

Proposed: 3/06/2023

RESOLUTION NO. 035-2023(F), *First Reading*

By: Mayor Seren

A Resolution acknowledging receipt from the Coventry Village Special Improvement District of a Plan for public services and improvements, and returning said Plan to the Board of Directors without comments or recommendations for changes; and declaring the necessity that this legislation become immediately effective as an emergency.

WHEREAS, by Resolution No. 160-1996, this Council approved the formation of the Coventry Village Special Improvement District (“Coventry SID”); and

WHEREAS, this Council has previously approved and levied assessments for five-year public services/improvements plans for the SID; and

WHEREAS, the most recently approved Plan and assessments have expired; and

WHEREAS, the Board of Directors of the Coventry SID have adopted a proposed public services and improvements Plan for the next five (5) years and submitted it to this Council and the Mayor for their comments and recommendations pursuant to Ohio Revised Code Section 1710.06; and

WHEREAS, this Council and the Mayor have reviewed said Plan and have no comments or recommendations for changes regarding same.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cleveland Heights, Ohio, that:

SECTION 1. This Council hereby acknowledges receipt, on its behalf and on behalf of the Mayor, of the proposed five-year public services and improvements plan for the Coventry Village Special Improvement District, as adopted by the Board of Directors of the Coventry SID (a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference). Said Plan is hereby returned to the Coventry SID, pursuant to Ohio Revised Code Section 1710.06, without comments or recommendations for changes.

SECTION 2. Notice of the passage of this Resolution shall be given by publishing the title and abstract of its contents, prepared by the Director of Law, once in one newspaper of general circulation in the City of Cleveland Heights.

SECTION 3. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to permit the services of the Coventry SID to continue without interruption and to meet statutory deadlines

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Wherefore, provided it receives the affirmative vote of five (5) or more of the members elected or appointed to this Council, this Resolution shall take effect and be in force immediately upon its passage; otherwise, it shall take effect and be in force from and after the earliest time allowed by law.

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MELODY JOY HART  
President of Council

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ADDIE BALESTER  
Clerk of Council

PASSED:

Presented to Mayor:

Approved: \_\_\_\_\_

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KAHLIL SEREN  
Mayor

## EXHIBIT A

### **Coventry Village Special Improvement District**

1824 Coventry Road, Cleveland Hts., OH 44118 P: (941) 232-0187

Email: [Coventryvillagestaff@gmail.com](mailto:Coventryvillagestaff@gmail.com)

***Table 1: Proposed CVSID 2024 Annual Budget***

CVSID Proposed Fiscal Year 2024 Budget by General Categories and Approximate Percentages

Category Description	%
Administration / Coordination of CVSID Programs & Communications	10%
Professional Services, Office Expenses & Insurances	10%
Marketing, Advertising & Promotions	18%
Physical Maintenance: Upkeep & Beautification of Public Areas	60%
Contingencies	2%
<b>TOTAL</b>	<b>100%</b>

CVSID Board recommendation is that Fiscal Year 2024 Annual Budget be set at \$173,250.

***Table 2: Proposed CVSID Fiscal years 2025-2025 Annual Budget***

(Assume a 3% annual increase over 2024 Fiscal year Annual Budget of \$173,250)

Category Description	%
Administration / Coordination of CVSID Programs & Communications	10%
Professional Services, Office Expenses & Insurances	10%
Marketing, Advertising & Promotions	18%
Physical Maintenance: Upkeep & Beautification of Public Areas	60%
Contingencies	2%
Category percentages may vary from year to year based on program needs, grants, additional revenues, cash carry-forwards and other factors.	100%

**COVENTRY VILLAGE SPECIAL IMPROVEMENT DISTRICT**  
**ANNUAL BUDGET**  
**2023 - 2024 FISCAL YEAR**

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**REVENUES**

Real Estate Tax Assessment	\$175,000
Cuyahoga County Collection Fee	<u>-1,750</u>
<b>TOTAL REVENUE</b>	<b>\$173,250</b>

**EXPENSES**

Executive Director Compensation	\$34,250
Bookkeeping and Audit	10,000
Advertising/Promo/Web/Social Media	9,000
Insurance Coverages (Property, Liability & Directors & Officers)	7,000
Office Expenses (Postage, Delivery, Telephone, Clerical)	300
Maintenance Payroll (includes Wages Taxes & Payroll Service)	25,000
Equipment Repairs/Supplies	<u>2,000</u>
	<b>SUBTOTAL</b>
	87,550
<b>Utilities</b>	
Electricity	\$7,000
Water/Sewer	<u>6,000</u>
	<b>SUBTOTAL</b>
	13,000
<b>Street Maintenance</b>	
Landscape Maintenance	\$7,200
Sprinkler Maintenance/Repairs	2,500
Rock Salt	500
Pest Control	<u>2,300</u>
	<b>SUBTOTAL</b>
	12,500
<b>Street Beautification</b>	
Flowers/Planting	\$20,600
Hanging Baskets (including Installation)	3,825
Holiday Lighting (Material/Installation)	1,600
GFI Outlets (Material/Installation)	500
Spring & Fall Clean Up	6,000
Mulch	<u>4,500</u>
	<b>SUBTOTAL</b>
	37,025
<b>Public Art Fund</b>	15,000
<b>Transfer for Summer Programs</b>	5,000
<b>Contingencies</b>	<u>3,175</u>
<b>TOTAL EXPENSES</b>	<b>\$173,250</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>0</b>