

**Council and Clerk of Council****Council President Blaine A. Griffin  
Clerk of Council Patricia J. Britt**

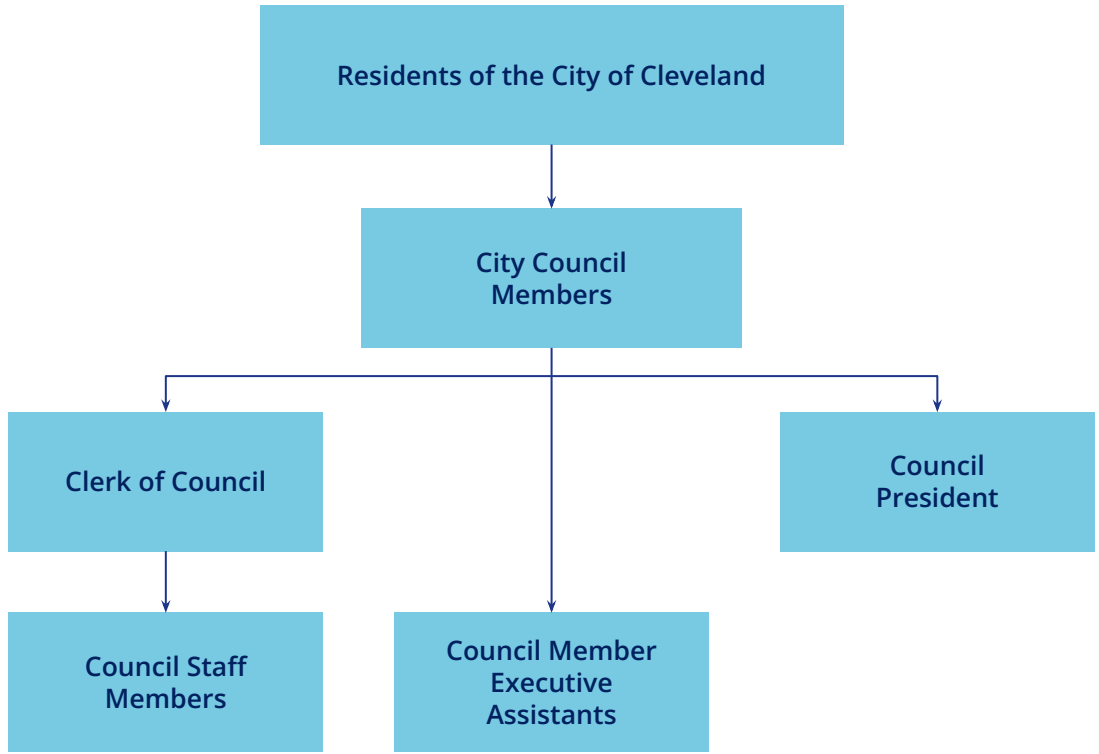
**Summary:** The legislative powers of the City of Cleveland are vested in Cleveland City Council, except for those powers reserved for the people by Charter. Council has authority, expressly conferred by the Charter, to divide the City into wards, determine Council meeting dates, elect a President and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

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

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

**Key Programs:**

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



## Expenditures

	2023 Actual	2024 Actual	2025 Unaudited	2025 Adopted	2026 Budget
<b>Salaries</b>					
Full Time Permanent	\$ 2,993,923	\$ 3,137,771	\$ 3,295,403	\$ 3,450,556	\$ 3,575,115
Seasonal	-	173,974	167,964	-	-
Elected Officials	1,581,025	1,606,112	1,658,756	1,646,262	1,563,205
Part-Time Permanent	178,431	103,109	153,041	215,004	305,204
Longevity	12,925	13,050	13,775	17,625	19,375
Wage Settlements	-	13,750	-	-	-
Vacation Conversion	69,477	60,977	-	-	-
Separation Payments	45,974	39,145	43,090	60,000	60,000
Overtime	-	433	1,479	-	-
<b>Total Salaries</b>	<b>4,881,755</b>	<b>5,148,321</b>	<b>5,333,509</b>	<b>5,389,447</b>	<b>5,522,899</b>
<b>Employee Benefits</b>					
Hospitalization	677,792	761,836	814,047	813,670	839,795
Prescription	142,841	143,401	165,004	164,838	180,103
Dental	28,680	27,103	28,719	28,489	29,382
Vision Care	5,120	5,100	5,090	6,048	5,262
Public Employees Retire System	657,313	694,245	726,161	748,582	767,507
Fica-Medicare	67,883	71,949	71,557	75,857	77,767
Workers' Compensation	47,927	40,258	43,048	36,717	39,504
Life Insurance	2,210	2,106	2,463	3,415	3,307
Unemployment Compensation	1,608	4,365	7,488	6,000	6,000
<b>Total Employee Benefits</b>	<b>1,631,374</b>	<b>1,750,363</b>	<b>1,863,576</b>	<b>1,883,616</b>	<b>1,948,627</b>
<b>Other Training &amp; Professional Dues</b>					
Travel	96,642	128,490	48,031	95,000	95,000
Tuition & Registration Fees	21,457	20,136	49,672	40,000	40,000
Professional Dues & Subscript	-	1,450	3,500	20,000	20,000
<b>Total Other Training &amp; Professional Dues</b>	<b>118,100</b>	<b>150,076</b>	<b>101,202</b>	<b>155,000</b>	<b>155,000</b>
<b>Utilities</b>					
Steam	40,920	40,886	44,825	44,717	46,170
<b>Total Utilities</b>	<b>40,920</b>	<b>40,886</b>	<b>44,825</b>	<b>44,717</b>	<b>46,170</b>
<b>Contractual Services</b>					
Professional Services	718,773	836,658	714,328	825,000	943,505
Expense Account Reimbursement	135,303	131,988	131,701	244,800	450,000
Advertising And Public Notice	349,990	200,858	242,570	262,650	262,650
Parking In City Facilities	41,465	47,872	40,035	46,000	46,000
Insurance And Official Bonds	-	250	-	100	100
<b>Total Contractual Services</b>	<b>1,245,531</b>	<b>1,217,625</b>	<b>1,128,634</b>	<b>1,378,550</b>	<b>1,702,255</b>
<b>Material &amp; Supplies</b>					
Office Supplies	918	23,361	5,356	20,000	20,000
Postage	200,000	200,000	200,000	200,000	200,000
Food	20,069	30,924	22,831	60,000	60,000
Just In Time Office Supplies	3,020	4,485	3,639	7,500	7,500
<b>Total Material &amp; Supplies</b>	<b>224,006</b>	<b>258,770</b>	<b>231,826</b>	<b>287,500</b>	<b>287,500</b>

## Expenditures

	2023 Actual	2024 Actual	2025 Unaudited	2025 Adopted	2026 Budget
<b>Maintenance</b>					
Maintenance Office Equipment	-	-	-	5,000	5,000
<b>Total Maintenance</b>	-	-	-	<b>5,000</b>	<b>5,000</b>
<b>Claims, Refunds, Maintenance</b>					
Judgments, Damages, & Claims	-	13,750	-	-	-
<b>Total Claims, Refunds, Maintenance</b>	-	<b>13,750</b>	-	-	-
<b>Interdepartmental Service Charges</b>					
Charges From Telephone Exch	64,582	42,049	42,057	105,045	49,279
Charges From Print & Repro	54,592	47,761	55,202	56,433	68,853
Charges From Central Storeroom	30,483	31,724	31,053	36,026	38,755
<b>Total Interdepartmental Service Charges</b>	<b>149,657</b>	<b>121,533</b>	<b>128,313</b>	<b>197,504</b>	<b>156,887</b>
<b>Total Expenditures</b>	<b>\$ 8,291,342</b>	<b>\$ 8,701,324</b>	<b>\$ 8,831,886</b>	<b>\$ 9,341,334</b>	<b>\$ 9,824,338</b>

## Revenues

	2023 Actual	2024 Actual	2025 Unaudited	2025 Adopted	2026 Budget
Miscellaneous	\$ 54,066	\$ 1,235	\$ 6,437	- \$	-
<b>Total Revenue</b>	<b>\$ 54,066</b>	<b>\$ 1,235</b>	<b>\$ 6,437</b>	<b>- \$</b>	<b>-</b>

## Comparison of Staffing Level

	2025 Budget	2025 Actual	2026 Budget
<b>FULL TIME</b>			
<b>ADMINISTRATORS &amp; OFFICIALS</b>			
Clerk Of Council	1	1	1
Director Of Communication	1	1	1
Director Of Policy Research	1	1	1
Council Member	16	16	14
Council President	1	1	1
<b>Total ADMINISTRATORS &amp; OFFICIALS</b>	<b>20</b>	<b>20</b>	<b>18</b>
<b>ADMINISTRATIVE SUPPORT</b>			
Council Receptionist	1	1	1
Executive Asst- Council	16	16	16
Exec Asst--Council President	1	1	1
Executive Assist-Admin/Council	1	1	1
<b>Total ADMINISTRATIVE SUPPORT</b>	<b>19</b>	<b>19</b>	<b>19</b>
<b>PROFESSIONALS</b>			
Chief City Archivist	1	1	1
Chief Legislative Secretary	1	1	1
Deputy Clerk (Council)	1	-	1
Executive Asst-Clerk of Council	1	1	1
Financial Assistant	1	1	1
Financial Officer	1	1	1
First Asst Clerk of Council	1	1	1
Information & Technology Admin	1	1	1
Legislative Assistant	6	5	6
Leg Committee Clerk	1	1	1
Personnel/Human Resources	1	1	1
Policy Research Analyst	4	4	4
Public Relations Manager	1	1	1
Special Counsel	2	2	2
<b>Total PROFESSIONALS</b>	<b>23</b>	<b>21</b>	<b>23</b>
<b>Total FULL TIME</b>	<b>62</b>	<b>60</b>	<b>60</b>
<b>PART TIME</b>			
Student Aide	9	9	9
Legislative Assistant	2	1	2
<b>Total PART TIME</b>	<b>11</b>	<b>10</b>	<b>11</b>
<b>Total Council and Clerk of Council</b>	<b>73</b>	<b>70</b>	<b>71</b>