



City of Cleveland
Justin M. Bibb, Mayor

FILE NO. 1298-2025 A

September 29, 2025

Blaine A. Griffin, President
Cleveland City Council
601 Lakeside Ave.
Cleveland, Ohio 44114

**Re: Request for Passage & Summary – Pay Band Ordinance Changes –
Sections 30, 40 and 45 – October 13, 2025 Meeting**

Dear Council President Griffin:

I am requesting legislation to be passed under suspension at the October 13, 2025 meeting:

Section 30

Buyer & Procurement Specialist

Following assessment of this position by Civil Service, including current industry standards and practices; it has been determined that “Procurement Specialist” is a more appropriate and contemporary title than “Buyer.” Description and qualifications updated accordingly. -- Amend minimum salary to \$50,000.00 and maximum salary to \$105,000.00.

Section 40

Veterinarian in Charge of Spay and Neuter Clinic

Following an assessment of this position by Civil Service, including a review of the level of authority and associated job responsibilities, the salary range for this classification will be amended to a minimum of \$70,000.00 and a maximum of \$200,000.00 in accordance with the corresponding market for the position.

Section 45

Head Usher & Organ Tuner

Amend the maximum rate for each position to match the recently adjusted minimum rate of \$16.26 hourly.

This legislation is requested to be passed under suspension as it relates to employees' positions and associated compensation. Thank you for your consideration of this request.

If you have any questions, please contact me at (216) 664-2458.

Sincerely,



Matthew J. Cole

Director of Human Resources

Cc: Bradford Davy, Chief of Staff
 Ryan Puente, Deputy Chief of Staff/Chief of Government Affairs
 Rachon Long, Director of Civil Service
 Mike Culp, Senior Advisor
 Egdilio Morales, Assistant Director of Human Resources
 Mark Chimo, Labor Relations Manager
 Andre Reynolds, Legislation Liaison, Department of Finance
 Lonya Moss-Walker, Commissioner of Accounts, Department of Finance
 Tiffany Fischbach, Chief Assistant Director of Law
 Nancy Lanzola, Project Director, Department of Law
 Ursula O'Hannon, Project Specialist, Department of Law