SPECIAL COUNCIL MEETING
FOR PURPOSES OF A WORK SESSION
2025 BUDGET
TUESDAY, NOVEMBER 12, 2024 – 5:15 PM

CALL TO ORDER

President Jim Fodor called the Special Council Meeting to order at 5:15 PM. City Council convened for a Special Meeting in Council Chambers – Courtroom #1.

ROLL CALL FOR ATTENDANCE

Councilpersons Derrick Abney, Paul Hach, Christine Shoop, and Jim Fodor were present. Lori DiNallo arrived at 5:21. Nick Augustine and Mario Rodriguez were not able to attend.

Other City Staff in attendance: City Manager Doug Lewis, Assistant City Manager Tony Zampedro, Economic Development Director Susan Crotty, Police Administrative Lieutenant Toby Burgett, Senior Engineer Robert Vargo, Director of Planning Sarah Sitterle, Finance Director Bill Parkinson, Human Resources Director Kris Young, Public Service Director Jarod McCrone, Water Pollution Control Superintendent Kevin Aiken, Fire Chief Tom Hummel, Recreation & Public Lands Director Michelle LaPuma, Water Superintendent Orin McMonigle, Electric Superintendent Joe Price, Electric Plant Supervisor Paul Morton, Public Information Officer Kathleen Sullivan, Judge Malchesky, and Clerk of Council Samantha Danielson.

2025 BUDGET DISCUSSION

Mr. Fodor turned the meeting over to City Manager Doug Lewis and Finance Director Bill Parkinson.

Mr. Lewis gave an opening statement that the proposed operating expenditures for all funds for the upcoming fiscal year are $83.7 million. The 2025 is .5 percent higher than the 2024 budget of $83.3 million. With respect to the General Fund, the overall budget is increasing by $7.8 million from 2024, which can be attributed to the recent contract settlement with City employee unions and inflationary pressures. Operating revenues for the city are projected to be approximately $81.2 million, an increase of $9.7 million or 13.6% from the 2024 budget of $71.4 million. Most of the increased revenues are being derived from grant funding ($8.2 million in 2025 versus $4.2 million in 2024), a projected increase in income tax due to upcoming construction), and increased in consumption within the utility fund. While the city is examining rates for electric, water and sewer, no rate increases were factored into the 2025 budget. However, there will need to be adjustments to keep these funds solvent in the future. Regarding the General Fund, revenues are projected to increase by 16.1% from 2024, which is mostly attributable to the grown in income tax collections. All other revenue is expected to remain flat or relatively modest growth. While the overall expenditures are higher than expenses, the city is presenting a balanced budget because of the changed of how they are accounting for their internal service funds as well as utilizing higher than expected fund balances from the previous year.

Mr. Lewis and Mr. Parkinson gave an overview and discussed the proposed budget for 2025 which included the City's various revenues and expenditures, and the general fund. Department Heads gave an overview of their goals for 2025 and accomplishments for 2024, discussed their budget including their various capital projects for 2025, and answered Council's questions regarding the budget and other related topics. All Department Heads were satisfied with their budget. See attached presentations.

ADJOURNMENT

Mr. Fodor asked for motion to adjourn the Special Meeting.

Mr. Abney moved to adjourn the Special Meeting, seconded by Mrs. Shoop. All Council Members were in favor by answering "Aye". Motion carried to adjourn the Special Meeting at 8:28 PM.

Meeting adjourned at 8:28 PM.

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Samantha Danielson
Clerk of Council

Jim Fodor
President of Council

PROPOSED BUDGET

FISCAL YEAR 2025

COUNCIL WORK SESSION, TUESDAY, NOVEMBER 12, 2024

REVENUE ASSUMPTIONS

Revenue Assumptions

Financial Analysis, pg 3

- **Legislative**: monitor General Assembly to determine potential bills which would directly affect the amount of revenue received from the state.
- **Consult** with departments directly involved in evaluating potential and existing revenues: Department heads are required to review the estimated resources and their revenue streams during the budget process and make recommendations to City Administration.

Revenue Assumptions

Financial Analysis, pg 3

- **Revenue History:** The City reviews previous years' revenues to determine revenue projections for the upcoming budget year.
- **Economic Trends:** The City reviews how the economy is doing locally and nationally to evaluate the potential changes in the economy. A persistent, high inflationary environment and supply chain issues are expected to continue to negatively impact current and future budgets, at least in the short term.

Revenue Assumptions

Financial Analysis, pg 3

- **Consult Outside Sources:** Consult with surrounding communities, governments, financial advisors and third-party administrators to assist in determining revenue forecasts and trends.
- **Rate Study:** The City is near concluding a rate study for its utility operations. Any increases, if any, are not factored into the 2025 budget.
- **Property Taxes:** The Fire Protection, Fire Special, Roads-Bridges, and Police Protection funds are based on outside voted millage, and consequently, subject to reduction factors. As a result, these levy funds will experience flat revenue collections during their levy life cycles. Expected rising expenses are expected to exceed the available levy resources needed to support their expenditures.

SUMMARY of REVENUE

Summary of Revenue

Financial Analysis, pg 3

- Operating revenues projected to be approximately $81.2 million, an increase of $9.7 million, or 13.6%, from the 2024 budget of $71.4 million.
- Most of the increase can be ascribed to a higher portion of revenue being derived from
  - grant funding ($8.2 million 2025 v $4.2 million 2024)
  - income taxes (anticipated construction jobs as a result of city and county projects, and the growth in the industrial income tax base)
  - charges for utility services due to the likely increase in consumption (City is near concluding a rate study for its utility operations; any increases, if any, are not factored into the 2025 budget).

Summary of Revenue

Financial Analysis, pg 3

- The City's budget primarily derives its funding from:
  - tax collections 20.5%
  - state revenue 2.3%
  - fees 5.6%
  - utility charges 50.8%
  - grants 8.9%
  - remainder (11.9%) is a combination of debt proceeds (0%), internal service revenue (7.3%), advances/ transfers (4.6%)

Summary of Revenue

Financial Analysis, pg 3

- With respect to the General Fund, its revenue is increasing by 16.1% from 2024, which is mostly attributable to the growth in income tax collections.
- All other revenue components within the General Fund are expected to be either relatively flat or experience modest growth.

Summary of Revenue

Financial Analysis, pg 4

REVENUE SOURCES for ALL FUNDS	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Budget 2024	Budget 2025
Property Taxes	1,868,910	2,509,858	2,499,824	2,696,058	2,482,671	2,482,780	2,737,900
Tax Increment Financing	872,358	714,130	1,065,177	880,041	1,730,332	1,900,000	2,035,000
Income Taxes	10,078,899	10,429,004	10,955,395	12,727,031	13,402,159	11,893,630	13,985,200
Local Government Fund	799,374	837,682	952,516	1,028,347	1,055,977	1,037,000	1,075,000
Other Misc. Taxes	1,010,162	963,610	1,065,964	1,043,776	1,069,675	1,070,170	1,071,000
Fees for City Services	703,357	733,771	706,093	632,661	861,626	782,000	754,150
Charges for Utility Services	40,537,643	40,505,103	43,650,362	41,275,254	39,532,740	45,135,200	46,892,000
Permits & Inspections	526,781	385,648	490,764	454,430	429,115	450,100	440,750
Municipal Court	1,502,904	1,212,438	1,456,858	1,447,686	1,583,445	1,483,500	1,484,500
Other Revenue	2,660,516	2,660,692	2,681,389	2,961,741	3,742,927	1,847,780	2,508,600
Grant Funding	10,904,746	5,296,724	2,277,297	3,577,794	986,878	4,273,690	8,243,910
Sub-Total	$ 71,473,610	$ 66,251,061	$ 68,004,709	$ 68,646,759	$ 67,217,545	$ 71,459,590	$ 81,229,010
Bond & Note Proceeds	650,583	1,000,000	175,800	2,679,000	3,010,229	3,000,000	0
Internal Services	3,077,128	4,270,044	5,104,443	13,791,282	13,882,917	15,243,000	6,748,130
Transfers & Advances	4,347,774	3,785,041	5,812,709	6,218,761	5,231,947	886,000	4,271,545
Sub-Total	$ 8,075,485	$ 9,055,085	$ 11,092,952	$ 22,689,043	$ 22,125,093	$ 19,129,000	$ 11,019,675
TOTAL REVENUE	$ 80,449,095	$ 75,306,146	$ 79,097,661	$ 91,726,802	$ 89,342,638	$ 90,588,590	$ 92,248,685

EXPENDITURE ASSUMPTIONS

Expenditure Assumptions

Financial Analysis, pg 4

- Work toward a balanced budget.
- The primary objective for all departments is to reduce operating expenses, whenever possible.
- Contend with persistent, high inflationary environment and supply chain issues.
- The General Assembly is considering a potential increase in municipalities' contributions to police and fire pensions from 19.5 % to 24%.

Expenditure Assumptions

Financial Analysis, pg 4

- All departments will work to improve their effectiveness in providing services for the residents and businesses of Painesville, thereby improving the quality of life.
- Four additional employees will be added at the beginning of the year, with a potential of an additional employee during the upcoming year.

SUMMARY of EXPENDITURES

Summary of Expenditures

Financial Analysis, pg 4

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Budget 2024	Budget 2025
Employee Compensation	22,330,758	23,055,717	24,062,846	27,644,056	26,013,466	28,714,630	30,955,905
Supplies & Materials	2,685,448	1,997,090	1,773,888	2,056,080	2,240,719	2,928,600	2,977,065
Purchased Services	3,941,148	3,664,910	3,797,858	5,797,093	5,720,929	8,338,790	7,593,180
Utilities	19,587,818	20,036,030	19,321,263	17,553,968	19,118,735	20,909,000	19,700,960
Payments to Other Agencies	2,522,933	2,583,053	2,664,075	2,612,495	2,459,716	2,873,700	3,580,090
Capital Outlay	14,444,397	8,931,079	7,876,622	7,290,149	9,135,127	13,026,820	14,508,690
Debt Service	2,823,664	3,252,623	2,414,688	2,317,577	5,285,203	4,591,540	2,541,380
Other Expenditures	1,194,479	2,210,301	1,045,664	1,137,329	897,362	1,941,100	1,919,250
Sub-Total	$ 69,330,644	$ 65,730,803	$ 62,960,904	$ 66,410,748	$ 70,874,346	$ 83,324,580	$ 83,776,520
Transfers & Advances	3,612,465	3,062,000	4,977,000	5,506,000	4,534,250	123,000	6,546,975
Internal Services	5,161,977	5,707,704	6,340,484	11,570,087	13,033,917	14,459,420	6,248,130
Sub-Total	$ 8,774,442	$ 8,769,704	$ 11,317,484	$ 17,076,087	$ 17,570,167	$ 14,582,420	$ 12,795,105
TOTAL EXPENDITURES	$ 78,105,086	$ 74,500,507	$ 74,278,389	$ 83,486,834	$ 88,444,512	$ 97,907,000	$ 96,571,625

REVENUE by FUND TYPE

Revenue by Fund Type

Financial Analysis, pg 5

The City has four main funds, which represents 67.2% of the total revenue budget.

	FUND	FUND TYPE	% of BUDGET
1.	General Fund	General Fund; main operating fund for the City	18.8%
2.	Water Operating Fund	Enterprise	6.9%
3.	Sewer Operating Fund	Enterprise	5.3%
4.	Electric Operating Fund	Enterprise; largest fund the City manages	36.2%

REVENUE by CATEGORY

INCOME TAX COLLECTIONS

Revenue by Category

Financial Analysis, pg 5

- City Income Tax
- Net Profit
- JEDD (joint economic development district)

Revenue by Category

Financial Analysis, pg 5

- Income tax collections have been increasing due to the growth in new construction jobs and business expansions
- Projecting $11.9 million for 2025, or an increase of $2.1 million over 2024

Revenue by Category

Financial Analysis, pg 5

- Income taxes continue to grow; construction and business expansion
- Through October, $10,749,935
- Nov. / Dec. represents ~16% total collections
- Projecting $12,000,000

INCOME TAX	2025 BUDGET	2024 BUDGET	2023 ACTUAL	2022 ACTUAL
INCOME TAX	11,900,000	9,800,000	11,232,506	10,714,168
NET PROFIT	503,700	509,400	668,201	487,242
JEDD	1,581,500	1,584,000	1,561,452	1,525,622
Total Income Tax	$ 13,985,200	$ 11,893,400	$ 13,402,159	$ 12,727,031

Revenue by Category

Financial Analysis, pg 5

- JEDD's are contractual arrangements created under ORC §715.72 for the purpose of "facilitating economic development, to create or preserve jobs and employment opportunities, and to improve the economic welfare of the people in the area of the contracting parties".
- Auburn-Crile Road Business Corridor, south of the I-90 and SR44 interchange; Concord Twp. (75%), City (25%)
- Expected to produce income tax revenue of $1.5 million for the City in 2025

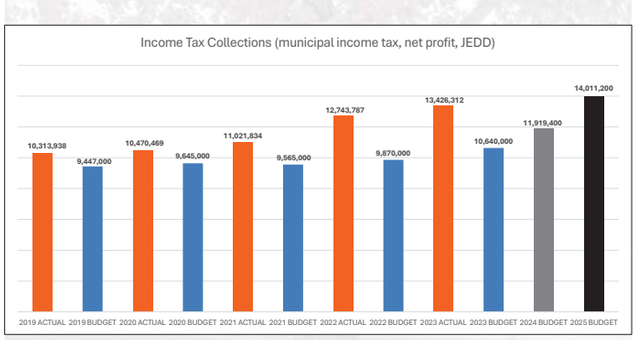
Revenue by Category

Financial Analysis, pg 5

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Revenue by Category

Financial Analysis, pg 5



LOCAL GOVERNMENT FUND

Revenue by Category

Financial Analysis, pg 6

- The Local Government Fund is State fund that Ohio uses to designate and remit a portion of its revenues into this fund
- A statutory formula is used by the State to allocate the fund's revenue to each of Ohio's 88 counties.
- County Budget Commissions then determine their own respective formulas to distribute their funds to its local subdivisions.

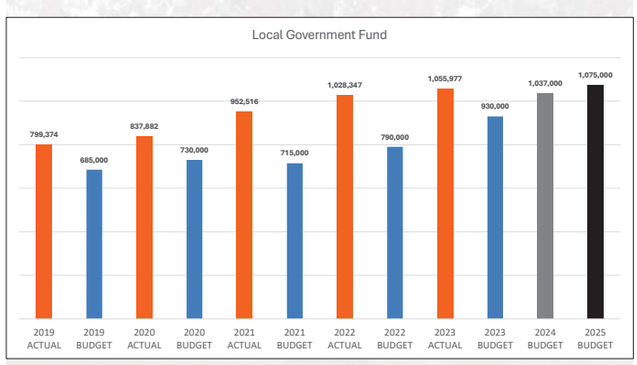
Revenue by Category

Financial Analysis, pg 6

- Lake County Budget Commission recently approved a revised distribution fund for its villages, townships and municipalities, which will result in the City receiving *incrementally* higher percentage of the county distribution.

Revenue by Category

Financial Analysis, pg 6



PROPERTY TAXES

Financial Analysis, pg 7

Revenue by Category

- The City collects property taxes from 8 different property tax levies
- 1 mill = $0.001
- 4 levies are based on inside millage; 4 are based on voted millage
- Expecting 30% increase in property values

Financial Analysis, pg 7

Revenue by Category

- Under the State Constitution, political sub-divisions are permitted to tax up to 1% of value without a vote (i.e. the first 10 mills)
- Moves with property values
- Section 2 of Article XII

Financial Analysis, pg 7

Revenue by Category

- Inside Millage Levies
  - General Fund 2.16 mills
  - Debt Service 0.24 mills
  - Police Pension 0.30 mills
  - Fire Pension 0.30 mills

– **County Auditor, 2024 Schedule A, 12/29/2023**

Financial Analysis, pg 7

Revenue by Category

- Outside, or voted millage, requires voter approval and is subject to reduction factors as set forth by §319.301 of the Revised Code.

• Res/Ag	$209,930,003
• Comm/Ind	$57,619,030
• Public Utility Tangible	$3,842,128
	$271,391,161

Financial Analysis, pg 7

Revenue by Category

- Voted (outside) Millage Levies
  - Fire Protection (cont.) 0.70 mills (0.30 res/ag, 0.61 other)
  - Fire Improvement (5 yr) 1.47 mills (1.16 res/ag, 1.33 other)
  - Roads/Bridges (5 yr) 3.00 mills (2.36 res/ag, 2.72 other)
  - Police Protection (5 yr; 2024) 2.50 mills (2.12 res/ag, 2.42 other)

– **County Auditor, 2024 Schedule A, 12/29/2023**

Financial Analysis, pg 7

Revenue by Category

- Tax Increment Financing (TIF) is an economic development mechanism available to local governments to finance, for example, public infrastructure improvements.
- City, Schools, Developer remit an agreed upon compensation to the schools.

Financial Analysis, pg 7

Revenue by Category

- Works by locking in taxable value real property holds at the time the authorizing legislation was approved.
- Payments derived from the increased assessed value of any improvements to real property and directed towards a separate fund to finance the construction of public infrastructure defined within the TIF legislation.[1]

1 – Ohio Dept. of Development, "Incentive District TIFs.pdf", page 1

Financial Analysis, pg 7

Revenue by Category

- Local governments may authorize TIFs to fund a number of public infrastructure needs including public roads and highways, water and sewer lines, remediation, land acquisition, demolition, the provision of gas, electric, and communications service facilities, and the enhancement of public waterways.[1]

1 – Ohio Dept. of Development, "Incentive District TIFs.pdf", page 1

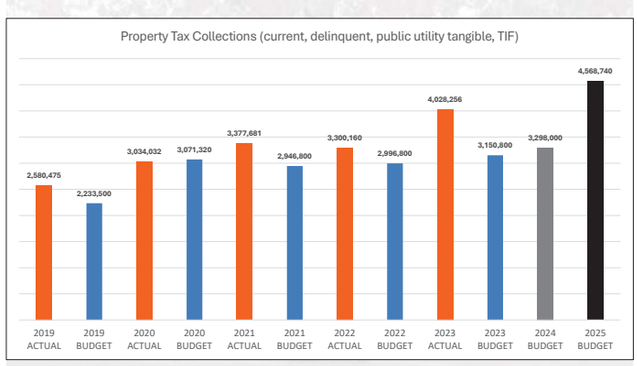
Financial Analysis, pg 7

Revenue by Category

- The City of Painesville manages six TIF funds; Victoria Place, Shamrock, Avery Dennison, Downtown Painesville, Encore Estates, and Richmond St.
- Combined, expected to generate $2 million

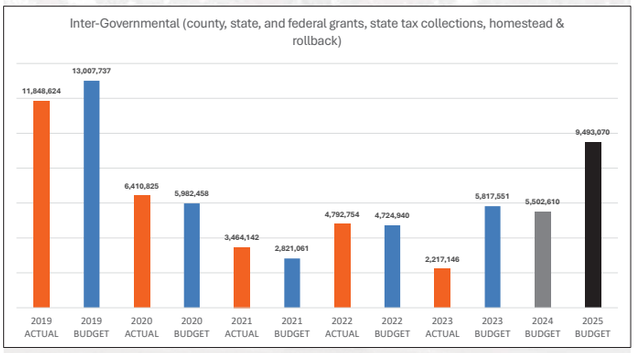
Financial Analysis, pg 7

Revenue by Category



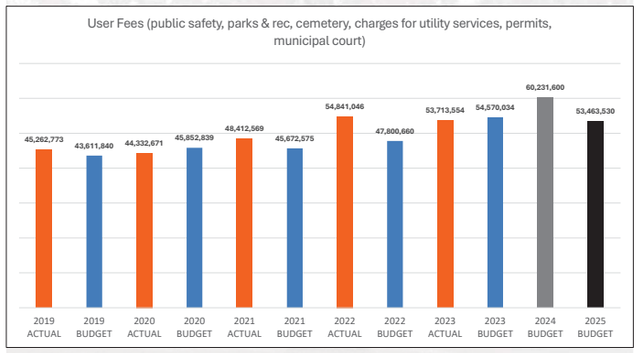
Revenue by Category

Financial Analysis, pg 7



Revenue by Category

Financial Analysis, pg 8



USER FEES

OTHER REVENUE

Revenue by Category

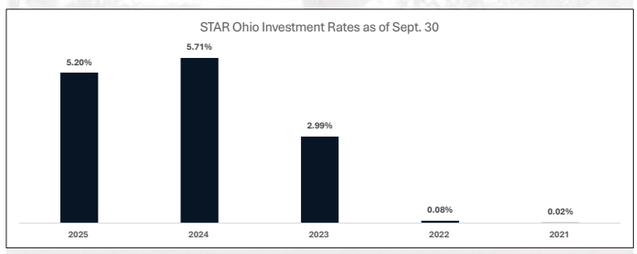
Financial Analysis, pg 8

- City operates its own Water, Sewer & Electric plants
- Combined, expected to generate $50 million in 2025

Revenue by Category

Financial Analysis, pg 8

- Investment returns have growth exponentially, especially since 2021; $556,583 v $1.35 million



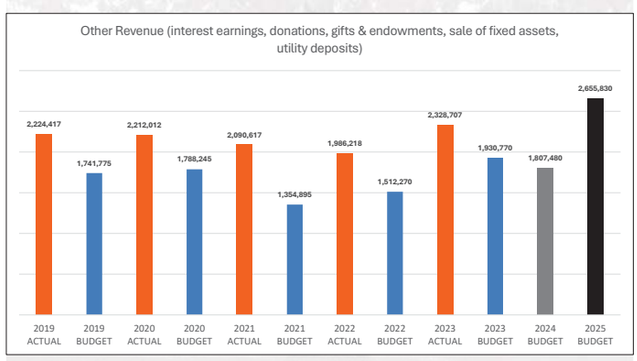
Revenue by Category

Financial Analysis, pg 8

- Rate Study to be completed by end of 2024
- Concerns about Sewer
  - aging infrastructure / equipment / maintenance
  - Inflationary pressures / supply chain issues
  - deficit spending
- Electric is OK
  - aging infrastructure / equipment / maintenance
  - Inflationary pressures / supply chain issues

Revenue by Category

Financial Analysis, pg 8



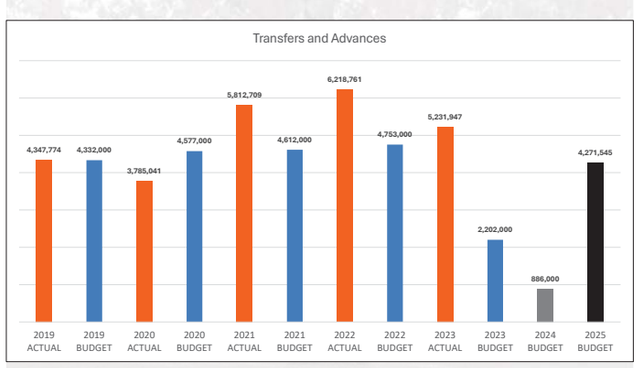
Revenue by Category

Financial Analysis, pg 8

- Water is good
  - has infrastructure fee to help offset aging equipment and infrastructure maintenance costs

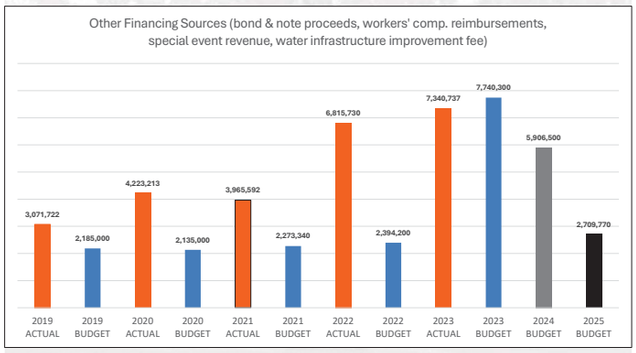
Revenue by Category

Financial Analysis, pg 9



Revenue by Category

Financial Analysis, pg 9



Revenue by Category

Financial Analysis, pg 9

Other Financing Sources Detail

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2025 BUDGET
Bond Proceeds	0.00	0.00	0.00	0.00	0.00	3,000,000.00	0.00
Note Proceeds	650,000.00	1,000,000.00	175,800.00	2,870,000.00	3,010,228.70	0.00	0.00
Refunds and Reimbursements	716,952.96	1,112,303.74	904,821.75	1,067,964.75	1,700,260.61	241,490.00	428,000.00
Water Infrastructure Improvement Fee	1,322,311.75	1,926,856.62	2,157,774.83	2,229,230.19	2,280,506.87	2,125,000.00	2,110,000.00
Insurance Reimbursements	194,782.34	0.00	0.00	406,421.63	148,539.89	410,000.00	6,500.00
Other	187,674.80	184,052.82	727,195.67	242,112.94	201,151.15	130,190.00	165,270.00
	3,071,721.85	4,223,213.18	3,965,592.25	6,815,729.51	7,340,737.22	5,906,500.00	2,709,770.00

Overview of Revenue

Financial Analysis, pg 10

FUND TYPE	2025 BUDGET	% of TOTAL	2024 BUDGET	% of TOTAL
General Fund	17,576,300	19.10%	15,723,540	17.40%
Special Revenue Funds	13,857,665	15.00%	6,396,830	7.10%
Debt Service Funds	165,930	0.20%	146,030	0.20%
Capital Project Funds	450,500	0.50%	1,449,060	1.60%
Expendable Trust Funds	240,590	0.30%	59,180	0.10%
Enterprise Funds	51,757,570	56.10%	49,705,150	54.90%
Internal Service Funds	6,748,130	7.30%	15,243,000	16.80%
Non-Expendable Trust Funds	25,000	0.00%	26,400	0.00%
Agency Funds	1,427,000	1.50%	1,839,400	1.90%
Total All Fund Type	**$ 92,248,685**	**100.0%**	**$ 90,588,590**	**100.0%**

Overview of Revenue

Financial Analysis, pg 10

- The **general fund** accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available for any purpose provided it is disbursed or transferred in accordance with Ohio law.
- **Special revenue funds** are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Overview of Revenue

Financial Analysis, pg 11

- **Debt service funds** are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.
- **Capital projects funds** are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Overview of Revenue

Financial Analysis, pg 11

- **Expendable Trust Funds** are permanent funds account for and report resources that are restricted to the extent that earnings and principal may be used for purposes that support the reporting government's related programs.
- **Enterprise funds** account for any activity for which a fee is charged to external users for goods or services.

Overview of Revenue

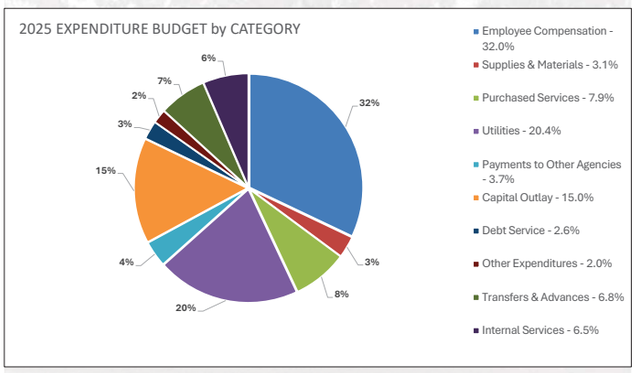
Financial Analysis, pg 11

- **Internal service funds** are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City.
- **Non-Expendable Trust Funds** are permanent funds account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's related programs.
- **Agency funds** report resources held by the reporting government in a purely custodial capacity (assets equal liabilities).

SUMMARY of EXPENDITURES

Expenditure by Category

Financial Analysis, pg 11



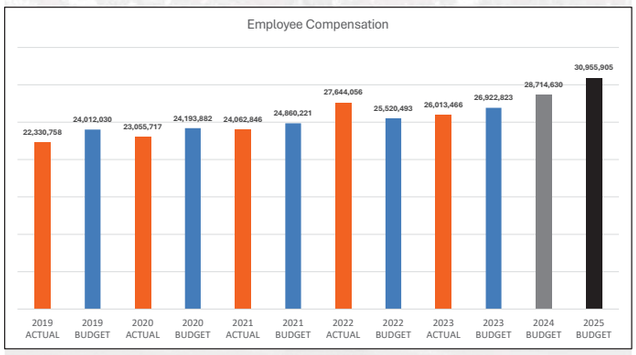
Expenditures by Fund Type

Financial Analysis, pg 12

FUND TYPE	2025 BUDGET	% of TOTAL	2024 BUDGET	% of TOTAL
General Fund	17,558,175.00	18.5%	16,205,310.00	16.5%
Special Revenue Funds	14,942,335.00	15.7%	8,212,210.00	8.4%
Debt Service Funds	66,160.00	0.1%	73,500.00	0.1%
Capital Project Funds	1,686,840.00	1.8%	2,949,340.00	3.0%
Expendable Trust Funds	194,650.00	0.2%	41,960.00	0.0%
Enterprise Funds	52,347,105.00	55.1%	53,341,680.00	54.5%
Internal Service Funds	6,748,130.00	7.1%	15,243,000.00	15.6%
Non-Expendable Trust Funds	0.00	0.0%	0.00	0.0%
Agency Funds	1,402,000.00	1.5%	1,840,000.00	1.9%
Total All Fund Types	**94,945,395.00**	**100.0%**	**97,907,000.00**	**100.0%**

Expenditure by Category

Financial Analysis, pg 12



Expenditure by Category

Financial Analysis, pg 15

Debt Service Detail

- For 2025, 41% of the debt payments are related to bonds and notes, 45% are related to state loans, and the remaining 14% are related to lease payments.
- 5% of the City's total debt will be paid off in 2025
- Between 2025 and 2035, 10 debt issuances will mature and be fully paid off.

CAPITAL PROJECTS

Expenditure by Category

Debt Service Detail

Financial Analysis, pg 15

MOODY'S
RATINGS

Rating Action: Moody's Ratings upgrades Painesville, OH's income tax bonds to Aa3

30 Sep 2024

New York, September 30, 2024 -- Moody's Ratings (Moody's) has upgraded the City of Painesville, OH's special obligation income tax bonds to Aa3 from A1. We maintain the city's Aa3 issuer rating and Aa3 rating on outstanding general obligation limited tax (GOLT) debt. The city has about $3.2 million in income tax bonds outstanding.

The upgrade to Aa3 concludes a review for possible upgrade initiated on July 24, 2024, in conjunction with an update to the US Cities and Counties Methodology.

RATINGS RATIONALE

The Aa3 rating on the city's income tax bonds is the same level as the issuer rating because the pledged revenue benefits from a broad base that provides ample coverage of over 26x. The city's income tax trend exhibits limited volatility and has a five-year average growth rate of about 8%. Year-to-date results for fiscal 2024 (Dec. 31 year-end) are performing better than budget, which included an increase in sales tax revenue of about 7%.

RATING OUTLOOK

We do not assign outlooks to local government issuers with this amount of debt.

FACTORS THAT COULD LEAD TO AN UPGRADE OF THE RATING

- Upgrade of the city's issuer rating

FACTORS THAT COULD LEAD TO A DOWNGRADE OF THE RATING

- Downgrade of the city's issuer rating

LEGAL SECURITY

Expenditure by Category

Financial Analysis, pg 15

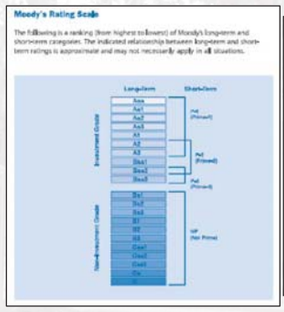
- Most capital projects have very limited dedicated funding sources. Consequently, the majority of projects are funded through, transfers, cash reserves, grant awards, state loans and/or debt issuances.

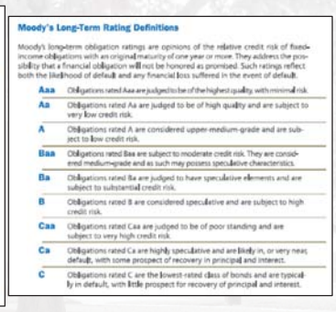
2025 CAPITAL PROJECTS		% of TOTAL
ARCHITECTURAL/ENGINEERING	1,105,000.00	7.6%
BUILDING IMPROVEMENTS	1,290,000.00	8.9%
INFRASTRUCTURE IMPROVEMENTS	8,350,130.00	57.6%
LAND ACQUISITION	1,000,000.00	6.9%
MACHINERY & EQUIPMENT	2,763,560.00	19.0%
TOTAL	$ 14,508,690.00	100.0%

Expenditure by Category

Financial Analysis, pg 15

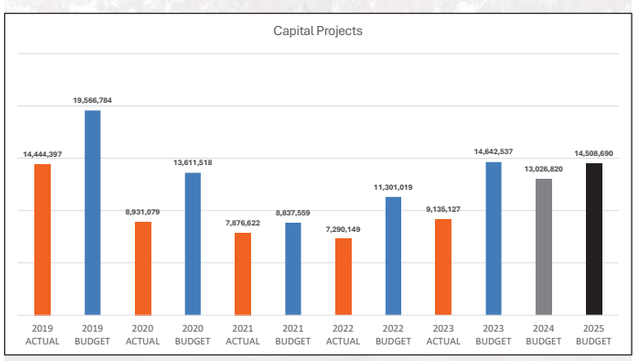
Debt Service Detail





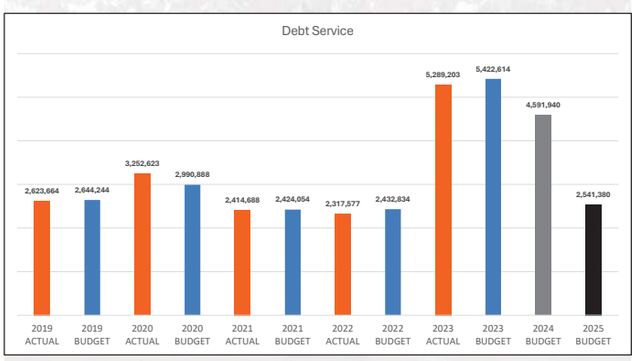
Expenditure by Category

Financial Analysis, pg 15



Expenditure by Category

Financial Analysis, pg 15

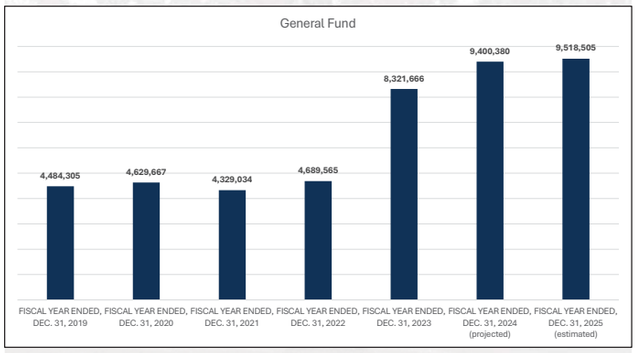


DEBT SERVICE

CASH BALANCES

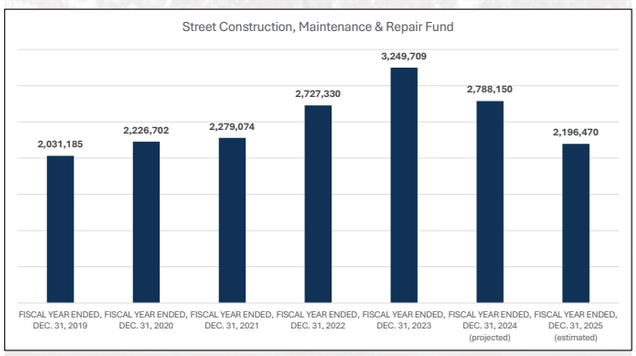
Cash Balances

Financial Analysis, pg 17



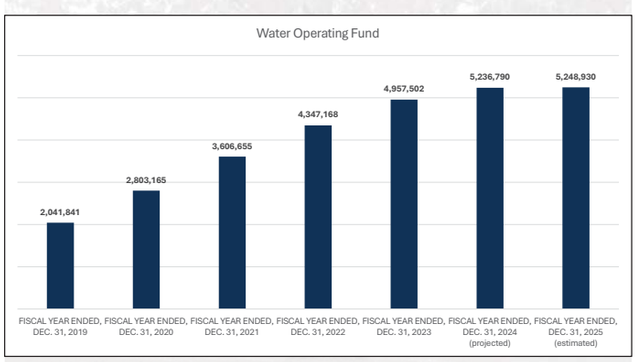
Cash Balances

Financial Analysis, pg 18



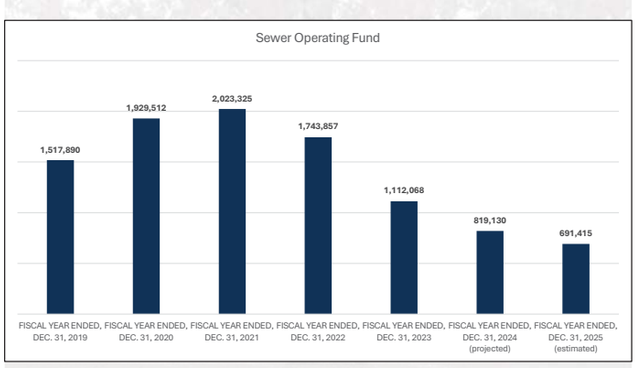
Cash Balances

Financial Analysis, pg 19



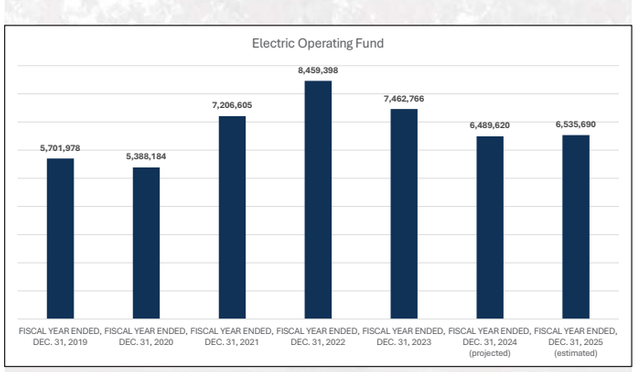
Cash Balances

Financial Analysis, pg 20



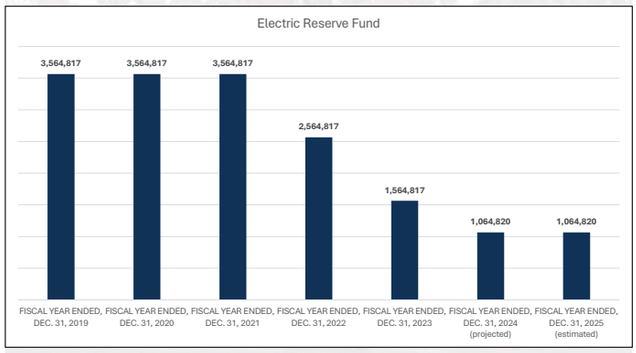
Cash Balances

Financial Analysis, pg 20



Cash Balances

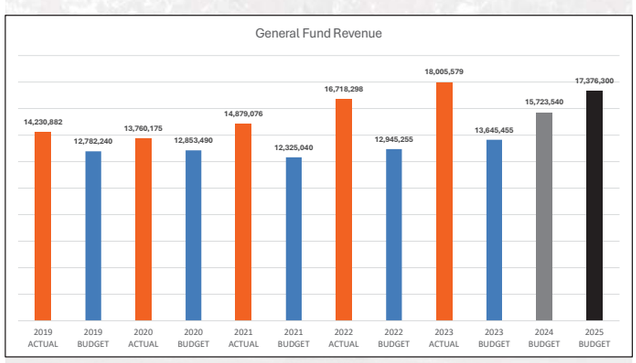
Financial Analysis, pg 21



OVERVIEW OF MAJOR FUNDS

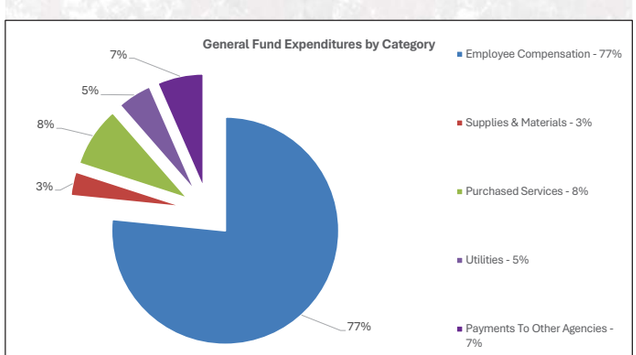
General Fund Revenue

Overview of Major Funds, pg 31



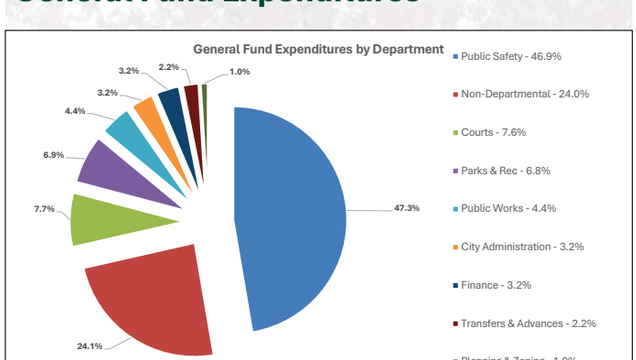
General Fund Expenditures

Overview of Major Funds, pg 33



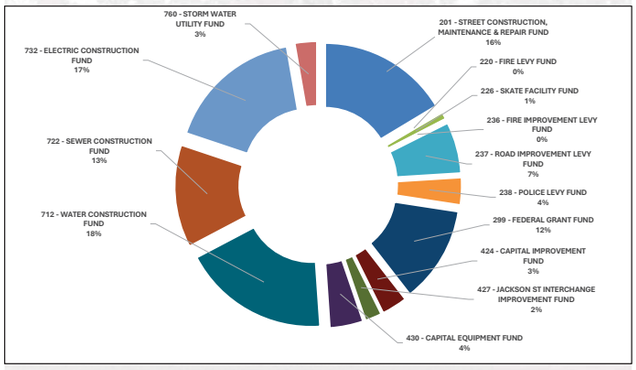
General Fund Expenditures

Overview of Major Funds, pg 34



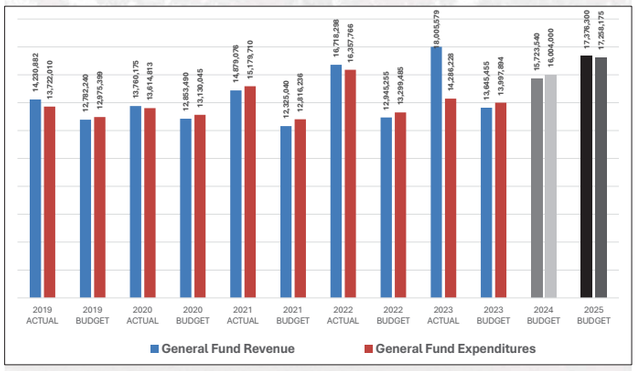
Capital Projects

Overview of Major Funds, pg 34



Revenue v Expenditures

Overview of Major Funds, pg 35



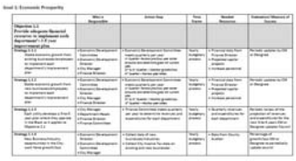
DEPARTMENTAL BUDGETS

THANK YOU

COUNCIL WORK SESSION, TUESDAY, NOVEMBER 12, 2024

Goal 4: Improve the Quality of Life and Growth of our Community
Objective: 4.1 Maintain or improve the amenities that we offer that affect the quality of life.

Goal 1: Economic Prosperity



Goal 2: Strengthen Infrastructure to Support the City's Mission





Goal 3: Create an organization that continually improves itself.



Goal 4: Improve the Quality of Life and Growth of our Community



Clerk of Council 2025 Goals and Objectives

Goal 1 - Develop a framework to strengthen city leadership and increase effectiveness

Strategies:
- Attend City, community, and social functions to represent the City in a positive manner.
- Contribute to establishing/maintaining guidelines for elected officials.
- Continue to maintain a Clerk of Council digital file of items pertaining to job position.
- Maintain calendar of Council Members.
- Attend city training sessions to learn and implement various software programs.
- Continue a membership with the NEOMCA (Northeast Ohio Municipal Clerk Association)

Goal 2 - Strengthen Community Communications and Engagement

Strategies:
- Post timely follow-ups after Council Meetings using website and other media via Swagit.
- Serve as a resource to others for information concerning public records.
- Efficiently update the vaulted legislation and minutes to maintain transparency.
- Provide the best in customer service when dealing with complaints and inquires (responses within three days).

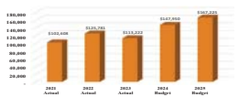
Goal 3 - Strengthen Infrastructure to Support the City's Mission

Strategies:
- Provide other departments with past legislation that apply to their future plans.
- Collaborate and assist other departments to establish agenda items.

Goal 4 - Strengthen Painesville's Future Growth

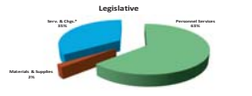
Strategies:
- Continue to implement video streaming service, Swagit, for Council Meetings.
- Continue the index of Ordinances and Resolutions.
- Purchase new record books and paper.
- Add new legislation affecting the City Code to the website.

Legislative Operating Budget at 100%



Total number of employees: 8

Legislative



* Services and Charges include: Code Service, Legal Advertising, Dues and Subscriptions

Legislative

2025 Operating Budget

Christine Shoop, Council Member Ward I
Paul Hach, II, Council Member – Ward IV
Lori DiNallo, Council Member – At Large
James Fodor, President – At Large
Mario Rodriguez, Council Member – Ward II
Nick Augustine, Vice President – Ward III
Derrick Abney, Council Member – At Large
Samantha Danielson, Clerk of Council

Council Mission Statement

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

Clerk of Council

Division Description

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

Council 2025 Goals and Objectives

CORE VALUES
Core Values guide the City Administration in Core Strategic Areas for the operating plans and development of long-range plans for major projects and services for the community.

These Core Values are:

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

Goal 1: Economic Prosperity
Objective: 1.1 Provide adequate financial resources to implement each department's 3-to-5 year improvement plan.

Goal 2: Strength Infrastructure to Support the City's Mission
Objective: 2.1 Continue to evaluate, upgrade and improve the utilities of Painesville.
Objective: 2.2 Continue to evaluate, upgrade and improve the transportation avenues of Painesville.

Goal 3: Create an organization that continually improves itself
Objective: 3.1 Create a system improvement process that is systemic and systematic.

Municipal Court

2025 Operating Budget
Honorable Paul Malchesky, Judge
Kristy McBride, Clerk of Court/Court Administrator

Departmental Mission Statement

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

Judicial Activities

Division Description

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

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

Clerk of Court

Division Description

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

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

Probation

Division Description

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

Victim's Advocate

Division Description

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

2025 Departmental Goals and Objectives

GOAL 1: DEVELOP FRAMEWORK TO STRENGTHEN LEADERSHIP AND INCREASE EFFECTIVENESS
OBJECTIVE – STRENGTHEN LEADERSHIP
ACTION STEPS:

- Judge will continue to evaluate operations to effectively serve the public.

GOAL 2: COMMUNICATION
OBJECTIVE – IMPROVE INTERNAL AND EXTERNAL COMMUNICATION
ACTION STEPS:

- Court's staff will undergo Behavior Leadership Styles Training and Navigating Conflict

- Complete a behavior style assessment
- Understand the difference between behavior and personality
- Recognize the strengths and challenges of each others' behavior style
- Discover the behavior style of others and create a more positive impact

- Learn the potential difference between intent and impact
- Identity tension reaction behaviors and the net way to respond
- Understanding the source and common reactions to conflict
- Discovering how to respond to conflict
- Learn the 7 fundamentals for navigating conflict

GOAL 3: STRENGTHEN COURT INFRASTRUCTURE
OBJECTIVE - TO CONTINUE TO EVALUATE, UPGRADE AND IMPROVE THE COURT INFRASTRUCTURE
ACTION STEPS:

- Upgraded Courtroom technology for trials.

GOAL 4: STRENGTHEN FUTURE OUTLOOK OF COURT
OBJECTIVE - CREATE A LONGTERM STRATEGY FOR OPERATION OF COURT
ACTION STEPS:

- Have a succession plan in place for future changes in court leadership.
- Continue with cross training of personnel.

ACCOMPLISHMENTS FOR 2024

Courthouse siding was replaced.

The Court continues to be the most efficient court in Ohio. The Court serves a population of almost 100,000 residents comprising of 11 communities. The Court has experienced a decrease in crime rate as a result of sentencing and recidivism measures employed. The Court focused on maintaining the integrity of the Court by treating people with respect and efficiency all the while protecting the public. It is easy to be kind and still give a sentence so untasteful that you will never do it again.



Total number of employees: 24



Services and Charges include: Postage, counseling services, technical support, monitoring device service, insurance, and telephones.

City Manager's Office
2025 Operating Budget
Douglas Lewis, City Manager
Tony Zampedro, Assistant City Manager

Departmental Mission Statement

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

Division Description

The City Manager, as Chief Administrative Officer/Public Safety Director, coordinates the operations and activities of all City departments, directs the preparation of the budget, keeps the Governing Body informed of all municipal problems, submits recommendations concerning policies and programs to Council, and develops methods to ensure the efficient operation of City services. The Assistant City Manager is delegated special projects, manages labor relations, assists in the coordination of the operations and activities of all City departments and serves as Acting City Manager in the absence of the City Manager.

Communications

Division Description

The Public Information Officer develops and executes all communication strategies for the City of Painesville with the goal to inform first and enhance the municipality's public image second. The PIO spearheads all crisis communication efforts and serves as the contact point for all media outlets and public relation activities. The position produces content for various communication channels including press releases, newsletters, website content, social media and advertisements. The PIO supports public events and community outreach program to promote civic engagement and transparency.

Information Technology

Division Description

Information Technology was outsourced to Lake County in late 2014. Lake County provides network implementation, expansion and improvements, purchasing of equipment, computer software and hardware, and maintaining the security of the City's data. Customer service, communication, and purchasing through Lake County is coordinated in the City Manager's office.

Departmental Goals & Objectives for 2025

GOAL 1: ECONOMIC PROSPERITY:

- Review and recommend Zoning and Business regulation changes to foster an economic environment that promotes new investment within the City. For example, creating new zoning designations to allow for new development, regulating vape, marijuana sales and the propagation of small retail stores.
- Prepare Conceptual Plans for Areas where Future Growth is Projected.
- Evaluate the best use of properties owned by the City and pursue development for those sites.
- Evaluate land needed for proposed projects and present to City Council for approval.
- Aggressively Pursue Grant Funding to Implement Long-Term Plans (infrastructure improvements)

- Collaboratively work with Stakeholders to Encourage Development that is compatible with Existing Plans.
- Implement Existing Long-Range Plans (Downtown Plan, Transportation & Streetscape Plan, etc.).
- Foster mutually beneficial relationship with the City of Mentor relative to their ownership of 200 plus acres of developable land within Painesville.
- Work with Lit Fiber to improve cable and internet services within the City of Painesville.
- Work with existing industries to make expansions within the City.
- Develop a comprehensive plan for Parks & Recreation.
- Budget and implement suggestions of staff to improve employee morale.

COUNCIL GOAL 2: STRENGTHEN INFRASTRUCTURE TO SUPPORT THE CITY'S MISSION:

- Continue to maintain 5-Year Capital Improvement Plan for infrastructure improvements.
- Complete full integration of the Automated Metering Infrastructure for Electric.
- Complete building/structure improvements for Electric Distribution and get them moved over to the new building.
- Continue to advance the State Route 44 Interchange Project.
- Prepare to move Parks Division to the Storrs Street Facility.
- Finalize integration of the new Financial, Utility Billing, and Human Resource Software.
- Aggressively pursue grant funding to serve as local match for infrastructure projects.
- Begin implementation the Painesville Solar Project.
- Continue to advance the State Route 44 Interchange Project.

COUNCIL GOAL 3: CREATE AN ORGANIZATION THAT CONTINUALLY IMPROVES ITSELF:

- Encourage training and ensure Departments have the proper funds to provide training for staff.
- Continue work with Northeast Ohio Mayors and Manager, Lake County Mayors and Managers, Ohio City Managers Association and International City Managers Association to obtain updates, training and share information.
- Work with American Public Power Association and American Municipal Power (AMP) to keep updated on changes in the electric market and with projects that the City of Painesville is participating in with AMP.
- Schedule educational opportunities through Human Resources for Department Heads and Supervisors with focus on inclusion and diversity training as well as leadership training for Department Heads and Supervisors.
- Provide information and encourage City Council to attend conferences/workshops to increase networking and education.
- City Manager and Assistant City Manager to obtain accreditation through ICMA Voluntary Credentialing Program.
- Maintain effective communication with the union and non-union employees.
- Create and hire a systems process and improvements administrator.

COUNCIL GOAL 4: IMPROVE THE QUALITY OF LIFE AND GROWTH OF OUR COMMUNITY:

- Continue to explore a partnership with West Creek Conservancy to provide open space, multi-use trails, and potential linkage to Lake Erie.
- Work with Painesville Community Improvement Corporation and Painesville Skateboard Park to seek funding and build a world class skate park at Morse Avenue Community Center
- Design and construct the Painesville Community Amphitheater.
- Plan for future improvements at Kiwanis's Recreation Park (Pickle Ball, Zip-Lines)

- Continue to maintain communications with our residents through various means of social media and investigate new methods to gain input.
- Explore implementing a 3% Bed Tax and set aside revenues for Arts & Entertainment (i.e., murals, sculptures, bands at the amphitheater, events on the square and more).

Accomplishments 2024

- Completed most planned capital improvements budgeted in 2024.
- New TIFS began generating funds to make infrastructure improvements.
- Continued to work with McCauley & Company to aggressively pursue grants, earmarks, state capital funding as well as lobby state and congressional elected officials.
- Market concepts to potential developers and restaurateurs (former Title Building, Telegraph Building, the former Huntington Bank Building, the former Hospital Site, the property at Richmond and Richmond, Grand River Walk, Richmond Street and Nebraska Street, Richmond Street and Stage Avenue)
- Continue to work with Developers/Property Owners on various projects including Victoria Place, Grand River Walk, Richmond & Richmond, Wingstop, Crowley's Dive Bar, Zapp's Custard & Mustard, the former Dollar Bank Building and more.
- Ribbon cutting for The Tower, Payne & Payne Highland Park Housing Development, Splash Pad, Dog Park and Park Place Streetscape Project.
- Successfully completed union negotiations.
- Successfully negotiated a more equitable allocation of the Local Government Fund resulting in increased revenues.
- Successfully prepared for and managed the solar eclipse event in the City.
- Regular engagement with union stewards and business agents to address issues prior to grievances being filed.
- City Manger met with all staff to keep them informed of project status and programs.
- Improved Police recruitment and retention.
- Met with all department to determine items that would improve employee morale. Held first employee luncheon recognizing employees for their years of service.
- Successful passage of Sunday sales of liquor options in Downtown Painesville.
- Work with Department Heads to update 5-Year Capital Improvement Plan.
- Various rezoning and transfer of property to allow for new development within Downtown Painesville.
- Improvements to the CRE Property for Water Distribution.
- Hired consultant to examine relocation of various departments and spacing needs study.
- Worked with schools to provide a building for temporary use for Construction Program.
- Participated in American Municipal Power (AMP) Webinars.
- Coordination and expansion of Spring and Fall City-Wide Clean-Up Day to include assistance to seniors.
- Worked with Human Resources to schedule leadership training for Department Heads and Supervisors. Purchased various webinars and offered the training to Department Heads.
- Tyler Payments launch (new website and portal for Utilities Billing customers to access account information). Project included press releases, step-by-step guide and various promotions to convert customers over to new system.
- FEMA Public Information Officer training (went from a Basic PIO level to Advance PIO level, which required 63.5 hours of training)
- Switching over our Resident 'Report a Concern' portal from Gov QA platform to Catalis 311 system
- Social Media Numbers for 2024
  - Facebook visits (Jan 1- Oct 31, 2024) – 203.5K (16.1% increase vs 2023)
  - 16,053 followers (71% women, 29% men)
- Continued update of website pages and eliminated unused pages.
- Engaged local media outlets with press releases and stories of all the projects underway in the City of Painesville.
- Met with various organizations to provide them with updates of development plans.
- Worked with various organizations to build trust and a better working relationship.

- Videotaped State of the City Address and provided to the community via Social Media.
- Hired Electric Superintendent with expertise in installing solar fields.
- Recommended and created various positions to address ever increasing workload within various departments and to allow for succession planning.
- Worked with Cleveland and Cuyahoga County to submit CPRG Grant that resulted in $80 Million Dollar grant for a solar field and battery storage facility. This addresses concerns regarding continued operation of the Electric Plant and provides a transition from coal to solar.
- Worked with consultant to conduct rate studies for Electric, Water and Sewer and presented recommendations to the Electric Committee and City Council.



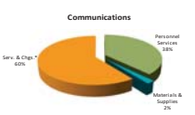
Total number of employees: 3



*Services and Charges include: IT Services, PAETEC, Nu-Vision Technology, etc. (i.e., the City's network, phone and security system).



Total number of employees: 1



Human Resources Office
2025 Operating Budget
Kristin Young, Human Resources Director

Departmental Mission Statement

To provide consistent and timely guidance to management and employees in all human resource functions including retirement, selection, employee enhancement, orientation, development and training, labor relation and to ensure compliance with established policies and procedures, labor contracts and employment laws.

Division Description

The Human Resources Division administers the City's recruitment, hiring and termination processes; classification, performance appraisal and compensation plans; employee benefit and safety plans; bargaining unit agreements; personnel transactions and records; grievance investigations; and affirmative action. This Division also assists supervisors and employees with the interpretation and implementation of personnel policies and procedures. Also staffs the Civil Service Commission and processes.

Human Resources – 2025 Goals

- **Strengthen Infrastructure and Strengthen Communications and Engagement**
  - Continue to promote the Employee Self-Service portal for HR department forms and employee information.
  - Begin implementation of Human Resources software module to support all departments (ex: onboarding, annual performance review program, and personnel actions).
- **Create an Organization that Continually Improves Itself**
  - Provide trainings to Department Heads and Senior Supervisors (examples: Diversity, Equity & Inclusion, Leading with Trust, Morale and Motivation for Harmonious Work Performance, Stress Management).
  - Gro the Employee Service Recognition Program
  - Establish an Employee Engagement Committee.
  - Continue "Cookies & Cocoa" program during the month of December.
  - Continue to improve the new hire process by providing necessary paperwork to new hires prior to their first day with the City electronically.
  - Continue creating a comprehensive "How-to" document, which will serve as a resource for all departments, outlining the standardized procedures and guidelines for the submission of paperwork and files to the HR department.
  - Improve departmental efficiency. Working with and including departmental staff to streamline HR processes.
- **Resourcefulness; using what we have to improve daily life.**
  - Promote new Wellness program that addresses physical, mental and emotional well-being of employees. This can be done through personal and group challenges and education.
  - Continue exploring additional outlets to attract a more diverse pool of applicants for open positions by collaborating with employees and outside agencies who bring knowledge and experience to our community and employees.
- **Core Values of Respect and Resourcefulness**
  - Collaboration with employees and outside agencies who bring knowledge and experience to our community and employees.
  - Visit departments in the City to connect with employees.
- Conduct entrance, lateral and promotional exams for Police and Fire departments.

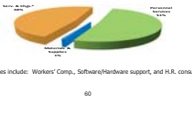
- Organize annual employee health fair with vendors from offered benefit programs as well as various vendors that support overall wellness.

Accomplishments - 2024

- **Strengthen Infrastructure and Strengthen Communications and Engagement**
  - Improved and promoted the Employee Self-Service portal for HR department forms and employee information.
  - Regularly attended and participated in the Hola Workforce Advisory Committee.
- **Create an Organization that Continually Improves Itself**
  - Transitioned payroll to the Finance Department creating a clear separation of duties between the Human Resources and Payroll functions.
  - Implemented a more robust Transitional Work Program with the aid of a grant received from the Ohio Bureau of Workers Compensation. This program will aid in returning employees injured on-duty quicker and more safely to their position.
  - Provided *"Empowering Leadership"* Training to Department Division Heads and Senior Supervisors.
  - Provided *"Managing Difficult Situations & Personalities"* Training to Department Division Heads.
  - Provided *"5 Dysfunctions of a Team"* Training to Department Division Heads and Senior Supervisors.
  - Provided *"Reasonable Suspicion"* Training to Department Division Heads, Senior Supervisors and Union Stewards.
  - Re-established the Vitality Champs program. This committee is made of employees within the City interested in promoting and supporting the City Wellness program.
- Assisted with entrance and lateral transfer exams for the Police Department. The lateral exams have allowed the department to hire qualified, experienced officers who may not fit the limitations of an entrance examination.
- Organized annual employee health fair with assistance from the Champs committee that included vendors from City offered benefit programs and various vendors that support overall wellness.



Total number of employees: 4



*Services and Charges include: Workers' Comp., Software/Hardware support, and H.R. consultant.

Economic Development Department
2025 Operating Budget
Susan Crotty, Economic Development Director

Departmental Mission Statement

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

Division Description

The Economic Development Director manages the overall comprehensive economic development plan for the City; manages commercial and/or industrial development in the City; operates business investment lending programs, serves as a liaison for small business within the City; coordinates small business assistance groups; organizes local neighborhood based retention and expansion plans; and provides business development and marketing resources.

Economic Development – 2025 Goals

- Continue to encourage attraction, retention and expansion of businesses within the City.
- Focus on Implementation of the Economic Development 5-year Strategic Plan.
- Improve data collection to enhance service delivery and increase efficiency.
- Develop information resources for businesses and to promote the City of Painesville internally and externally.
- Evaluate events, programs and processes and identify opportunities for improvement.
- Submit Impacted Cities application for renewal.
- Identify grant opportunities and make applications to support development projects.

Accomplishments – 2024

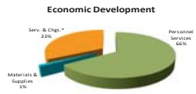
- 8 North State Street: Working with Marous Development Group to identify new office and commercial users for available space in former Key Bank building. Facilitated meetings with potential tenants.
- Community Entertainment District: Identified barriers to restaurant attraction and secured consultant to place Sunday Sales option on ballot for downtown precinct.
- Former Hotel Site: Worked with Marous Development Group on planning and site development for Grand River Walk LLC for redevelopment of the vacant site.
- 257 E Main Brownfield Remediation Grant: Continued to manage reporting to Ohio Department of Development for $613,000 grant for remediation of 257 E Main Street to prepare the site for the Grand River Walk development.
- Tax Increment Financing (TIF): Prepared and filed required reports with State of Ohio for five TIF districts.
- Victoria Place: Continued working with Renew Partners to complete planning for the mixed-use redevelopment of 191,000 sq. ft. building and to ensure terms of $1 million Vibrant Communities Grant awarded through Jobs Ohio are being met. Grant is to retain 50,000 sq. ft. of corporate office space within the planned $30 million renovation project for this building, and to create 25 new jobs with each job paying more than 150% above minimum wage.
- Painesville Tower: Redevelopment of the former bank building for Lake Erie College student housing in the downtown will be completed by year end. Majority of building will be occupied by students in August 2024. Held ribbon cutting event for opening of student housing.
- 735 South State Street: Construction for redevelopment of the property into Zapp's Custard and Mustard restaurant was completed this year. Restaurant opened in May 2024.

- 113 Main Street: First floor of former Dollar Bank building was successfully leased for new event center downtown, reducing vacant first floor space downtown.
- Former Hospital Site: Residential developer began construction and will complete first single-family home in Highland Park residential community in 2024. Development will include approximately 44 new single-family homes at an estimated $300,000 - $350,000 price point. Will work with developer to plan grand opening/open house upon completion of first home. Future development to include 25 townhomes.
- Community Reinvestment Area (CRA) Incentives: Managed CRA incentive program, working with residential and commercial property owners to provide incentives for new construction and rehabilitation/expansion projects. Prepared and filed required reports with State of Ohio. Organized and completed annual inspections of properties receiving exemptions.
- Community Reinvestment Area (CRA) Expansion: Prepared amendment to existing CRA #5 to expand area to include Encore Business Park site. Updated Housing Study for amendment.
- Downtown Painesville Organization: Supported and partnered with Downtown Painesville Organization on several activities and events. Participated as member of the Economic Vitality Committee making regular business visits for retention/expansion and to increase awareness of DPO and City services. Serve as ex-officio board member and attend board meetings and other events to share information about City development activities.
- Eastern Lake County Chamber of Commerce: Sponsored events, including annual golf outing, and promoted City development opportunities at events. Attended training opportunities, ribbon cuttings, business tours, and networking events.
- Lake County Development Council: Sponsored and participated in several events throughout year for educational opportunities and to network and promote City activities.
- TeamNEO: Established active working relationship with TeamNEO partners. Attend TeamNEO educational events and work with TeamNEO representatives on promotion of sites in Painesville and on business retention and expansion visits.
- Heritage Ohio: Participated in several Heritage Ohio training opportunities and attended annual Conference.
- Commercial Retention and Redevelopment Grant: Managed grant program for small businesses made available through the receipt of ARPA funding to enhance exterior and interior improvements. Completed all outstanding grants. Prepared information to reopen applications for remaining funds. Awarded 1 grant of $25,000 for restaurant project.
- Small Business Resources: Prepared information on available resources for small businesses and shared with newly established and potential entrepreneurs. Presented at Small Business Development Council meeting to prospective entrepreneurs on doing business in Painesville.
- Business Attraction: Secured commitments for three new restaurants and continued to aggressively prospect for new businesses. Continued to develop, build and foster new leads and new investment opportunities for the Richmond Street corridor, Renaissance Business Park, Downtown and the new Encore Estates Business Park.
- Industrial Expansion: Working with four existing manufacturers to assist with planned expansion projects. Preparing agreements for incentives and assisting with land acquisition. Grand Rock successfully completed acquisition of adjacent building for expansion.
- ICSC: Attended the ICSC conference and obtained new contacts for potential business development.
- John F. Clair Award: Organized selection and presentation of 2024 award to Painesville Credit Union.
- Arts Council: Worked with Downtown Painesville Organization (DPO) to transition Arts Council to DPO for implementation. DPO established board for Painesville Arts & Culture Council (PACC) and held first meetings this year. PACC also organized successful return of Art in the Park in August.
- Holiday Shop & Stroll: Planning 2024 event to help promote downtown merchants. Working to secure increased sponsorships to support. Developing plan for event to systematically implement and evaluate each year for continuous improvement

- Business Appreciation Night: Planning and organizing 2024 event for outreach to existing and new business owners in City. Working to secure increased sponsorships to support. Developing plan for event to systematically implement and evaluate each year for continuous improvement.



Total number of employees: 2



*Services and Charges include: Advertising, telephones, printing and binding, and postage.

Finance

2025 Operating Budget
Bill Parkinson, Director of Finance
Cheryl Altizer, Utilities Office Manager

Departmental Mission Statement

To keep accurate financial records for the City of Painesville; provide financial related information to management; and supply financial support services to all City departments.

Division Description

Coordinate and supervise all financial functions of the City. Provide administrative support and advice to management, department heads and personnel, and complete special projects as requested by management. Assist the City Manager in the preparation of the annual budget; monitor internal controls to ensure the reliability of reports and all financial activities. Manage the preparation of the Comprehensive Annual Financial Report. Manage all active and idle funds for the City to maximize investment with minimum risk.

Accounting

Division Description

Accounting is responsible for the processing, recording and reporting of all financial transactions involving the general ledger, accounts receivable, accounts payable, payroll and investments; and managing interfaces with other divisions' financial information into the City's ledger. This function is also responsible for the City's fixed asset accounting system.

Purchasing

Division Description

Goods and services required for all departments of the City are requisitioned through the Purchasing and Warehousing Division. The Purchasing Division obtains competitive bids in accordance with City policy.

Income Tax Collection

Division Description

The monthly administrative and overhead charges assessed by the Regional Income Tax Agency (R.I.T.A.) of Brecksville, Ohio for the collection of the City's income tax are expended against this function.

Utilities Office

Division Description

The Utilities Office is responsible for billing and collection of all City of Painesville utility services. Activities include meter reading, bill preparation and mailing, delinquent notices and collection activity. New accounts and applications for new services are included in the scope of operations.

Highlights of the 2025 Departmental Budget

1. Collaborate with the Electric Department in the implementation of the final phase of the new AMP meter software, which will allow the Utility Billing Department to be more efficient.
2. Continue to review all of the Finance processes and procedures.
3. Reorganize office to allow for a more efficient and successful transition between employee positions; implement cross-training between employee positions.
4. Author a financial procedures manual for all departments to reference.

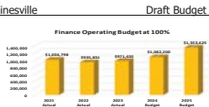
Major Departmental Objectives of Finance

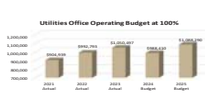
1. **Maintain the City's Financial Position and Integrity – Relates to Council Strategic Plan of Strengthen Painesville's Future Growth and Strengthen Infrastructure to Support the City Mission**
   a. Explore prospective opportunities to increase revenues and decrease expenses.
   b. Continue fiscal communications to Council, the Finance Committee and Administration.
   c. Periodic review of departmental contract agreements to ensure the most cost-effective delivery of services.
   d. Periodic review of investment strategies to ensure best available returns.
2. **Provide Accurate and Efficient Services – Relates to the Council Strategic Plan of Community Communications and Engagement**
   a. Provide financial resources to implement each department's 3-to-5 year improvement plan.
   b. Quarterly meetings with the Finance Committee.
   c. The Finance Director will continue to meet with the individual department heads several times a year to review the current status of their budgets.
3. **Accurately Maintain and Improve Revenue Collections – Relates to Council Strategic Plan of Strengthen Painesville's Future Growth and Strengthen Infrastructure to Support the City Mission**
   a. Continue to pursue collection of delinquent accounts.
   b. Crosscheck new utility customers with the RITA software to ensure all new City residents are paying their municipal income taxes.
4. **Use technology available to the fullest of its capabilities – Relates to Council Strategic Plan of Strengthen Infrastructure To Support the City Mission**
   a. Continue to implement more efficient methods of utility bill payments by customers.
5. **Reduce Delinquent Accounts**
   a. Continue to work with a third-party collection service provider.
   b. Continue to work with RITA to ensure the City is collecting all of its income taxes.
   c. Increase utility collections.

2024 Accomplishments

Finance / Utilities

1. Implementation of final phase of Tyler Munis Utility Billing software.
2. Switch Depositories, which lead to savings of over $570,000 per year.
3. Realigned investments to take advantage of favorable market conditions, which resulted in a 95% increase in investment earnings.
4. Hired a new Asst. Finance Director and a Payroll/Grants Coordinator.
5. Hired a new Utility Billing Front Desk Clerk to improve customer service and billing efficiency.
6. Took over Payroll management from the HR department; implemented several changes that improved the efficiency and processing of employee pay.

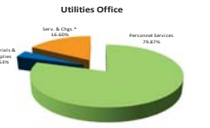




Total number of employees: Finance 8
Utilities 13



*Services and Charges include: Auditing services, tax collection services, CMI program services, and investment services.



*Services and charges include: Postage, CMI program services, telephone, and printing services.

- 2025 Budgeted Capital (Capital at 100%)
  1) Purchase New Vehicle for Utilities Office $30,000
  Total Finance 2025 Capital $30,000

Law

2025 Operating Budget
James Lyons, Law Director

Departmental Mission Statement

To provide the highest quality legal advice about matters of concern to City Council and staff of the City of Painesville.

Division Description

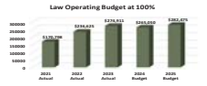
The Law Director provides legal advice and recommendations to the City's Council, City Manager, and the administrative staff. The Law Director drafts contracts and real estate documents for the City. He also reviews ordinances, resolutions, and all forms of legal documents for the City. The Law Director represents, coordinates and monitors lawsuits and claims made against the City. He also manages claims handled by outside counsel.

2025 Goals and Objectives

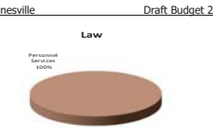
- Continue to provide legal support to various departments and City Council.
- Enhance communication with various departments through training and education of changes in regulations as they affect them.
- Identify new trends in municipal legislation and assist Council and staff in assessing their impact.

2024 Accomplishments

- Successfully managed all legal actions with minimal budget impacts.
- Resolved concerns with several contractors to insure completion of projects.
- Reduced expenditures on contract legal services.
- Moved staff from contract to in-house



Total number of employees: 3



*Services and Charges include: legal services and fees for the City.

Engineering Department

2025 Operating Budget
Leanne Exum, City Engineer

Departmental Mission Statement

To provide the highest quality, professional engineering planning, design, and construction management services to support the integrity of the City's infrastructure and facilities, coordinate private development projects, promote economic development, and assure the health, safety and well-being of the community.

Division Description

The department is responsible for planning, organizing and directing multi-function activities such as engineering, street repair and maintenance, sewer rehabilitation design and construction, drawing review, project coordination, programming and funding pursuit. Work involves responsibility for providing engineering services and for administering departmental policies, establishing priorities, and implementing programs.

Council Strategic Goal 3: Strengthening Infrastructure to Support the City's Mission

Objective 1: Continue to evaluate, upgrade, and improve the city infrastructure

Strategy 3.1.1: Maintain and enhance the appearance of the city infrastructure, property, equipment, roads and personnel

2025 Goals and Objectives

2025 Goals and Objectives

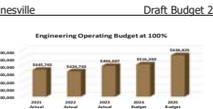
- West Eagle Street Reconstruction with a grant and loan from OPWC
- Asphalt Resurfacing of 2025 Various Roads
- Design of South State Street
- Design of East Walnut Street
- Misc. Sewer Lining Project
- SRTS Elm Street Sidewalks Phase 2 Design
- Construction of Elm Street SRTS Phase 1
- Continue to update and organize maps and records in Engineering Department
- Continue to update design and GIS software in the Engineering Department

2024 Accomplishments and Highlights

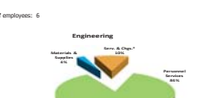
- Completed Reed Avenue Reconstruction Project with a grant from OPWC
- Completed Asphalt Resurfacing of 2024 Various Roads
- Completed Resurfacing of Liberty Street with ODOT and NOACA
- Completed Liberty Street Sewer Lining Project
- Completed SRTS Elm Street Sidewalks Phase 1 Design
- Completed Design of the West Eagle Reconstruction Project
- Continued to update and organize maps and records in Engineering Department
- Continued to update design and GIS software in the Engineering Department

Strategy 3.1.2: Beautify the city's appearance on public and private properties

- Continued to assess the sidewalk conditions throughout the City
- Sidewalk Improvement Program



Total number of employees: 6



*Services and Charges and Operating Charges include: Lake County Soil and Water payment, inspections services, and telephones.

2025 Budgeted Capital (Capital at 100%)

1) West Eagle Street Paving*	$1,310,000
2) S. State St. Design & Resurfacing*	$270,000
3) E Walnut St. Design & Resurfacing*	$440,000
4) Latimore and Mill Street Design	$150,000
5) Sidewalk Improvements in City	$75,000
6) Colonial Dr. Bridge Repairs	$132,900
7) Various Street Resurfacing*	$1,030,000
8) Elm Street Sidewalks Grant	$400,000
9) Streetscape Design & Engineering	$350,000
10) Amphitheater Parking Lot Resurfacing	$150,000
11) Railroad Grade Crossing Relocation	$300,000
12) Various Sanitary Sewer Improvements	$100,000
Total Engineering 2025 Capital	$4,707,900

*West Eagle Street Paving split with OPWC Grant
*S. State and E. Walnut - City's portion of ODOT Project
*Includes Harmon, Lincoln, Valleyview Bank, Liberty and N. St. Clair

Police
2025 Operating Budget
Daniel Waterman, Police Chief

Departmental Mission Statement

Our Mission Statement: Dedicated to serving our community through protection, education and communication with a commitment to excellence.

Law Enforcement – Sworn Officers

Division Description

Provide continuous full-time services to the community including traffic enforcement, emergency responses, and routine patrol functions, as well as proactive projects aimed at the reduction of various criminal activity. These services are affected by the increase in drug problems, and the amount of time required to properly handle the reports and arrest situation.

Law Enforcement – Other

Division Description

Salaries and wages for parking control and clerks are charged against this function. Salaries and wages for the auxiliary police staff are included under this function, i.e. Specials, school crossing guards, etc.

Control Center

Division Description

The Control Center operation dispatched all emergency calls and non-emergency calls for service for Painesville Police and Fire. The Control Center also takes calls for City services not staffed after hours, weekends, and holidays. This is a contractual service through Lake County.

2025 Departmental Goals and Objectives

- **Council Goal 1: Economic Prosperity:**
- Focus on our patrol strategies to attract new business development in our downtown area. Our overall goal remains to make the downtown feel safe. This goal addresses "perception of crime" issues in our downtown area, directly impacting the city's ability to develop it.
- **Council Goal 2: Strengthen Infrastructure to Support the City's Mission:**
- Update our Cruisers with new radios and in-car computers, to allow us to leverage technology in serving our community.
- Adding new intersection and License Plate Reader cameras to areas identified as being in "priority need", to continue our successes in solving and deterring crimes throughout the city and remaining in a leadership position among police agencies in our county by leveraging this technology.

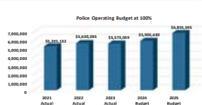
- **Council Goal 3: Create an organization that continually improves itself:**
- We are allowing Officers to help develop a new Performance Evaluation System, which allows them both input and buy-in. Performance Evaluations help promote a department that is committed to improvement and service.
- We remain the top leadership training agency in Lake County, offering training to both our own, and other officers from across the county, state, and country.
- Continue to research and apply for grant funding
- **Council Goal 4: Improve the Quality of Life and Growth of our Community:**

Continue to develop our relationship with the Board of Education, our schools, and several local outreach organizations in supporting their positive efforts within the community, including, among others, NAACP, and HOLA.

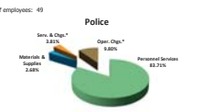
- We continue to expand our National Night Out Event, and other family-focused events in our community.
- We continue to expand community outreach programs like "COPP" (Community Observation Policing Program), as well as the "Non-English Speaking Traffic Safety Program", aimed at educating non-English speaking persons within our community.

2024 Accomplishments (Completed):

- Used a grant to purchase and train several detectives from our Detective Bureau in Computer Voice Stress Analysis (lie detecting)
- Continue developing officers via advanced crisis intervention Training through Beacon Health.
- Obtained a grant allowing us to install over $145K in cameras at critical intersections throughout the city.
- Received advanced training from Motorola on the use and functionality of our intersection camera system, allowing us to better solve crimes in our community.
- We implemented a Community Observation Policing Program (COPP), which involves regular meetings with the public in locations throughout the city.
- We hired Nancy Ramirez as a Community Service Officer.
- We hired six (6) new officers after being down ten officers in parts of 2024. We now need only five officers to return to full staffing, and we have an upcoming Civil Service list which already has 25 people who have applied.
- We held our largest National Night Out Event to date, with estimates of over 2,000 community members.
- We purchased four (4) new cruisers and placed them into service in 2024, enhancing our fleet and putting a professional appearance in our patrol services to the community.



Total number of employees: 49



*Services and Charges and Operating Charges include: Education and training, telephone, insurance, vehicle maintenance, leads and dispatch services.

- 2025 Budgeted Capital (Capital at 100%)

1)	Intersection Cameras throughout City	$270,000
2)	LPR Cameras throughout City	$80,000
3)	Narcotics Equipment	$20,000
4)	Range/Simulation Training Equipment	$40,000
5)	3 Vehicles and Upfitting*	$253,560
6)	Mobile Radios and GTAC In-Car Computers	$46,000
7)	Two Super Duty Shredders	$10,000
Total Police 2025 Capital		$719,560

*Split with Police Levy Money

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Fire
2025 Operating Budget
Thomas Hummel, Fire Chief

Departmental Mission Statement

"To Protect Life and Property"

Fire Fighting, Prevention & Inspection

Division Description

Provide a level of protection responsive to the community to control and to manage the emergency incidents within the city including fire, medical, natural and man-made disasters.

Provide quality and effective program services to the community and City personnel, including fire prevention/inspection, the State of Ohio Fire Code and public information and education programs.

2025 GOALS AND OBJECTIVES

- **Continue to Replace Apparatus and Equipment as Necessary, and purchase new equipment to improve and/or enhance operations (Strengthen Infrastructure to support the City's mission)**

It is imperative that we maintain reliable apparatus and equipment and that old/aging and questionable equipment be replaced in a timely manner.

Objectives include:

- Continued replacement of hose, nozzles, and small tools (axes, ventilation fans, etc.) as needed to meet standards and needs for the safety of the community and firefighters. In 2025 we will continue a multi-year replacement plan for our 5" Supply hose. This hose is used to bring water from fire hydrants to the fire.
- Replace and/or purchase new EMS equipment to meet the needs of the department and the community.
- Maintain SCBA (Self Contained Breathing Apparatus)
  The department's present SCBA were replaced in 2019 with SCBA meeting the latest in technology and safety standards. The replacement of the SCBA was a safety issue, and the continued maintenance of our SCBA is also paramount to the safety of our firefighters. We contract with MES/Warren Fire to service all our SCBA. This service provides a safety check to ensure all systems are performing correctly and make necessary repairs and replace worn parts.
- Maintain Communications Equipment
  Our current portable 800 MHz radios reached their stated end of service life in 2023, and our mobile 800mHz radios will reach the end of service life in 2025. While this does not mean they will stop working, it will become more difficult to make repairs as parts will no longer be manufactured/available. We are working towards replacing our mobile and portable radios to ensure safe and reliable emergency communications. To this end we applied in 2024 for the Assistance to Firefighters Grant (AFG) to replace all our portable and mobile radios (we were not successful). This was a regional grant application with several other East End Lake County FD's. We will also continue to maintain our IT communications equipment (cellular phones, tablets) as these tools are increasingly used in our everyday operations and are becoming more vital in emergency operations.

- Re-Chassis of an EMS Squad
  Our second-oldest EMS Squad (2312) is a 2017 Ford E450/Lifeline Ambulance. This is a planned a 7-year re-chassis, and due to extensive and ongoing chassis supply issues, we are continuing an order process we began with Lifeline/Pfund Superior in 2024 and are planning to acquire a chassis and complete this remount in 2025.
- Hire Additional Fire Personnel
  In 2024 Fire asked for and received permission to apply for and accept the S.A.F.E.R. grant to hire 6 additional full-time, career firefighters to supplant the ranks of the department. Adding additional firefighters will lessen the burden on the current staff and provide more safety for the residents. This addition would significantly cut overtime costs for the department and allow for additional training opportunities at reduced staffing costs. If successful, these hires may not occur until early in 2026.

Increased Funding Through Donations, Grants and Other Sources (Strengthen Painesville's future growth)

As with every year, it is vital that we continue to seek out funding sources other than the fire levies, General fund and EMS fund. It is the intention of this department to seek the following:

- FEMA's "Assistance to Firefighters" grant ***(Unsuccessful in 2024)***
  We have applied for a grant through the Assistance to Firefighters Grant (AFG) to replace our department's 800Mhz radios in 2024. This is a regional grant request, and the total grant request is $828,480.35. The Federal share is $753,163.95 and our match, should we receive the grant, would be 10% or approximately $75,316.40. This would be a huge savings to our Fire Levy fund if we are successful. (We were not successful this year). In 2025, we will assess the need and apply for this grant in the hopes to offset some fire levy funding.
- State EMS grant
  This is an annual grant that is used for the purpose of purchasing EMS equipment. We have received varying amounts in each of the past 3 years, and this year's awards have been delayed by the State and as of this writing we have not received our notification (**received $3,392.46 for this grant**).
- State Fire Marshal MARCS Radio grant
  These funds are for the purpose of replacing our aging portable radios. We did not apply in 2024 but we plan on participating in another grant attempt in 2025, either alone or as a regional grant with other Lake County Fire departments.
- FEMA's SAFER grant
  We have applied the Staffing for Adequate Fire and EMS Response (S.A.F.E.R.) grant. As of now we have not received any notice of award or denial, but all funding has been exhausted for 2024.
- State Fire Marshal Equipment Grant
  We were not successful in our application for the $10,000.00 award from the State Fire Marshal in 2024 as part of an equipment grant process. This funding is normally used to replace worn or outdated equipment. We will seek out this grant opportunity in 2025, to address equipment needs.
- Other Grant Opportunities
  Our personnel continually explore avenues to seek additional grant funding for equipment and training. We are working with a grant writer retained by the city to explore opportunities to receive grants for a variety of Fire and EMS items.
- Scholarships
  Our personnel are encouraged to seek out scholarship opportunities for training which can help defray the costs involved with tuition and housing for classes.
- Soliciting donations from our business community, through the National Fire Safety Council.

We have partnered with the National Fire Safety Council for the past 5 years now with good success. The funds raised through this organization are used to fund our Fire Prevention Week programs and for the purchase of limited public safety education and public relations materials.

- **Provide Timely and Effective Response to Emergency Situations within the City of Painesville (Strengthen infrastructure to support the City's mission).**
  This is the backbone of the fire service. This is what we are here for, to respond to emergencies and to bring emergencies to a resolution. We continue to strive to provide timely emergency response (in line with NFPA standards) in a safe manner. We will continue to strive to meet the needs of the community within the constraints placed upon us.
- **Improve public education and public relations (Strengthen Community Communication and engagement).**
  The Painesville City Fire Department provides both public education and code enforcement, and through these two (2) programs it is believed that many emergencies are totally averted, thus saving money through reduced emergency responses. The Painesville City Fire Department will continue to provide these services if the funding and personnel are available.
- **Improved / increased Training (Develop a framework to strengthen city leadership and increase effectiveness).**
  While great strides have been made over the past number of years to improve training there is still a long way to go to ensure our people are trained to perform the tasks they are asked to do. The training we must provide for the safety of our personnel, our businesses and our residents include;
  - Annual SCBA training
  - Annual Technical Rescue training (water/ice, high angle, confined space)
  - Ongoing fire suppression training
  - Increasing Officer training with relevant and timely education in areas of Leadership
  - Maintaining Firefighter training in basic and advanced skills
  - Maintaining EMS continuing education for EMT's and Paramedics
  - Improving the quality and amount of training our firefighters receive to prepare them for promotion, especially in the areas of Leadership, Tactics, and training others.
- **Improved Health and Safety of Personnel (Develop a framework to strengthen city leadership and increase effectiveness)**

The Fire Service has been made aware of the great risk of personal exposure to cancer-causing agents, and the stress and mental health issues our personnel face on a daily basis due to the nature of the work they perform. While we have made strides to improve the things we do to combat these issues (gear cleaner/extractor, cancer awareness training), more progress is needed. We have also been working with Crossroads Health at the county level to bring wellness opportunities to our personnel and help them combat the stresses of our profession.

- Develop a comprehensive method of record-keeping with regards to care and cleaning of turnout gear
- Training for personnel to help recognize the signs and symptoms of PTSD
- Recruitment of a department Chaplain (We currently do not have a Chaplain)

2024 ACCOMPLISHMENTS

- **Continued Replacement of Apparatus and Equipment as Necessary**

- We were able to purchase the following in 2024:
  1. Working with Pfund Superior and SIV, we were able to secure a new chassis to replace the chassis on our oldest EMS Ambulance (2322). This process will begin on August 15, 2024
  2. Renovation of the Fire Station Offices
     In 2024 we are planning a major Capital item to renovate the fire station offices, with the goal of returning the Fire Administration to the fire station. Renovations will include making office space for the on-duty Captains and Lieutenants in their dormitories, renovating the current Captains office to accommodate the Executive Captain and Fire Marshal, renovating the current Lieutenant's office to accommodate the Fire Chief, renovating the current fire work stations into an area for the Fire Admin. Assistant and renovate the dilapidated east entrance into a new entrance for the Fire Administration, to receive visitors during business hours.
- **Increased Funding Through Donations, Grants and Other Sources**
  We applied for the following grants:
  - Assistance to Firefighter's Grant (FEMA)
    We applied for, but were not successful, $205,346.30 through the Assistance to Firefighters Grant to replace our 800mHz radios.
  - Staffing for Adequate Fire and Emergency Response Grant (FEMA)
    We applied for, but were not successful, for $1,997,615.28 through the S.A.F.E.R. Grant to hire six additional firefighters.
  - Ohio Division of Emergency Medical Services equipment & training grant
    We received a $1200.00 reimbursement grant for the purchase of EMS response equipment for our staff vehicles and other durable EMS equipment
  - We received an Ohio Bureau of Worker's Compensation Grant to add 3 Power Stair Chairs for our EMS ambulances. This has enhanced the safety of our personnel by eliminating lifting and strain risks when moving invalid patients up and down stairs.
  - Har-Bal, American Legion, VFW and Elks Donations
    We received various donations from Civic and commercial organizations in Painesville, which we used to purchase residential Knox boxes to be rented to individuals for home access, and to purchase smoke detectors to install for our city residents in need.
  - Partnership with the Red Cross
    We have continued our partnership with the American Red Cross to provide smoke detectors for our city residents. We have been targeting this Hispanic and African American communities, with the Assistance of HOLA and area Pastors and church groups, as well as other at-risk segments of our community through sign-ups at community events (Party-in-the-Park, National Night Out, etc.). The Red Cross provides up to 3 smoke detectors at no cost to the residents or the department. We help the Red Cross coordinate installation events, and we can also install these detectors for residents on a call-in basis.
- **Provide Timely and Effective Response to Emergency Situations Within the City of Painesville.**
  This is a multifaceted approach entailing staffing, equipment and response times.

We have struggled and continue to struggle to maintain staffing since cuts in 2010 and we no longer rely on part-timers to assist in maintaining appropriate levels. This has been a challenge, not only for us but throughout the County, State and even nationally. We did get our pay increased in hopes of attracting a larger number of applicants but our workload (4,158 calls in 2023, 3,693 Y-T-D thru 11-08-2024) continues to act as a deterrent to many potential applicants. We currently do not have a budget for part-time personnel, but we are continuing to research ways to make this viable again.

Equipment is another factor in the equation and to this end we have done a good job of maintaining quality equipment. We are beginning to plan for the strategic replacement of major apparatus. We are replacing the chassis on our oldest ambulance in 2024 and will continue this plan in 2025.

Staffing, deployment (location of our station) and frequency of "overlapping" calls (times when we have 2 emergencies occurring at the same time, or having a second call before our first responding squad is back in service) plays into our ability to deliver timely response to emergencies. In 2023 we responded to 4,158 calls with an average response time of 4.82 (responding with lights and sirens) and we "overlapped" 43% of the time. Year-to-date in 2024 (thru 11-08-2024) we have responded to 3,693 calls with an average response time of 4.88 (responding lights and sirens), and to date in 2024 we have "overlapped" 44% of the time. Overlap and distance traveled from our station are the 2 most critical factors regarding response times.

- **Provide Proactive Means of Improving the Safety of the Community**
  Through a partnership with the National Fire Safety Council, we have been able to re-establish our school's Fire Prevention month program. Donations raised by the National Fire Safety Council in our name provided us with the revenue to purchase educational materials for the program.
  Through a partnership with the American Red Cross, we are installing free smoke detectors for our city residents, to make sure everyone is protected from fire.
- **Continued Focus on Health and Safety**
  We have replaced all the old turnout gear for our personnel, giving each person 2 sets of turnout gear for fire responses. This allows our personnel to launder a set of gear immediately after a fire, to significantly reduce the exposure to carcinogens in fire byproducts.

  We continue to encourage our personnel to maintain and improve their physical fitness, both through the use of provided fitness equipment and on their own. We provide all personnel with an annual physical that includes screenings for cancer, heart issues and other health issues.

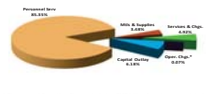
  The Recreation and Public Lands Department has worked hard to maintain our HVAC system and the station condition in general. Our personnel work hard to maintain a clean and safe fire station.

  - **Implementation of Personal, Professional and Administrative Expectations for the Fire Department**
    In 2024 we continue to work with our personnel to conform to our personal, professional and administrative expectations, which guide them in their everyday work. 2019 was the first time that our personnel have received a clear-cut set of expectations. These expectations are modeled around and support the city's mission statement and core values. We have also completed important leadership training for our Officers to support this mission, and to help our Officers lead the department. We are beginning to train our firefighters to be prepared for the increased responsibilities that come with a promotion, including more and better leadership training. We are training personnel as Fire and EMS instructors, to help with our mission to train all our personnel.
- **Implementation of Improved Training for all Department Personnel**

In 2024 we continued to achieve the ambitious goals we set for training our Officers and Firefighters. We have also developed some new training opportunities. We were able to continue a series of leadership trainings for our promotion-eligible and senior firefighters, and support training for new Officers. In 2024 we sent 4 firefighters to a week-long Swift Water Rescue Technician class in South Bend, Indiana. This training provides our personnel with the ability to perform life-saving missions during times when the Grand River is dangerous. We continue to support our personnel in the Hazardous Materials Team, which helps our department manage hazardous materials emergencies, especially through involvement with the Lake County Hazard Intervention Team. Additionally, the acquisition of Lake Health by University Hospitals has created a great new set of EMS continuing education opportunities. Specifically, in 2022 we added Pediatric Advanced Life Support to our Paramedic continuing education curriculum. In 2024, our paramedics completed their Pediatric Advanced Life Support (PALS) training, which is required for Paramedics operating under UH medical control. Our Paramedics (all but 1 person on the department are Paramedic certified) continue to have some type of advanced cardiac re-certification training every year.



Total number of employees: 28



*Services and Charges and Operating Charges include: EMS billing fees, insurance, telephone and vehicle maintenance.

- 2025 Budgeted Capital (Capital at 100%)
  1) Replace Staff Truck $50,000
  2) Re-chassis Ambulance $260,000

Total Fire Department 2025 Capital $310,000

Public Works
2025 Operating Budget
Jarod McCrone, Service Director

Departmental Mission Statement

To ensure that the City's investment in public works, capital improvements, and municipal infrastructure are effectively and efficiently administered; to maintain the City's utility delivery and collection systems and traffic system in a manner that is sensitive to community concerns and needs.

Street Maintenance and Repair

Division Description

Primarily is utilized to make physical image enhancements to the City streets by patching, crack and chip sealing, street repairs, concrete repairs of sidewalks and curbs, tree trimming and pruning of existing trees.

Sidewalks

Division Description

Replaces sidewalks on City property, installs pedestrian ramps at intersections and replaces deteriorated walks, when necessary, due to property owner neglect.

Equipment Maintenance

Division Description

Responsible for the preventive maintenance and repair of vehicles and equipment of the Street, Sewer, and Parking & Traffic sections of the Public Works Department. Also performs preventative maintenance for Utility operations and Police Department

Leaf & Yard Waste Removal

Division Description

Responsible for the spring and fall leaf and yard waste removal for City residents. This program provides the means to purchase and replace street trees throughout the City that are removed due to age, damage, or construction activity.

Parking and Traffic

Division Description

Consists of striping, cleaning and plowing snow from off-street parking areas, installation, maintenance and removal of meters, when appropriate, and is responsible for the fabrication and installation of regulatory, warning and informational signage within the City. It is also responsible for the striping of traffic lanes, edge lines and parking stalls on City streets.

Sanitary Sewer Collection and Transmission

Division Description

This division is responsible for the efficient maintenance and repair of all wastewater transmission and collection structures, facilities and equipment. The work is performed under the general direction of the Public Works Supervisor and Service Director using equipment and manpower and in the coordination of emergencies and other special projects involving routine maintenance and servicing.

Refuse Collection and Disposal

Division Description

This function provides for the operating costs for garbage collection and disposal and recycling. This function is contracted to a third-party, Republic Waste.

Highlights of the 2025 Departmental Budget

- Purchase capital equipment for safer and more efficient departmental operations.
- Collaboration with other City departments on projects initiated by Public Service will only be accomplished on a resources/labor/funding availability basis.
- Continue to provide staff with training, resources, and tools to ensure efficient and cost-effective departmental procedures.

Major Departmental Goals/Objectives of Public Service

GOAL 1: Conduct an early spring and fall clean-up of the downtown area, removing the previous winter's accumulation of dirt/debris to enable Public Service to maintain a regular schedule of street cleanup thereafter.

Objective: Downtown streets to be addressed bi-weekly; residential streets and City parking lots to be swept bi-monthly, to keep all streets and roadways clean/litter free, using existing labor/equipment.

* * *

GOAL 2: Refurbish/maintain the Public Service complex; free the common areas of debris/obsolete equipment; collaborate with neighboring departments to re-asphalt parking areas using recycled materials; repair/paint the exterior of the Public Service storage building; weed, trim, and landscape green spaces.

Objective: To improve the overall working environment and ensure on-the-job employee health and safety on location, and improve complex and immediate neighborhood aesthetics.

* * *

GOAL 3: Using existing materials/labor resources whenever possible; regular maintenance of City equipment to enhance efficiency and longevity.

Objective: Using in-house resources, evaluate City vehicles/equipment on a semi-annual preventative maintenance schedule to maximize the use/life of vehicles and equipment.

* * *

GOAL 4: Repair/replace failed/collapsed City sanitary/storm sewers. Conduct condition survey/preventive maintenance by monitoring known problem areas bi-weekly, and survey and map sewer system using sewer jet/televising equipment. Address all sinkholes and road depressions as they present themselves on city roadways.

Objective: Respond/remedy resident sewer concerns as timely and efficiently as possible to reduce impact and minimize inconvenience and ensure public sanitation, health and safety. Troubleshoot sinkholes and depressions, repair as needed.

* * *

GOAL 5: Collaborate with the Engineering Department on street/curb repairs; repair streets as required to ensure motorist/pedestrian safety.

Objective: Maintain the integrity of the City's vehicular roadways and pedestrian transverses for safety and convenience.

* * *

GOAL 6: Complete a re-striping program at all signalized intersections/crosswalks both internally and externally through a contractor.

Objective: Enhanced motorist awareness/pedestrian safety.

* * *

GOAL 7: Receive resident concerns/issues and work to resolve within 7 days if possible.

Objective: Address inquiries/requests for service in a reasonable timeframe to assure residents that the City is responding to their needs and concerns in a timely and efficient manner.

* * *

GOAL 8: Evaluate/implement "Green Initiative" that will save the City money while preserving/improving the environment.

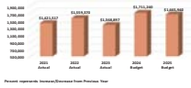
Objective: Identify new methods of operation to reduced fuel and sodium chloride usage; continue recycling paper, plastic, and metal from City facilities; and evaluate functional tasks to lessen their environmental impact.

2024 Public Service Department Achievements

- **Streets**
  - Sweeping has been accomplished in-house, intermittently from April through July until new machine was received then daily through end of October. New machine allowed staff to be more efficient and thorough while engaged in task.
  - Continuance of dual shifts during winter operations (3am-3pm and 3pm-3am as needed) to ensure adequate coverage for maintaining city streets during a snow event.
  - Patched city streets with asphalt and/or cold patch as needed.
  - Crack sealed City roads and road openings.
  - Cut back tree and brush overgrowth from City sidewalks and right of ways.
- **Administration**
  - Performed economical/efficient vehicle maintenance/repair for City vehicles.
  - Submitted Ohio EPA fleet e-check submission.
  - Submitted City's annual storm water report to Lake County Storm Water.
  - Submitted annual SSO report to the OEPA and Storm Water.
  - Worked with Engineering, Parks and Cemeteries, and Lake County Stormwater on State of Ohio Stormwater Audit.
- **Sewers**
  - Rebuilt 32 catch basins Citywide.
  - Sections of failed storm sewers were replaced
  - Performed residential sanitary sewer service checks as needed.
  - Cleaned and televised 8 lane miles of the storm/sanitary collection system which resulted in a total of 1,350 man-hours. This was a collaborative effort with the Engineering Department for the upcoming road construction projects.
- **Traffic**
  - Stop bars/crosswalks/turn arrows repainted at all signalized intersections for greater visibility.

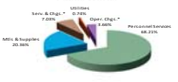
  - Worked with contractor to have Sterling Parking lot crack sealed, seal coated, and painted.
  - Worked collaboratively with Engineering and ODOT to implement new traffic signal system on Richmond and State Route 20.
  - Maintained municipal/employee parking lots, including snow removal and salting in the winter.
- **Inter-Departmental:**
  - Assisted Electric, Water Distribution, and Water Pollution with sewer jet services.
  - Patched roadways at City parks and cemeteries.
  - Repaired Electric, Water Pollution, Water Distribution, Water Treatment, Utilities, Police, and Fire vehicles as needed.

Public Works Operating Budget at 100%



Total number of employees: 19

Public Works



*Services and Charges and Operating Charges include: Vehicle maintenance, insurance, telephone, traffic control services, SR 2 maintenance services, and sewer repair services.

- 2025 Budgeted Capital (Capital at 100%)
  1) Replace Dump Truck* $70,000

Total Public Works Department 2025 Capital $70,000

*$225,000 is in 2024 Project. This is remainder for upgrade

Recreation & Public Lands
2025 Operating Budget
Michelle LaPuma, Director of Recreation and Public Lands
Steve Hubbell, Supervisor of Parks and Cemeteries

Department Mission Statement

To provide a diverse and broad range of leisure activities, parks, facilities and services to improve our community's quality of life.

Parks Administration

Division Description

This program provides the management framework and organization to plan, schedule and evaluate maintenance activities for parks and other public lands. Includes payroll processing, facility use and reservations, and disseminates information to the public and organizations that use the parks. This division provides the manpower, materials and supplies as well as equipment and its care, to accomplish the maintenance and preservation for enhanced public use of the park system.

Morse Avenue Community Center

Division Description

This function provides for the staffing, maintenance for the staffing, maintenance and utility operations of the only city-owned community/recreation building.

Recreation Activities

Division Description

This function provides for the administration, development and implementation of recreation-related programs serving all ages of the population.

Public Lands and Buildings

Division Description

This function is responsible for the physical maintenance, repairs and improvements of the City Hall complex, including minor alterations. In addition, the switchboard operations and contract building cleaning responsibilities are included in this function.

Cemeteries Administration

Division Description

This function provides for planning, mapping, developing, maintaining and selling of cemetery property and related services. Includes extensive record-keeping, account management and payroll processing; assists the public accessing cemetery records and services. This function provides for the daily operation and maintenance of eighty-four acres of cemetery property and their amenities.

2025 Goals and Objectives

- To maintain our Parks and Cemeteries to the highest standard. These properties are a reflection of the pride we have for our City.
- To offer our residents a diverse selection of recreational activities that are family oriented and affordable.
- To maintain our buildings properly so that they provide our employees with a safe and healthy work environment. Proper maintenance also projects a sense of City pride.

RECREATION DIVISION:

Build more diversity into our programs and events

- Working with other community leagues such as Soccer, Softball and Baseball to offer more local sports opportunities.
- Adding amenities that serve other community members. Our goal is to move forward with a new skate park this year and hopefully install pickle ball courts in the future.

Continue to build strong partnerships with essential assets of our City

- Working in conjunction with the Painesville City Local Schools and Lions Club to offer Safety Town to children entering into Kindergarten.
- Reaching out to local businesses to develop relationships to involve them in community events.

PARKS DIVISION:

Continue to work to change perception of the City

- With the successful installation of the Splash Pad and Dog Park at Kiwanis Recreation Park, it is our goal to add fencing, sun shades and additional benches and tables around the Splash Pad to enhance visitor's experience. Our hope it is to continue to add additional benches in the Dog Park.
- Working with the Painesville Skateboard group, our goal it to install a new skatepark at the Morse Avenue Community Park – adding a new amenity to another area of our City.

To strengthen Painesville's future growth

- Continue to look for grant funding to add new amenities and improve existing amenities.

CEMETERIES DIVISION:

To strengthen Painesville's future growth and infrastructure

- Expanding Riverside Cemetery by opening two (2) new divisions.
- Maintenance and repairs to Cemetery Facility to provide a better working environment for staff and to maintain the integrity of the facility.

In an effort to change perception of the City

- Continually looking for ways to be more efficient at keeping cemeteries looking their best.
- Working to keep all public lands maintained well to project a sense of pride in our community.

BUILDING MAINTENANCE DIVISION:

To strengthen Painesville's infrastructure

- Installation of new boiler.
- Add amenities to splash pad – fencing, sun shades and additional benches.
- Install new building signs at 66 Mentor Avenue and Police/Fire.
- Hoping to be able to move forward with installation of new skate park.

Major Departmental Goals and Objectives of Recreation and Public Lands

Goal #1: Adding amenities to Splash Pad to enhance visitors experience.

Goal #2: Working to continually improve image of City buildings. Working to keep buildings properly maintained and improve working conditions for employees. Well maintained buildings giver a better sense of community pride.

Goal #3 Improve recreation events by soliciting sponsors. Working to expand programs and events to offer recreation opportunities to a broad range of age groups.

2024 Accomplishments

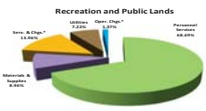
- Installed new HVAC system in Administrative Offices 2nd Floor of City Hall.
- Installed new HVAC system in Office Area for Fire Department.
- Installation of new City sign at Charter Oaks Park.
- Installation of new mini split system in 2nd Floor Conference Room.
- Installed James Hardie Board to exterior of Municipal Court Building.
- Replaced flooring to main entrance of Police Department.
- Installed Splash Pad at Kiwanis Recreation Park.
- Renovated Diamond 6 into a new Dog Park area in Kiwanis Recreation Pari.
- Installed new front entry door at 66 Mentor Avenue.
- Completed renovations and improvements at the Chester Street properties for Water Distribution.
- Installation of swing set at State Street Park.
- Open one (1) of the new divisions in Riverside Cemetery. Plan to open the 2nd by the end of the year.

Recreation & Public Lands Operating Budget at 100%



Total number of employees: 19

Recreation and Public Lands



*Services and Charges and Operating Charges include: Insurance, janitorial, mowing, Senior Citizens contribution, Downtown Painesville Organization, and summer camp.

- 2025 Budgeted Capital (Capital at 100%)
  1) Replace Boiler at City Hall $70,000
  2) Renovate Police Briefing Room $35,000
  3) Upgrades to Police Department $62,500
  4) Fencing at Splash Pad $46,000
  5) Replace Truck $50,000
  6) Skate Park Improvements $100,000

Total Recreation & Public Lands 2025 Capital $363,500

Planning and Development
2025 Operating Budget
Sarah Sitterle, City Planner

Departmental Mission Statement

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

Division Description

The City Planner is to provide the necessary planning and development review and administration support related to all public works improvements and developments within the City and enhance the quality of life, facilitate and regulate services, facilities and infrastructure for all citizens. Also responsible for implementing plans and programs that promote the comprehensive and orderly development of the City. The Division works in conjunction with the Planning Commission and the Board of Zoning and is responsible for interpreting and enforcing all planning and zoning codes in the City.

2025 Goals and Objectives

GOAL 1: STRENGTHEN CITY LEADERSHIP AND INCREASE EFFECTIVENESS

Objective #1: Establish an annual schedule for continuing local governance education for staff and elected/appointed officials.

Actions:
- o Maintain subscriptions to American Planning Association/APA Ohio/City Planning/Urban Design/Land Use Digest/Zoning Practice;
- o Communicate appropriate information with appointed officials on topics facing the community;
- o Attend appropriate conferences, meetings, workshops, events, and webinars (APA Ohio, NEO Planning and Zoning, DPO, NOACA, Heritage Ohio) to keep up to date on current "Best Practices".

GOAL 2: STRENGTHEN COMMUNITY COMMUNICATIONS/ENGAGEMENT

Objective #1: Address the perceived negative images of the community.

Actions:
- o Maintain and improve processes related to Planning and Zoning;
- o Enhance customer service by improving communication with residents and businesses;
- o Provide timely approvals for development/site plans in 30 days or less;
- o Coordinate & improve interdepartmental subdivision plat review;
- o Utilize the website to provide the status of plan reviews and approvals for owners, developers, engineers, and architects.

Objective #2: Develop a Community Engagement Policy.

Actions:
- o Creation of engagement policies for participation of community members;
- o Create target areas to for engagement (Downtown, Neighborhoods, Businesses, Nonprofits);
- o Contribute resources (expertise, skills, facilities, programs, and coordination) to community groups to achieve their goals.

GOAL 3: STRENGTHEN INFRASTRUCTURE TO SUPPORT THE CITY'S MISSION

Objective #1: Continue to evaluate, upgrade and improve the city infrastructure

Actions:
- o Work collaboratively with other departments in identifying/prioritize projects to strengthen the city's infrastructure;
- o Implementation of City Corridor Plan to improve/upgrade the entrances into the City;
- o Implementation of Complete Streets Policy to improve/upgrade city infrastructure.

Objective #2: Beautify the city's appearance on public and private properties
Actions:
- Take a proactive approach to enforcing the City's Zoning Code;
- Provide information to residents/business owners on programs/resources to assist with beautification projects;
- Consideration of establishing a Tree Commission and establishing a Citywide Street Tree Policy;
- Consideration of establishing a Special Improvement district (SID) to generate funds to support infrastructure improvements in targeted areas;
- Enhance design guidelines for development and create additional review districts to preserve historic areas;
- Continuation of applying for grant opportunities for streetscape projects;
- Educate residents/business owners on benefits of the City's appearance.

Objective #3: Promote specific components of city infrastructure to attract development/ business
Actions:
- Work collaboratively with Economic Development and the Downtown Painesville Organization to market business locations with the appropriate zoning classification.

GOAL 4: STRENGTHEN PAINESVILLE'S FUTURE GROWTH

Objective #1: Outline a long-term strategy for future housing growth
Actions:
- Update City's Comprehensive Plan and update zoning map/code based on the plan;
- Include strategic partners in creation of plan (DPO, Painesville City Schools, Lake Erie College, Lake County, Concord);
- Educate Staff, Planning Commission, Board of Zoning Appeals, and City Council on new Planning, Zoning Code and Map.

2024 Accomplishments

- Issued 178 zoning permits through August 16, 2024, which included 2 new home permits, 9 accessory structures, 16 fences, 2 signs, and 67 miscellaneous. Issued 5 Non-Residential Use and Occupancy permits for commercial and industrial properties.
- Board of Zoning Appeals held seven (7) meetings with a total of ten (10) variance requests heard.
- Planning Commission met a total of three (5) times. The Commission heard the following items: three (3) conditional use permits; one (1) rezoning, one (1) temporary use, and design review requests for the new Public Safety Center for Lake County.
- Continuation of updating the Unified Development Code by the Planning Commission. The updates address both new development and redevelopment issues.
- Continue implementation of the 2006-2007 Comprehensive Plan.
- Continue implementation of Downtown Master Plan.
- Continue implementation of the Downtown Painesville Transportation and Streetscape Plan.
- Continue to work toward expediting the application and review processes.
- Assisting with strengthening the Community Development Department to serve as a central "one stop shop" for land use, zoning and other development activities.
- Seven (7) applications for Certificates of Appropriateness have been submitted to the administrative Design Review Committee to review and approve/modify design review characteristics of various buildings within the Design Districts.

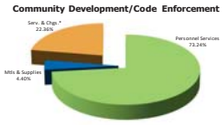
g) Issued 1,876 notices for violations, conducted 1,727 rechecks on violations, responded to 197 complaints, picked up 71 signs, registered 8 vacant properties, registered 57 rental properties, issued 1,916 grass violations, had 8 court cases, and responded to 10 zoning inspection calls.

Community Development/Code Enforcement Operating Budget at 100%



Total number of employees: 4

Community Development/Code Enforcement



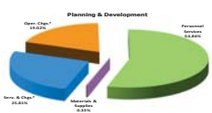
*Services and Charges and Operating Charges include: Mowing services, and postage.

Planning & Development Operating Budget at 100%



Total number of employees: 3

Planning & Development



*Services and Charges and Operating Charges include: postage, telephone, and real estate taxes.

Water Funds

Orin McMonigle, Water Superintendent
Ryan Head, Water Distribution Supervisor
Michael Torre, Water Plant Supervisor

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

Departmental Mission Statement

To provide all our customers with safe, high quality potable water, while being committed to operating and maintaining our facilities safely and efficiently. We are also dedicated to providing qualified and courteous services to satisfy the diversified needs of our customers.

Filtration and Pumping

Division Description

Includes operation and maintenance of the Water Treatment Plant. Operation of the plant has the following components: 1) Treatment – addition of chemicals to clean and disinfect the water; 2) Pumping – transport of water from the lake through the plant to distribution; 3) Filtration – treated water filter for final purification; and 4) Quality control – laboratory analysis of water. Maintenance of the plant consists of building, equipment, and grounds maintenance to ensure the operation and appearance of the plant.

Distribution Operations

Division Description

Reflects the Water Division services to the Distribution Office located at 459 Storrs Street. The distribution supervisor and secretary are paid from this function. All other expenditures include supplies, services, maintenance, and capital improvements necessary to make the office operational.

Water Division Goals 2025

Major Departmental Goals and Objectives

Strategic Goal #1
Develop a Framework to Strengthen City Leadership and Increase Effectiveness
- Work within the Water Supply education environment through the use of AWWA, OEPA and OTCD to provide distribution and plant training in operations, laboratory, maintenance and safety to treat and supply quality drinking water to the customers.
- Education, training and schooling – Operations and maintenance education/training for all Water Department staff. Utilize AWWA, OEPA & develop in house training for training in skills and operations.

Community Development
Code Enforcement

2025 Operating Budget
Sarah Sitterle, City Planner

Departmental Mission Statement

To promote growth of the City though orderly redevelopment and development as well as maintain the existing integrity and character of the community by providing quality and timely building inspections and related services to the community and ensure that construction adheres to the highest safety standard. To enforce compliance of property maintenance code and safety requirements in all residential, industrial and commercial structures.

Community Development

Division Description
The Community Development Department handles a wide array of functions which includes Building & Housing. The goal of the Community Development Department is to provide a high level of quality services that are efficient and responsive to the present and future needs of the community, delivered by knowledgeable staff in a timely fashion with professionalism, common courtesy and respect.

Code Enforcement

Division Description
This function's responsibility is the enforcement of the City's building, zoning, and property maintenance codes, accomplishing this through systematic inspections, response to complaints and final follow up of the violation with the homeowner or business owner.

2025 Departmental Goals and Objectives

Buildings & Housing Improvements:
- Implement software program for permits.
- Implement processing debit/credit card payments through permit system.
- Continue to provide timely Code Enforcement inspections (within 48 hours).
- Work with the Lake County Land Reutilization Corporation to demolish dilapidated structures.
- Review Rank Vegetation programs and policies.
- Rental Registration Renewal Intake for 2023 to 2026.

General Improvements:
- Continue to provide assistance to City Departments as required from Community Development.
- Continue to share equipment, tools and materials with other City Departments as needed.
- Continue to make customer service and positive public relations a priority.
- To improve the informational material that is provided to residents, developers and contractors.
- Where able, make documents available electronically to dispose of paper copies no longer needed.
- Complete scanning and storage of large roll plans.
- Upgrade one computer as it is outdated and in need of replacement.

Strategic Goal #2
Strengthen Community Communications and Engagement
- Work with the Communication Coordinator to present the Water Department in a positive light to the community. Continue to display to our customers and the community the important issues which are arising in the water supply environment to provide safe drinking water for now and for the future. Also, to display the dedication required to ensure all EPA standards are being met.

Strategic Goal #3
Strengthen Infrastructure to Support the City's Mission
- Water Distribution
  - East Walnut water line repairs and replacement
  - Crile water tower repairs and painting
  - Water valve replacements
  - Pinehill water line replacement
- 5 Year Water Improvement Program –Review and revise 5 Year Capital Improvement Plan.
  - Replace missing engine for High Service #6 and rebuild pump.
  - Enclose Chlorine Feed System and improve safety by using sodium hypochlorite (liquid bleach)
- GIS Strategic Implementation Plan
  - Water Distribution Department – ensure GIS data is being gathered for Water mapping.
  - GIS Development – Improve asset identification, location and condition. Import Lead & Copper LSL data
  - Water Asset Management – Monitor and provide new annual Public Water System metrics for OEPA.

Strategic Goal #4
Strengthen Painesville's Future Growth
- Continue to provide quality drinking water while adhering to EPA laws by improving operations through monitoring of raw and process water quality and chemical dosing.
- Maintain and improve water distribution system by improving level of service to customers.

The Water Plant will continue to serve the customers of The Painesville City Water Department the best possible product at an affordable price. The Department is determined to effectively provide a product and service that City Administrators and Council will be proud to serve the members of the community.

2024 Accomplishments

- Completion of water service line inventory for new federal regulations
- Pinehill water line replacement complete
- Repairs to High Service #5, motor rebuild, pump rebuild, and drive replacement
- Replacement of Low Service #1 and #2 variable frequency drives
- West Eagle water line construction starting
- Crile water tower repair and painting design
- Filter #2 repairs
- Chlorine room design.
- Shamrock water line completed

PERSONNEL

Well-staffed with one Class IV, three Class III's, and a one Class II Professional Water Supply Operators licensed by Ohio EPA.

Class IV and 2 Class IIs Professional Water Distribution Operators signing for distribution. Working on filling last service maintenance position at water distribution.

OBJECTIVES BASED ON
CITY COUNCIL GOALS AND OBJECTIVES

GOAL 1: DEVELOP A FREAMWORK TO STRENGTHEN CITY LEADERSHIP AND INCREASE EFFECTIVENESS.

Objective #1: Strengthen City Leadership through Structured Educational Processes
ACTIONS:
- Participate in scheduled on-going training provided to Department/Division Heads.
- Attend training to keep updated on new trends in zoning and code enforcement.

Objective #2: Establish an Annual Schedule for Continuing Local Governance Education for Staff and Elected Officials.
ACTIONS:
- Evaluate and schedule continued education for staff.
- Encourage and support employee training to improve communication skills using electronic communication and in data/information gathering.

GOAL 2: STRENGHTEN COMMUNITY COMMUNICATIONS AND ENGAGEMENT.

Objective #1: Develop a Framework for Ambassador's Program
ACTIONS:
- Continue to network with outside organization and develop positive relationships.
- Continue to work with various organizations to dispel any negative images of the Community.

Objective #2: Address the Perceived Negative Images of the Community
ACTIONS:
- Include updated forms on website to make them easier to complete and process.
- Improve communication between realtors and title agents to provide timely information about the community and property information.
- Improve interdepartmental cooperation and communication.
- Maintain a high level of customer service within the Community Development Department.
- Evaluate the process for applicants that must use both City and County permits.

Objective #3: Develop a Community Engagement Policy
ACTIONS:
- Maintain the Community Development website to keep it user friendly.
- Continue to work with Lake County Building Department to provide current information on permitting and plan review within the Community Development Department.
- Enhance customer service by improving communication with all.
- Continue to advertise the rental registration and vacant property registration program so that residents are aware of the programs and renewal periods.
- Work with residents and businesses to continue the Community Clean Up Day in 2025.
- Work cooperatively with Lake County Building Department to continue communication and information about projects and permits in process.

GOAL 3: STRENGTHEN INFRASTRUCTURE TO SUPPORT THE CITY'S MISSION.

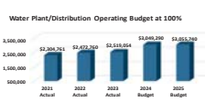
Objective #1: Continue to Evaluate, Upgrade, and Improve the City Infrastructure.
ACTIONS:
- Work with staff to update the 5-year capital plan based on new information as needed.
- Work with Design Review Committee to improve existing regulations.

The Water Plant has been able to provide quality drinking water and operate effectively while on a reduced staff. The water plant currently has 5 operator/maintenance positions. Four of the operators work 8-hour shifts, 24 hours/day. The Operator on day shift assists the Plant mechanic with maintenance projects and covers vacations to minimize overtime.

CHEMICALS
The raw water quality has substantially improved dramatically with the new intake. Chemical usage has continued to reduce with little to no use of caustic soda this past year. No microcystin presence this summer so far. We applied PAC in our raw water using our new carbon feed facility to reduce organics. This improves overall water quality by removing taste and odor compounds and helps maintain higher system chlorines in the warmer months.

SLUDGE
Sludge production and removal has remained constant during this past year. Removal of built up basin residuals within the treatment process will continue.

Water Plant/Distribution Operating Budget at 100%



Total number of employees: 23*

Water Construction Budget at 100%



- Improve communication with Code Enforcement and Police Department for enforcement actions or areas of concern.

Objective #2: Promote Specific Components of the City Infrastructure to Attract Development and Businesses.
ACTIONS:
- Take a proactive approach to enforcing the property maintenance code.
- Investigate and provide a response to inquiries within forty-eight hours or less.
- Work with rental properties to educate tenants on proper handling of such issues as garbage disposal, parking/storage of vehicles, yard maintenance, etc., to obtain compliance.
- Continue to work cooperatively with the Police Department to address properties that are a nuisance.
- Identify and send violations letters to all known vacant properties within time frame allowed by code.

Objective #3: Utilize the Infrastructure to Promote Advantages to Residents.
ACTIONS:
- Continue to improve Building/Zoning/Code Enforcement Software.
- Develop online access and electronic payment options to help residents make application.
- Continue to promote improvements that have been made and planned improvements for the future.

Objective #4: Continue to Evolve the Strategy to Offer Utilities to Neighboring Communities and Build Sustainable Reliability.
ACTIONS:

GOAL 4: STRENGTHEN PAINESVILLE'S FUTURE GROWTH

Objective #1: Outline a Long Term Strategy for Future Growth
ACTIONS:
- Evaluate Zoning to determine if properties should be rezoned to improve commercial and industrial base.
- Continue to improve properties that have property maintenance violations which need to be brought into compliance.
- Continue to apply for grants and develop programs to assist residents with funding repairs in violations.

2024 ACCOMPLISHMENTS

a) Through August 16th, 2024, issued permits for 2 new single-family dwellings.

b) Through August 16th, 2024, 647 permits were issued for property improvements and program registrations (roofing, fencing, sheds, pools, driveways, sidewalks, sewers, rental, contractors, etc).

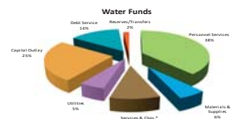
c) Continued to work with CityForce as the provider for permit issuance and code enforcement. Working on terminating contract with CloudPermit.

d) One new computer was installed in the department to replace an outdated desktop for secretary.

e) Continue to work with Electric Division on the planning of long term storage/filling of roll plans and movement from one facility to another.

f) Reviewed and issued permits for the demolition of structures at 550 Fairlawn, 655 E. Erie Street, 477 W. Jackson Street, 563 Fairlawn, 99-125 E. Erie Street, 175 E. Erie Street, and 201-209 N. St. Clair Street associated with the new Public Safety Center project by Lake County.

Water Funds



*Services and Charges include: Water's distributed portion for General Fund services, chemicals, telephone, insurance, sludge disposal, operating license fee, machinery maintenance and building rental.

- 2025 Budgeted Capital (Capital at 100%)

1)	Chlorine Room Phase I	$320,000
2)	Water Plant Upgrade Design	$250,000
3)	#6 High Service Pump	$100,000
4)	Replace VFD in Low Service Areas	25,000
5)	Sludge Truck Replacement	$170,000
6)	Auburn Water Tower Design	$15,000
7)	Paint Crile Rd. Water Storage Tank	$770,000
8)	E. Walnut Street Water Main Repairs	$550,000
9)	Citywide Valve Replacement Program	$50,000
10)	Tiber Drive Water Main Replacement	$100,000
11)	Fire Alarm System For New Building	$20,000
12)	New 1-Ton Dump Truck	$90,000
	Total Water Department 2025 Capital	$2,460,000

Sewer Funds

Kevin Aiken, WPCP Superintendent

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

Departmental Mission Statement

The mission of the Water Pollution Control Plant is to provide the most effective customer-oriented wastewater collection and treatment to the citizens of Painesville.

Division Description

The Painesville Sewerage System was first developed in approximately 1887. As the City grew the sewerage system has expanded to include an area of approximately eight square miles and 57 miles of sanitary sewer pipe. The system has nine pump stations that transmit the sewage to the Water Pollution Control Plant. The WPCP serves the City of Painesville population of 20,312.

The sewerage system and treatment plant's primary role is to convey and treat the sewerage collected throughout the service area. The WPCP assures that the public health is protected and the treated effluent discharged into the Grand River is in compliance with the limits established by the National Pollution Discharge Elimination System and other applicable laws, rules, and regulations imposed by the Clean Water Act, US EPA and Ohio EPA. The WPCP has a capacity to treat an average of 6.0 million gallons per day (MGD) and a peak hydraulic flow of 28.0 MGD. The plant produces, on average, 2800 wet tons of water and wastewater residuals each year. These residuals are landfilled, or transferred to another facility for additional use in accordance with applicable state and federal rules.

Water Pollution Control Department

Pump Stations

The eight (8) pump stations that serve the sewerage system are well maintained. The maintenance department inspects services and repairs the equipment and pumps.

Water Pollution Control Plant

The existing plant was last upgraded in 1979 as an advanced wastewater treatment facility. In 2009 construction began on major process equipment that has been identified for replacement. The construction was completed in 2010 and all systems are in operation and functioning.

Costs for land applying biosolids had risen in 2004 to near $200,000 annually. The decision was made to landfill the biosolids and assume the responsibility of operating the entire pressing and hauling operation. The cost for landfilling and transferring solids to Quasar Energy was $93,370.00 in 2015.

2025 Department Goals and Objectives

Strategic Goal #1
Develop a Framework to Strengthen City Leadership and Increase Effectiveness

- Training & Education – Continue operational, maintenance, and safety training/education for all WPCP employees. Staff will continue to receive training from organizations such as OEPA, WEF, NESOWEA, and AMP as well as from different vendors for a more specific type of training. This training is not only educational, but also is a requirement for staff that hold a wastewater license with the Ohio EPA.

Strategic Goal #2

Strengthen Community Communications and Engagement

- Plant Tours – Increase the tours given to schools, city leaders, and residents. These tours will help increase awareness of what takes place on a daily basis at the WPCP. Tours also show the daily challenges faced at the plant on a daily basis because of the different materials discharged into the sanitary sewers.

Strategic Goal #3
Strengthen Infrastructure to Support the City's Mission

- #1 Anaerobic Digester Cover/Waste Gas Burner – Replace the #1 digester cover and waste gas burner for the anaerobic digesters. Replacement of the cover and burner will insure proper sludge treatment and disposal of excess methane gas from the anaerobic digesters.

Strategic Goal #4
Strengthen Painesville's Future Growth

- Infiltration/Inflow – Work on reducing the Infiltration/Inflow in the city's sanitary sewer system. Reducing the amount of infiltration/inflow will increase the capacity of sewerage that the WPCP can treat. Having a very efficient sewerage system allows for the city to have residential and industrial growth without having to expand the WPCP design capacity.

2024 Departmental Accomplishments

- **Safety** – WPCP personnel attended monthly safety training, hosted by AMP Ohio, at the Electric plant.
- **Training** – Staff attended Ohio Water Environment Association and Northeast Section OWEA training and educational seminars/workshops.
- **Concrete** – Concrete contractor repaired failing concrete outside the blower building.
- **Pretreatment** – Industrial Pretreatment program issued new revised permits for Industrial Users using new improved format, improving Users awareness.
- **Pump Stations** – Continued annual maintenance program at pump stations. By replacing or repairing pumps and equipment each year it saves the department from having a potential failure at the stations.
- **NPDES** – Received new NPDES permit from the Ohio EPA.
- **Recreation Park Pump Station** – Pump Station construction to install increased capacity to improve wet weather flow capacity and future residential development.
- **Facility Image Award** – The WPCP was awarded the "Facility Image Award" by the Ohio Water Environment Association at the annual Water One conference. This award is given to a public facility who enhances their physical image and promotes the wastewater profession through outreach.
- **Wastewater Operators License** – John Brady, WPCP Mechanic II took and passed his OEPA Class I Operator License exam.

Personnel

The Water Pollution Control Plant has been able to provide plant and sewerage system operations effectively while reducing staff. Plant staffing has decreased from 25 employees in 2002 to a staff of 12 employees in 2024. We are currently down one person in the maintenance department and one person in Operations. Of the 12 employees, 3 are eligible to retire by the end of 2024.

Chemicals

Chemical costs for plant operations include aluminum sulfate, sodium bisulfate, salt, and polymer. Chemical costs for plant operations has increased, in the past for various reasons. Aluminum sulfate (phosphorus removal), sodium bisulfite (chlorine removal), and salt (chlorine generation) may increase and could require additional funding.

Solids Removal and Disposal

Residual solids are processed by plant personnel through the plants belt press. The belt press removes water from the WPCP sludge and Water Plant alum sludge and is hauled to the Lake County Landfill. The Lake County Landfill currently charges a disposal fee of $30.00 per wet ton. This fee is expected to increase by at least 30% in the end of 2024 or early 2025.

Surcharges

Industrial surcharges generate revenue to the department to offset costs for high strength wastewater from industrial sources.

Planning For The Future

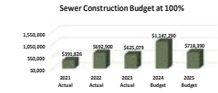
Upcoming Projects – 2024

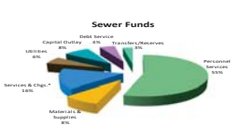
- **Anaerobic Digester Cover/Waste Gas Burner** – Replace the aging #1 anaerobic digester cover and waste gas burner that hasn't been in service for quite some time. This project will also bring the methane gas collection system back into code. This project is dependent on funding from an outside source to complete.
- **Plant Concrete** – Repair or replace failing concrete around the WPCP. Concrete walks have settled or have damage from the weather requiring replacement or repair depending on the condition.
- **Belt Filter Press Piping** – Install new piping from the intermediate screw well to the belt filter press pumps to gravity feed water plant sludge.
- **Building Brick Repairs** – Repair portions of the Administration and Tertiary building brick that has begun to fail.
- **#3 Aeration Diffusers** – Replace the diffusers in the #3 aeration basin.
- **Pump Stations** – Continue to inspect and repair pumps at the pump stations to reduce the chance of unexpected failures.
- **Sanford Street** – Hire consultant to perform a capacity study and on the Sanford Street pump station.

The WPCP will continue to expand the services of the available treatment capacity to Painesville and surrounding communities. We will provide a cost and energy efficient treatment facility that will look to meet the demands of its citizens. The vision of the staff is to research and determine new effective treatment processes and equipment that improve the efficiency of plant and system operations.



Total number of employees: 14





*Services and Charges include: Sewer's distributed portion for General Fund's services, SCADA system, sludge disposal, laboratory services, telephone, and machinery maintenance.

- 2025 Budgeted Capital (Capital at 100%)

1)	Seal-Coating Drives/Parking Lots	$25,000
2)	Elevator Upgrade at Plant	$175,000
3)	Garage Doors Replacement	$12,500
4)	HVAC System Upgrades	$30,000
5)	New Dump Truck Bed	$40,000
6)	Continue Aeration Diffuser Program	$75,000
	Total WPCP 2025 Capital	$357,500

Electric Funds

Joe Price, Superintendent of Electric
Paul Morton, Electric Plant Supervisor
Kevin White, Assistant Electric Distribution Supervisor

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

Departmental Mission Statement

Provide adequate, reliable, and economical power to customers in an efficient and professional manner.

Plant Operations

Division Description

This division provides administrative direction and support to the departments maintaining the Electric Plant. Functions include operations and maintenance of Boiler, turbines and substation. This division oversees the purchase of power as needed.

Distribution Operations

Division Description

This division provides administrative direction and support for the general operation of the Electric Distribution system. Functions include the operation and maintenance of the distribution lines and connections for delivery of service directly to customers.

2025 Departmental Goals and Objectives

(I) ***Administrative:***
(A) Goal: Project manage initial phase of strategic planning towards the awarded 80-million-dollar grant to fund 35MW of solar generation development with 10MW of Battery Storage to align with planned retirement of coal/steam turbine generation. This aligns with the City Council Strategic Plan (2024-2027) Goal 1 of Economic Prosperity through reliance of long-term low cost of power benefiting all current and future Painesville electric customers, Goal 2 by strengthening Painesville's electric generation, transmission and distribution infrastructure in support of the City's Mission, Goal 3 through the most expansive electric system improvement of any Northeast Public Power provider making Painesville a regional Ambassador for alternative renewable energy and innovative brownfield redevelopment.

- Objective: Establish with regional grant partners administration of grant including funding disbursements in accordance with guidelines established in the grant.
- Objective: Research system deployment options internally and externally.
- Objective: Initial interview of perspective and established Solar developers.
- Objective: Hire experienced electric system legal counsel to assure legal compliance and review all project contract related documents.
- Objective: Initial planning with AMP of ways Painesville can off-load periods of long-power while maintaining existing power purchase agreements compliance.
- Objective: Explore possibility of phased construction of solar generation.

(B) Goal: To maintain and improve communications with our customers, and the city administration and departments in ways that align with the City Council Strategic Plan (2024-2027) Goal 3: Create an organization that continually improves itself.

- Objective: Updating the city website with current information about the Electric Division.
- Objective: Provide progressive updates of solar project development.
- Objective: Continue with Council presentations and communication, as needed.
- Objective: Provide customer services as part of the Painesville Key Accounts Program.

(C) Goal: To maintain and improve the Electric System's status in the present economic market to align with the City Council Strategic Plan (2024-2027) Goal 4 to Improve the Quality of Life and Growth of the Painesville Community.

- Objective: Monitor/review our power purchase and dispatch operations with AMP to take advantage of the power market to effectively maintain affordable lower costs.
- Objective: Continue ongoing review of our fees and rates.

(II) ***Electric Plant:***
(A) Goal: To maintain and improve the reliability and efficiency in various areas of the operation of the Electric Plant and City Substations to align with the City's Strategic Plan's third and fourth Goals. The third Goal is Strengthening Infrastructure.

- Objective: Continue legal review of all EPA compliance requirements.
- Objective: Legal review of Solar Project on Coal Plant.
- Objective: Expand the System SCADA program to include more control functions.
- Objective: Continue installation of new meters on plant feeder breakers and equipment.

(III) ***Distribution***
(A) Goal: Improve the reliability, flexibility and efficiency of the distribution system. This aligns with the third and fourth Goals of the City's Strategic Plan.

- Objective: Continue to reconfigure all system circuits for better loading and reliability.
- Objective: Continue proactive updating of older electrical facilities within the city.
- Objective: Continue to modernize the Painesville street lighting systems with energy efficient LED replacements and rewiring existing older circuits.
- Objective: Coordinate cutover of line in the South end from 4160 volts to 13.2 Kv with new Switchgear Building loading.
- Objective: Upload and use system data for GIS improvements including better feeder maps.

(IV) ***Plant and Distribution:***
(A) **Goal:** To Continue and Expand the Safety Program

- Objective: Restart City Wide Safety Committee.
- Objective: Continue to update, maintain, and test all safety equipment as needed.
- Objective: Continue the internal and AMP Safety and OSHA program.

(IV) ***Long Term:***
(A) Goal: Upgrade and streamline to position the Electric System to maintain readiness to compete in today's economic environment which is in line with the City's Strategic Plan's Objectives and Goals.

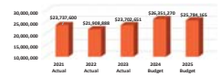
- Objective: Evaluate areas for possible stored or renewable energy installations.
- Objective: Maintain our participation in JV2 at 7 MW.
- Objective: Review and evaluate new joint venture projects with AMP Inc. including AMI.
- Objective: Evaluate alternative peaking and generation sources.

2024 Electric Plant Accomplishments

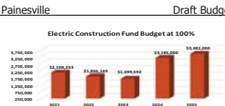
- Continued upgrading the programming of the protective relays for distribution breakers.
- Finished all parts of the required Safety program.
- Assisted other Departments with various projects Citywide, as needed.
- Repaired and tested Boiler and Turbines so Plant could run for peaking season.
- Continuing "Fit for Service" work on #5 Boiler.
- Completed repairs for 13.8 kv switchgear roof.
- Testing on substation breakers, transformers and relays.
- Completed #5 Boiler feed pump repair and #5 Boiler MCC enclosure.
- Purchased thermal imaging drone to be used for inspections and assist with first responders.
- Anthony obtained his FAA Drone pilot license and level 1 thermography certification.

2024 Electric Distribution Accomplishments

- Continued our program of upgrading older transformers as found throughout System.
- Installing LED Street lighting as the older lights failed. This was done to improve efficiency of our Street Lighting System.
- Finished all parts of the established Safety program requirements.
- Maintained and improved the Distribution System to efficiently and reliably keep downtimes short.
- Continue and expand AMI program.
- Uploaded data for GIS mapping onto laptop for all poles on Distribution System.



Total number of employees: 43





*Services and Charges, and Nonoperating include: Electric's distributed portion of General Fund services, flyash removal, telephone, machinery and vehicle maintenance, insurance, building rental, and KWH tax payment.

- 2025 Budgeted Capital (Capital at 100%)

1)	Boiler #3 and #4 Roof Repairs	$60,000
2)	Circuit Breakers Design	$100,000
3)	Circuit Breakers Replacement Phase I	$300,000
4)	Conduit Bender Replacement	$14,000
5)	Renovations for Electric Dist. Bldg. Phase I	$500,000
6)	H6 Circuit Design/Diagnosis	$100,000
7)	Downtown H6 Repair/Replacement	$340,000
8)	Reclosers for SCADA System	$150,000
9)	Transformers	$350,000
10)	Conduit	$100,000
11)	Replace Two Bucket Trucks	$450,000
	Total Electric Service Funds 2025 Capital	$2,464,000

Storm Water Utility

Leanne Exum, City Engineer
Jarod McCrone, Service Director

Departmental Mission Statement

To provide funding for the efficient operation and management of the city's surface water system to decrease flooding, to decrease damage to property, and to increase water quality for the benefit of the community and the natural environment.

Division Description

This function is to manage and monitor the general maintenance and provide long-range planning for infrastructure improvements made to the storm sewer system of the City. To provide the capital improvements and to perform infrastructure improvements made to the storm sewer system of the City.

Council Strategic Goal 3: Strengthening Infrastructure to Support the City's Mission

Objective 1: Continue to evaluate, upgrade, and improve the city infrastructure

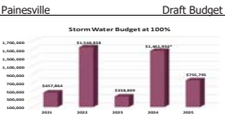
Strategy 3.1.1: Maintain and enhance the appearance of the city infrastructure, property, equipment, roads and personnel

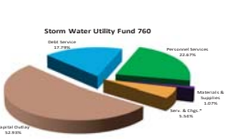
2025 Goals and Objectives

- Design and construct certain neighborhood drainage improvements in conjunction with roadway improvements
- To engineer and make minor repairs to storm sewers in most cost-efficient manner identified
- Continue to address the National Pollutant Discharge Elimination System (NPDES) – Phase 2 requirements and take steps to comply with the requirements

2024 Accomplishments and Highlights

- Designed and construct certain neighborhood drainage improvements in conjunction with roadway improvements
- Constructed storm sewer on Reed Avenue
- To engineer and make minor repairs to storm sewers in most cost-efficient manner identified
- Continue to address the National Pollutant Discharge Elimination System (NPDES) – Phase 2 requirements and take steps to comply with the requirements





*Services and Charges and Operating Charges include: storm water utility fees, equipment maintenance and landfill disposal services.

- 2025 Budgeted Capital (Capital at 100%)

1)	West Eagle Storm Water Improvement*	$300,000
2)	Various Storm Water Improvements	$100,000
	Total Storm Water 2025 Capital	$400,000

*100% Level II Storm Water Funds

Non-Departmental

Definition of the Section

This section details the budgets within the City of Painesville that are not part of a particular department. The Director of Finance prepares and manages these budgets. Included in this section are several schedules of expenditures that affect budgets across several different funds or are unique funds that are for a specific purpose.

The following schedules make up the non-departmental section of this budget.

- Schedule of Health Insurance Actual and Budgeted
- Schedule of Worker's Compensation Actual and Budgeted
- Schedule of Debt Service by Fund

HEALTH INSURANCE COSTS ACTUAL and BUDGETED

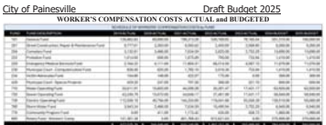


A few highlights about the City's Health Insurance:

- The City participates in the Lake County Regionalization program as a self-funded entity; this means the City pays their own claims but receives a lower administrative fee from their claim administrator through the County's purchasing power.
- Medical and drug are trending downward for the second year in a row.
- Medical utilization spiked in 2022 due to both an overall high volume of claims, higher than average large claimant activity, and the UH/Lake Health merger. In 2023, there was a return to lower claim levels, which is carrying through 2024 and is expected to continue in 2025.
- In 2024, the City changed to a new prescription drug contract. This negotiated contract significantly improved discounts on prescription drugs, dropping the per-script average 25% from 2023 to 2024.
- Even though the plan is trending in a better direction, costs are still projected to rise; an increase to the overall healthcare budget is recommended at +2.6%.

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WORKER'S COMPENSATION COSTS ACTUAL and BUDGETED



- The City of Painesville qualified for re-entollment in the Ohio Municipal League Retro Group, which is projected to save the City approximately $14,2,000 in BWC costs in 2025.

SCHEDULE OF DEBT SERVICE by FUND





- For 2025, 41.4% of the debt payments are related to bonds and notes, 44.6% are related to state loans, and the remaining 14% are related to lease payments.
- 5% of the City's total debt will be paid off in 2025
- Between 2025 and 2035, 10 debt issuances will mature and be fully paid off.

2025 Capital Budget

The proposed funding mechanisms utilized by the City of Painesville to fund the capital improvement plan are cash and grants. The table below outlines the type of funding method needed by each fund to pay for the projects. Following this table is a detailed project list that provides a description of each project for the upcoming fiscal year.



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