

Proposed: 8/07/2023

RESOLUTION NO. 119-2023(F), *First Reading*

By: Mayor Seren

A Resolution declaring the necessity of implementing a public services plan for the Coventry Village Special Improvement District of Cleveland Heights, Ohio Inc.; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, this Council has received a petition for adoption of a five-year public services plan which was executed by the owners of over sixty percent (60%) of the property in the Coventry Village Special Improvement District of Cleveland Heights, Inc., as determined by front footage; and

WHEREAS, by Resolution No. 35-2023, this Council approved said public services plan; and

WHEREAS, estimated first-year assessments for the affected properties, as well as the total costs of the plan, are now on file with the Clerk of Council.

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

SECTION 1. This Council hereby declares it necessary to implement a five-year public services plan for the Coventry Village Special Improvement District, Inc., with such plan being attached hereto as Exhibit A and incorporated herein.

SECTION 2. One hundred percent (100%) of the cost of the public services plan shall be paid for by special assessments.

SECTION 3. The parcels of property to be assessed for the public services plan are as follows:

684-04-001	684-04-071	685-10-065
684-04-060	684-04-072	685-10-066
[includes	684-04-076	685-10-067
684-04-063,	684-04-077	685-11-013
684-04-069,	685-10-001	685-11-014
684-04-070]	685-10-063	685-11-015
684-04-066	685-10-064	685-11-016
684-04-067		

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SECTION 4. The method of levying the special assessment shall be by a percentage of the tax value of the property assessed.

SECTION 5. The mode of payment shall be annual payments for five (5) consecutive years, payable to the Cleveland Heights Director of Finance/Clerk of Council, with the first annual payment due and owing thirty days after passage of the assessment ordinance under Section 727.25 of the Ohio Revised Code. Successive annual payments shall be due and owing thirty (30) days after receipt of an invoice from the Director of Finance/Clerk of Council.

SECTION 6. No securities shall be issued in anticipation of the levy of the special assessments or in anticipation of the collection of the special assessments.

SECTION 7. The costs of the public services plan and the estimated first-year assessments for affected properties are presently on file with the Clerk of Council and available for inspection.

SECTION 8. The Clerk of Council be, and she is hereby, authorized and directed to serve notice of the passage of this Resolution upon the owners of each of the properties included in the Special Improvement District in the manner provided by law, and to make appropriate record of proof of service.

SECTION 9. 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 10. It is necessary that this Resolution become immediately effective as an emergency measure 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 meet county taxing 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 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

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Passed:

Presented to Mayor: \_\_\_\_\_ Approved: \_\_\_\_\_

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KAHLIL SEREN

**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>
	<b>87,550</b>

**Utilities**

Electricity	\$7,000
Water/Sewer	<u>6,000</u>
	<b>SUBTOTAL</b>
	<b>13,000</b>

**Street Maintenance**

Landscape Maintenance	\$7,200
Sprinkler Maintenance/Repairs	2,500
Rock Salt	500
Pest Control	<u>2,300</u>
	<b>SUBTOTAL</b>
	<b>12,500</b>

**Street Beautification**

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>
	<b>37,025</b>

**Public Art Fund**

Transfer for Summer Programs	15,000
Contingencies	5,000
	<b>3,175</b>

**TOTAL EXPENSES**

<b>NET SURPLUS (DEFICIT)</b>	<b>\$173,250</b>
	<b>0</b>