7,202	8,204	3,294	8,240
Small Equipment	4,390	—	—	4,000
Hygiene And Cleaning Supplies	1,652	2,001	—	1,000
Clay, Soil & Turf	2,247	1,600	—	3,708
Lumber, Glass, And Drywall	10,833	6,918	8,406	8,500
Other Supplies	8,276	8,651	6,931	7,765
Safety Equipment	594	845	636	600
Just In Time Office Supplies	759	420	438	824
	\$ 36,193	\$ 28,640	\$ 21,187	\$ 35,667
Maintenance				
Maintenance Contracts	\$ —	\$ —	\$ —	\$ 5,000
Maintenance Machinery & Tools	161	25	—	1,000
Maintenance Fire Apparatus	—	—	—	258
Maintenance Building	1,150	1,775	—	1,258
	\$ 1,311	\$ 1,800	\$ —	\$ 7,516
Claims, Refunds, Maintenance				
Judgments, Damages, & Claims	\$ —	\$ —	\$ —	\$ 1,751
	\$ —	\$ —	\$ —	\$ 1,751
Interdepart Service Charges				
Charges From Telephone Exch	\$ 9,672	\$ 10,406	\$ 11,465	\$ 10,290
Charges From W.P.C.	1,361	4,651	1,905	1,000
Charges From Print & Repro	3,946	3,244	3,937	5,280
Charges From Central Storeroom	1,006	1,127	1,187	1,285
Charges From M.V.M.	122,490	100,690	106,676	114,500
Charges From Division Of Maint	—	—	—	1,000
Charges From Waste Collection	—	810	—	3,000
	\$ 138,475	\$ 120,929	\$ 125,171	\$ 136,355
	\$ 1,768,506	\$ 1,730,741	\$ 1,736,744	\$ 1,910,848



CEMETERIES

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 856,972	\$ 1,021,699	\$ 1,159,427	\$ 915,000
Miscellaneous	13,941	7,692	44,360	—
Sale Of City Assets	466,374	566,682	636,954	490,000
Transfers In	116,525	150,000	—	332,641
Interest Earnings/Investment Income	131,736	38,065	3,946	7,000
Non Operating Other/Other	125	1,077	438	—
	\$ 1,585,673	\$ 1,785,215	\$ 1,845,125	\$ 1,744,641





CEMETERIES

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Manager of Urban Forestry	31,200.00	81,827.04
1	1	1			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Senior Clerk	20.44	27.05
1	1	1			
<u>PROFESSIONALS</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
1	1	1			
<u>SERVICE & MAINTENANCE</u>					
9	7	9	Cemetery Maintenance Worker I	18.82	20.82
2	2	2	Cemetery Maintenance Worker II	28.93	30.93
2	1	2	Cemetery Foreman	23.78	25.78
1	1	1	Cemetery Supervisor	27.17	29.17
14	11	14			
<u>SKILLED CRAFT</u>					
1	1	1	Automobile Repair Worker	18.25	24.57
1	1	1			
18	15	18	TOTAL FULL TIME		
18	15	18	TOTAL DIVISION		



GOLF COURSE

Expenditures

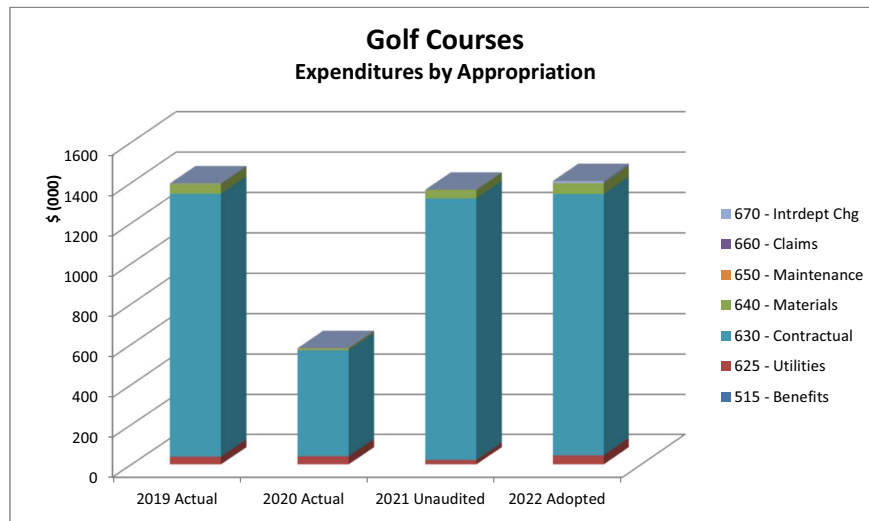
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Utilities				
Water	\$ 108	\$ —	\$ —	\$ —
Electricity - Other	38,911	40,849	19,859	45,423
Security & Monitoring System	—	—	2,512	—
	\$ 39,018	\$ 40,849	\$ 22,371	\$ 45,423
Contractual Services				
Professional Services	\$ 767,039	\$ 759,055	\$ 755,000	\$ 755,000
Security Services	4,433	1,284	744	1,500
Taxes	—	—	2,794	10,000
Property Rental	242	95	—	—
Other Contractual	528,404	528,683	526,897	514,230
Credit Card Processing Fees	4,743	12,906	14,208	17,000
	\$ 1,304,861	\$ 1,302,022	\$ 1,299,643	\$ 1,297,730
Materials & Supplies				
Hygiene And Cleaning Supplies	\$ 5,285	\$ 4,186	\$ 2,825	\$ 15,450
Food	29,000	30,470	20,506	13,000
Other Supplies	6,783	3,965	10,585	13,557
Sporting Goods Supplies	—	—	6,964	10,000
Cement Sand & Gravel	7,900	7,000	—	—
	\$ 48,969	\$ 45,621	\$ 40,880	\$ 52,007
Maintenance				
Maintenance Fire Apparatus	\$ 945	\$ 713	\$ 690	\$ 680
Maintenance Building	—	3,532	—	619
	\$ 945	\$ 4,245	\$ 690	\$ 1,299
Interdepart Service Charges				
Charges From Print & Repro	\$ 105	\$ 366	\$ 433	\$ 585
Charges From Division Of Maint	1,772	—	—	4,585
Charges From Waste Collection	—	—	—	5,992
	\$ 1,877	\$ 366	\$ 433	\$ 11,162
	\$ 1,395,670	\$ 1,393,103	\$ 1,364,017	\$ 1,407,621

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 398,063	\$ 674,328	\$ 748,270	\$ 600,000
Miscellaneous	16,882	14,237	12,808	—
Transfers In	928,988	705,000	605,000	803,755
	\$ 1,343,933	\$ 1,393,565	\$ 1,366,079	\$ 1,403,755



GOLF COURSE





PARKING LOTS GENERAL OPERATIONS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 607,070	\$ 612,329	\$ 691,526	\$ 836,589
Part-Time Permanent	157,359	119,512	134,319	130,000
Longevity	4,700	4,000	3,800	4,875
Wage Settlements	—	171	2	—
Vacation Conversion	4,177	—	—	—
Separation Payments	9,086	35,088	16,764	—
Bonus Incentive	2,000	—	—	—
Overtime	43,394	12,919	25,986	45,000
	\$ 827,786	\$ 784,020	\$ 872,397	\$ 1,016,464
Benefits				
Hospitalization	\$ 157,026	\$ 170,697	\$ 160,658	\$ 186,349
Prescription	26,324	34,652	33,323	40,305
Dental	7,540	8,917	7,776	9,939
Vision Care	789	1,178	1,158	1,580
Public Employees Retire System	112,153	108,997	120,169	143,609
Fica-Medicare	11,622	10,985	12,286	14,769
Workers' Compensation	8,475	7,092	7,763	8,790
Life Insurance	407	577	566	835
Unemployment Compensation	474	3,618	—	5,000
Clothing Allowance	2,575	3,163	2,500	2,900
Clothing Maintenance	600	493	450	600
	\$ 327,984	\$ 350,368	\$ 346,649	\$ 414,676
Other Training & Professional Dues				
Travel	\$ 3,824	\$ —	\$ —	\$ —
Professional Dues & Subscript	920	920	595	1,515
	\$ 4,744	\$ 920	\$ 595	\$ 1,515
Utilities				
Electricity - Cpp	\$ 154,578	\$ 135,499	\$ 134,772	\$ 170,556
Electricity - Other	8,973	8,690	6,031	11,255
	\$ 163,551	\$ 144,190	\$ 140,803	\$ 181,811
Contractual Services				
Professional Services	\$ 2,265,163	\$ 1,505,794	\$ 1,799,794	\$ 1,800,000
Security Services	5,519	2,000	500	14,600
Janitorial Services	1,500	—	—	—
Taxes	239,245	245,340	260,599	240,000
Parking Tax	675,661	269,406	267,938	606,186
Property Rental	99,612	99,612	99,612	100,000
Equipment Rental	9,999	9,999	9,999	10,000



PARKING LOTS GENERAL OPERATIONS

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Special Assessment	5,512	4,582	4,582	4,750
Other Contractual	48,545	23,945	43,900	2,737,000
Bank Service Fees	25,238	19,602	16,160	30,000
Credit Card Processing Fees	197,125	73,201	67,427	200,000
	\$ 3,573,118	\$ 2,253,481	\$ 2,570,511	\$ 5,742,536
Materials & Supplies				
Clothing	\$ —	\$ 5,000	\$ —	\$ 5,000
Hardware & Small Tools	—	—	—	2,000
Welding Supplies & Equipment	200	—	—	200
Electrical Supplies	—	5,000	2,500	—
Hygiene And Cleaning Supplies	—	3,758	2,465	1,350
Other Supplies	1,500	24,707	8,240	15,000
Batteries	17,443	10,752	11,720	15,000
Just In Time Office Supplies	1,487	917	1,097	3,100
	\$ 20,630	\$ 50,135	\$ 26,022	\$ 41,650
Maintenance				
Maintenance Contracts	\$ 66,318	\$ 32,015	\$ 44,801	\$ 120,000
Repair Parts	9,827	8,798	11,400	20,000
Car Washes	—	975	960	1,000
Maintenance Building	600	600	600	—
	\$ 76,745	\$ 42,388	\$ 57,761	\$ 141,000
Claims, Refunds, Maintenance				
Indirect Cost	\$ 199,106	\$ 214,479	\$ 203,139	\$ 226,038
	\$ 199,106	\$ 214,479	\$ 203,139	\$ 226,038
Interdepart Service Charges				
Charges From Telephone Exch	\$ 22,211	\$ 23,320	\$ 40,623	\$ 36,459
Charges From Light And Power	—	5,335	—	—
Charges From Print & Repro	4,608	5,381	13,612	18,248
Charges From Central Storeroom	146	93	118	130
Charges From M.V.M.	14,018	14,964	20,066	17,015
Charges From Waste Collection	1,040	1,080	1,040	1,500
Charges From Parks Maintenance	47,654	5,266	—	50,000
	\$ 89,676	\$ 55,439	\$ 75,459	\$ 123,352
Interfund Subsidies				
Transfer to Other SubClasses	\$ 1,748,202	\$ 637,340	\$ 79,157	\$ —
	\$ 1,748,202	\$ 637,340	\$ 79,157	\$ —



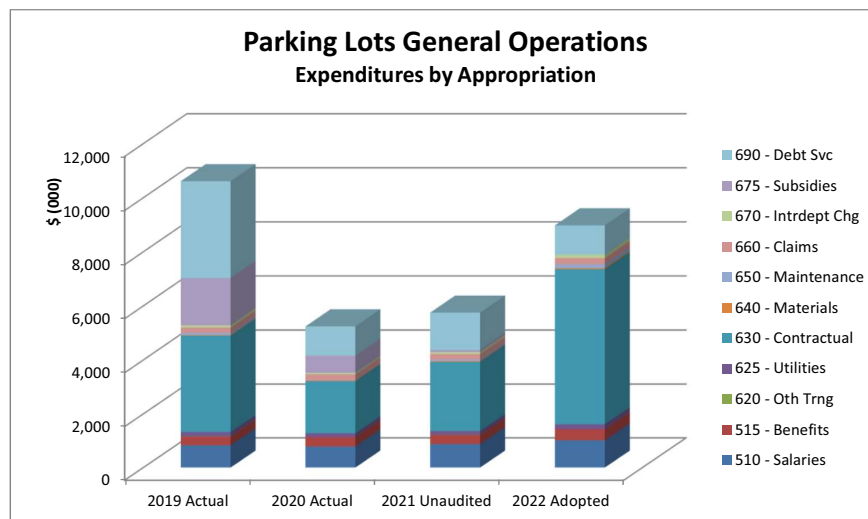
PARKING LOTS GENERAL OPERATIONS

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Debt Service				
Principal	\$ 3,426,667	\$ 933,527	\$ 1,344,709	\$ 1,000,000
Interest	152,549	146,877	34,384	89,966
	\$ 3,579,216	\$ 1,080,404	\$ 1,379,093	\$ 1,089,966
	\$ 10,610,757	\$ 5,613,163	\$ 5,751,587	\$ 8,979,008

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 9,643,804	\$ 3,807,688	\$ 4,667,016	\$ 4,933,723
Fines, Forfeitures & Settlements	—	—	240,000	—
Miscellaneous	46,278	21,131	41,956	15,000
Transfers In	—	2,000,000	—	2,683,000
Other Tax	675,661	269,406	267,938	457,677
Interest Earnings/Investment Income	12,514	3,546	2	4,700
	\$ 10,378,257	\$ 6,101,771	\$ 5,216,912	\$ 8,094,100





PARKING LOTS GENERAL OPERATIONS

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Commissioner of Parking Facilities	40,314.82	145,820.32
1	2	2	Manager of Parking	31,200.00	86,215.32
2	3	3			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	0	1	Assistant Administrator	31,200.00	85,000.00
1	1	1	Senior Clerk	20.44	27.05
3	2	3			
<u>PROFESSIONALS</u>					
1	1	1	Budget Analyst	31,200.00	65,000.00
1	1	1			
<u>SERVICE & MAINTENANCE</u>					
4	3	4	Parking Coordinator	16.01	18.88
2	2	2	Parking Attendant	15.00	25.25
6	5	6			
<u>TECHNICIANS</u>					
2	2	2	Parking Meter Collector	25.05	27.05
2	2	2			
14	13	15	TOTAL FULL TIME		
19	11	19	TOTAL PART TIME		
33	24	34	TOTAL DIVISION		



PUBLIC AUDITORIUM

Susie Claytor, Deputy Commissioner

Mission Statement

To strengthen Cleveland's economy by delivering efficient, excellent service through promotion, marketing and management of the Public Auditorium, West Side Market and First Energy Stadium.

The Deputy Commissioner of the Public Auditorium has authority over three major service operations: the Public Auditorium and Conference Center, the West Side Market and the First Energy Stadium.

The Public Auditorium and Conference Center includes the recent renovations to the lower level meeting room area and upgrades to the main auditorium floor. The new construction features a new spacious pre-function area that can accommodate up to 500 people and will have multi-purpose programming opportunities. The new space includes ten meeting rooms that can be set up to make up to 13 meeting room accommodations. The lower level will offer a walkway to the new Cleveland Convention Center. The historic Public Auditorium seats 10,000 and has over 29,000 square feet of usable exhibition space that can be arranged to accommodate up to 150 exhibits. The performing arts area of the Auditorium includes a 3000 seat Music Hall and 600 seat Little Theater.

PROGRAM NAME:ADMINISTRATIVE OFFICE

OBJECTIVES: To provide for the efficient operation of the Public Auditorium, Music Hall and the West Side Market. To provide fiscal data and to accurately account for revenues and expenses received from events.

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

PROGRAM NAME:BUILDING MAINTENANCE

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

ACTIVITIES: Maintaining Buildings and equipment and providing electrical, plumbing, and Internet services to promoters.

PROGRAM NAME:FIRST ENERGY STADIUM

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

ACTIVITIES: Monitor lease agreement compliance.

PROGRAM NAME:PUBLIC AUDITORIUM AND CONFERENCE CENTER

OBJECTIVES: Provide a venue for meetings, trade shows, theatrical events and receptions.

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



PUBLIC AUDITORIUM

PROGRAM NAME:SECURITY FUNCTIONS

OBJECTIVES: To provide security for persons using the Public Auditorium and Conference Center and to provide information as requested.

ACTIVITIES: Maintaining the building security equipment and providing the needed labor force to ensure the users safety.

PROGRAM NAME:THEATRICAL EVENT ADMINISTRATION

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

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

PROGRAM NAME:WEST SIDE MARKET

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

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

PUBLIC AUDITORIUM

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 600,134	\$ 645,682	\$ 695,274	\$ 698,179
Seasonal	1,240	124	1,370	—
Part-Time Permanent	372,773	147,858	189,074	249,986
Injury Pay	—	15,348	—	—
Longevity	2,975	3,100	3,675	4,850
Wage Settlements	—	348	1	—
Vacation Conversion	3,201	—	4,038	—
Bonus Incentive	500	18,000	—	—
Overtime	179,499	36,963	72,655	60,000
	\$ 1,160,322	\$ 867,423	\$ 966,087	\$ 1,013,015
Benefits				
Hospitalization	\$ 104,112	\$ 106,917	\$ 108,523	\$ 109,538
Prescription	15,995	22,964	23,285	23,002
Dental	4,487	5,400	5,344	5,496
Vision Care	553	931	1,018	1,080
Public Employees Retire System	160,567	126,250	134,706	142,051
Fica-Medicare	16,523	12,357	13,778	15,776
Workers' Compensation	11,545	9,996	20,872	11,010
Life Insurance	348	486	500	600
Unemployment Compensation	—	29,319	1,020	5,000
Clothing Allowance	1,480	1,545	1,545	2,030
Tool Insurance	150	200	200	150
Clothing Maintenance	1,725	1,750	1,750	1,725
Union Welfare Payment	22,430	9,065	14,908	25,000
	\$ 339,915	\$ 327,180	\$ 327,449	\$ 342,458
Other Training & Professional Dues				
Professional Dues & Subscript	\$ —	\$ 150	\$ —	\$ 250
	\$ —	\$ 150	\$ —	\$ 250
Utilities				
Brokered Gas Supply	\$ 2,049	\$ 1,497	\$ 2,752	\$ 3,540
Gas	1,381	1,316	1,686	2,896
Electricity - Cpp	543,055	436,980	422,439	594,104
Steam	580,036	495,355	450,708	595,278
	\$ 1,126,520	\$ 935,148	\$ 877,586	\$ 1,195,818



PUBLIC AUDITORIUM

Expenditures (Continued)

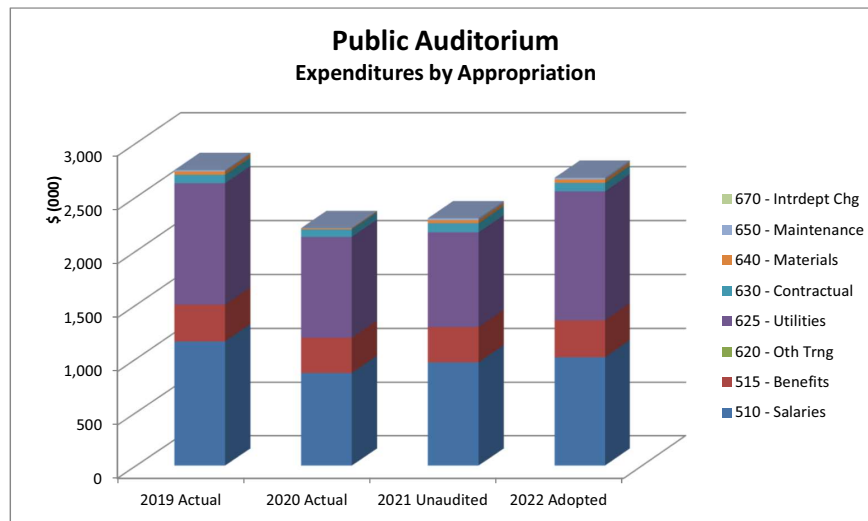
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 630	\$ 500	\$ 500	\$ 575
Parking In City Facilities	2,458	2,193	2,295	2,000
Equipment Rental	—	2,535	—	2,500
Other Contractual	73,808	64,793	81,764	71,500
Credit Card Processing Fees	1,750	606	476	2,250
	\$ 78,646	\$ 70,627	\$ 85,035	\$ 78,825
Materials & Supplies				
Electrical Supplies	\$ 23,000	\$ 8,934	\$ 13,000	\$ 7,000
Hygiene And Cleaning Supplies	7,025	8,862	9,500	12,000
Painting Equipment & Supplies	—	—	—	500
Plumbing Supplies And Equip	—	1,434	2,000	2,000
Motors And Pumps	—	—	1,239	3,000
Lumber, Glass, And Drywall	—	—	—	1,000
Other Supplies	—	—	—	1,000
Safety Equipment	—	—	175	500
Batteries	—	—	—	200
Just In Time Office Supplies	853	470	479	1,000
Building Maintenance Supplies	—	2,222	2,977	2,690
	\$ 30,878	\$ 21,922	\$ 29,370	\$ 30,890
Maintenance				
Maintenance Machinery & Tools	\$ 300	\$ —	\$ 5,970	\$ 400
Maintenance Fire Apparatus	500	—	—	1,000
Maintenance Vehicles	—	—	—	4,000
Maintenance Utility Systems	6,226	2,928	5,000	6,000
Maintenance Misc. Equipment	1,100	—	1,100	1,000
Maintenance Building	4,706	2,473	4,450	4,120
	\$ 12,832	\$ 5,401	\$ 16,520	\$ 16,520
Interdepart Service Charges				
Charges From Telephone Exch	\$ 139,529	\$ 158,909	\$ 199,253	\$ 178,835
Charges From Radio Comm System	19,250	11,654	25,990	17,110
Charges From Print & Repro	1,750	1,588	2,230	2,990
Charges From Central Storeroom	367	285	184	200
Charges From M.V.M.	11,081	2,916	11,310	8,777
	\$ 171,976	\$ 175,353	\$ 238,966	\$ 207,912
	\$ 2,921,089	\$ 2,403,205	\$ 2,541,012	\$ 2,885,688



PUBLIC AUDITORIUM

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 751,108	\$ 278,262	\$ 258,262	\$ 400,001
Grant Revenue	2,604	—	—	—
Miscellaneous	447,743	439,709	495,496	439,317
Transfers In	1,485,107	1,750,000	1,717,000	2,040,658
Interest Earnings/Investment Income	272	27	15	—
	\$ 2,686,833	\$ 2,467,998	\$ 2,470,773	\$ 2,879,976





PUBLIC AUDITORIUM

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Deputy Commissioner	31,200.00	91,088.19
1	1	1			
<u>PROFESSIONALS</u>					
1	1	1	Building Stationary Engineer	22.14	35.14
1	1	1			
<u>SERVICE & MAINTENANCE</u>					
3	2	3	Custodial Worker	17.89	20.01
2	2	2	Guard	19.47	20.18
1	1	1	Municipal Service Laborer	18.82	20.82
6	5	6			
<u>SKILLED CRAFT</u>					
1	1	1	Electrical Worker	49.90	62.37
1	1	1	Plasterer	40.37	50.46
1	1	1	Plumber	53.79	67.24
3	3	3			
11	10	11	TOTAL FULL TIME		
48	9	48	TOTAL PART TIME		
59	19	59	TOTAL DIVISION		



WESTSIDE MARKET GENERAL OPERATIONS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 294,154	\$ 283,613	\$ 272,792	\$ 301,763
Part-Time Permanent	33,287	31,196	32,583	36,292
Longevity	1,975	1,975	1,575	1,700
Wage Settlements	—	60	—	—
Vacation Conversion	—	—	828	—
Separation Payments	—	7,601	—	—
Bonus Incentive	1,000	—	—	—
Overtime	15,973	16,058	8,416	20,000
	\$ 346,389	\$ 340,502	\$ 316,194	\$ 359,755
Benefits				
Hospitalization	\$ 87,765	\$ 85,230	\$ 76,689	\$ 88,594
Prescription	14,161	17,238	15,263	17,213
Dental	3,401	3,644	3,040	4,177
Vision Care	338	525	521	648
Public Employees Retire System	48,331	47,928	44,815	50,366
Fica-Medicare	4,804	4,740	4,418	5,217
Workers' Compensation	7,686	2,988	24,289	28,655
Life Insurance	202	250	233	335
Clothing Allowance	1,260	1,390	1,390	2,910
Tool Insurance	300	400	400	300
Clothing Maintenance	350	400	400	550
	\$ 168,598	\$ 164,735	\$ 171,457	\$ 198,965
Other Training & Professional Dues				
Professional Dues & Subscript	\$ 601	\$ 55	\$ —	\$ 1,640
	\$ 601	\$ 55	\$ —	\$ 1,640
Utilities				
Brokered Gas Supply	\$ 22,982	\$ 13,935	\$ 16,147	\$ 31,701
Gas	10,545	8,343	9,325	14,895
Electricity - Cpp	261,658	238,245	250,252	288,565
Security & Monitoring System	3,400	6,530	8,950	7,000
	\$ 298,585	\$ 267,053	\$ 284,673	\$ 342,161
Contractual Services				
Professional Services	\$ 45,200	\$ 20,000	\$ 40,000	\$ 40,000
Travel- Non-Training	22	—	—	—
Mileage (Private Auto)	223	68	—	500
Security Services	113,000	89,000	87,637	89,000
Janitorial Services	218,425	202,120	203,400	227,940
Other Contractual	176,284	441,096	287,698	320,000
	\$ 553,154	\$ 752,284	\$ 618,735	\$ 677,440



WESTSIDE MARKET GENERAL OPERATIONS

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Chemical	\$ —	\$ —	\$ —	\$ 1,600
Fire/Ems Apparatus Parts	248	600	—	450
Salt & De-Icer	809	—	—	1,000
Boilers, Heaters & Cool Equip	18,929	7,297	14,205	16,500
Small Equipment	—	—	1,893	2,000
Electrical Supplies	828	6,666	6,000	6,000
Hygiene And Cleaning Supplies	—	—	—	1,000
Doors, Shutters And Windows	4,523	—	1,191	4,600
Plumbing Supplies And Equip	1,400	—	2,800	2,800
Medical Supplies	66	—	—	450
Other Supplies	1,025	624	—	1,350
Just In Time Office Supplies	1,326	3,329	3,849	1,183
	\$ 29,153	\$ 18,515	\$ 29,937	\$ 38,933
Maintenance				
Maintenance Fire Apparatus	\$ —	\$ —	\$ —	\$ 900
Maintenance Building	21,248	20,588	17,020	20,800
	\$ 21,248	\$ 20,588	\$ 17,020	\$ 21,700
Claims, Refunds, Maintenance				
Indirect Cost	\$ 140,470	\$ —	\$ 161,058	\$ —
	\$ 140,470	\$ —	\$ 161,058	\$ —
Interdepart Service Charges				
Charges From Telephone Exch	\$ 7,828	\$ 8,060	\$ 1,002	\$ 890
Charges From Print & Repro	2,199	2,177	906	1,215
Charges From M.V.M.	21,175	13,231	29,760	23,255
Charges From Waste Collection	66,123	32,186	36,593	80,000
Charges From Parks Maintenance	—	—	—	6,000
	\$ 97,324	\$ 55,654	\$ 68,261	\$ 111,360
	\$ 1,655,523	\$ 1,619,386	\$ 1,667,336	\$ 1,751,954

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 1,349,534	\$ 921,849	\$ 1,110,110	\$ 1,015,001
Miscellaneous	13,474	7,146	20,496	—
Transfers In	—	250,000	493,000	720,503
Interest Earnings/Investment Income	16,611	3,361	215	—
	\$ 1,379,619	\$ 1,182,356	\$ 1,623,822	\$ 1,735,504

Debt Service Fund



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



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
DEBT SERVICE						
RECEIPTS	\$ 76,705,028	\$ 71,692,222	\$ 81,341,946	\$ 81,580,801	\$ 238,855	0%
EXPENDITURES	78,050,324	76,798,169	75,564,654	82,017,301	6,452,647	9%
Net	\$ (1,345,296)	\$ (5,105,947)	\$ 5,777,292	\$ (436,500)	\$ (6,213,792)	-108%
Decertifications	—	—	—	—	—	%
Beginning Balance	35,539,520	34,194,224	29,088,277	34,865,569	5,777,292	20%
Ending Balance	<u>\$ 34,194,224</u>	<u>\$ 29,088,277</u>	<u>\$ 34,865,569</u>	<u>\$ 34,429,069</u>	<u>\$ (436,500)</u>	<u>-1%</u>



2021 ACTIVITY

Effective July 28, 2021, the City issued \$56,095,000 Various Purpose and Refunding General Obligation Bonds, Series 2021A. The proceeds of these bonds are being used to pay costs of permanent improvements to roads and bridges, to parks and recreation facilities and to various other public facilities. Proceeds were also used to currently refund \$1,345,000 of the Series 2011 General Obligation Bonds to achieve debt service savings of approximately \$372,000 or 27.7%.

On September 22, 2021, the City issued \$81,755,000 Subordinate Lien Income Tax and Refunding Bonds, Series 2021A. These bonds were primarily issued to provide funds for public facility improvements and more specifically for the construction of a new police headquarters. A portion of the bond proceeds were used to refund \$21,495,000 of outstanding Subordinate Lien Income Tax Bonds to generate \$2.1 million of net present value debt service savings.

Effective November 17, 2021, the City issued \$13,210,000 of Taxable Economic and Community Development Revenue Bonds, Series 2021 (Core City Fund). These are taxable bonds issued for eligible industrial and commercial development projects and provided funds for a portion of the City's contribution to a new headquarters for Sherwin Williams.

In addition, the City entered into new direct placements with two banks for two series of outstanding variable rate bonds. On March 18, 2021, the \$69,900,000 2010B Stadium Certificates of Participation were converted to a long-term rate until November 15, 2023 and will continue to be held by Wells Fargo Municipal Capital Strategies, LLC during this period. On May 3, 2021, the City entered into a new direct placement with U.S. Bank, National Association on the outstanding \$19,160,000 2013A Taxable Economic and Community Development Bonds (Core City) upon the expiration of the old direct placement. These bonds were converted to a fixed rate until May 3, 2024.

**2022 ACTIVITY**

- In 2022, the City is planning or reviewing the feasibility of the following financings
- Issuance of approximately \$50 million of general obligation bonds to fund various public improvements to roads and bridges, recreation facilities and other public facilities;
- Issuance of approximately \$35 million of Water Pollution Control Revenue Bonds for rehabilitation and upgrades to the City's sewer system; and
- Refunding or other financing alternatives which meet the City's financial and operational goals and/or which respond to market conditions.

BOND RATINGS

As of December 31, 2021 the City's Bond Ratings for various types of obligations were as follows:

	Moody's Investors Service	Standard & Poor's	Fitch Ratings
General Obligation Bonds	A1	AA+	A+
Subordinate Lien Income Tax Bonds	A1	AA	N/A
Nontax Revenue Bonds	A2	AA-	N/A
Waterworks Revenue Bonds	Aa2	AA+	N/A
Water Pollution Control Bonds	Aa3	A+	N/A
Subordinate Lien Water Revenue Bonds	Aa3	AA	N/A
Cleveland Public Power Revenue Bonds	A3	A-	N/A
Airport Revenue Bonds	A2	A-	A-
Stadium Certificates of Participation Series	NR*	NR*	N/A
Parking Revenue Bonds+	A2	AA	N/A

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

The Ohio Revised Code provides that the net debt of the municipal corporation, whether or not approved by the electors, shall not exceed 10.5% of the assessed value of all property in the municipal corporation as listed and assessed for taxation. In addition, the unvoted net debt of municipal corporations cannot exceed 5.5% of total assessed value of property. The City's total debt limit (10.5%) is \$614,253,485 and unvoted debt limit (5.5%) is \$321,751,825. At January 1, 2022, the City had capacity under the indirect debt limitation calculation per the Ohio Revised Code to issue approximately \$200 million in additional unvoted debt. These debt limitations are not expected to affect the financing of any currently planned facilities or services.

*NR = Not Rated



	2020 Actual	2021 Unaudited	2022 Budget
Water Revenue Bonds + EXPENDITURES:			
Principal	\$ 34,285,000	\$ 22,200,000	\$ 34,905,000
Interest	17,673,791	17,062,983	15,665,095
Total Expenditures	\$ 51,958,791	\$ 39,262,983	\$ 50,570,095
RECEIPTS			
Utility Reimbursement	\$ 51,958,791	\$ 39,262,983	\$ 50,570,095
Total Receipts	\$ 51,958,791	\$ 39,262,983	\$ 50,570,095
Airport System Revenue Bonds + EXPENDITURES:			
Principal	\$ 41,585,000	\$ 44,250,000	\$ 44,575,000
Interest	21,699,071	22,222,394	20,124,536
Total Expenditures	\$ 63,284,071	\$ 66,472,394	\$ 64,699,536
RECEIPTS			
Enterprise Reimbursement	\$ 63,284,071	\$ 66,472,394	\$ 64,699,536
Total Receipts	\$ 63,284,071	\$ 66,472,394	\$ 64,699,536
Ohio Water Development Authority Loans - Water + EXPENDITURES:			
Principal	\$ 8,430,803	\$ 8,200,027	\$ 8,463,015
Interest	1,740,685	1,507,849	1,278,388
Total Expenditures	\$ 10,171,488	\$ 9,707,876	\$ 9,741,403
RECEIPTS			
Utility Reimbursement	\$ 10,171,488	\$ 9,707,876	\$ 9,741,403
Total Receipts	\$ 10,171,488	\$ 9,707,876	\$ 9,741,403
+ Amounts shown above are actual amounts paid to bondholders or swap counterparties during the year and therefore may not match the debt service amounts in the budget of enterprise funds which reflect deposit requirements in anticipation of these payments.			
Water Pollution Control Revenue Bonds+ EXPENDITURES:			
Principal	\$ 610,000	\$ 635,000	\$ 660,000
Interest	1,521,550	1,497,150	1,471,750
Total Expenditures	\$ 2,131,550	\$ 2,132,150	\$ 2,131,750
RECEIPTS			
Utility Reimbursement	\$ 2,131,550	\$ 2,132,150	\$ 2,131,750
Total Receipts	\$ 2,131,550	\$ 2,132,150	\$ 2,131,750



	2020 Actual	2021 Unaudited	2022 Budget
Ohio Water Development Authority Loans - Water Pollution Control + EXPENDITURES:			
Principal	\$ 203,743	\$ 309,914	\$ 387,840
Interest	195,591	374,250	376,892
Total Expenditures	\$ 399,334	\$ 684,164	\$ 764,732
RECEIPTS			
Utility Reimbursement	\$ 399,334	\$ 684,164	\$ 764,732
Total Receipts	\$ 399,334	\$ 684,164	\$ 764,732
Public Power System - Revenue Bonds + EXPENDITURES:			
Principal	\$ 3,740,000	\$ 9,030,000	\$ 9,485,000
Interest	6,142,349	6,847,765	6,396,265
Total Expenditures	\$ 9,882,349	\$ 15,877,765	\$ 15,881,265
RECEIPTS			
Utility Reimbursement	\$ 9,882,349	\$ 15,877,765	\$ 15,881,265
Total Receipts	\$ 9,882,349	\$ 15,877,765	\$ 15,881,265
Parking Facilities Revenue Refunding Bonds + EXPENDITURES:			
Principal	\$ 3,540,000	\$ 3,730,000	\$ 3,930,000
Interest	607,974	402,150	206,325
Total Expenditures	\$ 4,147,974	\$ 4,132,150	\$ 4,136,325
RECEIPTS			
Enterprise Reimbursement	\$ 4,147,974	\$ 4,132,150	\$ 4,136,325
Total Receipts	\$ 4,147,974	\$ 4,132,150	\$ 4,136,325

+ Amounts shown above are actual amounts paid to bondholders or swap counterparties during the year and therefore may not match the debt service amounts in the budget of enterprise funds which reflect deposit requirements in anticipation of these payments.



Debt Service Revenues

Debt Service Fund

	2019 ACTUAL	2020 ACTUAL	2021 UNAUDITED	2022 BUDGET
PROPERTY TAXES	\$ 19,674,512	\$ 19,988,562	\$ 20,358,650	\$ 22,028,758
INTERGOVERNMENTAL REVENUE	1,662,590	1,657,061	1,668,650	1,792,782
RESTRICTED INCOME TAX	36,507,410	35,379,929	36,821,484	38,969,105
GENERAL FUND INCOME TAX	5,678,928	5,638,512	5,680,168	5,719,256
INVESTMENT EARNINGS	1,156,575	313,495	16,725	29,400
BOND FEES & SERVICES	182,626	50,000	162,500	50,000
NOTE / BOND PROCEEDS	5,280,097	4,700,007	9,908,347	3,500,000
TRANSFERS FROM OTHER SUBFUNDS	2,077,753	6,000	854,792	-
TIF / DEVELOPER RECEIPTS	559,925	631,540	613,299	384,605
GENERAL FUND TRANSFER	4,169,060	3,953,882	5,515,284	7,675,238
FEDERAL SUBSIDY	456,179	217,806	627,411	379,416
DRAW/(ADD) OF FUND BALANCE	1,449,238	4,981,242	(5,934,100)	2,361,395
TOTAL RECEIPTS	\$ 78,854,893	\$ 77,518,036	\$ 76,293,210	\$ 82,889,955



	2020 Actual	2021 Unaudited	2022 Budget
Unvoted Tax Supported General Obligation Bonds			
Bonds Redeemed	\$ 25,170,000	\$ 24,660,000	\$ 25,905,000
Interest on Bonds	12,896,199	13,330,481	13,894,063
	<u>\$ 38,066,199</u>	<u>\$ 37,990,481</u>	<u>\$ 39,799,063</u>
Subordinated Income Tax Bonds (Police & Fire Pension)			
Bonds Redeemed	\$ 4,465,000	\$ 4,690,000	\$ 4,935,000
Interest on Bonds	1,124,875	896,000	655,375
	<u>\$ 5,589,875</u>	<u>\$ 5,586,000</u>	<u>\$ 5,590,375</u>
2013A Core City Fund			
Bonds Redeemed	\$ 950,000	\$ 975,000	\$ 1,050,000
Interest on Bonds	250,556	134,024	136,388
	<u>\$ 1,200,556</u>	<u>\$ 1,109,024</u>	<u>\$ 1,186,388</u>
Lower Euclid TIF Bonds			
Bonds Redeemed	\$ 226,000	\$ 234,000	\$ 260,000
Interest on Bonds	138,660	131,820	124,605
	<u>\$ 364,660</u>	<u>\$ 365,820</u>	<u>\$ 384,605</u>
Nontax Revenue Refunding Bonds - Stadium			
Bonds Redeemed	\$ 1,550,000	\$ —	\$ —
Interest on Bonds	77,500	—	—
Transfer to Other Subclass	—	75	—
	<u>\$ 1,627,500</u>	<u>\$ 75</u>	<u>\$ —</u>
2014 Core City Bonds			
Bonds Redeemed	\$ 1,330,000	\$ 1,365,000	\$ 1,405,000
Interest on Bonds	228,127	191,552	149,238
Transfer to Other Subclass	6,000	—	—
	<u>\$ 1,564,127</u>	<u>\$ 1,556,552</u>	<u>\$ 1,554,238</u>
2015 Core City Bonds			
Bonds Redeemed	\$ —	\$ 2,360,000	\$ 2,425,000
Interest on Bonds	505,633	505,633	439,317
	<u>\$ 505,633</u>	<u>\$ 2,865,633</u>	<u>\$ 2,864,317</u>
2020 Core City Bonds			
Bonds Redeemed	\$ —	\$ 190,000	\$ 190,000
Interest on Bonds	5,656	39,155	35,526
	<u>\$ 5,656</u>	<u>\$ 229,155</u>	<u>\$ 225,526</u>



Debt Service Expenditures

Debt Service Fund

	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>
2021 Core City Bonds			
Bonds Redeemed	\$ —	\$ —	\$ 780,000
Interest on Bonds	—	—	283,015
	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 1,063,015</u>
Interest on Bonds	13,757,844	13,808,923	15,674,174
Transfer to Other Subclass	823,854	222,812	—
	<u>\$ 26,296,698</u>	<u>\$ 24,551,735</u>	<u>\$ 28,224,174</u>
Subordinate Lien Inc. Tax Bonds (2014A)			
Bonds Redeemed	\$ 970,000	\$ 1,000,000	\$ 1,030,000
Interest on Bonds	523,931	310,178	95,600
Transfer to Other Subclass	83,333	—	—
	<u>\$ 1,577,264</u>	<u>\$ 1,310,178</u>	<u>\$ 1,125,600</u>
Sinking Fund Operations			
Personnel	\$ 223,444	\$ 234,357	\$ 230,184
Other	496,424	494,200	642,470
	<u>\$ 719,868</u>	<u>\$ 728,557</u>	<u>\$ 872,654</u>
Total Expenditures	<u><u>\$ 77,518,036</u></u>	<u><u>\$ 76,293,210</u></u>	<u><u>\$ 82,889,955</u></u>



CITY OF CLEVELAND SINKING FUND COMMISSION
 FUTURE DEBT SERVICE REQUIREMENTS
 UNVOTED TAX SUPPORTED OBLIGATIONS

PURPOSE	MONTH DUE	ISSUE DATE	MATURITY DATE	INTEREST RATE	12/31/21 BALANCE	2022 PRINCIPAL	2022 INTEREST	TOTAL DUE
BRIDGES & ROADS	JUNE/DEC.	2011	2029	VAR	0	0	0	0
BRIDGES & ROADS	JUNE/DEC.	2012	2030	VAR	3,090,000	795,000	154,500	949,500
BRIDGES & ROADS	JUNE/DEC.	2016A	2033	VAR	18,205,000	1,190,000	706,800	1,896,800
BRIDGES & ROADS	JUNE/DEC.	2018	2043	VAR	54,620,000	1,475,000	2,523,150	3,998,150
BRIDGES & ROADS	JUNE/DEC.	2019A	2037	VAR	20,695,000	950,000	794,400	1,744,400
BRIDGES & ROADS	JUNE/DEC.	2020A	2038	VAR	21,415,000	985,000	628,300	1,613,300
BRIDGES & ROADS	JUNE/DEC.	2021A	2039	VAR	16,575,000	750,000	418,750	1,168,750
CEMETERY IMPROVEMENT	JUNE/DEC.	2011	2031	VAR	0	0	0	0
CEMETERY IMPROVEMENT	JUNE/DEC.	2012	2032	VAR	330,000	25,000	16,500	41,500
NEIGHBORHOOD DEVELOPMEN	JUNE/DEC.	2020A	2040	VAR	1,685,000	70,000	47,531	117,531
PARKS & RECREATION	JUNE/DEC.	2011	2031	VAR	0	0	0	0
PARKS & RECREATION	JUNE/DEC.	2012	2032	VAR	570,000	180,000	28,500	208,500
PARKS & RECREATION	JUNE/DEC.	2016A	2027	VAR	395,000	60,000	18,550	78,550
PARKS & RECREATION	JUNE/DEC.	2018	2046	VAR	15,490,000	340,000	686,988	1,026,988
PARKS & RECREATION	JUNE/DEC.	2019A	2043	VAR	10,595,000	315,000	375,400	690,400
PARKS & RECREATION	JUNE/DEC.	2020A	2048	VAR	21,455,000	540,000	570,325	1,110,325
PARKS & RECREATION	JUNE/DEC.	2021A	2049	VAR	21,400,000	540,000	568,450	1,108,450
PUBLIC FACILITIES	JUNE/DEC.	2011	2029	VAR	0	0	0	0
PUBLIC FACILITIES	JUNE/DEC.	2012	2030	VAR	2,390,000	760,000	119,500	879,500
PUBLIC FACILITIES	JUNE/DEC.	2016A	2026	VAR	2,785,000	510,000	128,850	638,850
PUBLIC FACILITIES	JUNE/DEC.	2018	2031	VAR	4,310,000	345,000	205,400	550,400
PUBLIC FACILITIES	JUNE/DEC.	2019A	2036	VAR	15,855,000	795,000	620,500	1,415,500
PUBLIC FACILITIES	JUNE/DEC.	2020A	2037	VAR	13,885,000	690,000	417,750	1,107,750
PUBLIC FACILITIES	JUNE/DEC.	2021A	2036	VAR	16,930,000	960,000	436,500	1,396,500
REFUNDING JUDGMENT BONDS	JUNE/DEC.	2016B	2033	VAR	4,260,000	0	207,882	207,882
SERIES 2005 REFUNDING	APR/OCT	2005	2023	VAR	6,525,000	3,870,000	358,875	4,228,875
SERIES 2007C REFUNDING	MAY/NOV	2007C	2027	VAR	7,885,000	1,210,000	413,963	1,623,963
SERIES 2015 REFUNDING	JUNE/DEC.	2015	2029	VAR	40,820,000	6,860,000	1,971,000	8,831,000
SERIES 2016 REFUNDING	JUNE/DEC.	2016A	2032	VAR	17,720,000	1,690,000	773,000	2,463,000
SERIES 2021 REFUNDING	JUNE/DEC.	2021A	2031	VAR	1,190,000	0	35,700	35,700
Total					341,075,000	25,905,000	13,227,063	39,132,063

Internal Service Funds



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



Internal Service Funds (ISFs) in the City of Cleveland are meant to provide internal support functions for divisions within the city. The City's ISFs were created to realize the following benefits:

- **Cost Control** serves as a means to manage expenses. For example, having a motor vehicle repair shop is cheaper than outsourcing vehicle repairs whenever a City vehicle breaks down
- **Resource Management** seeks to effectively and efficiently deploy resources on a needed basis. For example, how much paper supply is needed to minimize inventory storage?
- **Budget Planning** is the method developed for attaining estimated itemized expenses and income from anticipated sources.
- **Capital Plan** focuses on resource and expenditure plan to acquire capital assets. For example, acquiring a new vehicle might require temporarily raising reimbursement rates to satisfy any financial sources used
- **Financial Transaction Tracking** is the process of monitoring and recording events affecting the business (i.e. knowing how much was spent on outgoing mail)

The City of Cleveland currently has eight different ISFs. Each of the ISFs are tasked with specific objectives that should satisfy customer needs, resource management and fiscal management.

Type of ISF	Objective
Sinking Fund	To assist and monitor debt service activity
Telecommunication	Supervises the City's telephone communications network, equipment, services and customer services.
Motor Vehicle and Maintenance	Control and supervise the procurement, custody, maintenance repair and assignment for use of all motorized equipment.
Printing	Control and supervise the printing, microfilming, Photostatting, blueprinting, mimeographing or other reproduction of material required for use by any department or division of the City
Storeroom	Properly stamp and mail departments and divisions outgoing mail.
Radio	Oversee, monitor and regulate the City's radio communications system
Health Fund	To service health care claims and program costs (Self Insurance)
Prescription Fund	To service prescription claims and program costs (Self Insurance)

Internal Service Funds Goals

- Provide services to divisions that satisfies demand and pricing transparency
- Recovery of full cost (breakeven) to run service center.
- Implement rate strategies that adequately cover cost, focusing on delivering lower rates than industry standards
- Maintain inventory of materials and supplies
- Plan capital expenditures with identification of funding resources, or reserve mechanisms.



Internal Service Funds Cost Strategy

The City of Cleveland requires ISFs to adequately recover all direct costs associated with each fund. The different type of direct cost includes; personnel cost, materials and supplies, service and maintenance contracts.

Internal Service Fund Revenue Reimbursement Strategy

Revenue reimbursements (chargebacks) are usually done a monthly basis to individual divisions. Below is a breakdown of the reimbursement (rate) strategy maintained by each ISF:

Type of ISF	Reimbursement Strategy
Sinking Fund	Chargeback to divisions that issue debt
Telecommunication	Actual invoice: received from service providers (AT&T for example), based on device numbers and service agreements Overhead: Rate set to recover personnel service provided.
Motor Vehicle and Maintenance	Maintenance work: Labor hour and material usage Carpooling: Miles rate times miles driven Fuel: Gallon rate times gallon refueled
Printing	Paper Supply: Carton Rate times carton(s) ordered Copier Meter: Rate times number of copier count (meter read) Special Order: Various rates based on clients' needs
Storeroom	Mailing rate times number of outgoing mail
Radio	Chargeback to divisions that utilize radios on a per unit basis
Health Fund	Medical Rate (driven by headcount in each division)
Prescription Fund	Prescription Rate (driven by headcount in each division)

Revenue reimbursements are monitored monthly, which are used to project ending retained earnings balance. If projection shows high retained earnings or low retained earnings, a rate review is instituted, and credits to divisions are planned if needed.

Case Study: Division of Printing (An Internal Service Fund)

The Division of Printing currently uses the computer program known as, Franking Estimating System, when it comes to special order work. Printing the budget book would be considered a special order. The Franklin Estimating System usually gives the minimum selling rates based on average production costs gathered from efficiently run plants in the United States. The division then compares their internal rate with the result of the Franklin system, which should be equal or lower.

The Division of Printing charges \$0.025 for each photocopy printed (copier meter charges). The rate covers administrative, maintenance, and contractual obligations with vendors.

Paper supplies are usually charged based on how many cartons are ordered.

The Division of Printing plans for capital acquisitions by temporary increasing their rates. This increase helps with building large retained earnings, and thus leading to the capital acquisition.



	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget	\$ Change	% Change
SINKING FUND						
RECEIPTS	\$ 700,628	\$ 847,000	\$ 885,365	\$ 872,654	\$ (12,711)	-1%
EXPENDITURES	804,569	719,869	728,557	872,654	144,097	20%
Net	\$ (103,941)	\$ 127,131	\$ 156,808	\$ —	\$ (156,808)	-100%
Decertifications	9,763	—	—	—	—	—
Beginning Balance	95,255	1,077	128,208	285,016	—	—
Ending Balance	\$ 1,077	\$ 128,208	\$ 285,016	\$ 285,016	\$ —	%
FT Staffing Levels	2	2	2	2	—	%
TELEPHONE EXCHANGE						
RECEIPTS	\$ 9,238,778	\$ 11,787,619	\$ 11,448,157	\$ 15,688,743	\$ 4,240,586	37%
EXPENDITURES	8,906,360	11,742,476	11,720,397	15,668,743	3,948,346	34%
Net	\$ 332,418	\$ 45,143	\$ (272,240)	\$ 20,000	\$ 292,240	-107%
Decertifications	1,014	60,254	18	—	—	—
Beginning Balance	461,806	795,238	900,635	628,413	—	—
Ending Balance	\$ 795,238	\$ 900,635	\$ 628,413	\$ 648,413	\$ 20,000	3%
FT Staffing Levels	13	17	16	19	3	19%
RADIO						
RECEIPTS	\$ 3,124,076	\$ 2,525,852	\$ 5,170,287	\$ 4,388,591	\$ (132,916)	-4%
EXPENDITURES	2,341,624	3,225,142	5,499,357	4,714,937	836,642	28%
Net	782,452	(699,290)	(329,070)	(326,346)	\$ (969,558)	-219%
Decertifications	155,984	78,301	4,948	—	—	—
Beginning Balance	333,346	1,271,782	650,793	326,672	—	—
Ending Balance	\$ 1,271,782	\$ 650,793	\$ 326,672	\$ 326	\$ (525,894)	-100%
FT Staffing Levels	6	6	4	8	2	25%
MOTOR VEHICLE MAINTENANCE						
RECEIPTS	\$ 20,588,765	\$ 18,977,261	\$ 22,113,403	\$ 21,186,323	\$ (927,080)	-4%
EXPENDITURES	20,408,994	20,545,575	20,909,574	22,861,600	1,952,026	9%
Net	\$ 179,771	\$ (1,568,314)	\$ 1,203,829	\$ (1,675,277)	\$ (2,879,106)	-239%
Decertifications	2,456	2,746	9,115	—	—	—
Beginning Balance	3,846,778	4,029,004	2,463,437	3,676,381	—	—
Ending Balance	\$ 4,029,004	\$ 2,463,437	\$ 3,676,381	\$ 2,001,104	\$ (1,675,277)	-46%
FT Staffing Levels	74	72	75	78	3	4%



Internal Service Fund Summary

Internal Service Funds

	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
PRINTING & REPRODUCTION						
RECEIPTS	\$ 2,266,400	\$ 1,964,361	\$ 2,252,189	\$ 2,895,724	\$ 643,535	29%
EXPENDITURES	2,394,166	2,033,966	2,139,238	2,895,724	756,486	35%
Net	\$ (127,766)	\$ (69,605)	\$ 112,951	\$ —	\$ (112,951)	-100%
Decertifications	1,030	574	208	—	—	—
Beginning Balance	203,686	76,950	7,919	121,078	—	—
Ending Balance	\$ 76,950	\$ 7,919	\$ 121,078	\$ 121,078	\$ —	%
FT Staffing Levels	13	12	11	14	3	27%
STOREROOM						
RECEIPTS	\$ 514,771	\$ 453,690	\$ 500,605	\$ 603,042	\$ 102,437	20%
EXPENDITURES	497,206	437,059	508,897	535,200	26,303	5%
Net	\$ 17,565	\$ 16,631	\$ (8,292)	\$ 67,842	\$ 76,134	-918%
Decertifications	—	—	4	—	—	—
Beginning Balance	49,523	67,088	83,719	75,431	—	—
Ending Balance	\$ 67,088	\$ 83,719	\$ 75,431	\$ 143,273	\$ 67,842	90%
FT Staffing Levels	1	1	1	1	—	%
HEALTH SELF INSURANCE FUND						
RECEIPTS	\$ 85,258,898	\$ 87,501,266	\$ 83,823,892	\$ 100,784,928	\$ 16,961,036	20%
EXPENDITURES	82,955,210	81,669,996	92,523,177	100,784,928	8,261,751	9%
Net	\$ 2,303,688	\$ 5,831,270	\$ (8,699,285)	\$ —	\$ 8,699,285	-100%
Decertifications	169,846	—	2,446	—	—	—
Beginning Balance	15,031,835	17,505,369	23,336,639	14,639,800	—	—
Ending Balance	\$ 17,505,369	\$ 23,336,639	\$ 14,639,800	\$ 14,639,800	\$ —	%
PRESCRIPTION SELF INSURANCE FUND						
RECEIPTS	\$ 15,191,239	\$ 18,026,930	\$ 17,298,305	\$ 20,764,580	\$ 3,466,275	20%
EXPENDITURES	14,706,319	15,087,354	16,173,356	20,764,580	4,591,224	28%
Net	\$ 484,920	\$ 2,939,576	\$ 1,124,949	\$ —	\$ (1,124,949)	-100%
Decertifications	—	—	—	—	—	—
Beginning Balance	2,221,064	2,705,984	5,645,560	6,770,509	—	—
Ending Balance	\$ 2,705,984	\$ 5,645,560	\$ 6,770,509	\$ 6,770,509	\$ —	%



SINKING FUND GENERAL OPERATIONS**Debt Service****Sinking Fund Commission**

Justin M. Bibb, President
Ahmed A. Abonamah, Secretary
Blaine Griffin, Member
Elizabeth C. Hruby, Assistant Secretary

The Sinking Fund is the bond retirement fund of the City and its operations are governed by the Ohio Revised Code, the City Charter and the General Bond Ordinance. The Sinking Fund Commission consists of the Mayor, Director of Finance, and City Council President. An Assistant Secretary is appointed by the members to conduct the business of the Sinking Fund Commission. The Sinking Fund Commission is responsible for the issuance and payment of all City debt including general obligation bonds, special revenue bonds, certificates of participation, non-tax revenue bonds and tax increment financing debt.

DEBT MANAGEMENT POLICY

The Sinking Fund Commission is responsible for maintaining detailed records of the City's outstanding debt obligations until their maturity and ensuring that all debt is paid when due. The Sinking Fund Commission's composition is defined in the City Charter and its duties are outlined in the covenants of the General Bond Ordinance and the Sinking Fund Ordinance.

The Sinking Fund Commission acts as the citywide coordinator for all debt issuance and monitoring activities. This includes the sale of all general obligation, special obligation and enterprise (revenue) bonds and notes. In addition the Commission deposits on behalf of itself and the Enterprise Funds any moneys to be applied to the payment of debt charges. This includes money and investments derived from ad valorem property taxes, income tax collections, enterprise reimbursements, non-tax revenues and the proceeds of renewal bonds or notes. The Commission maintains and reconciles all bank accounts for General Obligation, Special Obligation and Enterprise (Proprietary) Obligations of the City. In addition, the Commission ensures that all debt issued by the City falls within the State's legal debt limits and that, in most cases, bonds issued to refund outstanding bonds achieve a minimum 3% debt service savings level. If permitted by the authorizing ordinance, bonds can also be refunded in order to eliminate or modify unduly restrictive covenants or to obtain a more favorable debt structure.

The City issues its general obligation bonds in connection with its overall Capital Improvement Program. Projects that have benefited from the issuance of general obligation debt include, but are not limited to, public facilities improvements, bridge and roadway improvements, cemeteries, recreation facilities, and urban redevelopment. In recent years, the City has also issued subordinate lien income tax bonds for these purposes.

The City's Enterprise Funds develop their own individual capital improvement programs and issue revenue debt as necessary to assist with the implementation of their CIP programs. The Sinking Fund Commission works jointly with each individual Enterprise Fund when issuing revenue debt, and ensures that the City complies with all debt covenants.



SINKING FUND GENERAL OPERATIONS

PROGRAM NAME:DEBT ADMINISTRATION AND RECORD MAINTENANCE

OBJECTIVES: To ensure the proper disbursement of funds for the payment of debt by maintaining accurate records of fixed rate and variable rate debt service requirements and other schedules of cash and investments.

ACTIVITIES: Maintain complete records of all financing transactions and outstanding debt service requirements. Respond to bondholder questions and requests. Record and reconcile all debt related activity within the City's accounting system. Process all principal and interest payments. Collect funds from Cuyahoga County, the General Fund, the Restricted Income Tax Fund, Special Revenue Funds and Enterprise Funds in order to make funds available for disbursements on a timely basis for the payment of debt service. Prepare the state required debt schedule, which certifies the amount to be paid from taxes and levying tax sufficient to cover debt service. Through an escrow agent or trustee, coordinate the investment of cash in investments permitted under the General Bond Ordinance, the Sinking Fund Ordinance and enterprise fund indentures.

PROGRAM NAME:DEBT ISSUANCE AND COMPLIANCE

OBJECTIVES: To ensure that the City issues all debt in a cost effective manner and complies with all covenants in the General Bond Ordinance, the Sinking Fund Ordinance and in all revenue or special obligation bond indentures, as well as with all state debt limits and federal regulations governing the issuance of tax-exempt debt.

ACTIVITIES: Coordinate the issuance of debt and other obligations by working with the Law Department, bond counsel, financial advisors, underwriters, rating agencies and insurers. Evaluate financing proposals received by the City. Determine structure of financing transactions. Coordinate the submission of continuing disclosure information pursuant to the City's various Continuing Disclosure Agreements for its bond issues in accordance with SEC Rule 15c2-12. Facilitate the required arbitrage rebate calculations required by federal regulations.



SINKING FUND GENERAL OPERATIONS

Expenditures

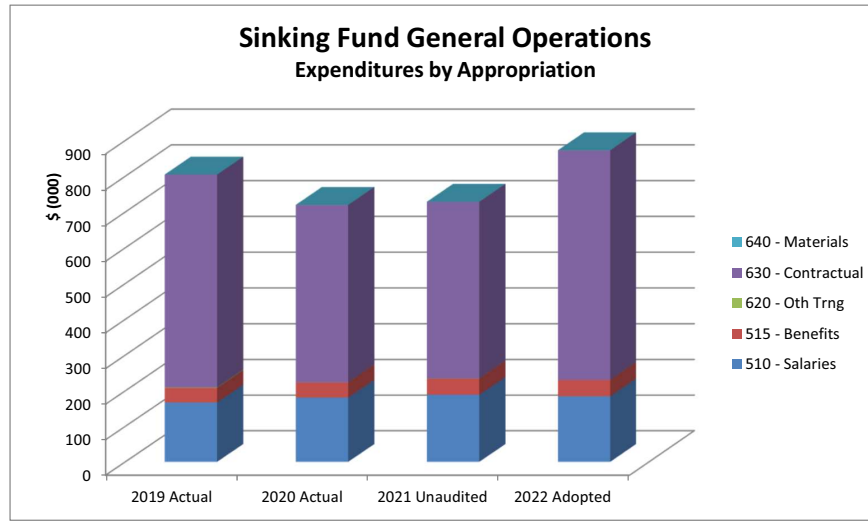
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 164,351	\$ 180,239	\$ 182,421	\$ 183,583
Longevity	875	875	1,000	1,000
Vacation Conversion	2,029	—	5,469	—
	\$ 167,255	\$ 181,114	\$ 188,890	\$ 184,583
Benefits				
Hospitalization	\$ 10,995	\$ 11,264	\$ 11,264	\$ 11,570
Prescription	2,101	2,640	2,638	2,706
Dental	444	504	485	544
Vision Care	114	186	199	216
Public Employees Retire System	23,156	25,084	26,670	25,981
Fica-Medicare	2,352	2,564	2,688	2,662
Workers' Compensation	1,654	—	1,435	1,812
Life Insurance	67	88	89	110
	\$ 40,885	\$ 42,330	\$ 45,467	\$ 45,601
Other Training & Professional Dues				
Professional Dues & Subscript	\$ 1,461	\$ 261	\$ 261	\$ 270
	\$ 1,461	\$ 261	\$ 261	\$ 270
Contractual Services				
Professional Services	\$ 194,373	\$ 120,002	\$ 283,630	\$ 242,000
County Aud & Treas Coll Fee	400,397	376,030	210,242	400,000
	\$ 594,769	\$ 496,032	\$ 493,872	\$ 642,000
Materials & Supplies				
Postage	\$ 199	\$ 131	\$ 66	\$ 200
	\$ 199	\$ 131	\$ 66	\$ 200
	\$ 804,569	\$ 719,869	\$ 728,557	\$ 872,654

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 182,626	\$ 50,000	\$ 171,546	\$ 50,000
Transfers In	518,002	797,000	713,819	822,654
	\$ 700,628	\$ 847,000	\$ 885,365	\$ 872,654



SINKING FUND GENERAL OPERATIONS



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	1	1	Assistant Secretary Of Sinking Fund	31,200.00	112,481.71
1	1	1			
PROFESSIONALS					
1	1	1	Sr Budget & Mgmt Analyst	31,200.00	88,147.99
1	1	1			
2	2	2	TOTAL FULL TIME		

TELEPHONE EXCHANGE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 823,771	\$ 984,783	\$ 1,052,381	\$ 1,138,079
Longevity	4,525	4,225	4,225	5,300
Wage Settlements	—	4	1	—
Vacation Conversion	5,129	—	6,691	—
Separation Payments	31,238	—	580	28,927
Overtime	11,431	858	4,316	—
	\$ 876,094	\$ 989,870	\$ 1,068,194	\$ 1,172,306
Benefits				
Hospitalization	\$ 146,710	\$ 186,133	\$ 198,879	\$ 240,781
Prescription	24,924	38,980	41,454	49,369
Dental	6,662	9,832	10,209	12,614
Vision Care	750	1,367	1,445	1,896
Public Employees Retire System	120,702	139,720	150,607	162,813
Fica-Medicare	11,643	13,191	14,218	16,261
Workers' Compensation	8,817	7,614	9,369	10,746
Life Insurance	489	689	736	1,043
Clothing Allowance	4,500	4,500	4,500	4,500
Clothing Maintenance	3,375	3,375	4,375	2,625
	\$ 328,570	\$ 405,401	\$ 435,793	\$ 502,648
Other Training & Professional Dues				
Tuition & Registration Fees	\$ 270	\$ —	\$ —	\$ —
	\$ 270	\$ —	\$ —	\$ —
Utilities				
Cellular Servicess	\$ 678,215	\$ 783,862	\$ 1,044,386	\$ 1,419,142
At&T Equipment	272,320	300,926	471,875	300,000
Telephone-Ohio Bell	6,068,375	8,499,807	7,928,291	11,460,000
Telephone-Long Distance	467	—	—	—
Telephone	542,715	515,011	631,490	620,400
Data Communication (Telephone)	51,450	12,000	—	—
Security & Monitoring System	21,869	38,999	21,869	23,868
	\$ 7,635,411	\$ 10,150,605	\$ 10,097,911	\$ 13,823,410
Contractual Services				
Professional Services	\$ 20,592	\$ 108,613	\$ 60,000	\$ 80,200
Parking In City Facilities	16,667	19,445	35,100	34,020
	\$ 37,258	\$ 128,057	\$ 95,100	\$ 114,220



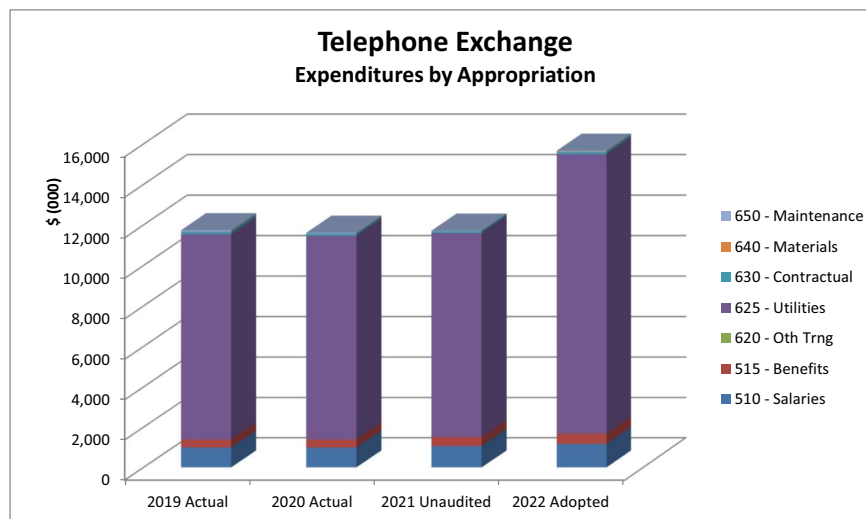
TELEPHONE EXCHANGE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Computer Hardware	\$ 1,484	\$ 9,434	\$ 5,328	\$ 10,000
Computer Software	—	2,100	—	5,000
Other Supplies	6,529	—	—	—
Just In Time Office Supplies	1,029	1,023	1,909	5,000
	\$ 9,042	\$ 12,557	\$ 7,237	\$ 20,000
Maintenance				
Maintenance Contracts	\$ —	\$ 15,390	\$ 259	\$ 24,750
Computer Software Maintenance	19,714	38,094	15,903	11,409
Maintenance Building	—	2,500	—	—
	\$ 19,714	\$ 55,984	\$ 16,161	\$ 36,159
	\$ 8,906,360	\$ 11,742,476	\$ 11,720,398	\$ 15,668,743

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 122	\$ —	\$ —	\$ —
Miscellaneous	9,221,948	11,779,181	11,447,174	15,668,743
Interest Earnings/Investment Income	16,708	8,439	982	20,000
	\$ 9,238,778	\$ 11,787,620	\$ 11,448,156	\$ 15,688,743





TELEPHONE EXCHANGE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Customer Support Call Center Manger	65,000.00	105,625.89
1	1	1	Manager Of Telecommunications	31,200.00	114,691.24
<u>2</u>	<u>2</u>	<u>2</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
2	2	2	Accountant I	16.69	23.43
5	3	6	Telephone Operator	15.00	49.25
<u>7</u>	<u>5</u>	<u>8</u>			
<u>PROFESSIONALS</u>					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Commissioner ITS	31,200.00	103,231.75
1	1	1	Supervisor Administration Services-Data	31,200.00	62,770.08
<u>3</u>	<u>3</u>	<u>3</u>			
<u>TECHNICIANS</u>					
1	1	1	Telecommunications Analyst I	15.00	49.25
5	5	5	Telecommunications Tech	35.83	37.17
<u>6</u>	<u>6</u>	<u>6</u>			
<u>18</u>	<u>16</u>	<u>19</u>	TOTAL FULL TIME		
<u>18</u>	<u>16</u>	<u>19</u>	TOTAL DIVISION		



OFFICE OF RADIO COMMUNICATIONS

Brad A. Handke, Administrative Manager

Mission Statement

To operate the City's radio system in a reliable and secure manner, suitable for use by all City divisions; providing maintenance, programming services, interoperability, and improvements to the infrastructure to insure sufficient system capacity to meet the wireless communications needs of the City.

PROGRAM NAME: WIRELESS COMMUNICATIONS BUILDING PERMIT APPLICATIONS

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

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

PROGRAM NAME: LEASE OF FACILITIES FOR WIRELESS COMMUNICATIONS USE

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

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

PROGRAM NAME: ORC SERVICE CENTER FACILITIES

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

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



OFFICE OF RADIO COMMUNICATIONS***PROGRAM NAME:RADIO NETWORK PARTICIPATION***

OBJECTIVES: To assist in the expansion of the new Greater Cleveland Regional Radio Network.

ACTIVITIES: Oversee the expansion of participants to the new system by assisting outside entities with their radio communications planning, programming, and cutover to the radio network.

PROGRAM NAME:RADIO SYSTEM ADMINISTRATION

OBJECTIVES: Respond quickly to requests for programming and reprogramming of mobile and portable radios, as well as other system requests.

ACTIVITIES: Work with user divisions to ensure that changes in radio templates are made in a timely fashion and suggest changes or improvements in radio configuration. Provide advice on how to best create interoperability between the internal and external entities located in and outside of the City, and retemplate radios that have undergone maintenance or are being relocated from one vehicle to another.

PROGRAM NAME:RADIO SYSTEM MAINTENANCE & OPERATION

OBJECTIVES: To maintain the Greater Cleveland Regional Radio Network in a reliable condition, suitable for use by all participating entities.

ACTIVITIES: Ensure that maintenance contracts are in place for infrastructure, as well as for ancillary facilities; to administer maintenance contracts, respond to alarms, system problems, and user problems in an effort to coordinate maintenance efforts.



OFFICE OF RADIO COMMUNICATIONS

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 376,148	\$ 356,392	\$ 332,750	\$ 485,669
Injury Pay	—	—	1	—
Longevity	2,850	3,150	3,150	2,950
Wage Settlements	—	7	—	—
Separation Payments	—	—	3,257	—
Bonus Incentive	500	—	—	—
Overtime	431	155	—	—
	\$ 379,928	\$ 359,704	\$ 339,158	\$ 488,619
Benefits				
Hospitalization	\$ 96,794	\$ 90,333	\$ 77,751	\$ 123,560
Prescription	15,990	18,551	15,990	25,381
Dental	4,556	4,949	4,152	6,747
Vision Care	443	543	473	848
Public Employees Retire System	53,096	51,238	48,516	69,181
Fica-Medicare	5,239	4,918	4,660	7,103
Workers' Compensation	3,853	3,297	3,120	3,869
Life Insurance	214	265	229	443
Unemployment Compensation	526	—	—	—
Clothing Allowance	1,785	1,875	1,360	2,255
Clothing Maintenance	740	790	610	990
	\$ 183,235	\$ 176,758	\$ 156,861	\$ 240,377
Other Training & Professional Dues				
Travel	\$ 6,644	\$ —	\$ —	\$ 12,000
Tuition & Registration Fees	4,846	—	—	15,000
	\$ 11,490	\$ —	\$ —	\$ 27,000
Utilities				
Brokered Gas Supply	\$ 190	\$ 110	\$ 376	\$ —
Telephone	80,000	230,000	142,000	160,000
Gas	4,354	4,144	5,540	5,200
Electricity - Cpp	17,451	16,832	16,794	19,478
Electricity - Other	73,096	70,937	67,312	90,457
	\$ 175,092	\$ 322,023	\$ 232,022	\$ 275,135
Contractual Services				
Professional Services	\$ 5,160	\$ 5,460	\$ 5,280	\$ 20,000
Parking In City Facilities	715	715	660	1,302
Taxes	10,350	10,597	11,227	15,000
Property Rental	275,875	299,301	304,510	313,088
	\$ 292,099	\$ 316,073	\$ 321,677	\$ 349,390



OFFICE OF RADIO COMMUNICATIONS

Expenditures (Continued)

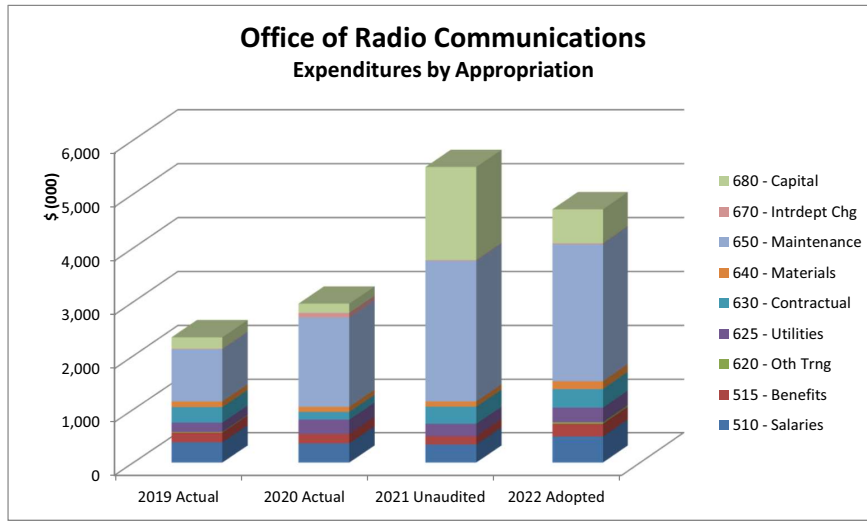
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Hardware & Small Tools	\$ 2,915	\$ 10,913	\$ 6,100	\$ 10,000
Small Equipment	34,659	19,624	29,198	35,000
Other Supplies	69,766	84,205	63,292	100,000
Just In Time Office Supplies	233	343	—	500
	\$ 107,574	\$ 115,084	\$ 98,590	\$ 145,500
Maintenance				
Maintenance Contracts	\$ 698,119	\$ 1,582,040	\$ 2,206,539	\$ 2,368,693
Computer Software Maintenance	—	—	50,724	—
Maintenance Utility Systems	269,831	115,670	354,822	175,000
Maintenance Misc. Equipment	—	36,760	—	—
	\$ 967,950	\$ 1,734,470	\$ 2,612,085	\$ 2,543,693
Interdepart Service Charges				
Charges From Telephone Exch	\$ 7,108	\$ 7,491	\$ 8,094	\$ 7,264
Charges From Light And Power	—	—	490	5,000
Charges From Print & Repro	82	245	150	201
Charges From M.V.M.	2,658	902	2,950	2,258
	\$ 9,848	\$ 8,638	\$ 11,684	\$ 14,723
Capital Outlay				
Radio Equipment	\$ 73,078	\$ 177,431	\$ 161,719	\$ 380,500
Other Equipment	106,007	14,960	64,562	250,000
Transfer To Capital Project	—	—	1,501,000	—
Transfer To Water Capital Proj	35,323	—	—	—
	\$ 214,408	\$ 192,392	\$ 1,727,281	\$ 630,500
	\$ 2,341,624	\$ 3,225,142	\$ 5,499,357	\$ 4,714,937

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 363,900	\$ 327,127	\$ 381,709	\$ 349,647
Miscellaneous	2,719,438	2,186,087	4,786,829	4,036,944
Interest Earnings/Investment Income	40,738	12,638	1,748	2,000
	\$ 3,124,076	\$ 2,525,853	\$ 5,170,286	\$ 4,388,591



OFFICE OF RADIO COMMUNICATIONS



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
ADMINISTRATORS & OFFICIALS					
1	0	1	Supervisor of Radio Services	28.56	29.13
1	0	1			
PROFESSIONALS					
1	1	1	Administrative Manager	31,200.00	145,000.00
1	1	1	Assistant Administrator	31,200.00	85,000.00
2	0	2	Systems Analyst	31,200.00	70,429.91
4	2	4			
TECHNICIANS					
3	2	3	Radio Technician	23.87	24.35
3	2	3			
8	4	8	TOTAL FULL TIME		
8	4	8	TOTAL DIVISION		



MOTOR VEHICLE MAINTENANCE**Jeffrey L. Brown, Commissioner****Mission Statement**

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

PROGRAM NAME:AUTO BODY WORK

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

ACTIVITIES: Make minor and major auto body repairs.

PROGRAM NAME:EMERGENCY REPAIRS AND TOWING

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

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

PROGRAM NAME:FUELING

OBJECTIVES: To provide the City's fleet with 27 locations for fuel dispensing and delivery of fuel by tanker truck to other City of Cleveland fuel locations (i.e. Parks, Police and Fire Divisions).

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

PROGRAM NAME:NEW VEHICLE PREPARATION

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

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

PROGRAM NAME:PREVENTIVE MAINTENANCE

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

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

PROGRAM NAME:ROUTINE MAINTENANCE

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

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



MOTOR VEHICLE MAINTENANCE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,231,710	\$ 4,267,571	\$ 4,244,459	\$ 4,416,303
Injury Pay	9,662	4,845	8,998	—
Longevity	32,500	31,900	31,275	32,475
Wage Settlements	—	311	6	—
Vacation Conversion	18,101	—	20,592	—
Separation Payments	27,462	29,299	7,805	100,000
Bonus Incentive	30,641	2,800	2,100	—
Overtime	109,162	98,967	83,831	75,000
	\$ 4,459,237	\$ 4,435,694	\$ 4,399,067	\$ 4,623,778
Benefits				
Hospitalization	\$ 861,904	\$ 828,220	\$ 817,169	\$ 910,689
Prescription	146,313	173,060	168,389	187,522
Dental	40,680	44,378	43,186	48,754
Vision Care	4,181	6,324	6,654	7,744
Public Employees Retire System	618,714	627,304	610,458	633,329
Fica-Medicare	56,404	56,609	55,815	56,406
Workers' Compensation	76,233	40,333	79,811	156,246
Life Insurance	2,549	3,272	3,212	4,188
Unemployment Compensation	—	444	—	—
Clothing Allowance	9,083	960	18,425	10,020
Tool Insurance	84,200	58,000	56,000	59,000
Clothing Maintenance	200	200	200	775
	\$ 1,900,460	\$ 1,839,105	\$ 1,859,319	\$ 2,074,673
Other Training & Professional Dues				
Tuition & Registration Fees	\$ 427	\$ 136	\$ 461	\$ 2,060
Professional Dues & Subscript	2,851	4,604	2,856	4,120
	\$ 3,278	\$ 4,740	\$ 3,317	\$ 6,180
Utilities				
Brokered Gas Supply	\$ 101,360	\$ 65,820	\$ 79,165	\$ 142,558
Gas	42,371	39,135	40,020	58,436
Electricity - Cpp	23,912	38,044	39,005	26,129
Electricity - Other	925	998	1,060	1,011
Security & Monitoring System	—	5,000	10,000	6,592
	\$ 168,569	\$ 148,996	\$ 169,249	\$ 234,726
Contractual Services				
Parking In City Facilities	\$ 25,996	\$ 27,179	\$ 27,968	\$ 26,000
Towing	147,040	179,520	150,095	154,500
Special Assessment	18,350	17,150	18,600	20,000

MOTOR VEHICLE MAINTENANCE

Expenditures (Continued)

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Other Contractual	69,242	13,989	17,038	12,750
	\$ 260,628	\$ 237,837	\$ 213,701	\$ 213,250
Materials & Supplies				
Computer Supplies	\$ 5,070	\$ —	\$ 257	\$ 1,000
Computer Software	8,139	—	—	1,000
Fuel	5,862,521	4,458,655	4,794,848	6,500,000
Fuel Tax	1,099,207	1,087,519	1,076,481	1,470,000
Chemical	7,500	—	—	7,500
Air Compressor Parts	127,000	70,000	95,000	50,000
Fire/Ems Apparatus Parts	240,000	356,830	324,749	180,000
Auto & Light Truck Parts	1,100,627	1,427,616	1,263,960	1,230,000
Heavy Truck Parts	2,239,717	2,872,019	2,742,569	2,250,000
Construction Equipment Parts	194,999	226,999	138,473	200,000
Snow Removal Equipment Parts	20,000	20,000	100,000	20,000
Clothing	37,490	29,999	30,000	24,000
Sweeper Parts	384,966	536,108	200,000	400,000
Welding Supplies & Equipment	6,000	—	3,000	3,000
Hygiene And Cleaning Supplies	15,785	12,005	17,436	18,000
Painting Equipment & Supplies	20,535	10,000	10,000	16,000
Other Supplies	1,593	2,560	842	1,000
Anti-Freeze	20,273	25,000	35,000	25,000
Motor Oil & Lubricants	244,993	234,746	199,955	300,000
Batteries	100,000	100,000	100,000	100,000
Tires	674,943	713,068	740,750	700,000
Just In Time Office Supplies	3,241	3,027	2,071	4,000
Building Maintenance Supplies	37,932	36,717	45,814	1,000
	\$ 12,452,531	\$ 12,222,868	\$ 11,921,206	\$ 13,501,500
Maintenance				
Computer Hardware Maintenance	\$ —	\$ —	\$ —	\$ 10,000
Computer Software Maintenance	22,834	22,481	23,156	24,000
Maintenance Machinery & Tools	20,000	10,000	35,000	20,000
Fuel Pump Repair & Maintenance	49,990	99,990	50,000	50,000
Generator Repair	79,724	134,732	107,402	75,000
Accident Repair-Other Vehicles	29,600	95,612	30,290	50,000
Accident Repair-Safety Vehicles	102,731	113,935	170,296	130,000
Heavy Truck Repair	108,306	106,623	186,208	135,000
Hydraulic Repair Cyl Pmps Mtrs	99,998	99,998	149,998	100,000
Glass Repair	15,000	36,237	15,000	20,000



MOTOR VEHICLE MAINTENANCE

Expenditures (Continued)

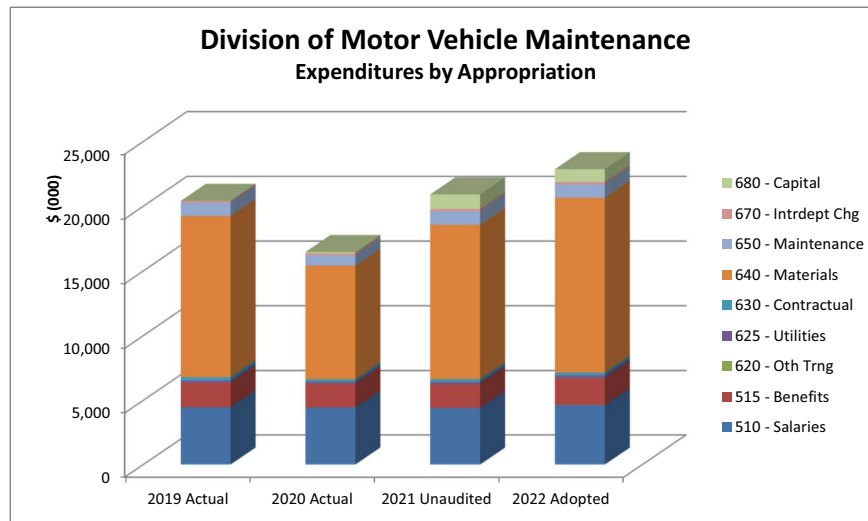
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Radiator & Gas Tank Repair	40,000	40,000	20,000	52,000
Maintenance Building	49,999	18,225	59,999	11,000
Repair Of Overhead Doors	5,000	44,959	25,000	16,000
Spring Repair	242,942	145,619	77,605	225,000
Tire Repair Road Service	72,393	69,585	99,920	52,000
Transmission Repair	84,974	70,000	—	80,000
	\$ 1,023,491	\$ 1,107,996	\$ 1,049,873	\$ 1,050,000
Interdepart Service Charges				
Charges From Telephone Exch	\$ 95,106	\$ 100,604	\$ 116,376	\$ 104,448
Charges From Radio Comm System	5,287	4,662	10,396	7,527
Charges From W.P.C.	7,286	1,120	1,389	7,000
Charges From Print & Repro	9,235	9,786	9,993	13,396
Charges From Central Storeroom	100	124	113	122
Charges From Waste Collection	23,788	32,043	25,575	25,000
	\$ 140,801	\$ 148,338	\$ 163,841	\$ 157,493
Capital Outlay				
Transfer To Capital Project	\$ —	\$ 400,000	\$ 1,130,000	\$ 1,000,000
	\$ —	\$ 400,000	\$ 1,130,000	\$ 1,000,000
	\$ 20,408,995	\$ 20,545,574	\$ 20,909,574	\$ 22,861,600

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 158,430	\$ 71,139	\$ 264,178	\$ 186,000
Miscellaneous	20,315,614	18,863,962	21,842,185	20,990,324
Interest Earnings/Investment Income	114,723	42,160	7,039	10,000
	\$ 20,588,766	\$ 18,977,260	\$ 22,113,402	\$ 21,186,324



MOTOR VEHICLE MAINTENANCE





MOTOR VEHICLE MAINTENANCE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
1	1	1	Assistant Commissioner of Motor Vehicle Maintenance	31,200.00	98,678.77
1	1	1	Commissioner of Motor Vehicle Maintenance	40,314.82	145,820.32
2	2	2	Superintendent of Motorized Equipment	31,200.00	78,184.48
1	1	1	Superintendent of Vehicles Administrative Services	31,200.00	78,184.48
5	5	5			
<u>ADMINISTRATIVE SUPPORT</u>					
1	1	1	General Storekeeper	22.33	28.97
1	1	1	Principal Clerk	17.01	27.55
4	4	4	Storekeeper	19.33	24.09
6	6	6			
<u>PROFESSIONALS</u>					
1	1	1	Assistant Administrator	31,200.00	85,000.00
3	3	3	Buyer	31,200.00	56,105.93
1	1	1	Fleet Management Data Manager	30,000.00	73,734.66
1	1	1	Project Coordinator	31,200.00	99,702.63
6	6	6			
<u>SKILLED CRAFT</u>					
21	20	21	Automobile Technician	18.25	24.57
4	4	4	Automobile Technician Unit Leader	25.77	29.81
3	3	3	Heavy Duty Auto Body Technician Worker	23.99	26.01
25	23	25	Heavy Duty Technician	24.14	29.42
5	5	5	Heavy Duty Technician Unit Leader	32.39	36.51
1	1	1	Welder/Fabricator Technician	27.41	29.41
59	56	59			



MOTOR VEHICLE MAINTENANCE

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>SERVICE & MAINTENANCE</u>					
1	1	1	Tanker Truck Driver	27.99	28.55
1	1	1	Tire Repair Technician	20.71	22.71
2	2	2			
78	75	78	TOTAL FULL TIME		
78	75	78	TOTAL DIVISION		



PRINTING & REPRODUCTION

Michael Hewett, Commissioner

Mission Statement

The Division of Printing and Reproduction is committed to providing innovative, sustainable and cost-effective design, print and mail solutions to the City of Cleveland.

The duties of the Commissioner of Printing and Reproduction are as follows: to administer and control the affairs of the division; to supervise the design, printing and mailing of material required for use by the City of Cleveland; to develop specifications, evaluate bids, recommend the lease, rental or purchase of all photocopiers; and to perform additional duties which may arise by codified ordinance or by the Director of Finance.

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

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

PROGRAM NAME: COPY CENTER

OBJECTIVES: Provide a variety of fast turnaround photocopying services.

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

PROGRAM NAME: PRINTING SERVICES

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

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



PRINTING & REPRODUCTION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 734,373	\$ 708,773	\$ 664,120	\$ 774,069
Seasonal	—	866	7,997	—
Part-Time Permanent	—	6,623	2,966	21,106
Longevity	6,200	6,800	5,950	4,550
Vacation Conversion	11,838	—	8,705	—
Separation Payments	—	26,332	76,722	65,000
Overtime	770	161	—	5,500
	\$ 753,181	\$ 749,556	\$ 766,460	\$ 870,225
Benefits				
Hospitalization	\$ 118,010	\$ 115,916	\$ 92,536	\$ 127,921
Prescription	20,921	25,264	19,963	27,613
Dental	5,947	6,324	4,345	6,398
Vision Care	806	999	795	1,148
Public Employees Retire System	103,536	102,816	97,958	112,566
Fica-Medicare	9,515	9,365	9,658	10,416
Workers' Compensation	7,209	6,194	6,747	7,611
Life Insurance	438	534	477	725
Clothing Allowance	865	427	655	1,000
Clothing Maintenance	2,426	2,500	2,500	3,000
	\$ 269,672	\$ 270,338	\$ 235,635	\$ 298,398
Other Training & Professional Dues				
Travel	\$ —	\$ —	\$ —	\$ 2,500
Tuition & Registration Fees	725	725	800	2,000
Other Training Supplies	—	—	600	2,000
Professional Dues & Subscript	4,365	1,300	3,076	2,500
	\$ 5,090	\$ 2,025	\$ 4,476	\$ 9,000
Utilities				
Brokered Gas Supply	\$ 1,647	\$ 875	\$ 1,301	\$ 2,137
Gas	888	766	948	979
Electricity - Cpp	40,034	28,476	38,425	42,039
Security & Monitoring System	3,537	2,358	2,358	4,500
	\$ 46,106	\$ 32,474	\$ 43,032	\$ 49,655
Contractual Services				
Professional Services	\$ 1,896	\$ 396	\$ 1,396	\$ 2,000
Janitorial Services	—	15,000	—	15,000
Parking In City Facilities	285	20	30	500
Photocopy Machine Rental	689,564	433,335	670,838	690,000
Other Contractual	1,500	—	—	1,500
	\$ 693,245	\$ 448,750	\$ 672,264	\$ 709,000



PRINTING & REPRODUCTION

Expenditures (Continued)

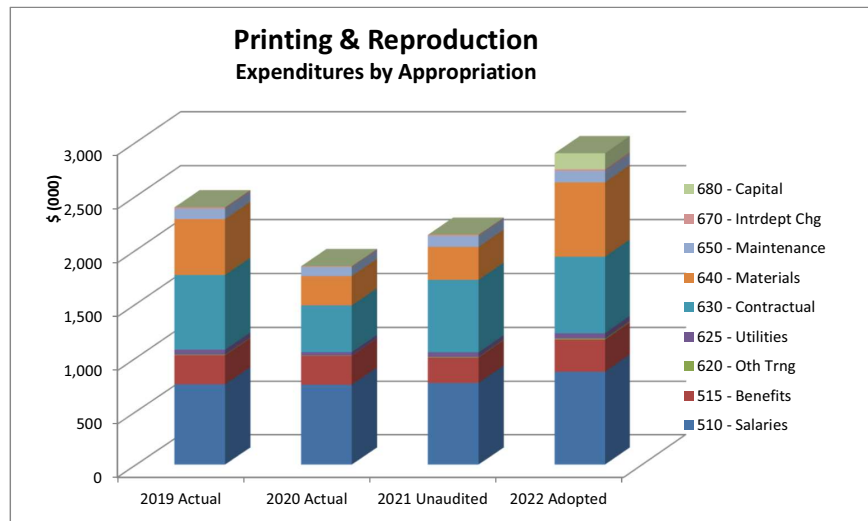
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Materials & Supplies				
Office Supplies	\$ —	\$ —	\$ —	\$ 1,000
Computer Hardware	10,081	—	6,514	10,000
Computer Software	7,112	11,679	9,860	10,000
Clothing	—	—	—	1,000
Small Equipment	—	—	—	7,500
Electrical Supplies	—	—	—	5,000
Hygiene And Cleaning Supplies	—	—	—	1,000
Paper And Other Printing Suppl	496,060	409,760	287,159	650,000
Other Supplies	—	—	—	500
Just In Time Office Supplies	5,541	2,017	2,458	4,000
	\$ 518,794	\$ 423,455	\$ 305,990	\$ 690,000
Maintenance				
Maintenance Contracts	\$ 93,652	\$ 98,152	\$ 99,911	\$ 100,000
Maintenance Machinery & Tools	—	—	—	3,000
Car Washes	—	—	—	150
Maintenance Building	—	—	300	—
Repair Of Overhead Doors	—	—	—	1,000
	\$ 93,652	\$ 98,152	\$ 100,211	\$ 104,150
Interdepart Service Charges				
Charges From Telephone Exch	\$ 4,537	\$ 6,139	\$ 7,129	\$ 6,398
Charges From M.V.M.	9,888	3,076	4,041	5,898
Charges From Division Of Maint	—	—	—	3,000
	\$ 14,425	\$ 9,215	\$ 11,169	\$ 15,296
Capital Outlay				
Transfer To Capital Project	\$ —	\$ —	\$ —	\$ 150,000
	\$ —	\$ —	\$ —	\$ 150,000
	\$ 2,394,165	\$ 2,033,966	\$ 2,139,237	\$ 2,895,724

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 1,356	\$ 926	\$ 452	\$ —
Miscellaneous	2,254,131	1,961,092	2,251,382	2,895,724
Interest Earnings/Investment Income	10,914	2,343	355	—
	\$ 2,266,400	\$ 1,964,361	\$ 2,252,189	\$ 2,895,724



PRINTING & REPRODUCTION





PRINTING & REPRODUCTION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	2	2	Asst. Commissioner of Printing and Reproduction	31,200.00	93,401.98
1	1	1	Commissioner of Printing and Reproduction	40,314.82	145,820.32
1	1	1	Printing Foreman	31,200.00	57,522.83
<u>4</u>	<u>4</u>	<u>4</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
2	2	2	Principal Clerk	17.01	27.55
<u>2</u>	<u>2</u>	<u>2</u>			
<u>PROFESSIONALS</u>					
1	1	1	Desktop Publishing Specialist	31,200.00	104,039.87
<u>1</u>	<u>1</u>	<u>1</u>			
<u>SERVICE AND MAINTENANCE</u>					
1	0	1	Mailing Specialist	31,200.00	55,734.65
<u>1</u>	<u>0</u>	<u>1</u>			
<u>SKILLED CRAFT</u>					
3	2	3	Copy Center Operator	15.00	21.75
<u>3</u>	<u>2</u>	<u>3</u>			
<u>TECHNICIANS</u>					
1	1	1	First Press Operator	15.00	25.83
1	1	1	Print Services Tech Specialist	15.00	40.00
<u>2</u>	<u>2</u>	<u>2</u>			
<u>13</u>	<u>11</u>	<u>13</u>	TOTAL FULL TIME		
0	0	1	TOTAL PART TIME		
<u>13</u>	<u>11</u>	<u>14</u>	TOTAL DIVISION		



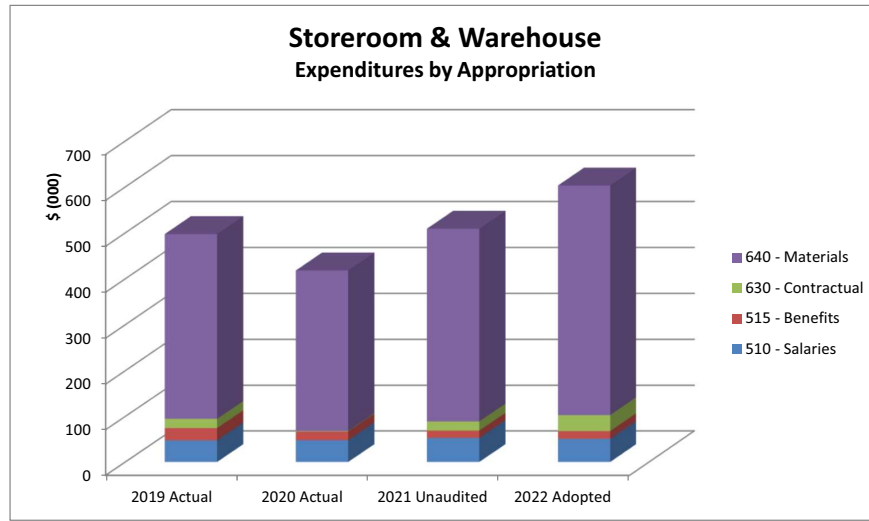
STOREROOM & WAREHOUSE

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 47,096	\$ 47,201	\$ 52,011	\$ 50,107
Longevity	475	475	575	575
	\$ 47,571	\$ 47,676	\$ 52,586	\$ 50,682
Benefits				
Hospitalization	\$ 15,721	\$ 8,846	\$ 5,886	\$ 6,910
Prescription	2,436	1,830	1,319	1,353
Dental	701	442	294	303
Vision Care	81	88	81	100
Public Employees Retire System	6,660	6,928	7,348	7,176
Fica-Medicare	640	658	735	735
Workers' Compensation	470	408	465	528
Life Insurance	34	44	44	55
	\$ 26,744	\$ 19,244	\$ 16,171	\$ 17,160
Contractual Services				
Equipment Rental	\$ 20,139	\$ 20,139	\$ 20,139	\$ 25,000
Other Contractual	—	—	—	10,000
	\$ 20,139	\$ 20,139	\$ 20,139	\$ 35,000
Materials & Supplies				
Office Supplies	\$ 2,752	\$ —	\$ —	\$ 200
Postage	400,000	350,000	420,000	500,000
	\$ 402,752	\$ 350,000	\$ 420,000	\$ 500,200
	\$ 497,206	\$ 437,059	\$ 508,897	\$ 603,042
Revenues				
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 513,550	\$ 453,250	\$ 500,588	\$ 603,042
Interest Earnings/Investment Income	1,220	440	17	—
	\$ 514,771	\$ 453,690	\$ 500,605	\$ 603,042



STOREROOM & WAREHOUSE



COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	Budget 2021	Budget 2022		Minimum	Maximum
			ADMINISTRATIVE SUPPORT		
1	1	1	Storekeeper	19.33	24.09
1	1	1	TOTAL FULL TIME		
1	1	1	TOTAL DIVISION		



HEALTH SELF INSURANCE FUND

Expenditures

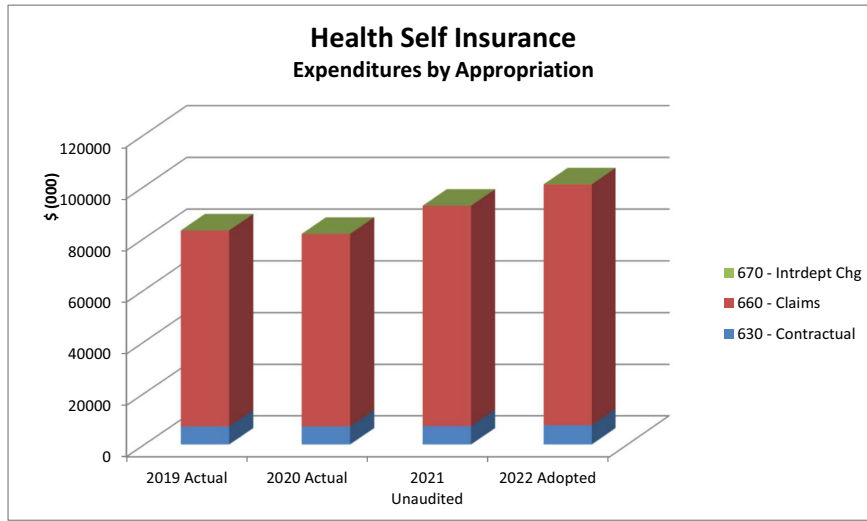
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Contractual Services				
Professional Services	\$ 162,622	\$ 175,000	\$ 324,998	\$ —
Stop Loss Insurance Med Mutal	2,355,644	2,376,538	2,453,997	2,757,074
Admin Fee Med Mutual	2,126,047	2,135,100	2,032,303	2,413,125
Admin Fee Anthem	1,010,572	1,009,660	992,527	922,245
Stop Loss Insurance Anthem	1,034,789	1,033,314	1,015,779	943,851
Program Promotion	—	—	75,000	—
Wellness Expense Anthem	74,206	—	9,442	100,000
Wellness Expense Medical Mutual	83,373	3,380	3,295	100,000
Healthcare Consulting	—	—	—	75,000
Other Contractual	175,000	274,600	275,000	175,000
	\$ 7,022,252	\$ 7,007,592	\$ 7,182,341	\$ 7,486,295
Materials & Supplies				
Hygiene And Cleaning Supplies	\$ —	\$ 31,185	\$ —	\$ —
	\$ —	\$ 31,185	\$ —	\$ —
Claims, Refunds, Maintenance				
Claims Healthcare Med Mut	\$ 50,743,944	\$ 50,710,508	\$ 54,735,480	\$ 61,618,400
Claims Healthcare Anthem	25,147,620	23,876,526	30,563,924	31,670,232
ACA Reinsurance Fee	41,194	43,683	40,727	—
	\$ 75,932,758	\$ 74,630,717	\$ 85,340,131	\$ 93,288,632
Interdepart Service Charges				
Charges From Print & Repro	\$ 200	\$ 500	\$ 705	\$ 10,000
	\$ 200	\$ 500	\$ 705	\$ 10,000
	\$ 82,955,210	\$ 81,669,994	\$ 92,523,177	\$ 100,784,927

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 85,218,542	\$ 87,350,640	\$ 83,823,896	\$ 100,784,932
Miscellaneous	40,258	147,463	—	—
	\$ 85,258,800	\$ 87,498,103	\$ 83,823,896	\$ 100,784,932



HEALTH SELF INSURANCE FUND





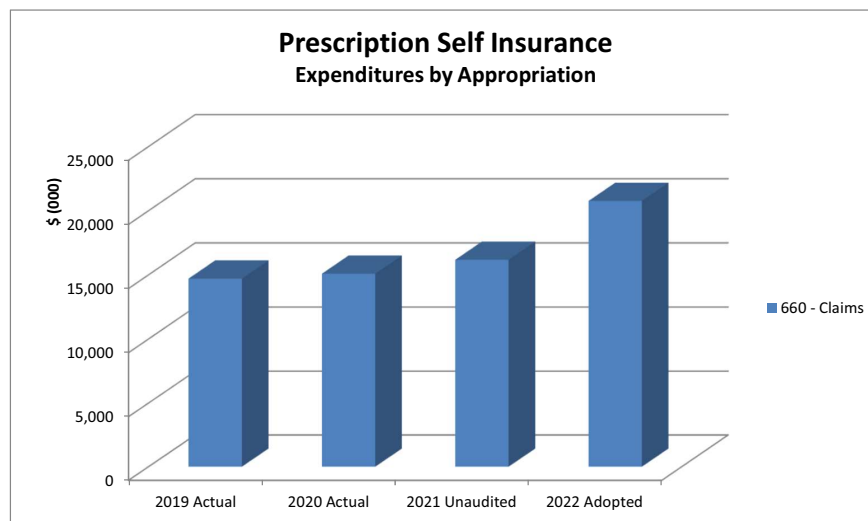
PRESCRIPTION SELF INSURANCE FUND

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Claims, Refunds, Maintenance				
Claims Health Care	\$ 14,706,319	\$ 15,087,354	\$ 16,173,356	\$ 20,764,580
	\$ 14,706,319	\$ 15,087,354	\$ 16,173,356	\$ 20,764,580
	\$ 14,706,319	\$ 15,087,354	\$ 16,173,356	\$ 20,764,580

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Charges For Services	\$ 14,832,235	\$ 18,026,414	\$ 17,298,305	\$ 20,764,579
Miscellaneous	359,005	—	—	—
	\$ 15,191,240	\$ 18,026,414	\$ 17,298,305	\$ 20,764,579



Agency Funds



Agency Funds are used to account for assets held by the City as an agent for individuals, private organizations and other governments. The Agency Funds are custodial in nature (assets equal liabilities) and do not have a measurement focus. However, the accrual basis of accounting is used to recognize receivables and payables. The City's more significant Agency Funds are used to account for Municipal Court and income tax collections for other municipalities.



	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Unaudited</u>	<u>2022 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
CENTRAL COLLECTION AGENCY						
RECEIPTS	\$ 10,450,147	\$ 9,035,621	\$ 10,402,555	\$ 13,565,325	\$ 3,162,770	30%
EXPENDITURES	9,899,922	10,092,391	10,011,837	13,565,325	3,553,488	35%
Net	\$ 550,225	\$ (1,056,770)	\$ 390,718	\$ —	\$ (390,718)	-100%
Decertifications	7,140	2,565	839	—		—
Beginning Balance	811,482	1,368,847	314,642	706,199		—
Ending Balance	<u>\$ 1,368,847</u>	<u>\$ 314,642</u>	<u>\$ 706,199</u>	<u>\$ 706,199</u>	<u>\$ (390,718)</u>	<u>-55%</u>
FT Staffing Levels	87	83	83	113	30	36%



CCA INCOME TAX ADMINISTRATION

Kevin L. Preslan, Administrator

Mission Statement

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

The Division of Taxation was established by Ordinance 2393-66 effective November 28, 1966. As provided in the Ordinance, the Division operates a centralized collection facility known as the Central Collection Agency (CCA - Division of Taxation) for purposes of collecting the municipal income tax for the City of Cleveland and many other municipalities that wish to have the Agency administer their municipal tax ordinance. The contract between the City of Cleveland and the members states that the general policy of the Agency is established by an Executive Board made up of the Finance Director of the City of Cleveland and four members elected by the members of the Agency.

The Income Tax Administrator is charged with the responsibility of receiving, recording and maintaining accurate records of the taxes collected for the Agency's member municipalities. This includes the enforcement of the ordinance, making and enforcing regulation, determined tax due and investigating persons or corporations who are believed to owe taxes.

PROGRAM NAME:AUDIT

OBJECTIVES: To ensure that all taxpayers file correctly and pay the correct amount of income taxes for each year a return is due.

ACTIVITIES: Conduct audits to ensure compliance with the income tax ordinances.

PROGRAM NAME:COLLECTION

OBJECTIVES: To process municipal income tax collections on a daily basis.

ACTIVITIES: Pre-audit and process incoming municipal income tax returns, withholding reports and estimates daily upon receipt. Balance and deposit all cash and checks.

PROGRAM NAME:COMPLIANCE

OBJECTIVES: To enforce strict compliance of the municipal income tax ordinances.

ACTIVITIES: Verify that all individuals and businesses subject to the tax, file returns and pay all taxes due, including penalties and interest due for late payment of taxes.

PROGRAM NAME:DATA ENTRY

OBJECTIVES: To generate accurate daily additions to the income tax records.

ACTIVITIES: Key or translate all tax forms, returns, source documents, and employers' supplied W-2's into machine readable language.



CCA INCOME TAX ADMINISTRATION

PROGRAM NAME:RECORD RETENTION

OBJECTIVES: To provide retention filing and legally secure storage of all tax records by the municipal income tax ordinance.

ACTIVITIES: Maintenance of tax records, assuring accessibility to Agency staff.

PROGRAM NAME:TAXPAYER ASSISTANCE

OBJECTIVES: To provide information and assistance to all taxpayers of the municipalities served by the Agency.

ACTIVITIES: Work with taxpayers to understand their filing requirements and answer questions. Assistance is provided on the phone or in person.



CCA INCOME TAX ADMINISTRATION

Expenditures

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Salaries and Wages				
Full Time Permanent	\$ 4,665,372	\$ 4,706,210	\$ 4,878,021	\$ 5,626,727
Part-Time Permanent	152,114	113,001	68,029	273,068
Longevity	37,725	39,175	38,725	40,600
Vacation Conversion	18,318	—	40,246	—
Separation Payments	9,208	25,436	29,932	20,000
Overtime	198,947	26,689	58,377	250,000
	\$ 5,081,684	\$ 4,910,512	\$ 5,113,330	\$ 6,210,395
Benefits				
Hospitalization	\$ 800,389	\$ 807,548	\$ 813,501	\$ 1,392,824
Prescription	137,158	170,420	170,814	292,119
Dental	38,373	43,605	42,038	75,867
Vision Care	5,633	7,010	6,856	11,456
Public Employees Retire System	711,761	688,704	723,713	837,328
Fica-Medicare	70,071	67,453	70,377	84,855
Workers' Compensation	69,125	43,714	46,786	51,491
Life Insurance	3,007	3,795	3,682	6,166
Unemployment Compensation	—	224	—	—
Clothing Allowance	—	—	—	130
Clothing Maintenance	—	—	—	150
	\$ 1,835,517	\$ 1,832,473	\$ 1,877,767	\$ 2,752,386
Other Training & Professional Dues				
Travel	\$ 6,900	\$ 1,900	\$ 100	\$ 6,000
Tuition & Registration Fees	1,078	—	1,223	1,500
Professional Dues & Subscript	11,740	30,445	14,417	35,000
	\$ 19,718	\$ 32,345	\$ 15,741	\$ 42,500
Utilities				
Electricity - Cpp	\$ 26,906	\$ 18,828	\$ 24,270	\$ 30,000
Steam	149,835	145,925	140,101	170,000
	\$ 176,741	\$ 164,753	\$ 164,371	\$ 200,000
Contractual Services				
Professional Services	\$ 788,205	\$ 1,154,808	\$ 826,843	\$ 1,728,000
Mileage (Private Auto)	10,588	1,880	252	12,000
Advertising And Public Notice	3,046	968	1,292	5,000
Parking In City Facilities	1,430	1,260	1,320	3,000
Insurance And Official Bonds	580	196	—	1,000
Property Rental	18,720	18,720	—	—
Other Contractual	22,445	30,606	42,430	50,000
State Auditor Examination	39,000	43,000	46,000	50,000



CCA INCOME TAX ADMINISTRATION

Expenditures (Continued)

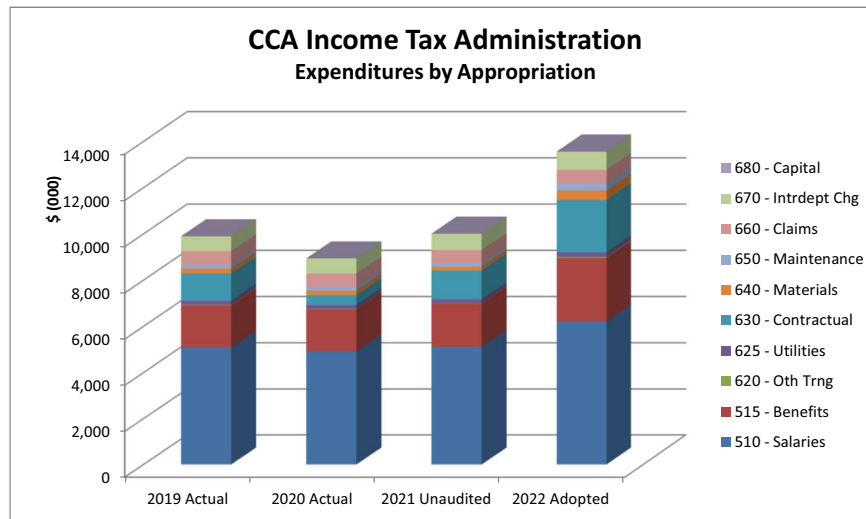
	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Refunds & Miscellaneous	—	164	—	—
Bank Service Fees	189,145	199,095	188,244	240,000
Credit Card Processing Fees	99,504	63,068	135,748	174,000
	\$ 1,172,663	\$ 1,513,764	\$ 1,242,130	\$ 2,263,000
Materials & Supplies				
Office Supplies	\$ 1,765	\$ 2,120	\$ 185	\$ 7,500
Postage	90,589	144,745	122,578	250,000
Computer Supplies	—	585	—	5,000
Computer Hardware	46,044	41,581	4,034	61,200
Computer Software	36,326	2,822	24,723	67,300
Office Furniture & Equipment	15,000	—	8,558	3,000
Other Supplies	515	—	324	2,000
Batteries	—	—	—	500
Just In Time Office Supplies	29,479	13,728	10,622	20,000
	\$ 219,717	\$ 205,581	\$ 171,025	\$ 416,500
Maintenance				
Maintenance Office Equipment	\$ 5,579	\$ 7,438	\$ 5,977	\$ 25,200
Maintenance Contracts	2,336	4,120	2,500	6,000
Computer Hardware Maintenance	37,336	31,778	15,093	79,500
Computer Software Maintenance	102,833	158,702	132,676	178,500
Car Washes	—	19	6	300
	\$ 148,084	\$ 202,058	\$ 156,252	\$ 289,500
Claims, Refunds, Maintenance				
Court Costs	\$ 16,405	\$ 784	\$ 5,288	\$ 20,000
Indirect Cost	590,293	574,230	554,888	578,176
	\$ 606,698	\$ 575,014	\$ 560,176	\$ 598,176
Interdepart Service Charges				
Charges From Telephone Exch	\$ 50,227	\$ 53,515	\$ 53,240	\$ 47,784
Charges From Print & Repro	151,354	172,442	226,506	303,647
Charges From M.V.M.	7,322	4,937	6,300	6,437
Charges From Division Of Maint	425,000	425,000	425,000	425,000
	\$ 633,902	\$ 655,894	\$ 711,046	\$ 782,868
Capital Outlay				
Office Equipment	\$ 5,199	\$ —	\$ —	\$ 10,000
	\$ 5,199	\$ —	\$ —	\$ 10,000
	\$ 9,899,922	\$ 10,092,393	\$ 10,011,837	\$ 13,565,325



CCA INCOME TAX ADMINISTRATION

Revenues

	2019 Actual	2020 Actual	2021 Unaudited	2022 Budget
Miscellaneous	\$ 3,024,323	\$ 2,715,207	\$ 3,324,661	\$ 3,350,790
Due To Member Municipalities	1,650	—	—	2,000
Income Tax	6,895,000	6,230,000	7,070,000	10,212,535
Interest Earnings/Investment Income	529,174	90,414	7,894	—
	\$ 10,450,147	\$ 9,035,621	\$ 10,402,555	\$ 13,565,325





CCA INCOME TAX ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>ADMINISTRATORS & OFFICIALS</u>					
2	1	1	Asst. Income Tax Administrator	31,200.00	125,000.00
1	1	1	Income Tax Administrator	42,758.15	152,224.32
<u>3</u>	<u>2</u>	<u>2</u>			
<u>ADMINISTRATIVE SUPPORT</u>					
0	1	1	Account Clerk I	15.00	19.00
1	1	3	Accountant Clerk II	15.00	20.51
3	2	5	Customer Service Rep-Call Center	15.92	21.05
22	10	18	Income Tax Tracer	15.92	21.88
3	3	3	Junior Cashier	18.82	19.84
3	1	1	Junior Clerk	24.21	25.18
1	1	1	Principal Cashier	15.00	17.57
1	1	1	Principal Clerk	17.01	27.55
0	0	1	Senior Clerk	20.44	27.05
1	2	2	Stock Clerk	15.00	21.39
<u>35</u>	<u>22</u>	<u>36</u>			
<u>PROFESSIONALS</u>					
1	1	1	Accountant IV	31,200.00	65,610.28
6	6	6	Administrative Manager	31,200.00	145,000.00
10	7	10	Assistant Administrator	31,200.00	85,000.00
3	3	3	Assistant Director of Law	31,200.00	98,909.62
8	8	8	Auditor	31,200.00	65,000.00
2	1	1	Auditor II	31,200.00	68,000.00
2	1	1	Fiscal Manager	31,200.00	98,137.58
2	2	2	Income Tax Supervisor	31,200.00	72,000.00
1	1	1	Personnel Administrator	31,200.00	91,088.49
6	4	5	Senior Tax Auditor	31,200.00	65,000.00
5	3	5	Supervising Tax Auditor	31,200.00	67,000.00
14	7	16	Tax Auditor I	19.23	52.04
10	13	14	Tax Auditor II	17.85	22.92
<u>70</u>	<u>57</u>	<u>73</u>			



CCA INCOME TAX ADMINISTRATION

COMPARISON OF STAFFING LEVEL

Budget 2021	No. of Employees		Position	Salary Schedule	
	December 2021	Budget 2022		Minimum	Maximum
<u>PARA-PROFESSIONALS</u>					
2	2	2	Paralegal	31,200.00	55,000.00
2	2	2			
110	83	113	TOTAL FULL TIME		
<u>PART TIME</u>					
1	0	0	Auditor	31,200.00	65,000.00
1	1	1	Income Tax Tracer	15.92	21.88
15	6	13	Student Aide	11.60	13.00
17	7	14	TOTAL PART TIME		
127	90	127	TOTAL DIVISION		



Legislative Branch		\$ 8,143,405
Judicial Branch		\$ 42,587,781
Executive Branch		
General Government		32,230,939
Department of Aging		1,826,940
Department of Human Resources		5,508,379
Department of Law		18,848,035
Department of Finance		26,577,445
Department of Public Health		13,450,071
Department of Public Safety		379,436,810
Department of Public Works		87,077,383
Department of Community Development		2,566,508
Department of Building and Housing		14,348,075
Department of Economic Development		2,335,566
Nondepartmental		75,014,746
Total Executive Branch		659,220,897
TOTAL GENERAL FUND		709,952,083
Special Revenue Funds		101,094,721
Internal Service Funds		169,166,208
Enterprise Funds		796,393,621
Agency Funds		13,565,325
Debt Service Funds		82,017,301
TOTAL APPROPRIATIONS FOR 2022		<u><u>\$ 1,872,189,259</u></u>

GENERAL FUND

LEGISLATIVE BRANCH

Council and Clerk of Council		\$ 8,143,405
I Personnel and Related Expenses	\$	6,293,731
II Other Expenses		1,849,674
TOTAL LEGISLATIVE BRANCH		<u><u>\$ 8,143,405</u></u>

JUDICIAL BRANCH

Municipal Court - Judicial Division		\$ 24,869,685
I Personnel and Related Expenses	\$	20,003,234
II Other Expenses		4,866,451



Appropriation Ordinance

Municipal Court - Clerk's Division		\$	12,540,573
I Personnel and Related Expenses	\$	10,935,731	
II Other Expenses		1,604,842	
Municipal Court - Housing Division		\$	5,177,523
I Personnel and Related Expenses	\$	4,737,290	
II Other Expenses		440,233	
TOTAL JUDICIAL BRANCH		\$	<u>42,587,781</u>

EXECUTIVE BRANCH

GENERAL GOVERNMENT

Office of the Mayor		\$	3,471,872
I Personnel and Related Expenses	\$	3,307,495	
II Other Expenses		164,377	
Office of Capital Projects		\$	7,386,567
I Personnel and Related Expenses	\$	6,639,535	
II Other Expenses		747,032	
Office of Quality Control & Performance Management		\$	1,608,284
I Personnel and Related Expenses	\$	1,557,990	
II Other Expenses		50,294	
Landmarks Commission		\$	350,900
I Personnel and Related Expenses	\$	328,321	
II Other Expenses		22,579	
Board of Building Standards and Appeals		\$	255,881
I Personnel and Related Expenses	\$	229,628	
II Other Expenses		26,253	
Board of Zoning Appeals		\$	253,894
I Personnel and Related Expenses	\$	230,328	
II Other Expenses		23,566	
Civil Service Commission		\$	1,567,639
I Personnel and Related Expenses	\$	947,038	
II Other Expenses		620,601	

Appropriation Ordinance



Community Relations Board		\$	2,313,582
I Personnel and Related Expenses	\$		2,022,604
II Other Expenses			290,978
City Planning Commission		\$	2,805,289
I Personnel and Related Expenses	\$		2,269,395
II Other Expenses			535,894
Boxing and Wrestling Commission		\$	31,968
I Personnel and Related Expenses	\$		31,968
Office of Sustainability		\$	1,291,567
I Personnel and Related Expenses	\$		989,557
II Other Expenses			302,010
Office of Equal Opportunity		\$	1,109,519
I Personnel and Related Expenses	\$		935,910
II Other Expenses			173,609
Office of Prevention, Intervention & Opportunity		\$	4,657,799
I Personnel and Related Expenses	\$		1,897,673
II Other Expenses			2,760,126
Office of Budget & Management		\$	777,169
I Personnel and Related Expenses	\$		745,630
II Other Expenses			31,539
Office of Professional Standards		\$	2,050,438
I Personnel and Related Expenses	\$		1,425,862
II Other Expenses			624,576
Police Review Board		\$	182,233
I Personnel and Related Expenses	\$		178,043
II Other Expenses			4,190
Community Police Commission		\$	2,116,338
I Personnel and Related Expenses	\$		575,437
II Other Expenses			1,540,901
TOTAL GENERAL GOVERNMENT		\$	32,230,939



Appropriation Ordinance

DEPARTMENT OF AGING

Department of Aging		\$	1,826,940
I Personnel and Related Expenses	\$	1,454,508	
II Other Expenses		372,432	
TOTAL DEPARTMENT OF AGING		\$	1,826,940

DEPARTMENT OF HUMAN RESOURCES

Department of Human Resources		\$	5,508,379
I Personnel and Related Expenses	\$	3,168,037	
II Other Expenses		2,340,342	
TOTAL DEPARTMENT OF HUMAN RESOURCES		\$	5,508,379

DEPARTMENT OF LAW

Department of Law		\$	18,848,035
I Personnel and Related Expenses	\$	9,739,897	
II Other Expenses		9,108,138	
TOTAL DEPARTMENT OF LAW		\$	18,848,035

DEPARTMENT OF FINANCE

Finance Administration		\$	1,728,865
I Personnel and Related Expenses	\$	1,145,279	
II Other Expenses		583,586	
Division of Accounts		\$	2,594,212
I Personnel and Related Expenses	\$	1,749,098	
II Other Expenses		845,114	
Division of Assessments and Licenses		\$	5,500,315
I Personnel and Related Expenses	\$	3,978,962	
II Other Expenses		1,521,353	

Appropriation Ordinance



Division of Treasury		\$	841,162
I Personnel and Related Expenses	\$		672,065
II Other Expenses			169,097
Division of Purchases and Supplies		\$	901,569
I Personnel and Related Expenses	\$		867,415
II Other Expenses			34,154
Bureau of Internal Audit		\$	1,297,662
I Personnel and Related Expenses	\$		585,402
II Other Expenses			712,260
Division of Financial Reporting and Control		\$	1,819,506
I Personnel and Related Expenses	\$		1,770,013
II Other Expenses			49,493
Information Systems Services		\$	11,894,154
I Personnel and Related Expenses	\$		3,753,402
II Other Expenses			8,140,752
TOTAL DEPARTMENT OF FINANCE		\$	<u>26,577,445</u>

DEPARTMENT OF PUBLIC HEALTH

Public Health Administration		\$	2,522,042
I Personnel and Related Expenses	\$		1,732,159
II Other Expenses			789,883
Division of Health		\$	6,802,300
I Personnel and Related Expenses	\$		3,681,352
II Other Expenses			3,120,948
Division of Environment		\$	2,470,646
I Personnel and Related Expenses	\$		1,962,162
II Other Expenses			508,484
Division of Air Quality		\$	1,111,059
I Personnel and Related Expenses	\$		636,184
II Other Expenses			474,875



Appropriation Ordinance

Division of Health, Equity and Social Justice		\$	544,024
I Personnel and Related Expenses	\$	457,076	
II Other Expenses		86,948	

TOTAL DEPARTMENT OF PUBLIC HEALTH \$ 13,450,071

DEPARTMENT OF PUBLIC SAFETY

Public Safety Administration		\$	8,011,064
I Personnel and Related Expenses	\$	4,740,874	
II Other Expenses		3,270,190	

Division of Police		\$	223,267,069
I Personnel and Related Expenses	\$	208,393,429	
II Other Expenses		14,873,640	

Division of Fire		\$	100,227,328
I Personnel and Related Expenses	\$	95,445,317	
II Other Expenses		4,782,011	

Division of Emergency Medical Services		\$	34,781,134
I Personnel and Related Expenses	\$	30,181,506	
II Other Expenses		4,599,628	

Division of Animal Control Services		\$	3,720,253
I Personnel and Related Expenses	\$	2,914,818	
II Other Expenses		805,435	

Division of Correction		\$	5,268,704
I Personnel and Related Expenses	\$	516,578	
II Other Expenses		4,752,126	

Police Inspector General		\$	230,582
I Personnel and Related Expenses	\$	218,132	
II Other Expenses		12,450	

Department of Justice		\$	3,930,676
I Personnel and Related Expenses	\$	1,736,501	
II Other Expenses		2,194,175	

TOTAL DEPARTMENT OF PUBLIC SAFETY \$ 379,436,810



DEPARTMENT OF PUBLIC WORKS

Division of Public Works Administration		\$	4,193,107
I Personnel and Related Expenses	\$		3,692,055
II Other Expenses			501,052
Division of Recreation		\$	15,619,471
I Personnel and Related Expenses	\$		10,683,038
II Other Expenses			4,936,433
Division of Parking Facilities-On Street		\$	1,054,821
I Personnel and Related Expenses	\$		951,986
II Other Expenses			102,835
Division of Property Management		\$	8,895,036
I Personnel and Related Expenses	\$		6,412,922
II Other Expenses			2,482,114
Division of Park Maintenance and Properties		\$	18,077,742
I Personnel and Related Expenses	\$		11,065,957
II Other Expenses			7,011,785
Division of Waste Collection & Disposal		\$	35,248,055
I Personnel and Related Expenses	\$		18,010,119
II Other Expenses			17,237,936
Division of Traffic Engineering		\$	3,989,151
I Personnel and Related Expenses	\$		3,060,928
II Other Expenses			928,223
TOTAL DEPARTMENT OF PUBLIC WORKS		\$	87,077,383

DEPART OF COMM. DEVELOPMENT DIRECTOR'S OFFICE

Community Development Director's Office		\$	2,566,508
I Personnel and Related Expenses	\$		534,512
II Other Expenses			2,031,996
TOTAL DEPARTMENT OF COMM. DEVELOPMENT		\$	2,566,508



Appropriation Ordinance

DEPARTMENT OF BUILDING AND HOUSING

Building and Housing Director's Office		\$	3,784,977
I Personnel and Related Expenses	\$	2,851,300	
II Other Expenses		933,677	
Division of Code Enforcement		\$	8,934,885
I Personnel and Related Expenses	\$	8,624,738	
II Other Expenses		310,147	
Division of Construction Permit		\$	1,628,213
I Personnel and Related Expenses	\$	1,602,570	
II Other Expenses		25,643	

TOTAL DEPARTMENT OF BUILDING AND HOUSING \$ 14,348,075

DEPARTMENT OF ECONOMIC DEVELOPMENT

Economic Development		\$	2,335,566
I Personnel and Related Expenses	\$	2,269,252	
II Other Expenses		66,314	

TOTAL DEPARTMENT OF ECONOMIC DEVELOPMENT \$ 2,335,566

NONDEPARTMENTAL

County Auditor Deductions		\$	3,200,000
II Other Expenses	\$	3,200,000	
Other Administrative		\$	21,369,490
II Other Expenses	\$	21,369,490	
Transfers to Other Funds		\$	50,445,256
II Other Expenses	\$	50,445,256	

TOTAL NONDEPARTMENTAL \$ 75,014,746

TOTAL EXECUTIVE BRANCH \$ 659,220,897

TOTAL GENERAL FUND \$ 709,952,083



SPECIAL REVENUE FUND

Restricted Income Tax Fund		\$	53,590,754
II Other Expenses	\$		53,590,754
Street Construction, Maintenance & Repair Fund		\$	35,014,235
I Personnel and Related Expenses	\$		19,316,854
II Other Expenses			15,697,381
Schools Recreation & Cultural Activities Fund		\$	1,125,000
II Other Expenses	\$		1,125,000
Division of Public Auditorium & Stadium-Stadium		\$	11,364,732
II Other Expenses	\$		11,364,732
TOTAL SPECIAL REVENUE FUNDS		\$	101,094,721

DEBT SERVICE FUND

Sinking Fund Commission		\$	82,017,301
III Debt Service	\$		82,017,301
TOTAL DEBT SERVICE FUNDS		\$	82,017,301

INTERNAL SERVICE FUND

Sinking Fund Commission		\$	872,654
I Personnel and Related Expenses	\$		230,184
II Other Expenses	\$		642,470
Information Systems Services-Telephone Exchange		\$	15,668,743
I Personnel and Related Expenses	\$		1,674,954
II Other Expenses			13,993,789
Radio		\$	4,714,937
I Personnel and Related Expenses	\$		728,996
II Other Expenses			3,985,941
Division of Motor Vehicle Maintenance		\$	22,861,600
I Personnel and Related Expenses	\$		6,698,451
II Other Expenses			16,163,149



Appropriation Ordinance

Division of Printing and Reproduction		\$	2,895,724
I Personnel and Related Expenses	\$	1,168,623	
II Other Expenses		1,727,101	
City Storeroom and Central Warehouse		\$	603,042
I Personnel and Related Expenses	\$	67,842	
II Other Expenses		535,200	
Health Self Insurance		\$	100,784,928
II Other Expenses	\$	100,784,928	
Prescription Self Insurance		\$	20,764,580
II Other Expenses	\$	20,764,580	
TOTAL INTERNAL SERVICE FUNDS		\$	169,166,208

ENTERPRISE FUNDS

DEPARTMENT OF PUBLIC UTILITIES

Utilities Administration		\$	9,576,347
I Personnel and Related Expenses	\$	7,329,482	
II Other Expenses		2,246,865	
Division of Fiscal Control		\$	9,087,727
I Personnel and Related Expenses	\$	7,233,482	
II Other Expenses		1,854,245	
Division of Water		\$	360,726,019
I Personnel and Related Expenses	\$	93,552,806	
II Other Expenses		267,173,213	
Division of Water Pollution Control		\$	32,096,520
I Personnel and Related Expenses	\$	13,286,383	
II Other Expenses		18,810,137	
Division of Cleveland Public Power		\$	201,542,578
I Personnel and Related Expenses	\$	27,552,525	
II Other Expenses		173,990,053	
TOTAL DEPARTMENT OF PUBLIC UTILITIES		\$	613,029,191



DEPARTMENT OF PORT CONTROL

Divisions of Cleveland Hopkins & Burke Lakefront

Airports - Operations		\$ 166,429,311
I Personnel and Related Expenses	\$ 38,479,535	
II Other Expenses	127,949,776	

TOTAL DEPARTMENT OF PORT CONTROL		\$ 166,429,311
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DEPARTMENT OF PUBLIC WORKS

Division of Cemeteries		\$ 1,910,848
I Personnel and Related Expenses	\$ 1,404,981	
II Other Expenses	505,867	

Golf Course Fund		\$ 1,407,621
I Personnel and Related Expenses	\$ —	
II Other Expenses	1,407,621	

Division of Parking Facilities-Off Street Parking		\$ 8,979,008
I Personnel and Related Expenses	\$ 1,431,140	
II Other Expenses	7,547,868	

Division of Public Auditorium		\$ 2,885,688
I Personnel and Related Expenses	\$ 1,355,473	
II Other Expenses	1,530,215	

Division of West Side Market		\$ 1,751,954
I Personnel and Related Expenses	\$ 558,720	
II Other Expenses	1,193,234	

TOTAL DEPARTMENT OF PUBLIC WORKS		\$ 16,935,119
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TOTAL ENTERPRISE FUNDS		\$ 796,393,621
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AGENCY FUND

Central Collection Agency		\$ 13,565,325
I Personnel and Related Expenses	\$ 8,962,781	
II Other Expenses	4,602,544	

TOTAL AGENCY FUND		\$ 13,565,325
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Glossary

Accrual Accounting - Method of accounting in which liabilities are reported in the year in which they occur regardless of when payment is made and revenue must be reported in the year in which the services are provided.

Agency Funds - Are used to account for assets held by the City as an agent for individuals, private organizations and other governments. The Agency Funds are custodial in nature (assets equal liabilities) and do not have a measurement focus. However, the accrual basis of accounting is used to recognize receivables and payables. The City's more significant Agency Funds are used to account for Municipal Court and income tax collections for other municipalities.

Appropriation - Money authorized by formal legal action (City Council Ordinance) to be used for a specific purpose.

Assessed Value - The dollar value assigned to a property for purposes of measuring applicable taxes. In Cleveland the property tax equates to 35% of the appraised value.

Attrition - The loss of personnel in employment through resignation, retirement, etc.

Bed Tax - A levy imposed by the City Government on hotel stays within its jurisdiction.

Bond - A long-term IOU or promise to pay. It is a promise to repay a specific amount of money (the face amount of the bond) on a particular date (the maturity date). Bond proceeds are primarily used to finance capital projects.

Bond Ratings - A grade given to bonds that indicates the bond issuer's financial strength or it's the ability to pay a bond's principal and interest in a timely fashion. City ratings are from Moody's Investors Service, Standard & Poor's, and Fitch.

Budget - A plan of financial activity for a specified fiscal year indicating all planned revenues and appropriations for the year.

Budget Basis - Method of accounting in which revenues are recorded when received in cash, and expenditures are recorded when paid in cash or encumbered.

CCA - Central Collection Agency

CMSD - Cleveland Metropolitan School District

COC - City of Cleveland

CPI - Consumer Price Index

CRB - Community Relations Board

CSB - Cleveland Small Businesses

CWD - Cleveland Water Department

Capital Improvement Program (CIP) - The City developed a comprehensive 5 year plan which classifies and prioritizes capital projects by function. See page 24 for details.

Capital Outlay - Expenditures which cost more than \$5,000 or have a useful life of at least 5 years. See page 24 for details.

Capital Projects - The construction, rehabilitation or acquisition of fixed assets or permanent improvements.

Carry-Forward Balance - An amount of cash in excess of all financial obligations at the end of a fiscal year and recognized as such at the beginning of the following year.

Cash Basis - Method of accounting in which transactions are recognized only when cash is received or disbursed.

Categorical Grant - Funds given through an agency of the Federal or State government with administrative regulation attached and received after an application and contract. This grant type is aimed at accomplishing a special purpose in a content area or to address a specific target group.

Certificates of Participation (COPS) - A certificate of participation (which looks very much like a bond) represents an undivided interest in the payments made by a public agency pursuant to a lease financing (or an installment purchase agreement).

Community Development Block Grant (CDBG) - United States Department of Housing and Urban Development (HUD) grant that is used to provide decent housing and a suitable living environment, and to expand economic opportunities. This program is targeted principally for persons earning less than the median family income and / or activities that will prevent or eliminate slums and blight.

Comprehensive Annual Financial Report (CAFR) - The report is the annual publication of the City's financial condition at conclusion of the fiscal year. The report is prepared to conform to Generally Accepted Accounting Principles (GAAP) for governmental units and presentation of the financial data in conformity with the Adopted Budget.

Contractual Services - Services provided under a contract subject to obtaining competitive quotations or bids.

DPC - The Department of Port Control

Debt Service - The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Decertification - The withdrawal of financial obligation.

Defeasance of Debt - A rendering void; the voiding of a contract. Methods / tools by which an outstanding bond issue can be made void, both legally and financially usually accomplished by a refunding transaction.

Department - The highest level of formal organization in the City, headed by a director who has overall responsibility for the performance of a service or work type in all related divisions.

Division - The second level of organization within the City; it is part of a Department and headed by a Commissioner, who administers a set of programs to accomplish specific City services.

EMS - Emergency Medical Service

Economic Indicator - A piece of economic data, usually of macroeconomic scale, that is used by investors to interpret current or future investment possibilities and judge the overall health of an economy. Economic



Glossary

indicators can potentially be anything the investor chooses, but specific pieces of data released by government and non-profit organizations have become widely followed.

Encumbrance - Commitment of funds related to an as yet imperforate contract for goods or services.

Enterprise Funds - are used to 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 of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditure Recovery - The reimbursement of money from one funding source to another in which the reimbursing entity has an interest in the purchase of the goods or services.

Expenditures - Dispensing of available resources for the purpose of accomplishing a specific goal or objective.

FBE - Female Business Enterprises

Fee - A charge to the party who only benefits directly from the City's service, such as individual building permit fees.

Fiscal Year - A twelve month period (January 1 through December 31) at the beginning of which the city implements a new budget based on expected revenues and expenditures, and at the end of which the city determines its financial position and the results of its operations.

Fund - An accounting entity with a self-balancing set of accounts designated for a particular purpose.

Fund Balance - The balance in a fund remaining from all revenues, expenditures and carryover funds that is subject to future appropriation.

GIS - Geographic Information System

General Bond Ordinance - A general obligation bond is a common type of municipal bond that is secured by a state or local government's pledge to use legally available resources, including tax revenues, to repay bond holders. The issuance and sale of all bonds or notes of the City is governed by "PART ONE: ADMINISTRATIVE CODE, TITLE XIII: FISCAL MANAGEMENT, CHAPTER 177 - BONDS AND NOTES" of the City Ordinances.

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources, except those required to be accounted for in another fund.

General Obligation (G.O.) Bond - are backed by the full faith and credit of the City. Such bonds are payable from ad valorem property taxes levied within the limitations provided by law, irrespective of whether such bonds are secured by other receipts of the City in addition to such ad valorem property taxes.

Generally Accepted Accounting Principals (GAAP) - A widely accepted set of rules, conventions, standards, and procedures for reporting financial information, as established by the Financial Accounting Standards Board.

Government Finance Officers Association (GFOA) - a professional association of approximately 17,500 state, provincial, and local government finance officers in the United States and Canada who's purpose is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Grant - A contribution by a government or other organization to support a particular function.

Grant Match - City funds, private funds, or in-kind services required to be contributed or raised by the receiving entity for the purpose of matching funds obtained from Federal and State grant programs.

Inter-fund Subsidies - A grant of money from one fund to another to assist in operations which have been deemed advantageous to the public.

Internal Service Funds - Are used to account for the financing of goods or services provided by one department or division to other departments or divisions or to other governments on a cost-reimbursement basis. The City's most significant Internal Service Funds are used to account for Motor Vehicle Maintenance, Municipal Income Tax Administration and the Worker's Compensation Reserve.

LEED - Leadership in Energy and Environmental Design

LPE - Local Producer Enterprises

MBE - Minority Business Enterprises

Maturity - Refers to the final payment date of a loan or other financial instrument.

Modified Accrual Accounting - A basis of Accounting according to which (1) revenues are recognized in the accounting period in which they become available and measurable and (2) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

OBC - Ohio Building Code

OBM - Office of Budget & Management

ODOT - Ohio Department of Transportation

OEO - Office of Equal Opportunity

Object Code - Identifies the reason for which the appropriation (money) will be spent, i.e. electricity, asphalt, etc.

Operating Budget - Plan of current program expenditures and the proposed means of financing them.

Program - Service performed by division representing the purpose of funds spent.

Property Tax (Ad Valorem) - Ad Valorem is Latin for "according to value". Municipal property owners have their property assessed on a periodic basis by a public tax assessor and assessed value is then used to compute an annual tax, which is levied on the owner.

Proprietary Funds - A set of segregated revenue and expenditure accounts, set up for the purpose of showing net income, financial position, and changes in financial position. Enterprise Fund and the Internal Service Fund are Proprietary Funds.

Receipts - Cash recognized upon collection.



Glossary

Reserve Fund - The City of Cleveland's current policy is to maintain a General Fund operating reserve of 5 percent of the total General Fund Operating budget.

Restricted Income Tax Fund (RIT) - Revenue legislation for the support of Debt and ongoing General Fund Capital expenses from allocating 1/9 of the General Fund Income Tax for this purpose.

Revenues - Anticipated income.

Revenue Bonds - A revenue bond is a special type of municipal bond distinguished by its guarantee of repayment solely from revenues generated rather than from a tax.

SC2019 - Sustainable Cleveland 2019

SUBE - Sustainable Urban Business Enterprises

Self Generated Revenue - Income generated by means of fees or charges for services rendered by a division.

Sinking Fund Ordinance - A fund set up and accumulated by regular deposits for paying off the principal on a debt or for other specified purposes. The City's Sinking Fund Commission was established by "PART ONE: ADMINISTRATIVE CODE, TITLE XIII: FISCAL MANAGEMENT, CHAPTER 179 - SINKING FUND" of the City Ordinances. The Commission, consisting of the Mayor, the Director of Finance, and the President of the Council, was established pursuant to Section 110 of the Charter of the City of Cleveland to manage and control the Sinking Fund in the manner provided by ordinance and by general law to the extent not provided by ordinance.

Source - Identifies a broad category of origin of receipts i.e., Local Taxes, Licenses and Permits, Sales and Charges for Service.

Special Revenue Funds - are used to account for revenues derived from specific taxes, grants or other restricted revenue sources. The uses and limitations of each Special Revenue Fund is specified by legal, regulatory or administrative provisions. These funds include most major federal and state grants.

Subordinate Income Tax (SIT) - Debt instruments which pledge the full faith and credit of the City as the primary source of repayment. They are generally used for capital projects associated with the provision of basic services

Taxes - Compulsory charges levied by a government to finance services performed for the common benefit of people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In - Revenue generated and transferred from other sub funds (i.e., land sales, Rainy Day Fund, Economic Development Funds, etc.)

Turnover - The loss and gain of personnel in employment.

Type - Reflects the detailed source of revenue, i.e., Income Tax, Building Licenses, Permits, Rental of City Property, etc.

Unencumbered Balance - An amount of cash free of financial obligation and available for expense.

User Fees - Charges for services rendered or for goods provided.



Worker Adjustment & Retraining Notification Act (WARN) - The WARN act provides protection to workers, their families and communities by requiring employers to provide notification 60 calendar days in advance of plant closings and mass layoffs. WARN Notices are provided by employers to the Ohio Department of Job and Family Services, Bureau of WIA, Rapid Response Section.

Workforce Investment Act (WIA) - The Workforce Investment Act of 1998 provides a framework to ensure coordination of workforce development activities, under five separate titles: Job Training / Adult Education / Wagner-Peyser / Vocational Rehab / General Provisions. The act also maintains separate funding streams for Adults, Dislocated Workers, and Youths.



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DEPARTMENT OF FINANCE

Ahmed A. Abonamah

Finance Director

OFFICE OF BUDGET AND MANAGEMENT

Gregory Cordek

Budget Administrator

Nicole Gallagher

Deputy Budget Administrator

Stanley Kolenda

Senior Budget and Management Analyst

Tina Magistro

Senior Budget and Management Analyst

Joanna Henderson

Senior Budget and Management Analyst

Michele Reese

Budget and Management Analyst

Daniel Hinkel

Budget and Management Analyst

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REFERENCE DOCUMENTS

* Current statistical community and consumer data was pulled from a number of sources including the following:

2020 Comprehensive Annual Financial
Report

Bureau of Labor Statistics

Department of Commerce

Ohio Labor Market Information; Leading Indicators

Position Salary Bands taken from Ordinance No. 194-2021, passed March 29, 2021



City of Cleveland

Mission Statement

We are committed to improving the quality of life in the City of Cleveland by strengthening our neighborhoods, delivering superior services, embracing the diversity of our citizens, and making Cleveland a desirable, safe city in which to live, work, raise a family, shop, study, play, and grow old.