

RESOLUTION NO. 019-2025(PD), *First Reading (Amended 02.03.2025)*

By Mayor Seren

A Resolution authorizing the Mayor to execute a two (2) month extension of an agreement with Millennium Strategies, LLC for continued grant writing services; and declaring the necessity that this legislation become immediately effective as an emergency measure.

WHEREAS, in addition to its own municipal budgeting, the City of Cleveland Heights (the "City") seeks and applies for grant and other funding opportunities; and

WHEREAS, grant writing requires specific technical expertise; and

WHEREAS, in 2021, the City contracted with Millennium Strategies, LLC, its principal place of business located in Morristown, New Jersey ("Millennium"), to assist in grant research and writing for a one (1) year period; and

WHEREAS, Millennium has successfully provided services to the City, resulting in significant grant funding in diverse areas; and

WHEREAS, the City desires to extend the contract with Millennium for an additional three (3) months; and

WHEREAS, the City also desires to expand the contract with Millennium to provide additional management services; and

WHEREAS, Millennium has provided a proposal for an extension of the agreement as shown in Exhibit "A" attached hereto and incorporated herein; and

WHEREAS, such services are professional services for which no bidding is necessary, and the proposed fees are reasonable and competitive.

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

SECTION 1. The Mayor be, and he is hereby, authorized to execute an amendment to the agreement with Millennium for grant writing services ("Amendment") upon terms and conditions substantially in accordance with Millenniums proposed Amendment, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference. The Amendment shall be for a period of three (3) months, and shall provide for additional fees and

RESOLUTION NO. 019-2025(PD)

expenses in an amount not to exceed the sum of Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00). The Amendment shall contain such other terms as recommended by the Mayor and Director of Law, and shall be approved as to form by the Director of Law.

SECTION 2. That it is found and determined that all formal actions of the Council relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements.

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, or by posting the full text of this Resolution to the City of Cleveland Heights website.

SECTION 4. 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 provide for the uninterrupted procurement of grant funding to maximize benefits for city taxpayers. 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.



TONY CUDA
President of Council



ADDIE BALESTER
Clerk of Council

RESOLUTION NO. 019-2025(PD)

PASSED: February 3, 2025

Presented to Mayor: 02/18/2025

Approved: 02/28/2025



KAHLIL SEREN
Mayor

Millennium Strategies LLC
60 Columbia Road, Building B, Suite 230
Morristown, NJ, 07960

This Agreement is made and entered into by and between *Millennium Strategies LLC* (herein referred to as “Consultant”) located at 60 Columbia Road, Building B, Suite 230, Morristown, NJ, 07960 and *City of Cleveland Heights* (herein referred to as “Client”) located at 40 Severance Circle, Cleveland Heights, OH, 44118.

SCOPE OF SERVICES

Consultant will provide Grant Consultant Services on behalf of Client. Specific services to be rendered are outlined and described below.

Service 1: Create a Strategic Plan - Consultant will create a Strategic Plan for grant research and funding to be pursued in keeping with the Client's budget, capital plan, and other identified objectives. This process will include coordination of necessary meetings with administrators, department heads, supervisors and key personnel to determine future funding goals and how best to achieve them.

Service 2: Research Available Opportunities / Frequent Notification - Consultant will research governmental and non-governmental grant opportunities that support the Client's priorities. Detailed grant summaries and application breakdowns will be provided to key personnel.

Service 3: Grant Writing - Consultant will complete grant applications, both presented by Consultant and identified by the Client, in accordance with funding guidelines established by funding agencies,

Service 4: Monthly Reporting - Consultant will submit a monthly report detailing activities undertaken by the Consultant on behalf of the Client. The monthly report will include all grants recommended, grants awarded, grants submitted and pending approval, grant applications-in-progress, as well as grants denied providing the Client with an assessment of Consultant's efforts on a regular basis.

Service 5: Grant Administration - Consultant will provide grant administration services on behalf of the Client. These services will include execution of grant agreements, filling requisite project/financial reports, and preparation/submission of grant closeout package. This service does not include project management.

Service 6: Meeting Attendance - Consultant will attend meetings as requested by Client.

FEE SCHEDULE

Consultant shall render services, as outlined and described above in “Scope of Services” section of this agreement, in accordance with the fee schedules outlined below:

Services 1-6 – Consultant shall render services, on behalf of Client, on an hourly basis at a rate of \$150.00 per hour. For any on-site meeting requests, Consultant would request reimbursement from the Client for costs associated with attending these meetings including, transportation, lodging, meals, etc. Consultant's fees once paid are non-refundable and are not contingent upon the successful award of grant funding. There are no hidden costs associated with our fee schedule.

TERM

This Agreement shall be for a period of two (2) months commencing on February 1, 2025, and ending on March 31, 2025.

**Millennium Strategies LLC
60 Columbia Road, Building B, Suite 230
Morristown, NJ, 07960**

TERMINATION

Either party may terminate this Agreement at any time by giving written notice, delivered by registered mail to the office of the other party. Termination shall occur thirty (30) days after posting of such notice. Client will be responsible for any fees incurred by Consultant prior to issuance and delivery of written notice of termination. Upon termination or conclusion of the Agreement term, the retainer arrangement will cease.

HOLD HARMLESS

Each party hereby agrees to indemnify and hold the other party harmless from any expense, loss, liability, or claim incurred directly or indirectly by the responsible party with respect to any actions or omissions, authorized or unauthorized, of such party, its employees, agents, servants, subcontractors, or assignees with respect to this Agreement. Indemnification shall include, but not be limited to fees, claims, demands, and losses, court costs, settlement costs, and counsel fees whatsoever the nature, without limitation.

ASSIGNABILITY

This Agreement is not assignable without the prior written consent of both Client and Consultant.

BINDING

This Agreement shall be binding upon each party's successors or assignees.

LAW

The terms of this Agreement shall be governed by the laws of the State of Ohio

DISPUTES

The parties hereto stipulate and agree that any dispute between them, whether equitable or legal relief is sought shall be venued in the Cuyahoga County Court of Common Pleas. Each of the parties to this Agreement further stipulate and agree to the personal and subject matter jurisdiction of the Cuyahoga County Court of Common Pleas, in such dispute or proceeding.

ACKNOWLEDGED, AGREED TO AND ACCEPTED:

Date:

01/16/2025

For: Millennium Strategies LLC


Name: Edward Farmer
Title: President and CEO

Date:

For: City of Cleveland Heights

Name:
Title: