

RESOLUTION NO. 116-2024(F), *First Reading*

By Mayor Seren

A Resolution approving a petition for the adoption of a public services and improvements plan for the Cedar Lee Special Improvement District, Inc.

WHEREAS, Ohio Revised Code Chapter 1710, "Special Improvement Districts," provides for the voluntary creation of nonprofit corporations by groups of property owners to fund mutually beneficial improvements through self-assessment; and

WHEREAS, the Board of Directors of the Cedar Lee Special Improvement District ("Cedar Lee SID") have approved a proposed public services and improvements plan for the next five years, with an expanded territory; and

WHEREAS this Council returned said plan to the Board of Directors without comments or recommendations for changes by Resolution No. 81-2024; and

WHEREAS, said plan has been approved by the owners of property constituting over sixty percent (60%) of the front footage of the property included in the district and has been submitted to this Council for its approval; and

WHEREAS, approval of the public services and improvements plan would be in the best interest of the Cedar Lee SID and the residents of this community.

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

SECTION 1. This Council hereby approves the petition for adoption of the submitted public services and improvements Plan for the Cedar Lee Special Improvement District, Inc. ("Cedar Lee SID"), the originals of which petition are on file with the Clerk of Council, and a copy of which Plan is attached to this Resolution as **Exhibit "A"** and incorporated herein by reference.

SECTION 2. This Council hereby finds that the petition for the adoption of said Plan for the Cedar Lee SID was executed by the owners of over sixty percent (60%) of the front footage of all real property located in the district, as required by Ohio Revised Code Section 1710.06 and finds that the adoption of the submitted public services and improvements Plan will be in the best interest of the Cedar Lee SID and the residents of this community.

SECTION 3 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.

RESOLUTION NO. 116-2024(F)

SECTION 3. This Resolution shall take effect and be in force from and after the earliest time allowed by law.



TONY CUDA
President of Council



ADDIE BALESTER
Clerk of Council

PASSED: June 24, 2024

Presented to Mayor: 06/25/2024 Approved: 06/27/2024



KAHLIL SEREN
Mayor

EXHIBIT A



May 1st, 2024

Tony Cuda
Council President
City of Cleveland Heights
40 Severance Circle
Cleveland Heights, OH 44118

Dear Council President Cuda:

Per Ohio Revised Code 1710, the Cedar Lee Special Improvement District Plan of Services is being submitted to initiate a second attempt at our renewal process. This document also includes a district map and budget for the five-year term, which would commence in October of 2024, pending approval of property owners who represent 60% of the frontage within our service area.

Please reach out to any member of our Board of Trustees if you have any questions or concerns.

Respectfully submitted,

A handwritten signature in black ink that reads "Emily Bean".

Emily Bean
Board President

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. The SID is a non-profit corporation, governed by trustees elected by the property owners (one of which is the City Executive or 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 designee)

Marketing Objectives

- *Marketing efforts will target Northeast Ohio*
- *Promote the district as a destination for retail, services, dining, nightlife, art & theater*
- *Maintain a district website and utilize social media (Facebook, Twitter, etc) to engage consumer audiences and inform residents*
- *Assist in the creation of, promotion and maintenance of a Designated Outdoor Refreshment Area*
- *Present marketing & promotional events that highlight the district and encourage residents and consumers to take advantage of services in the district*
- *Keep merchants informed of area-wide marketing and promotional opportunities*

Beautification and Maintenance

- *Coordinate the delivery of maintenance services by independent contractors*
- *Oversee seasonal plantings, waterings, and landscape maintenance*
- *Seasonal snow removal service*
- *Sidewalk sweeping and litter removal; multiple weekly schedule*

Supplemental Security

- *Work in partnership with City of Cleveland Heights Police Department to address crime prevention and safety awareness*
- *Keep merchants, property owners, residents, and customers informed of traffic advisories, route and parking changes related to the construction of the CLM project*
- *Provide crime advisories to merchants*

Physical Improvements

- *Plan and implement updated pedestrian and wayfinding signage*
- *Plan and implement improved bicycle amenities*
- *Maintain and/or replace existing physical amenities in the district (such as garbage receptacles, planters, benches)*

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 A.

Areas 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 Boulevard 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 detailed map showing the area is attached as the last page of this Plan of Services as Exhibit B.

Method of Assessment

The assessments to be used by Cedar Lee Special Improvement District shall be by Assessed Value as determined by the Cuyahoga County Fiscal Officer. The total assessed costs will be determined based on the annual budget for that year as it is approved by the Board of Directors. As permitted by section 1710.06 of the Ohio Revised Code, the assessment methodology of the district will be based on assessed value, with a maximum value of a property within the District capped at \$2,000,000.

The formula that will be used to determine each Member's assessment amount is set forth below:

Annual SID Budget	X	Assessed Value of Parcel(s)	=	Annual Contribution to the SID
		Total Assessed Value of All District Parcels		

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 2024 to September of 2029. 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 2024 to September of 2029. 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.

CL:SID Renewal Budget 2024-2029

Projected Expenses	2025	2026	2027	2028	2029
Maintenance					
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	21,600	21,600	21,600
Watering	13,000	13,000	14,000	14,000	15,000
Supplies	1,000	2,500	4,000	4,000	5,000
Total Maintenance	\$64,200	\$65,700	\$76,600	\$77,100	\$79,600
Administration					
Executive Director Salary	45,000	45,000	47,250	47,250	49,500
Accountants	4,000	4,000	4,500	5,000	5,500
Bookkeeping Service	6,000	6,000	6,500	6,500	7,000
Bank Charges	50	50	100	100	100
BOD Liability Insurance	2,500	2,500	3,000	3,000	3,500
Donations	1,000	1,000	1,000	1,500	1,500
Legal Fees	1,500	1,500	2,000	2,000	2,500
Meetings	500	500	500	500	1,000
Postage and Supplies	600	600	750	750	750
Tax Filing Fees	300	350	350	400	400
Total Administration	\$61,450	\$61,500	\$65,950	\$67,000	\$71,750
Marketing					
Advertising	3,000	3,000	4,000	4,000	4,500
Website Hosting & Maintenance	1,500	2,000	2,000	2,500	2,500
DORA Cups and Wristbands	2,500	2,500	3,000	3,000	3,000
Total Marketing	\$7,000	\$7,500	\$9,000	\$9,500	\$10,000
Promotional Events					
Fall Promos	3,000	3,000	3,500	3,500	3,500
Summer Promos	4,000	4,000	4,500	4,500	4,500
Winter Promos	2,500	2,500	3,000	3,000	3,000
Spring Promos	3,000	3,000	3,500	3,500	3,500
Total Promos	\$12,500	\$12,500	\$14,500	\$14,500	\$14,500
Public Safety & Security					
Public Safety	1,500	1,500	1,750	1,750	2,000
Security	2,500	2,500	3,000	3,250	3,500
Total Security	\$4,000	\$4,000	\$4,750	\$5,000	\$5,500
Physical Improvements					
Public Amenity Upgrades	2,500	2,750	2,750	3,500	3,500
Master Plan Implementation	4,315	4,315	4,315	0	0
Total Physical Improvements	\$6,815	\$7,065	\$7,065	\$3,500	\$3,500
ANNUAL TOTALS	\$155,965	\$158,265	\$177,865	\$176,600	\$184,850

Cedar Lee Special Improvement District

