

Proposed: 5/15/2023

RESOLUTION NO. 093-2023(F), *First Reading*

By Mayor Seren

A Resolution acknowledging receipt from the Cedar-Lee 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. 125-2003 this Council approved the formation of the Cedar-Lee Special Improvement District ("Cedar-Lee 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 Cedar-Lee SID have adopted a proposed public services 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 Cedar-Lee Special Improvement District, as adopted by the Board of Directors of the Cedar-Lee SID (a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference). Said Plan is hereby returned to the Cedar-Lee 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. It is necessary that this Resolution become immediately effective as an emergency measure necessary for the preservation of the public peace,

RESOLUTION NO. 093-2023(F)

health and safety of the inhabitants of the City of Cleveland Heights, such emergency being the need to permit the services of the Cedar-Lee SID to continue without interruption and to meet statutory deadlines. 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.

\_\_\_\_\_  
MELODY JOY HART  
President of Council

\_\_\_\_\_  
ADDIE BALESTER  
Clerk of Council

PASSED:

Presented to Mayor:

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

\_\_\_\_\_  
KAHLIL SEREN  
Mayor



May 9, 2023

Melody J. Hart  
Council President  
City of Cleveland Heights  
40 Severance Circle  
Cleveland Hts., OH 44118

Dear Council President Hart:

Per Ohio Revised Code, the Cedar Lee Special Improvement District Plan of Services is being submitted to initiate our renewal process. This document also includes a district map and budget for the five-year term, which would commence in October of this year, pending approval of property owners who represent 60% of the frontage within our service area.

Should you, or other members of Council have questions, please contact us at:

[cedarleesid@sbcglobal.net](mailto:cedarleesid@sbcglobal.net)

Respectfully,

A handwritten signature in blue ink, appearing to read 'Kelley Robinson', is written over the printed name and title.

Kelley Robinson  
Executive Director

**Plan of Services  
To be provided by  
Cedar Lee Special Improvement District**

**Forward**

Chapter 1710 of the Ohio Revised Code, effective September 1994, provides that owners of sixty percent (60%) of the front footage of an area can petition to create a Special Improvement District (SID). The SID is a non-profit corporation, governed by trustees elected by the property owners (one of which is the City Executive and his/her designee and one appointed by City Council) of an area /district, to provide specially desired services such as marketing, beautification/maintenance, economic development, and physical improvement planning services. These services are set forth in "The Plan of Services" and are in addition to services normally provided by the City.

Property owners representing at least sixty percent of the front footage of the Cedar Lee Special Improvement District (which is herein defined) are petitioning the Council of the City of Cleveland Heights for the continuance of the Cedar Lee Special Improvement District (the "District") and for approval of the Plan of Services for Cedar Lee Special Improvement District.

The Plan of Services seeks as its overall goal to maintain and to enhance the economic viability of the Cedar Lee District. To that end, it provides marketing, beautification/maintenance, economic development, safety/security initiatives and physical improvement planning services.

**The Services**

The services to be provided by the Cedar Lee Special Improvement District, as part of the plan, are listed below as types of activities to be undertaken. These are given as representative samplings. The intent is not to limit the services to those specifically described or bind services to this initial conceptual schedule. This plan authorizes all activities as permitted under Ohio Revised Code Section 1710.06 (A).

The Cedar Lee Special Improvement District will provide the professional management to deliver the services in the district. The managed services will be overseen by the thirteen-member Board of Directors of the SID consisting of eleven members elected by the property owners, one appointee by City Council and the Mayor or Mayor's appointee.

### **Marketing Objectives**

*Marketing efforts will target NE Ohio*

*Promote the district as a destination for retail, services, dining, nightlife, art & theater*

*Maintain a district web site and utilize Facebook & Twitter to engage consumer audiences*

*Work in partnership with the City of Cleveland Heights to implement, promote and maintain a Designated Outdoor Refreshment Area*

*Present marketing & promotional events that highlight the district and its amenities*

*Keep merchants abreast of area-wide marketing and promotional opportunities*

### **Beautification and Maintenance**

*Coordinate the delivery of maintenance services by independent contractors*

*Oversee seasonal plantings, watering, and landscape maintenance*

*Seasonal snow removal service*

*Sidewalk sweeping and litter removal; weekly scheduled services*

### **Supplemental Security**

*Work in partnership with City of Cleveland Hts. Police department to address crime prevention and safety awareness*

*Keep merchants, property owners, residents, and customers abreast of traffic advisories, route and parking changes related to the construction of the CLM project*

*Provide crime advisories to the merchants*

### **Physical Improvements**

*Plan and implement updated pedestrian and/or bicycle amenities and wayfinding signage*

### **Cost**

**The costs of the Plan of Services shall include those permitted pursuant to the Ohio Revised Code, Section 1710.07. The annual cost of the Plan of Services is budgeted for each of the five years of the plan and will be generated by property owners' assessments. See Exhibit B.**

**Area to be Served:**

- *Lee Road, on the west side from Superior Road to and including Parcel No. 686-13-049*
- *Lee Road, on the east side from Dellwood Road to Cedar Road*
- *Lee Road, on the east side from Washington to Superior Road*
- *Silsby Road, on the north side Parcel No. 687-08-012*
- *Silsby Road, on the south side from Lee Rd. to and including Parcel No. 687-08-080*
- *Cedar Road, on the north side Parcel Nos. 684-22-019 and 684-22-020*
- *Cedar Road, on the south side from Edgewood to Kildare*

**A map showing the area is attached as the last page of this Plan of Services and incorporated herein.**

**Method of Assessment**

The assessments to be used by Cedar Lee Special Improvement District shall be by Market Value as determined by the Cuyahoga County Fiscal Officer.

The assessment will be collected semi-annually.

**Term of the Plan**

The term of the Plan of Services shall be for **five (5) years** from **October 2023 through September of 2028**. Services will be provided during the same term. The commencement date may be adjusted by the Board of Directors by up to six (6) months later as necessary to give flexibility in meeting all requirements as provided in Chapter 1710 of the Ohio Revised Code and/or as necessary to provide for funds collection and cash flow to commence operations.

**Period of Assessment**

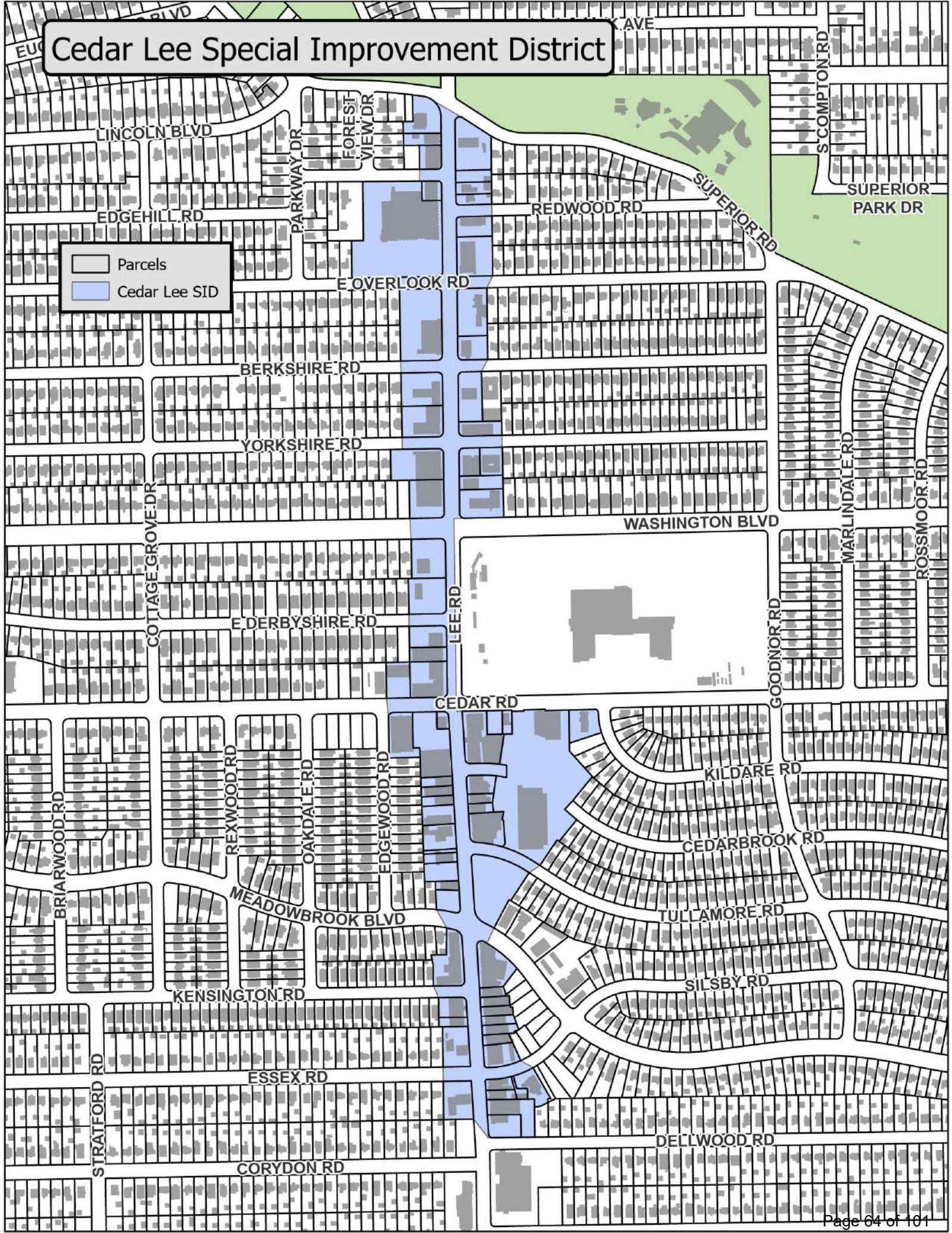
The term of assessment levied by the district shall be for five years from October 2023 – September of 2028. It may also be adjusted by the Board of Directors as stated above under the Term of Plan.

**Annual and 990 Report**

The Executive Director or Treasurer of the Board of Directors shall submit by the last day of March each year to the City of Cleveland Heights, Finance Director and /or Mayor, a report of the Cedar Lee Special Improvement District's activities and financial condition for the previous year. An annual report will also be submitted to the Ohio Auditor of State office for public view.



# Cedar Lee Special Improvement District



## CLSID Renewal Budget 2023-2028

## Exhibit B

	2024	2025	2026	2027	2028
<b>Projected expenses</b>					
<b>Maintenance</b>					
Administrative-Maintenance	13,550	13550	13550	13550	13550
Seasonal plants & bed maintenance	20,000	20,000	25,000	25,000	25,000
Snow Removal	11,000	11,000	12,000	12,500	13,000
Street Cleaning	19,200	19,200	21600	21600	21600
Watering	13,000	13,000	14000	14000	15000
Supplies	1,000	2,500	4000	4000	5000
<b>Total Maintenance</b>	<b>77,750</b>	<b>79250</b>	<b>90,150</b>	<b>90,650</b>	<b>93,150</b>
<b>Administrative</b>					
Accountants	4000	4000	4500	5000	5500
Administrative - General	4700	4700	4700	4700	4700
Bookkeeping Service	6000	6000	6500	6500	7000
Bank Charges	50	50	100	100	100
BOD Liability Insurance	2500	2500	3000	3000	3500
Donations	1000	1000	1000	1500	1500
Legal	1500	1500	2000	2000	2500
Meetings	500	500	500	500	1000
Postage and Supplies	600	600	750	750	750
Tax Filing Fees	300	350	350	400	400
Training	1000	500	500	0	0
<b>Total Administration</b>	<b>22150</b>	<b>21700</b>	<b>23900</b>	<b>24450</b>	<b>26950</b>
<b>Marketing</b>					
Administrative - Marketing	27390	27390	29000	29000	29000
Advertising	3000	3000	4000	4000	4500
Web page	1000	2500	2500	3000	3000
DORA Cups and wristbands	2500	2500	3000	3000	3000
<b>Total Marketing</b>	<b>33890</b>	<b>35390</b>	<b>38500</b>	<b>39000</b>	<b>39500</b>
<b>Promotional Events</b>					
Fall Promos	2000	2000	2500	2500	2500
Summer Promos	3500	3500	4000	4000	4000
Winter Promos	2000	2000	2500	2500	2500
<b>Total Promos</b>	<b>7500</b>	<b>7500</b>	<b>9000</b>	<b>9000</b>	<b>9000</b>



EXHIBIT A

Administrative Security	1500	1500	1500	1500	1500
Security	2500	2500	3500	3500	3500
Total Security	4000	4000	5000	5000	5000
Physical Improvements					
Administrative - Physical Improvements	5000	5000	5000	5000	5000
Master Plan Implementation	4315	4315	4315	N/A	N/A
15,000					
Total Physical Improvements	9315	9315	9315		
ANNUAL TOTALS	154605	157155	175865	173100	177600

N/A= City Reimbursement ends