

**RESOLUTION NO. 2022-82**

Introduced By: Mayor Michael Dylan Brennan and All of Council

**A RESOLUTION AUTHORIZING A DONATION OF \$10,000 OUT OF CITY ARPA FUNDS TO THE CLEVELAND KOSHER FOOD PANTRY, AND DECLARING AN EMERGENCY**

**WHEREAS**, the City is in receipt of funds from the United States government pursuant to the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, the City wishes to donate a portion of its ARPA funds to the Cleveland Kosher Food Pantry to assist it in its fight against hunger and to provide healthy nutrition to those in need; and

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:**

Section 1: Council hereby authorizes the donation of \$10,000 to the Cleveland Kosher Food Pantry, with such funds to be drawn from the City’s ARPA funds.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage 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: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare and for the further reason that the Cleveland Kosher Food Pantry can use the donated funds immediately to provide food and nutrition to those in need.

**WHEREFORE**, this Resolution shall be in full force and effect immediately upon its passage and adoption.

**City of University Heights, Ohio**

\_\_\_\_\_  
**Michael Dylan Brennan, Mayor**

**Passed:**

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved as to Form:** \_\_\_\_\_  
**Luke F. McConville, Law Director**

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CITY OF UNIVERSITY HEIGHTS  
INTEROFFICE MEMORANDUM

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**TO:** CITY COUNCIL MEMBERS/MAYOR MICHAEL BRENNAN

**FROM:** DENNIS KENNEDY, FINANCE DIRECTOR

**SUBJECT:** EXTENSION OF HR CONTRACT – CLEMANS NELSON

**DATE:** DECEMBER 14, 2022

**CC:** KELLY THOMAS, CLERK OF COUNCIL

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On June 21, 2022, Council approved (*via motion – Item F*) a six-month contract with Clemans Nelson in an amount not to exceed \$25,000 through December 31, 2022. I would request, with the support of the Mayor, that Council approve a twelve-month extension on that contract, for an amount not to exceed \$48,000.

The necessary funds (\$48,000) were included in the Finance Department budget for 2023. All of the original terms, fees, etc. contained in the initial contract will remain unchanged during the extension period. No fee increases will be proposed by Clemans Nelson.

We do now have a staff person on-site in the City one day per week. That representative has assisted in grievance analysis and responses, disciplinary discussions, Workers' Compensation reviews, development of updated job descriptions and salary schedules and a variety of other operational tasks. There is the possibility that the firm could also help with labor negotiations for some/all of the collective bargaining agreements that expire June 30, 2023.

I would request that an item be added to the December 19, 2022 Council agenda to approve this request by motion so we can continue with the progress made to-date without any interruption. I have attached documents presented to Council at the June meeting that support the original request and this extension.

Attachments

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**CITY OF UNIVERSITY HEIGHTS  
INTEROFFICE MEMORANDUM**

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**TO:** CITY COUNCIL MEMBERS/MAYOR MICHAEL BRENNAN

**FROM:** DENNIS KENNEDY, FINANCE DIRECTOR

**SUBJECT:** HUMAN RESOURCE SERVICE CONTRACT

**DATE:** JUNE 16, 2022

**CC:** KELLY THOMAS, CLERK OF COUNCIL

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The Mayor would ask that Council consider a proposed contract with Clemans-Nelson & Associates for services related to Human Resource Management. Documents attached to this correspondence detail the rates proposed by Clemans-Nelson and a summary of services their firm provides. Additional information is also available at <https://clemansnelson.com>.

The City needs a more formal approach to human resources and would direct Clemans-Nelson to assist in the following areas:

- Formal (annual) training in sexual harassment, workplace violence, diversity and inclusion, workforce safety, management/leadership principles, wellness, drug/alcohol abuse and other programs which will increase awareness of the employee base and reduce our liability with respect to potential litigation
- Complete development of a formal compensation plan subject to Council approval which is updated annually to reflect any policy or other changes
- Update all job descriptions as necessary for all union and administrative positions
- Implementation of a performance evaluation system
- Implementation of a formal process for hiring process for all positions
- Centralization of all records related to personnel and institution of a city-wide documentation and discipline process
- Quarterly reviews of the personnel policy and procedure manual
- Ongoing management of workers' compensation claims and administration of FMLA issues
- Other issues as determined by the vendor after a review of current City practices

Assistance from a contract specializing in HR services will allow us to make improvements in administration and reduce our costs. Currently, HR assistance is obtained from our Law Director and/or employment attorney at rates far in excess of what would be expended under this contract. Additionally, a limited weekly on-site presence will greatly improve the level of HR service being provided to employees and management.

The Mayor can address any questions related to the need for this service, qualifications and references for Clemans-Nelson and any other issues pertaining to this project. Funds were budgeted in the amount of \$45,000 for 2022 as part of the permanent appropriations approved by Council. Our current estimate for costs through the end of 2022 is \$25,000.



CONSULTANTS TO MANAGEMENT

March 6, 2022

Michael Brennan, Mayor  
City of University Heights  
2300 Warrensville Center Road  
University Heights., OH 44118

*via Electronic Delivery*

Dear Mayor Brennan:

I would like to thank you and Dennis Kennedy for taking the time to meet with us last week. It was a pleasure sitting down with you both to discuss some of the challenges and concerns that you have had to deal with as a historical Cuyahoga County suburb and your assessment of the City's personnel systems.

We hope that you found our meeting to be informative in terms of how Clemans, Nelson & Associates, Inc. can assist the City of University Heights with its labor relations and human resource needs. As we discussed, our level of expertise, statewide coverage, and unparalleled understanding of public sector labor relations and human resource issues places us in a unique position to support the City in dealing with any human resource issues that arise, as well as manage employee relations matters in the most cost effective, efficient manner.

Pursuant to our discussion, attached please find a list of public sector references for which we have delivered personnel and/or labor relations services. Should you require any further information concerning Clemans Nelson, please do not hesitate to contact either of us at 330-785-7700. Once again, thank you for providing Clemans Nelson with this opportunity and we hope that we can be of service to the City of University Heights in the near future.

Very truly yours,

CLEMANS, NELSON & ASSOCIATES, INC.

/s/Michael Esposito  
\_\_\_\_\_  
Michael D. Esposito  
Vice-President/Director

/s/Michael Zhelesnik  
\_\_\_\_\_  
Michael Zhelesnik  
Account Manager/Shareholder

**PUBLIC SECTOR**  
**PERSONNEL & LABOR RELATIONS REFERENCES**

Lorna Zeller, Economic Operations Dir.  
City of Mayfield Heights  
440-442-2625

Patrick Ward, Mayor  
City of Lyndhurst  
440-442-5777

Katherine Gallagher, Mayor  
City of Brooklyn  
216-351-2133

Phil Stammitti, Sheriff  
Lorain County Sheriff's Office  
440-329-3701

Anna Smith, Director of Human Resources  
City of Cleveland Heights  
216-291-5718

Kyle L. Miasek, Director of Finance  
City of Youngstown  
330-742-8944

Bryan Jensen, Mayor  
City of Avon  
440-937-7803

Joel DiMare, Director of Admin. Services  
Lake County Commissioners  
440-350-2366

Jen Sinatra, Director of Human Resources  
Lorain County Board of Commissioners  
440-329-5150

Jason R. Loree, Township Administrator  
Boardman Township Trustees  
330-726-4177

Michael Wheeler, Mayor  
Village of Richfield  
330-659-9201

Vito Sinopoli, Township Administrator  
Bath Township  
330-666-4007

MANAGEMENT CONSULTANT AGREEMENT

The City of University Heights, Cuyahoga County, Ohio, hereinafter called the "Client," and Clemans, Nelson & Associates, Inc., hereinafter called the "Consultant," shall hereby agree to the following terms and conditions for a period of one (1) year commencing on the date of execution written below, subject to renewal or termination by the parties as provided herein.

The Consultant, in consideration of the covenants and promises set forth hereinafter, certifies, covenants, and agrees to perform in the following manner, to wit:

Provide to the Client on a priority basis, such management and/or fiscal consulting services in labor, employment, and other areas as might be requested throughout the duration of this Agreement.

Clemans Nelson will assign a qualified consultant on-site for scheduled consulting for up to two (2) days per week; at a minimum of 7 hours per day throughout the duration of this Agreement. The on-site consultant will assist the Client with such employee relations and personnel services as might be requested and which the consultant can reasonably perform within that allotted scheduled time.

IN CONSIDERATION of the foregoing covenants and promises, the Client agrees to pay the Consultant a monthly retainer of two hundred fifty dollars (\$250.00) per month for a period of one (1) year from the effective date of this contract to cover brief telephone consultation as provided below, scheduled on-site consulting at the rates of one thousand one hundred fifty dollars (\$1,150.00) per day (the scope of which are attached hereto as Addendum A), and to pay the Consultant at the applicable rates for professional services supplemental to those normal on on-site hours or routine telephone consultation as follows:

Consultant / Analyst.....	\$140.00 per hour
Senior Consultant.....	\$155.00 per hour
Manager.....	\$170.00 per hour
Director / Vice President / President.....	\$185.00 per hour

Actual clock hours shall include only those hours spent in consultation and those hours of work integral to such consultation, including but not limited to preparation, research, analysis, writing, advice, and meetings with or on behalf of the Client. The parties may

also agree on a flat fee for training or other special consulting projects. The Consultant will not charge the Client an hourly rate for portal-to-portal travel time. A minimum of four (4) hours will be billed for each on-site visit by the Consultant. The minimum shall not apply to those meetings conducted virtually or through other technological means. No professional service hours shall be charged for brief telephone consultations requiring no in-office or on-site follow-up.

The Client further agrees to pay the Consultant the mileage rate as established by the Director of the Internal Revenue Service for travel from the Consultant's headquarters or a regional office, whichever is applicable, necessary meal expense, actual overnight lodging expenses if required, and other ordinary and necessary business expenses.

The Consultant shall not unlawfully discriminate against any employee or applicant for employment because of race, color, religion, creed, national origin, ancestry, sex, sexual orientation, gender identity, age, military status, veteran status, pregnancy, or disability. The Consultant is not a law firm and this Agreement does not create an attorney/client relationship.

This Agreement shall automatically be renewed for successive one (1) year periods on its anniversary date unless either party provides written notice to the other party, during the last thirty (30) days of any annual contract period, of their desire to terminate the Agreement. The Client shall be notified in writing, not less than sixty (60) days prior to the anniversary date of the Agreement, of any general increase in the Consultant's rates or monthly retainer, which shall not become effective until the effective date the contract renews or the date a new contract is signed.

Invoices setting forth these charges shall be submitted as accrued on a monthly basis, payable upon receipt.

#### CERTIFICATION OF COMPLIANCE WITH O.R.C. 3517.13:

By signing this Agreement, the undersigned representative of Clemans, Nelson & Associates, Inc. certifies on behalf of the Consultant corporation that all of the following persons, if applicable, are in compliance with applicable provisions of division (J) of Ohio Revised Code Section 3517.13 with respect to all public officials of any Ohio political subdivision with whom the Consultant is hereby contracting:

- A. each owner of more than twenty percent of the corporation or business trust;

- B. each spouse of each owner of more than twenty percent of the corporation or business trust.

The undersigned authorized representative of the Consultant certifies such compliance on and since April 4, 2007 and on any date after April 4, 2007 that the Client and the Consultant enter into this Agreement. If the Consultant's representative or any Officer of the Consultant becomes aware of noncompliance with O.R.C. Section 3517.13(J) between the time the Consultant's representative signs this Agreement and the time the Client fully executes and enters into this Agreement, the Consultant shall so notify the Client – and unless and until the Client receives such notice, the Client may rely on this certification when entering into this Agreement. This certification is a part of this Agreement.

IN WITNESS WHEREOF, the parties hereunto set forth their hand as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022 (date of execution).

CITY OF UNIVERSITY HEIGHTS  
CUYAHOGA COUNTY, OHIO

CLEMANS, NELSON &  
ASSOCIATES, INC.

\_\_\_\_\_  
Michael Brennan  
Mayor

\_\_\_\_\_  
Michael D. Esposito  
Vice-President/Director

APPROVED AS TO FORM

\_\_\_\_\_  
Director of Law



### **Addendum A - Scope of Services**

1. Providing assistance to City officials with the maintenance and improvement of the City's personnel system and providing other services as listed below while on-site, when requested by the client.
2. Developing and updating of existing classification specifications and/or position descriptions as requested. Developing and updating current Personnel Policy and Procedures Manual as needed.
3. Providing routine research and consultation regarding compliance with state and federal regulations affecting personnel (i.e., Civil Service, EEOC, ADA, etc.).
4. Assisting the Finance Director in the maintenance of the City's personnel recordkeeping system and developing procedures for maintaining necessary personnel records; categorizing documents kept in personnel files into public records, confidential records, medical documents, and disciplinary action files.
5. Establishing system for providing employees with appropriate notifications as required by law and/or in accordance with the City's Personnel Policy and Procedures Manual.
6. Assisting the Finance Director and Law Director in the initial review of Workers' Compensation claims; comparing claimed injuries to accident reports; and coordinating claims with City's Workers' Compensation consultants.
7. Assisting the City with initial investigation of employee discipline cases and preparing appropriate paperwork for the predisciplinary conference, list of charges, and disciplinary action. Consultant may serve as hearing officer when appropriate and requested by the client.
8. Reviewing and tracking sick leave requests and other records relating to absences due to illness or injury.
9. Providing recommendations regarding the interpretation of the City's personnel policies and providing a centralized location for all personnel action forms.
10. Assisting the City with initial investigation of sexual harassment allegations and preparing investigative report.



Policy number: 31807702  
Coverage status: Reinstated

#BWNFVSO  
#XX21690545#

UNIVERSITY HEIGHTS  
2300 WARRENSVILLE CENTER RD  
UNIVERSITY HT OH 44118-3825

**Important - please read!**

Your policy will lapse and penalties will be billed if installments are not paid timely and in full.

The due date shown only applies to items billed in the current billing cycle.

Prior balance	\$0.00
Charges	\$164,391.00
Payments/credits	\$0.00
<b>Amount due</b>	<b>\$164,391.00</b>

**Current billing cycle**

Bill date	Description	Period dates	Amount
11/25/2022	Installment	01/01/2023 - 01/01/2024	\$164,391.00

Please refer to the back of the invoice for additional information.

RECEIVED  
DEC 7 2022

Pay online at [www.bwc.ohio.gov](http://www.bwc.ohio.gov) or detach and return bottom portion with your payment.

**Insured name: UNIVERSITY HEIGHTS**

Policy number	31807702
Invoice number	1013754754
Due date	12/21/2022
<b>Amount due</b>	<b>\$164,391.00</b>
Amount enclosed	

**Mail payment to:**  
Ohio Bureau of Workers' Compensation  
P.O. Box 89492  
Cleveland, Ohio 44101-6492

Make your checks payable to the Ohio Bureau of Workers' Compensation.  
Include a policy number on all checks, and be sure to include this remittance with your payment.  
Do not staple your check to the remittance.

31807702000001013754754500000000016439100

BWCIV1125E01251010120

100-1110-52210	Workers' Comp Premiums	\$59,401.41
100-1120-52210	Workers' Comp Premiums	\$49,012.73
100-1121-52210	Workers' Comp Premiums	\$708.49
100-1140-52210	Workers' Comp Premiums	\$677.56
100-1170-52210	Workers' Comp Premiums	\$57.99
100-1210-52210	Workers' Comp Premiums	\$467.82
100-1220-52210	Workers' Comp Premiums	\$2,407.72
100-1230-52210	Workers' Comp Premiums	\$196.21
100-1240-52210	Workers' Comp Premiums	\$484.25
100-1310-52210	Workers' Comp Premiums	\$465.88
100-1320-52210	Workers' Comp Premiums	\$17.40
100-1400-52210	Workers' Comp Premiums	\$939.50
100-1410-52210	Workers' Comp Premiums	\$198.15
100-1420-52210	Workers' Comp Premiums	\$15,265.01
100-1470-52210	Workers' Comp Premiums	\$40.60
100-1510-52210	Workers' Comp Premiums	\$0.00
100-1520-52210	Workers' Comp Premiums	\$0.00
100-1530-52210	Workers' Comp Premiums	\$0.00
100-1540-52210	Workers' Comp Premiums	\$0.00
100-1600-52210	Workers' Comp Premiums	\$239.71
100-1610-52210	Workers' Comp Premiums	\$788.72
100-1620-52210	Workers' Comp Premiums	\$1,091.26
100-1630-52210	Workers' Comp Premiums	\$3,469.98
100-1640-52210	Workers' Comp Premiums	\$1,194.68
100-1650-52210	Workers' Comp Premiums	\$685.30
100-1660-52210	Workers' Comp Premiums	\$289.98
200-1430-52210	Workers' Comp Premiums	\$6,982.49
201-1440-52210	Workers' Comp Premiums	\$18,824.88
202-1450-52210	Workers' Comp Premiums	\$483.28
		\$164,391.00



**UNIVERSITY**  
HEIGHTS

**Mayor Michael Dylan Brennan**  
**[mdb@universityheights.com](mailto:mdb@universityheights.com)**  
**216.932.7800 x222**

December 12, 2022

Kelly Thomas  
Clerk of Council  
2300 Warrensville Center Road  
University Heights, OH 44118

**RE: Ordinance 2022-72**  
**Mayor's Veto**

Dear Ms. Thomas:

Pursuant to Article 3, Section 7 of the Charter of the City of University Heights, Ohio ("Charter"), please consider this letter the Mayor's "written notice of disapproval" for filing with the Clerk regarding the above referenced ordinance passed by City Council at the regular meeting of December 5, 2022. Kindly file this in the usual and customary way, and acknowledge the receipt of same via email at [mdb@universityheights.com](mailto:mdb@universityheights.com).

At issue is a proposed transfer from the General Fund (100) to the CIC Fund (800) of \$16,039.59. The ordinance sets forth no reason for the transfer. As Mayor of the City and President of the CIC, I have not asked for this transfer, nor am I aware of any purpose for this transfer.

The CIC exists for the benefit of the City of University Heights for economic development purposes. The record reflects that the City formed and funded the CIC for these purposes and for real estate projects in particular. See Ordinances 2018-38 and 2019-04; minutes of meetings dated: July 23, 2018 (discussion centered around promoting development and conducting real estate transactions, that as a separate non-profit entity, unlike the City, the CIC could (for example) avoid having to go through public bidding when selling property); October 23, 2018 (date of adoption, with limited discussion, again on the subject of economic development); February 4, 2019 (Councilmembers Pardee and Rach both described a proposed transfer as "seed money" for real estate development projects).

The formation of the CIC and the reorganization of the former “City Beautiful Commission” as the CIC proceeded at the direction of my administration (see State of the City Address 2019), and was implemented by my administration (see e.g. filings by the undersigned with the Ohio Secretary of State dated December 10, 2018, March 10, 2019).

My administration recommended the creation of the CIC in 2018 for city real estate projects. Its purposes are to be limited to situations where it is more advantageous for the CIC to act than City, such as where public bidding requirements would preclude the City from selecting a particular developer for a particular project, or where the CIC may accept a grant where the City does not qualify, or to create a firewall against liability—just as an individual or group of individuals might create a corporation or limited liability company in the private sector. Except in those limited instances where the City cannot act or should not act except through its agency relationship with the CIC, the CIC should not act in lieu of the chartered and democratically-elected city government. We owe it to the people of the City to act through the democratic process, transparently, and turn to the CIC only in limited circumstances.

Under the auspices of the CIC, all of the readily improvable city-owned vacant lots in University Heights have been developed. Yet the CIC account has an outstanding fund balance of \$59,635.24, with no outstanding liabilities and no new projects. As confirmed by the treasurer of the CIC, the annual audit and tax filing will not consume the fund balance. The possible hiring of new legal counsel for the CIC to replace the departed legal counsel will not consume the fund balance. The sole current CIC project, being the ongoing townhomes project at South Taylor, requires nothing of this fund balance.

At this time, the administration has no city owned real estate to transfer to the CIC. Housing rehabilitation projects are being handled administratively without any role or need for the CIC.

In its passage of Ordinance 2022-72 City Council cannot identify any need, and has not identified any project or purpose for the transfer of an additional \$16,039.59 to the more than ample CIC fund. There is no stated project, purpose or outstanding expense requiring a transfer—and \$59,635.24 that the CIC may draw on first.

If this transfer proceeds, instead of having over \$59,000 in public money sitting idly in the CIC fund, there will be over \$75,000 in public money sitting idly in the CIC fund. This is simply not a good use of public resources.

In the days since the passage of 2022-72 to make this unnecessary transfer, the City Council Finance Committee amended the administration's proposed *balanced* budget for 2023. The City Council Finance Committee voted on December 8, 2022, to recommend that City Council pass a *deficit* budget for 2023. City Council should not make an unnecessary transfer of public money at a time when the City Council Finance Committee has made a deliberate decision to deficit spend in 2023.

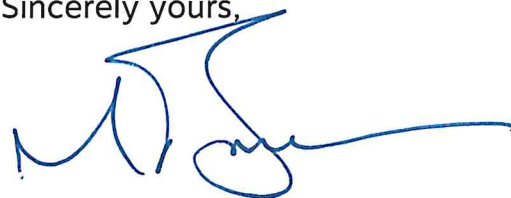
As responsible stewards of public resources, we should not direct even more money to the CIC unless or until a time comes that a project presents itself that is uniquely appropriate for the CIC and has the support of both administration and council. At the time of this ordinance and of this subsequent veto, there is no such project. Were that to change, and a funds transfer were then appropriate and necessary, that would be another matter.

I thank Councilmembers Cooney and King for their prudence in voting against the CIC transfer at the last meeting.

For all the above reasons, I urge the councilmembers who voted for this transfer, Blankfeld, Gould, Rach, Sax, Weiss, to exercise fiscal responsibility and not override this veto.

I therefore dutifully VETO Ordinance 2022-72.

Sincerely yours,



Mayor Michael Dylan Brennan

**ORDINANCE NO. 2022-72**

Introduced By: Vice Mayor Michele Weiss

**AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND (100) TO THE CIC FUND (800) AND DECLARING AN EMERGENCY.**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:**

**Section 1.** The Director of Finance be, and is hereby authorized and directed to make the necessary transfer of funds as herein set forth and that such transfers be and the same are hereby ratified and confirmed, to wit:

<u>FROM FUND</u>	<u>TO FUND</u>	<u>AMOUNT</u>
General Fund (100)	CIC Fund (800)	\$16,039.59

**Section 2.** The Director of Finance is hereby directed to submit a certified copy of this Ordinance to the Budget Commission of Cuyahoga County, Ohio.

**Section 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

**Section 4.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare and shall therefore be in full force and effect immediately upon passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

**CITY OF UNIVERSITY HEIGHTS, OHIO**

**VETO**

**MICHAEL DYLAN BRENNAN, MAYOR**

**PASSED:**

**ATTEST:**

**KELLY M. THOMAS, CLERK OF COUNCIL**

**APPROVED AS TO FORM:**

**LUKE F. MCCONVILLE, LAW DIRECTOR**

**ORDINANCE NO. 2022-69**

**INTRODUCED BY: MAYOR MICHAEL DYLAN BRENNAN**

**AN ORDINANCE AUTHORIZING PERMANENT APPROPRIATIONS FOR CURRENT AND OTHER EXPENDITURES OF THE CITY OF UNIVERSITY HEIGHTS, OHIO FOR THE PERIOD COMMENCING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY**

**NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:**

**Section 1.** To provide for the current expenses and other expenditures for the City of University Heights, Ohio for the period commencing January 1, 2023 and ending December 31, 2023, City Council authorizes the Permanent Appropriations as herein set forth as Attachment A.

**Section 2.** The Council finds and determined that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council, and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 3.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare and shall therefore be in full force and effect immediately upon passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

**City of University Heights, Ohio**

**\_\_\_\_\_  
Michael Dylan Brennan, Mayor**

**Passed: \_\_\_\_\_**

**Attest: \_\_\_\_\_  
Kelly M. Thomas, Clerk of Council**

**Approved as to Form:**

**\_\_\_\_\_  
Luke F. McConville, Law Director**



**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
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\* Report Contains Filters

<b>100 General Fund</b>	
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**1100 Public Safety**

Other	2,100.00
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<b>Sub Total 1100 Public Safety</b>	<b>2,100.00</b>
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**1110 Police Department**

Personnel	4,182,250.00
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Other	411,950.00
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<b>Sub Total 1110 Police</b>	<b>4,594,200.00</b>
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**1120 Fire Department**

Personnel	4,404,370.00
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Other	289,025.00
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<b>Sub Total 1120 Fire</b>	<b>4,693,395.00</b>
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**1121 Fire Prevention Bureau**

Personnel	348,150.00
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Other	42,750.00
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<b>Sub Total 1121 Fire</b>	<b>390,900.00</b>
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**1130 Dispatch**

Other	451,350.00
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<b>Sub Total 1130 Dispatch</b>	<b>451,350.00</b>
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**1140 Traffic Control**

Personnel	58,980.00
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
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\* Report Contains Filters

Other	187,100.00
<b>Sub Total 1140 Traffic Control</b>	<b>246,080.00</b>
 <b>1150 Animal Control</b>	
Other	9,500.00
<b>Sub Total 1150 Animal Control</b>	<b>9,500.00</b>
 <b>1160 Prisoner Housing</b>	
Other	108,500.00
<b>Sub Total 1160 Prisoner</b>	<b>108,500.00</b>
 <b>1170 Prosecutor</b>	
Personnel	71,625.00
Other	3,100.00
<b>Sub Total 1170 Prosecutor</b>	<b>74,725.00</b>
 <b>1180 Courts</b>	
Other	65,000.00
<b>Sub Total 1180 Courts</b>	<b>65,000.00</b>
 <b>1190 County Health Department</b>	
Other	83,500.00
<b>Sub Total 1190 County Health</b>	<b>83,500.00</b>
 <b>1210 Building Department</b>	
Other	438,600.00
<b>Sub Total 1210 Building</b>	<b>438,600.00</b>

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

**1220 Housing Department**

Personnel	322,990.00
Other	33,250.00

<b>Sub Total 1220 Housing</b>	<b>356,240.00</b>
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**1230 Community Development**

Personnel	58,950.00
Other	2,300.00

<b>Sub Total 1230 Community</b>	<b>61,250.00</b>
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**1240 Economic Development**

Personnel	106,550.00
Other	30,700.00

<b>Sub Total 1240 Economic</b>	<b>137,250.00</b>
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**1310 Pool Activity**

Personnel	227,305.00
Other	93,150.00

<b>Sub Total 1310 Pool Activity</b>	<b>320,455.00</b>
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**1320 Summer Recreation Activities**

Personnel	33,415.00
Other	2,370.00

<b>Sub Total 1320 Summer</b>	<b>35,785.00</b>
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**1330 Recreation - Entertainment**

Other	82,170.00
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

<b>Sub Total 1330 Recreation -</b>	<b>82,170.00</b>
<b>1400 Public Service Department</b>	
Personnel	569,705.00
Other	35,250.00
<b>Sub Total 1400 Public Service</b>	<b>604,955.00</b>
<b>1410 Lands and Buildings</b>	
Personnel	130,385.00
Other	431,400.00
<b>Sub Total 1410 Lands and</b>	<b>561,785.00</b>
<b>1420 Refuse Collection</b>	
Personnel	957,485.00
Other	355,100.00
<b>Sub Total 1420 Refuse</b>	<b>1,312,585.00</b>
<b>1470 City Engineer</b>	
Personnel	13,955.00
Other	35,000.00
<b>Sub Total 1470 City Engineer</b>	<b>48,955.00</b>
<b>1510 Civil Service Commission</b>	
Personnel	3,000.00
Other	22,900.00
<b>Sub Total 1510 Civil Service</b>	<b>25,900.00</b>
<b>1520 City Planning Commission</b>	

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

Personnel		2,500.00
Other		2,500.00
<b>Sub Total 1520 City Planning</b>		<b>5,000.00</b>
 <b>1530 Board of Zoning Appeals</b>		
Personnel		3,000.00
Other		2,150.00
<b>Sub Total 1530 Board of</b>		<b>5,150.00</b>
 <b>1540 Architectural Review Board</b>		
Personnel		3,000.00
Other		1,400.00
<b>Sub Total 1540 Architectural</b>		<b>4,400.00</b>
 <b>1600 General City Administration</b>		
Personnel		72,275.00
Other		417,600.00
<b>Sub Total 1600 General City</b>		<b>489,875.00</b>
 <b>1610 Mayor's Office</b>		
Personnel		216,661.00
Other		21,825.00
<b>Sub Total 1610 Mayor's Office</b>		<b>238,486.00</b>
 <b>1620 City Council</b>		
Personnel		161,055.00
Other		28,200.00

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

<b>Sub Total 1620 City Council</b>	<b>189,255.00</b>
<b>1630 Finance Department</b>	
Personnel	253,525.00
Other	419,450.00
<b>Sub Total 1630 Finance</b>	<b>672,975.00</b>
<b>1640 Law Department</b>	
Personnel	93,360.00
Other	220,500.00
<b>Sub Total 1640 Law</b>	<b>313,860.00</b>
<b>1650 Civic Engagement</b>	
Personnel	90,825.00
Other	40,300.00
<b>Sub Total 1650 Civic</b>	<b>131,125.00</b>
<b>1660 Community Relations</b>	
Other	66,900.00
<b>Sub Total 1660 Community</b>	<b>66,900.00</b>
<b>1999 Not Defined</b>	
Other	382,000.00
<b>Sub Total 1999 Not Defined</b>	<b>382,000.00</b>
<b>Sub Total 100 General Fund</b>	<b>17,204,206.00</b>
<b>200 Street Maintenance Fund</b>	

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

**1430 Street Maintenance and Repair**

Personnel	222,225.00
Other	1,369,005.00
<b>Sub Total 1430 Street</b>	<b>1,591,230.00</b>

**1470 City Engineer**

Other	79,000.00
<b>Sub Total 1470 City Engineer</b>	<b>79,000.00</b>

<b>Sub Total 200 Street</b>	<b>1,670,230.00</b>
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<b>201 Sewer &amp; Water Maintenance Fund</b>	
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**1440 Sewer and Water Maintenance**

Personnel	168,035.00
Other	625,650.00
<b>Sub Total 1440 Sewer and</b>	<b>793,685.00</b>

**1470 City Engineer**

Other	25,000.00
<b>Sub Total 1470 City Engineer</b>	<b>25,000.00</b>

<b>Sub Total 201 Sewer &amp;</b>	<b>818,685.00</b>
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<b>202 Shade Tree Maintenance Fund</b>	
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**1450 Shade Tree Maintenance**

Personnel	42,425.00
Other	212,500.00

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

<b>Sub Total 1450 Shade Tree</b>	<b>254,925.00</b>
<b>Sub Total 202 Shade Tree</b>	<b>254,925.00</b>

<b>203 Street Lighting Fund</b>
---------------------------------

<b>1460 Street Lighting</b>	
Other	228,000.00
<b>Sub Total 1460 Street Lighting</b>	<b>228,000.00</b>
<b>Sub Total 203 Street</b>	<b>228,000.00</b>

<b>210 Police Pension Fund</b>
--------------------------------

<b>1110 Police Department</b>	
Personnel	150,000.00
<b>Sub Total 1110 Police</b>	<b>150,000.00</b>
<b>Sub Total 210 Police</b>	<b>150,000.00</b>

<b>211 State &amp; Local Law Enforcement Fund</b>
---

<b>1110 Police Department</b>	
Other	10,200.00
<b>Sub Total 1110 Police</b>	<b>10,200.00</b>
<b>Sub Total 211 State &amp; Local</b>	<b>10,200.00</b>

<b>212 Federal Law Enforcement Fund</b>
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<b>1110 Police Department</b>	
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

Other		8,000.00
<b>Sub Total 1110 Police</b>		<b>8,000.00</b>
<b>Sub Total 212 Federal Law</b>		<b>8,000.00</b>

<b>213 Community Diversion Grant Fund</b>
---

1110 Police Department		
Other		10,000.00
<b>Sub Total 1110 Police</b>		<b>10,000.00</b>
<b>Sub Total 213 Community</b>		<b>10,000.00</b>

<b>214 BCI &amp; FBI Fee Fund</b>
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1110 Police Department		
Other		1,000.00
<b>Sub Total 1110 Police</b>		<b>1,000.00</b>
<b>Sub Total 214 BCI &amp; FBI Fee</b>		<b>1,000.00</b>

<b>220 Fire Pension Fund</b>
------------------------------

1120 Fire Department		
Personnel		145,000.00
<b>Sub Total 1120 Fire</b>		<b>145,000.00</b>
<b>Sub Total 220 Fire Pension</b>		<b>145,000.00</b>

<b>221 Ohio Department of Public Safety (ODPS) Grant Fund</b>
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1120 Fire Department		
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

Other		24,000.00
<b>Sub Total 1120 Fire</b>		<b>24,000.00</b>
<b>Sub Total 221 Ohio</b>		<b>24,000.00</b>

<b>222 Federal Emergency Management Agency (FEMA) Grant Fund</b>
--

1120 Fire Department		
Other		18,000.00
<b>Sub Total 1120 Fire</b>		<b>18,000.00</b>
<b>Sub Total 222 Federal</b>		<b>18,000.00</b>

<b>230 Ohio Board of Building Standards Fee Fund</b>
--

1210 Building Department		
Other		4,000.00
<b>Sub Total 1210 Building</b>		<b>4,000.00</b>
<b>Sub Total 230 Ohio Board</b>		<b>4,000.00</b>

<b>231 Construction Deposits Fund</b>
---------------------------------------

1210 Building Department		
Other		6,000.00
<b>Sub Total 1210 Building</b>		<b>6,000.00</b>
1470 City Engineer		
Other		1,000.00
<b>Sub Total 1470 City Engineer</b>		<b>1,000.00</b>

**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
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\* Report Contains Filters

<b>Sub Total 231 Construction</b>	<b>7,000.00</b>
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<b>232 Street Opening Deposit Fund</b>	
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1210 Building Department

Other	500.00
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<b>Sub Total 1210 Building</b>	<b>500.00</b>
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<b>Sub Total 232 Street</b>	<b>500.00</b>
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<b>240 University Square TIF Fund</b>	
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1250 TIF Accounting

Other	420,000.00
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<b>Sub Total 1250 TIF</b>	<b>420,000.00</b>
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<b>Sub Total 240 University</b>	<b>420,000.00</b>
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<b>250 Performance Bond Fund</b>	
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1210 Building Department

Other	1,000.00
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<b>Sub Total 1210 Building</b>	<b>1,000.00</b>
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1600 General City Administration

Other	4,000.00
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<b>Sub Total 1600 General City</b>	<b>4,000.00</b>
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<b>Sub Total 250 Performance</b>	<b>5,000.00</b>
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

**300 General Obligation Debt Fund**

**1600 General City Administration**

Other	136,000.00
<b>Sub Total 1600 General City</b>	<b>136,000.00</b>

**Sub Total 300 General**

**136,000.00**

**400 General Capital Improvements Fund**

**1100 Public Safety**

Other	32,000.00
<b>Sub Total 1100 Public Safety</b>	<b>32,000.00</b>

**1110 Police Department**

Other	172,000.00
<b>Sub Total 1110 Police</b>	<b>172,000.00</b>

**1120 Fire Department**

Other	568,760.00
<b>Sub Total 1120 Fire</b>	<b>568,760.00</b>

**1400 Public Service Department**

Other	141,700.00
<b>Sub Total 1400 Public Service</b>	<b>141,700.00</b>

**1600 General City Administration**

Other	128,000.00
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**CITY OF UNIVERSITY HEIGHTS**  
**Proposed Permanent Budget**  
**For the year ending December 31, 2023**  
**Ordinance No. 2022-69 (amended)**

	<b>2023 Expense Budget</b>
--	------------------------------------

\* Report Contains Filters

<b>Sub Total 1600 General City</b>	128,000.00
<b>Sub Total 400 General</b>	1,042,460.00

<b>401 Sewer &amp; Water Capital Improvements Fund</b>
--

<b>1440 Sewer and Water Maintenance</b>	
Other	91,635.00
<b>Sub Total 1440 Sewer and</b>	91,635.00
<b>Sub Total 401 Sewer &amp;</b>	91,635.00

<b>800 University Heights City Beautiful Corporation</b>
--

<b>2200 Community Improvement Corporation</b>	
Other	7,425.00
<b>Sub Total 2200 Community</b>	7,425.00
<b>Sub Total 800 University</b>	7,425.00

<b>Report Total :</b>	22,256,266.00
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**ORDINANCE NO. 2022-74**

Introduced By: Mayor Michael Dylan Brennan

**AN ORDINANCE AUTHORIZING TEMPORARY APPROPRIATIONS FOR CURRENT AND OTHER EXPENDITURES OF THE CITY OF UNIVERSITY HEIGHTS, OHIO FOR THE PERIOD COMMENCING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY**

**NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO THAT:**

**Section 1.** To provide for the current expenses and other expenditures for the City of University Heights, Ohio for the period commencing January 1, 2023 and ending December 31, 2023, City Council authorizes the Temporary Appropriations as herein set forth as Attachment A.

**Section 2.** The Council finds and determined that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council, and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 3.** This Ordinance is declared to be an emergency measure necessary for the preservation of the public peace, safety, health and welfare of the citizens of the City of University Heights. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

**City of University Heights**

\_\_\_\_\_  
**Michael Dylan Brennan, Mayor**

**First Reading:** \_\_\_\_\_

**Passed:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved  
as to form:** \_\_\_\_\_  
**Luke F. McConville, Law Director**

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

2023  
Temporary  
Budget

[\\* Report Contains Filters](#)

### 100 General Fund

#### 1100 Public Safety

Other 525.00

**Sub Total 1100 Public Safety** 525.00

#### 1110 Police Department

Personnel 1,045,562.50

Other 102,987.50

**Sub Total 1110 Police** 1,148,550.00

#### 1120 Fire Department

Personnel 1,101,092.50

Other 72,256.25

**Sub Total 1120 Fire** 1,173,348.75

#### 1121 Fire Prevention Bureau

Personnel 87,037.50

Other 10,687.50

**Sub Total 1121 Fire** 97,725.00

#### 1130 Dispatch

Other 112,837.50

**Sub Total 1130 Dispatch** 112,837.50

#### 1140 Traffic Control

Personnel 14,745.00

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

		<b>2023 Temporary Budget</b>
<a href="#">* Report Contains Filters</a>		
Other		46,775.00
<b>Sub Total 1140 Traffic Control</b>		<u>61,520.00</u>
<b>1150 Animal Control</b>		
Other		2,375.00
<b>Sub Total 1150 Animal Control</b>		<u>2,375.00</u>
<b>1160 Prisoner Housing</b>		
Other		27,125.00
<b>Sub Total 1160 Prisoner</b>		<u>27,125.00</u>
<b>1170 Prosecutor</b>		
Personnel		17,906.25
Other		775.00
<b>Sub Total 1170 Prosecutor</b>		<u>18,681.25</u>
<b>1180 Courts</b>		
Other		16,250.00
<b>Sub Total 1180 Courts</b>		<u>16,250.00</u>
<b>1190 County Health Department</b>		
Other		20,875.00
<b>Sub Total 1190 County Health</b>		<u>20,875.00</u>
<b>1210 Building Department</b>		
Other		109,650.00
<b>Sub Total 1210 Building</b>		<u>109,650.00</u>



# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

**2023  
Temporary  
Budget**

\* [Report Contains Filters](#)

### 1220 Housing Department

Personnel	80,747.50
Other	8,312.50
<b>Sub Total 1220 Housing</b>	<u>89,060.00</u>

### 1230 Community Development

Personnel	14,737.50
Other	575.00
<b>Sub Total 1230 Community</b>	<u>15,312.50</u>

### 1240 Economic Development

Personnel	26,637.50
Other	7,675.00
<b>Sub Total 1240 Economic</b>	<u>34,312.50</u>

### 1310 Pool Activity

Personnel	56,826.25
Other	23,287.50
<b>Sub Total 1310 Pool Activity</b>	<u>80,113.75</u>

### 1320 Summer Recreation Activities

Personnel	8,353.75
Other	592.50
<b>Sub Total 1320 Summer</b>	<u>8,946.25</u>

### 1330 Recreation - Entertainment

Other	<u>20,546.25</u>
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# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

	2023 Temporary Budget
<a href="#">* Report Contains Filters</a>	
<b>Sub Total 1330 Recreation -</b>	20,546.25
<b>1400 Public Service Department</b>	
Personnel	142,426.25
Other	8,812.50
<b>Sub Total 1400 Public Service</b>	<u>151,238.75</u>
<b>1410 Lands and Buildings</b>	
Personnel	32,596.25
Other	107,850.00
<b>Sub Total 1410 Lands and</b>	<u>140,446.25</u>
<b>1420 Refuse Collection</b>	
Personnel	239,371.25
Other	88,775.00
<b>Sub Total 1420 Refuse</b>	<u>328,146.25</u>
<b>1470 City Engineer</b>	
Personnel	3,488.75
Other	8,750.00
<b>Sub Total 1470 City Engineer</b>	<u>12,238.75</u>
<b>1510 Civil Service Commission</b>	
Personnel	750.00
Other	5,725.00
<b>Sub Total 1510 Civil Service</b>	<u>6,475.00</u>
<b>1520 City Planning Commission</b>	

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

**2023  
Temporary  
Budget**

\* [Report Contains Filters](#)

Personnel	625.00
Other	625.00
<b>Sub Total 1520 City Planning</b>	<u>1,250.00</u>

### 1530 Board of Zoning Appeals

Personnel	750.00
Other	537.50
<b>Sub Total 1530 Board of</b>	<u>1,287.50</u>

### 1540 Architectural Review Board

Personnel	750.00
Other	350.00
<b>Sub Total 1540 Architectural</b>	<u>1,100.00</u>

### 1600 General City Administration

Personnel	18,068.75
Other	104,400.00
<b>Sub Total 1600 General City</b>	<u>122,468.75</u>

### 1610 Mayor's Office

Personnel	54,165.25
Other	5,456.25
<b>Sub Total 1610 Mayor's Office</b>	<u>59,621.50</u>

### 1620 City Council

Personnel	37,763.75
Other	7,050.00
	<u>44,813.75</u>

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

	<b>2023 Temporary Budget</b>
<a href="#">* Report Contains Filters</a>	
<b>Sub Total 1620 City Council</b>	44,813.75
<b>1630 Finance Department</b>	
Personnel	63,381.25
Other	104,862.50
<b>Sub Total 1630 Finance</b>	<u>168,243.75</u>
<b>1640 Law Department</b>	
Personnel	23,340.00
Other	55,125.00
<b>Sub Total 1640 Law</b>	<u>78,465.00</u>
<b>1650 Civic Engagement</b>	
Personnel	23,956.25
Other	10,075.00
<b>Sub Total 1650 Civic</b>	<u>34,031.25</u>
<b>1660 Community Relations</b>	
Other	14,225.00
<b>Sub Total 1660 Community</b>	<u>14,225.00</u>
<b>1999 Not Defined</b>	
Other	95,500.00
<b>Sub Total 1999 Not Defined</b>	<u>95,500.00</u>
<b>Sub Total 100 General Fund</b>	<u>4,297,305.25</u>
<b>200 Street Maintenance Fund</b>	

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

2023  
Temporary  
Budget

[\\* Report Contains Filters](#)

### 1430 Street Maintenance and Repair

Personnel	55,556.25
Other	342,251.25
<b>Sub Total 1430 Street</b>	<u>397,807.50</u>

### 1470 City Engineer

Other	19,750.00
<b>Sub Total 1470 City Engineer</b>	<u>19,750.00</u>

### Sub Total 200 Street

417,557.50

## 201 Sewer & Water Maintenance Fund

### 1440 Sewer and Water Maintenance

Personnel	42,008.75
Other	156,412.50
<b>Sub Total 1440 Sewer and</b>	<u>198,421.25</u>

### 1470 City Engineer

Other	6,250.00
<b>Sub Total 1470 City Engineer</b>	<u>6,250.00</u>

### Sub Total 201 Sewer &

204,671.25

## 202 Shade Tree Maintenance Fund

### 1450 Shade Tree Maintenance

Personnel	10,606.25
Other	53,125.00
	<u>63,731.25</u>

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

	2023 Temporary Budget
<b>202 Temporary Budget</b>	
* Report Contains Filters	
Sub Total 1450 Shade Tree	63,731.25
Sub Total 202 Shade Tree	<u>63,731.25</u>
<b>203 Street Lighting Fund</b>	
1460 Street Lighting	
Other	57,000.00
Sub Total 1460 Street Lighting	<u>57,000.00</u>
Sub Total 203 Street	<u>57,000.00</u>
<b>210 Police Pension Fund</b>	
1110 Police Department	
Personnel	37,500.00
Sub Total 1110 Police	<u>37,500.00</u>
Sub Total 210 Police	<u>37,500.00</u>
<b>211 State &amp; Local Law Enforcement Fund</b>	
1110 Police Department	
Other	2,550.00
Sub Total 1110 Police	<u>2,550.00</u>
Sub Total 211 State & Local	<u>2,550.00</u>
<b>212 Federal Law Enforcement Fund</b>	
1110 Police Department	

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

2023  
Temporary  
Budget

\* Report Contains Filters

Other 2,000.00

**Sub Total 1110 Police** 2,000.00

**Sub Total 212 Federal Law** 2,000.00

### 213 Community Diversion Grant Fund

#### 1110 Police Department

Other 2,500.00

**Sub Total 1110 Police** 2,500.00

**Sub Total 213 Community** 2,500.00

### 214 BCI & FBI Fee Fund

#### 1110 Police Department

Other 250.00

**Sub Total 1110 Police** 250.00

**Sub Total 214 BCI & FBI Fee** 250.00

### 220 Fire Pension Fund

#### 1120 Fire Department

Personnel 36,250.00

**Sub Total 1120 Fire** 36,250.00

**Sub Total 220 Fire Pension** 36,250.00

### 221 Ohio Department of Public Safety (ODPS) Grant Fund

#### 1120 Fire Department

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

**2023  
Temporary  
Budget**

\* Report Contains Filters

Other 6,000.00

**Sub Total 1120 Fire** 6,000.00

**Sub Total 221 Ohio** 6,000.00

### 222 Federal Emergency Management Agency (FEMA) Grant Fund

#### 1120 Fire Department

Other 4,500.00

**Sub Total 1120 Fire** 4,500.00

**Sub Total 222 Federal** 4,500.00

### 230 Ohio Board of Building Standards Fee Fund

#### 1210 Building Department

Other 1,000.00

**Sub Total 1210 Building** 1,000.00

**Sub Total 230 Ohio Board** 1,000.00

### 231 Construction Deposits Fund

#### 1210 Building Department

Other 1,500.00

**Sub Total 1210 Building** 1,500.00

#### 1470 City Engineer

Other 250.00

**Sub Total 1470 City Engineer** 250.00



# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

**2023  
Temporary  
Budget**

\* Report Contains Filters

<b>Sub Total 231 Construction</b>	<u>1,750.00</u>
<b>232 Street Opening Deposit Fund</b>	
<b>1210 Building Department</b>	
Other	125.00
<b>Sub Total 1210 Building</b>	<u>125.00</u>
<b>Sub Total 232 Street</b>	<u>125.00</u>
<b>240 University Square TIF Fund</b>	
<b>1250 TIF Accounting</b>	
Other	105,000.00
<b>Sub Total 1250 TIF</b>	<u>105,000.00</u>
<b>Sub Total 240 University</b>	<u>105,000.00</u>
<b>250 Performance Bond Fund</b>	
<b>1210 Building Department</b>	
Other	250.00
<b>Sub Total 1210 Building</b>	<u>250.00</u>
<b>1600 General City Administration</b>	
Other	1,000.00
<b>Sub Total 1600 General City</b>	<u>1,000.00</u>
<b>Sub Total 250 Performance</b>	<u>1,250.00</u>

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

2023  
Temporary  
Budget

\* Report Contains Filters

### 300 General Obligation Debt Fund

#### 1600 General City Administration

Other 34,000.00

**Sub Total 1600 General City** 34,000.00

**Sub Total 300 General** 34,000.00

### 400 General Capital Improvements Fund

#### 1100 Public Safety

Other 8,000.00

**Sub Total 1100 Public Safety** 8,000.00

#### 1110 Police Department

Other 43,000.00

**Sub Total 1110 Police** 43,000.00

#### 1120 Fire Department

Other 142,190.00

**Sub Total 1120 Fire** 142,190.00

#### 1400 Public Service Department

Other 35,425.00

**Sub Total 1400 Public Service** 35,425.00

#### 1600 General City Administration

Other 32,000.00

# CITY OF UNIVERSITY HEIGHTS

## Proposed Temporary Budget

For the year ending December 31, 2023

Ordinance No. 2022-74

	<b>2023 Temporary Budget</b>
<b>Sub Total 1600 General City</b>	
	<u>32,000.00</u>
<b>Sub Total 400 General</b>	
	<u>260,615.00</u>
<b>401 Sewer &amp; Water Capital Improvements Fund</b>	
<b>1440 Sewer and Water Maintenance</b>	
Other	22,908.75
<b>Sub Total 1440 Sewer and</b>	<u>22,908.75</u>
<b>Sub Total 401 Sewer &amp;</b>	<u>22,908.75</u>
<b>800 University Heights City Beautiful Corporation</b>	
<b>2200 Community Improvement Corporation</b>	
Other	1,856.25
<b>Sub Total 2200 Community</b>	<u>1,856.25</u>
<b>Sub Total 800 University</b>	<u>1,856.25</u>
<b>Report Total :</b>	<u><u>5,560,320.25</u></u>

**RESOLUTION NO. 2022-77**

**INTRODUCED BY: MAYOR MICHAEL DYLAN BRENNAN**

**A RESOLUTION REQUESTING THE COUNTY BUDGET COMMISSION TO ADVANCE TAXES FROM THE PROCEEDS OF TAX LEVIES FOR THE PERIOD JANUARY 1, 2023 TO DECEMBER 31, 2023 PURSUANT TO SECTION 321.24, OHIO REVISED CODE AND DECLARING AN EMERGENCY**

**WHEREAS**, Section 321.34, Ohio Revised Code provides that any money in the County Treasury in the account of the City of University Heights, Ohio, and lawfully applicable to the purpose of the current fiscal year may be drawn upon by request.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, THAT:**

**Section 1.** The Fiscal Officer of Cuyahoga County, Ohio is requested to draw and the Treasurer of Cuyahoga County, Ohio, is requested to pay on such draft, to the Director of Finance of the City of University Heights such money as may be in the County Treasury from time to time during the year 2023, to the account of the City of University Heights and lawfully applicable to the purpose of the current fiscal year in which such request is made. Such payments are to be made from time to time as such monies come into the treasury of Cuyahoga County through the payment of taxes and assessments during the fiscal year beginning January 1, 2023 through December 31, 2023.

**Section 2.** The Clerk of Council is authorized and directed to forward a certified copy of this Resolution to the Cuyahoga County Budget Commission, office of the Fiscal Officer of Cuyahoga County, Ohio, upon its passage and signature by the Mayor.

**Section 3.** The Council finds and determines that all formal actions of this Council relating to the adoption of this Resolution have been taken at open meetings of this Council and that deliberations of the Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 4.** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare of the residents of the City of University Heights for the reason that this Resolution must be enacted to provide funds necessary for the timely operations of the City. It shall therefore take effect immediately upon passage by the affirmative vote of not less than five (5) members of Council and approval by the Mayor or otherwise at the earliest time allowed by law.

**City of University Heights, Ohio**

**Michael Dylan Brennan, Mayor**

**Passed:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved as to Form:**

\_\_\_\_\_  
**Luke F. McConville, Law Director**

**NICOLA, GUDBRANSON & COOPER, LLC**

**ATTORNEYS AND COUNSELLORS**

LANDMARK OFFICE TOWERS

REPUBLIC BUILDING, SUITE 1400

25 WEST PROSPECT AVENUE

CLEVELAND, OHIO 44115-1048

216/621-7227

Fax 216/621-3999

[www.nicola.com](http://www.nicola.com)

Direct e-mail: [mcconville@nicola.com](mailto:mcconville@nicola.com)

**MEMORANDUM**

TO: All of Council

CC: Mayor Michael Dylan Brennan

FROM: Luke F. McConville

DATE: December 13, 2022

RE: Aleksander Shul Settlement Agreement

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The City's outside legal counsel Marl Landes and the City Law Department recommend that the City enter into a certain Settlement Agreement by and among the City of University Heights and Mayor Brennan and the Aleksander Shul, Shnior Salman Denciger and University Realty USA, LLC. The Settlement Agreement would fully and finally resolve the wo lawsuits pending among the parties, being (i) a case filed by the City in the Cuyahoga County Court of Common Pleas, captioned *City of University Heights v. University Realty USA, LLC at al*, Case No. CV-21-948437 and (ii) a case filed by the Aleksander Shul in the United States District Court for the Northern District of Ohio, captioned *Aleksander Shul, et al. v. City of University Heights*, Case No. 1:21-cv-01945 (collectively, the "Litigation").

The following noteworthy provisions are included in the proposed Settlement Agreement:

- The United States District Court for the Northern District of Ohio and Judge Philip Calabrese will retain jurisdiction over enforcement of the Settlement Agreement, including timely construction of the improvements at 4380 University Parkway.
- The Aleksander Shul has included renderings of a new shul to be constructed on the site. The proposed building is subject to internal administrative review only, and will not require additional approvals by the City Planning Commission, Board of Zoning Appeals or Architectural Review Board.
- The Aleksander Shul will post a \$750,000 bond for the benefit of the City, as security for the timely completion of the project within two years of the date of approval by the City of construction drawings.

- Mutual releases are granted to all parties.
- The Aleksander Shul will indemnify the City in connection with its construction activities on site.
- The parties will enter into a Development Agreement that imposes the City's standard obligations for developers, and includes the various conditions established by the City Planning Commission for operation of a house of worship at the site.
- The Aleksander Shul will publish an ad in the Cleveland Jewish News thanking the City and Mayor Brennan for working collaboratively to reach a resolution of the parties' issues.
- The parties will file a joint motion with the Shaker Heights Municipal Court to modify the University Realty USA, LLC's sentence by suspending all fines.
- The parties will present briefs and arguments to the United States District Court for the Northern District of Ohio and Judge Philip Calabrese relating to the payment of attorney fees.

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LFM

**ORDINANCE NO. 2022-78**

**INTRODUCED BY: Mayor Michael Dylan Brennan**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A SETTLEMENT AGREEMENT WITH THE ALEKSANDER SHUL AND RELATED PARTIES AND DECLARING AN EMERGENCY**

**WHEREAS**, the City and the Aleksander Shul are parties to two separate lawsuits, being (i) a case filed by the City in the Cuyahoga County Court of Common Pleas, captioned *City of University Heights v. University Realty USA, LLC et al*, Case No. CV-21-948437 and (ii) a case filed by the Aleksander Shul in the United States District Court for the Northern District of Ohio, captioned *Aleksander Shul, et al. v. City of University Heights*, Case No. 1:21-cv-01945 (collectively, the “Litigation”); and

**WHEREAS**, the Aleksander Shul has previously obtained a Special Use Permit, subject to various conditions established by the City Planning Commission, to locate a house of worship at 4380 University Parkway in University Heights (the “Property”); and

**WHEREAS**, the parties wish to enter into a Settlement Agreement to settle the Litigation and to cause the parties to enter into a Development Agreement governing the development and construction of improvements at the Property, implementing the Planning Commission’s conditions on operation of a house of worship, creating security obligations for the construction, and establishing certain time frames in connection with the development;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, COUNTY OF CUYAHOGA, AND STATE OF OHIO, THAT:**

**Section 1.** Council hereby authorizes the Mayor to enter into the Settlement Agreement with the Aleksander Shul, Shnior Zalman Denciger and University Realty USA LLC (collectively, the “Aleksander Shul”), a copy of which is attached hereto as Exhibit A and incorporated herein by reference.

**Section 2.** Council hereby affirmatively waives the City’s rights to cause or require further appearances by the Aleksander Shul before the City’s Planning Commission, Board of Zoning Appeals or Architectural Review Board.

**Section 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 4.** This Ordinance is declared to be an emergency measure necessary for the preservation of the public peace, safety, health and welfare of the citizens of the City of University Heights, the emergency being the need to implement the terms of settlement as soon as possible, in order to cause the prompt construction of a code-compliant building on property owned by the Aleksander Shul. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise it shall become effective at the earliest time allowed by law.

**City of University Heights, Ohio**

**Michael Dylan Brennan, Mayor**

**Passed:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved**  
**as to form:** \_\_\_\_\_  
**Luke F. McConville, Law Director**

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**CITY OF UNIVERSITY HEIGHTS  
INTEROFFICE MEMORANDUM**

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**TO:** CITY COUNCIL MEMBERS/MAYOR MICHAEL BRENNAN

**FROM:** DENNIS KENNEDY, FINANCE DIRECTOR

**SUBJECT:** ADVANCES FROM-TO THE GENERAL FUND

**DATE:** DECEMBER 14, 2022

**CC:** KELLY THOMAS, CLERK OF COUNCIL

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I would ask that the following items be paced on the Council agenda for the meeting scheduled for December 19, 2022. We need to execute one advance from the General Fund to the Street Improvement Fund in the amount of \$60,000. We also need to execute two (2) advance back transactions: one from the BCI/FBI Fee Fund in the amount of \$2,000, and one in the amount of \$645.92 from the ODNR Grant Fund; both of these are repayments of advances from the General Fund for prior years.

<u>ADVANCE FROM</u>	<u>ADVANCE TO</u>	<u>AMOUNT</u>
<b>General Fund -100</b>	<b>Street Imp Fund -200</b>	<b>\$60,000.00</b>
<b>BCI/FBI Fee Fund – 214</b>	<b>General Fund – 100</b>	<b>\$2,000.00</b>
<b>ODNR Grant Fund – 242</b>	<b>General Fund – 100</b>	<b>\$645.92</b>

Advances are basically temporary loans from the General Fund that are expected to be repaid at some point in the future (transfers are not repaid).

For the first Advance, we are still waiting on receipts from Cuyahoga County, NOACA and the City of South Euclid relative to the ODOT managed project to resurface Cedar Road. Once these monies are received, we will advance back the loan from the General Fund. This transaction is necessary to avoid a negative fund balance in the Street Improvement Fund by the end of the year.

For the Advance Back from the BCI/FBI fee fund, an Advance from the General Fund was approved in Ordinance No. 2019-71 in the amount of \$2,000. Approval of this Advance Back will satisfy the repayment of the original loan from the General Fund.

The Advance Back (loan repayment) from the ODNR Grant Fund will eliminate the remaining balance of \$645.92 in the fund. Council approved an original Advance from the General Fund of \$140,339 in Ordinance No. 2018-45.



**ORDINANCE NO. 2022-79**

Introduced By: Mayor Michael Dylan Brennan

**AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND (100) TO THE STREET IMPROVEMENT FUND (200) AND TRANSFER TO THE GENERAL FUND (100) FROM THE BCI/FBI FEE FUND (214) AND ODNR GRANT FUND (242) AND DECLARING AN EMERGENCY.**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, OHIO, TO BE TRANSFERRED TO THE PAYROLL STABILIZATION FUND.**

**Section 1.** The Director of Finance be, and is hereby authorized and directed to make the necessary transfer of funds as herein set forth and that such transfers be and the same are hereby ratified and confirmed, to wit:

<u>ADVANCE FROM</u>	<u>ADVANCE TO</u>	<u>AMOUNT</u>
General Fund -100	Street Imp Fund -200	\$60,000.00
BCI/FBI Fee Fund – 214	General Fund – 100	\$2,000.00
ODNR Grant Fund – 242	General Fund – 100	\$645.92

**Section 2.** The Director of Finance is hereby directed to submit a certified copy of this Ordinance to the Budget Commission of Cuyahoga County, Ohio.

**Section 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

**Section 4.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare and shall therefore be in full force and effect immediately upon passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

**CITY OF UNIVERSITY HEIGHTS, OHIO**

\_\_\_\_\_  
**MICHAEL DYLAN BRENNAN, MAYOR**

**PASSED:**

**ATTEST:**

\_\_\_\_\_  
**KELLY M. THOMAS, CLERK OF COUNCIL**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**LUKE F. MCCONVILLE, LAW DIRECTOR**

**ORDINANCE NO. 2022-80**

**INTRODUCED BY: Vice Mayor Michele Weiss**

**AN ORDINANCE ENACTING CODIFIED ORDINANCE CHAPTER 214 ENTITLED “PROHIBITED CAMPAIGN CONTRIBUTIONS” AND DECLARING AN EMERGENCY**

**WHEREAS**, the courts have long recognized that a public employer may constitutionally limit the political activity of its public employees; and

**WHEREAS**, the Ohio Supreme Court has established the right of a municipality to regulate its employees political activity, and has further established that any restriction imposed by the government upon its employees’ political activity must be directly related to the goal of protecting the efficiency and integrity of the public service; and

**WHEREAS**, the City has a legitimate governmental interest in preserving the integrity of its operations by restricting donations to candidates running for city office or city office holders running for office; and

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY HEIGHTS, COUNTY OF CUYAHOGA, AND STATE OF OHIO, THAT:**

**Section 1.** Council hereby enacts Codified Ordinance Chapter 214 entitled “Prohibited Campaign Contributions”, in the form set forth in Exhibit A, a copy of which is attached hereto and which is incorporated herein by reference as if fully rewritten.

**Section 2.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 3.** This Ordinance is declared to be an emergency measure necessary for the preservation of the public peace, safety, health and welfare of the citizens of the City of University Heights, by immediately restricting certain campaign contributions to elected officials and or those running for office in the City. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval of the Mayor; otherwise it shall become effective at the earliest time allowed by law.

**City of University Heights, Ohio**

\_\_\_\_\_  
**Michael Dylan Brennan, Mayor**

**Passed:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved**  
**as to form:** \_\_\_\_\_  
**Luke F. McConville, Law Director**

## CHAPTER 214

### Prohibited Campaign Contributions.

214.01 Definitions

214.02 Prohibition on Solicitation or Acceptance of Campaign Contributions

214.03 Manner of Disposal of Prohibited Contributions

214.04 Reporting of Financially Interested Persons

214.05 Enforcement

214.06 Penalty

#### 214.01 DEFINITIONS

For purposes of this chapter, words and phrases shall have the meanings ascribed to them in Title 35, Elections, of the Ohio Revised Code, unless another meaning is ascribed to them in this chapter. The following words and phrases shall have the meaning set forth herein as follows.

- (a) “Campaign” means the mayor, each member of Council, or any person running for elected office in the City of University Heights, and, with respect to each of the foregoing, their agents, including their campaign committees and associated political action committees.
- (b) “City Contract” means a contract for equipment, materials, goods and/or services by and between the City and any Vendor having a value of \$5,000.00 or more.
- (c) “City Contract List” means a list or data set kept by the Finance Director of Vendors with any current City Contract or who were a party to a City Contract within six (6) months of the date of such list.
- (d) “Financially Interested Person” means a person who has a financial interest in a Vendor and/or a City Contract. For purposes of this chapter, a financial interest shall include an ownership interest (as hereafter set forth.) If a Vendor is an entity such as a corporation, limited liability company, partnership, trust or unincorporated association, Financially Interested Persons shall include:
  - (1) The entity itself;
  - (2) The owners, members, or partners of such entity and their spouses and dependent children, provided that such owner, member, or partner owns or controls ten percent or more of the entity; and
  - (3) The directors, trustees, and principal officers of such entity and their spouses.
- (e) “Financially Interested Persons List” shall mean a list of Financially Interested Persons of any Vendor on the City Contract List.
- (f) “Solicit” means to ask for, request, seek, or try to obtain something of value from another, whether directly or indirectly. For the purposes of this chapter, it does not include mass communications or speeches, so long as such communications or speeches are made to the general public.
- (g) “Vendor” shall mean any third party, including, but not limited to any corporation, limited liability company, partnership, sole proprietorship, entity, association, or individual that has entered into a City Contract.

#### 214.02 PROHIBITION ON SOLICITATION OR ACCEPTANCE OF CAMPAIGN CONTRIBUTIONS

(a) Campaigns are prohibited from accepting a campaign contribution from any Vendor on the City Contract List or any Financially Interested Person on the Financially Interested Persons List. For purposes of this section, a campaign contribution has not been accepted if it is disposed of in accordance with the requirements of Section 214.03 no later than ninety (90) days from the day on which the contribution was received, excluding the day on which it was received.

(b) Campaigns are prohibited from accepting a campaign contribution from a person on the City Contract List or the Financially Interested Person List even if, due to omission or Vendor error, such person did not appear on the City Contract List or Financially Interested Person List. For purposes of this section, a campaign contribution has not been accepted if either of the following occurs:

- (1) It is disposed of in accordance with the requirements of section 214.03; or
- (2) It is disposed of in accordance with the requirements of section 214.03 no later than ninety (90) days from the earlier of (i) the day the campaign discovers acceptance of the contribution was prohibited or (ii) the day the Finance Director notifies the campaign that the contribution was prohibited despite the contributor not appearing on either the City Contract List or the Financially Interested Persons List.

(c) Campaigns are prohibited from soliciting a campaign contribution from a person appearing on the City Contract List or the Financially Interested Persons List.

#### **214.03 MANNER OF DISPOSAL OF PROHIBITED CONTRIBUTIONS**

A campaign shall take the following action to dispose of prohibited campaign contributions:

- (a) Attempt to return or refund the contribution to the Vendor or Financially Interested Person, as applicable.
- (b) If the Vendor or Financially Interested Person, as applicable, does not accept the refund or return, or if the contributor does not respond to the campaign, then the campaign shall dispose of the prohibited contribution to a corporation that is exempt from federal income taxation under subsection 501(a) and described in subsection 501(c) of the Internal Revenue Code.

#### **214.04 REPORTING OF FINANCIALLY INTERESTED PERSONS**

(a) Upon award of any City Contract, a Vendor must furnish accurate, truthful, and complete information to the City Finance Director, in a form required by the City Finance Director, identifying the Financially Interested Persons associated with the Vendor. Vendors shall promptly update such information if it changes during the pendency of the City Contract.

(b) The City Contract List and the Financially Interested Persons List shall be published online, and shall be updated at least once per fiscal quarter by the Finance Director.

(c) The Finance Director is authorized to establish procedures, rules and regulations to implement the requirements of this section.

#### **214.05 ENFORCEMENT**

Any violation or alleged violation of Codified Ordinance Chapter 214 shall be referred to the City Prosecutor for investigation.

#### **214.06 PENALTY**

Any violation of this chapter shall be a 4<sup>th</sup> degree misdemeanor.

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CITY OF UNIVERSITY HEIGHTS  
INTEROFFICE MEMORANDUM

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**TO:** CITY COUNCIL MEMBERS/MAYOR MICHAEL BRENNAN

**FROM:** DENNIS KENNEDY, FINANCE DIRECTOR

**SUBJECT:** FINAL APPROPRIATIONS -2022

**DATE:** DECEMBER 15, 2022

**CC:** KELLY THOMAS, CLERK OF COUNCIL

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Attached is a schedule of final appropriations for City departments and funds for the year ending December 31, 2022. Prior to this final adjustment of appropriations, the amount budgeted for the General Fund (based on budget amendment #3; Ordinance No. 2022-57; September 6, 2022) was \$16,681,923.00. The total budgeted for all funds (including the General Fund) was \$23,473,703.77.

***With approval of this final budget amendment, the final 2022 General Fund budget will be \$16,670,700, a reduction of \$11,223.00.*** Similarly, approval of this amendment will lower the total City budget for all funds to \$23,429,480.77, ***a reduction of \$44,223.00 overall.***

This final budget amendment will be filed with the Cuyahoga County Budget Commission prior to the prescribed state deadline (January 13, 2023) for doing so. We will also update our end of year fund balances and adjust our original revenue projections to reflect our total 2022 revenue postings.

As of today, we estimate the total receipts to be recorded in the General Fund in 2022 to be a minimum of \$17,130,000. Our original estimate for the year (GF) was \$15,004,906. For all funds, our total revenue for 2022 will be a minimum of \$21,575,000. The original revenue estimate for 2022 was \$20,014,833.

Attachment

**ORDINANCE NO. 2022-81**

Introduced By: Mayor Michael Dylan Brennan

**AN ORDINANCE AMENDING ORDINANCES 2022-15, 2022-19, 2022-28 and 2022-57  
AUTHORIZING PERMANENT APPROPRIATIONS CURRENT AND OTHER  
EXPENDITURES OF THE CITY OF UNIVERSITY HEIGHTS, OHIO FOR THE  
PERIOD COMMENCING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022  
AND DECLARING AN EMERGENCY**

**NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
UNIVERSITY HEIGHTS, OHIO THAT:**

**Section 1.** To provide for the current expenses and other expenditures for the City of University Heights, Ohio for the period commencing January 1, 2022 and ending December 31, 2022, City Council authorizes the Amended Permanent Appropriations #4 as herein set forth as Attachment A.

**Section 2.** The Council finds and determined that all formal actions of this Council relating to the adoption of this Ordinance have been taken at open meetings of this Council, and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including the requirements of Section 121.22 of the Ohio Revised Code.

**Section 3.** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare and shall therefore be in full force and effect immediately upon passage by the affirmative vote of not less than five (5) members elected to Council and approval by the Mayor or otherwise at the earliest time allowed by law.

**City of University Heights**

**Michael Dylan Brennan, Mayor**

**Passed:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Kelly M. Thomas, Clerk of Council**

**Approved  
as to form:** \_\_\_\_\_  
**Luke F. McConville, Law Director**

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

FINAL  
Budget  
CY-2022

#### Amendment #4

100 General Fund	
1100 Public Safety	
Other	1,488.00
Sub Total 1100 Public Safety	<u>1,488.00</u>
1110 Police Department	
Personnel	4,215,032.00
Other	373,476.00
Sub Total 1110 Police Department	<u>4,588,508.00</u>
1120 Fire Department	
Personnel	4,105,723.00
Other	385,410.00
Sub Total 1120 Fire Department	<u>4,491,133.00</u>
1121 Fire Prevention Bureau	
Personnel	340,939.00
Other	49,124.00
Sub Total 1121 Fire Prevention Bureau	<u>390,063.00</u>
1130 Dispatch	
Other	433,950.00
Sub Total 1130 Dispatch	<u>433,950.00</u>
1140 Traffic Control	
Personnel	48,477.00
Other	143,540.00
Sub Total 1140 Traffic Control	<u>192,017.00</u>
1150 Animal Control	
Other	12,000.00
Sub Total 1150 Animal Control	<u>12,000.00</u>
1160 Prisoner Housing	
Other	73,546.00
Sub Total 1160 Prisoner Housing	<u>73,546.00</u>
1170 Prosecutor	
Personnel	81,908.00

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

FINAL  
Budget  
CY-2022

#### Amendment #4

Other	3,369.00
Sub Total 1170 Prosecutor	<u>85,277.00</u>
1180 Courts	
Other	41,566.00
Sub Total 1180 Courts	<u>41,566.00</u>
1190 County Health Department	
Other	83,488.00
Sub Total 1190 County Health Department	<u>83,488.00</u>
1210 Building Department	
Personnel	484.00
Other	428,014.00
Sub Total 1210 Building Department	<u>428,498.00</u>
1220 Housing Department	
Personnel	314,850.00
Other	40,277.00
Sub Total 1220 Housing Department	<u>355,127.00</u>
1230 Community Development	
Personnel	53,658.00
Other	19,456.00
Sub Total 1230 Community Development	<u>73,114.00</u>
1240 Economic Development	
Personnel	111,153.00
Other	115,666.00
Sub Total 1240 Economic Development	<u>226,819.00</u>
1310 Pool Activity	
Personnel	224,520.00
Other	102,567.00
Sub Total 1310 Pool Activity	<u>327,087.00</u>
1320 Summer Recreation Activities	
Personnel	33,271.00
Other	3,847.00
Sub Total 1320 Summer Recreation Activities	<u>37,118.00</u>



# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

FINAL  
Budget  
CY-2022

#### Amendment #4

1330 Recreation - Entertainment	
Other	47,408.00
Sub Total 1330 Recreation - Entertainment	<u>47,408.00</u>
1400 Public Service Department	
Personnel	566,419.00
Other	34,321.00
Sub Total 1400 Public Service Department	<u>600,740.00</u>
1410 Lands and Buildings	
Personnel	120,521.00
Other	277,807.00
Sub Total 1410 Lands and Buildings	<u>398,328.00</u>
1420 Refuse Collection	
Personnel	912,326.00
Other	355,501.00
Sub Total 1420 Refuse Collection	<u>1,267,827.00</u>
1470 City Engineer	
Personnel	12,360.00
Other	43,877.00
Sub Total 1470 City Engineer	<u>56,237.00</u>
1510 Civil Service Commission	
Personnel	1,250.00
Other	21,135.00
Sub Total 1510 Civil Service Commission	<u>22,385.00</u>
1520 City Planning Commission	
Personnel	1,500.00
Other	2,458.00
Sub Total 1520 City Planning Commission	<u>3,958.00</u>
1530 Board of Zoning Appeals	
Personnel	2,970.00
Other	1,721.00
Sub Total 1530 Board of Zoning Appeals	<u>4,691.00</u>

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

FINAL  
Budget  
CY-2022

#### Amendment #4

1540 Architectural Review Board	
Personnel	1,800.00
Other	1,400.00
Sub Total 1540 Architectural Review Board	<u>3,200.00</u>
1600 General City Administration	
Personnel	128,330.00
Other	417,846.00
Sub Total 1600 General City Administration	<u>546,176.00</u>
1610 Mayor's Office	
Personnel	202,522.00
Other	17,703.00
Sub Total 1610 Mayor's Office	<u>220,225.00</u>
1620 City Council	
Personnel	155,116.00
Other	38,802.00
Sub Total 1620 City Council	<u>193,918.00</u>
1630 Finance Department	
Personnel	263,972.00
Other	429,246.00
Sub Total 1630 Finance Department	<u>693,218.00</u>
1640 Law Department	
Personnel	93,779.00
Other	217,539.00
Sub Total 1640 Law Department	<u>311,318.00</u>
1650 Civic Engagement	
Personnel	91,178.00
Other	39,987.00
Sub Total 1650 Civic Engagement	<u>131,165.00</u>
1660 Community Relations	
Personnel	3,369.00
Other	18,226.00
Sub Total 1660 Community Relations	<u>21,595.00</u>

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

FINAL  
Budget  
CY-2022

#### Amendment #4

1999 Not Defined

Other	324,000.00
Sub Total 1999 Not Defined	<u>324,000.00</u>

Sub Total 100 General Fund	<b>\$ 16,681,923.00</b>
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101 Unclaimed Monies Fund

1600 General City Administration

Other	<u>2000.00</u>
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Sub Total 1600 General City Administration	2000.00
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Sub Total 101 Unclaimed Monies Fund	<u>2000.00</u>
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200 Street Maintenance Fund

1430 Street Maintenance and Repair

Personnel	213,093.00
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Other	<u>1,026,106.00</u>
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Sub Total 1430 Street Maintenance and Repair	<u>1,239,199.00</u>
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1470 City Engineer

Other	<u>90,249.00</u>
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Sub Total 1470 City Engineer	<u>90,249.00</u>
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Sub Total 200 Street Maintenance Fund	<u>1,329,448.00</u>
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201 Sewer & Water Maintenance Fund

1440 Sewer and Water Maintenance

Personnel	107,040.00
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Other	<u>1,027,413.00</u>
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Sub Total 1440 Sewer and Water Maintenance	<u>1,134,453.00</u>
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Sub Total 201 Sewer & Water Maintenance Fund	<u>1,134,453.00</u>
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202 Shade Tree Maintenance Fund

1450 Shade Tree Maintenance

Personnel	42,594.00
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Other	<u>294,462.00</u>
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Sub Total 1450 Shade Tree Maintenance	<u>337,056.00</u>
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# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

#### Amendment #4

Sub Total 202	Shade Tree Maintenance Fund	<u>337056.00</u>
203	Street Lighting Fund	
1460	Street Lighting	
Other		235,000.00
Sub Total 1460	Street Lighting	<u>235000.00</u>
Sub Total 203	Street Lighting Fund	<u>235000.00</u>
210	Police Pension Fund	
1110	Police Department	
Personnel		173,000.00
Sub Total 1110	Police Department	<u>173,000.00</u>
Sub Total 210	Police Pension Fund	<u>173,000.00</u>
211	State & Local Law Enforcement Fund	
1110	Police Department	
Other		10,500.00
Sub Total 1110	Police Department	<u>10500.00</u>
Sub Total 211	State & Local Law Enforcement Fund	<u>10500.00</u>
212	Federal Law Enforcement Fund	
1110	Police Department	
Other		9,622.00
Sub Total 1110	Police Department	<u>9622.00</u>
Sub Total 212	Federal Law Enforcement Fund	<u>9622.00</u>
213	Community Diversion Grant Fund	
1110	Police Department	
Other		4,000.00
Sub Total 1110	Police Department	<u>4,000.00</u>
Sub Total 213	Community Diversion Grant Fund	<u>4,000.00</u>
214	BCI & FBI Fee Fund	
1110	Police Department	

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

#### Amendment #4

Other	996.00
Sub Total 1110 Police Department	<u>996.00</u>
1999 Not Defined	
Other	2,000.00
Sub Total 1999 Not Defined	<u>2,000.00</u>
Sub Total 214 BCI & FBI Fee Fund	<u>2,996.00</u>
220 Fire Pension Fund	
1120 Fire Department	
Personnel	168,000.00
Sub Total 1120 Fire Department	<u>185,000.00</u>
Sub Total 220 Fire Pension Fund	<u>168,000.00</u>
221 Ohio Department of Public Safety (ODPS) Grant Fund	
1120 Fire Department	
Other	11,741.00
Sub Total 1120 Fire Department	<u>11,741.00</u>
Sub Total 221 Ohio Department of Public Safety	<u>11,741.00</u>
222 Federal Emergency Management Agency (FEMA) Grant Fund	
1120 Fire Department	
Other	124,632.00
Sub Total 1120 Fire Department	<u>124,632.00</u>
Sub Total 222 Federal Emergency Management	<u>124,632.00</u>
230 Ohio Board of Building Standards Fee Fund	
1210 Building Department	
Other	6,946.00
Sub Total 1210 Building Department	<u>6,946.00</u>
Sub Total 230 Ohio Board of Building Standards Fee	<u>6,946.00</u>
231 Construction Deposits Fund	
1210 Building Department	
Other	1,332.00

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

#### Amendment #4

Sub Total 1210 Building Department

1470 City Engineer

Other 1,000.00

Sub Total 1470 City Engineer 1000.00

Sub Total 231 Construction Deposits Fund 2332.00

232 Street Opening Deposit Fund

1210 Building Department

Other 1,000.00

Sub Total 1210 Building Department 1,000.00

Sub Total 232 Street Opening Deposit Fund 1,000.00

240 University Square TIF Fund

1250 TIF Accounting

Other 427,023.44

Sub Total 1250 TIF Accounting 427,023.44

Sub Total 240 University Square TIF Fund 427,023.44

242 Ohio Department of Natural Resources (ODNR) Grant Fund

1999 Not Defined

Other 645.92

Sub Total 1999 Not Defined 645.92

Sub Total 242 Ohio Department of Natural Resources 645.92

250 Performance Bond Fund

1210 Building Department

Other 1,000.00

Sub Total 1210 Building Department 1,000.00

1600 General City Administration

Other 5,000.00

Sub Total 1600 General City Administration 5,000.00

Sub Total 250 Performance Bond Fund 6,000.00

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

#### Amendment #4

297 Local Coronavirus Relief Fund	
1430 Street Maintenance and Repair	
Other	1,158,926.00
Sub Total 1430 Street Maintenance and Repair	<u>1,158,926.00</u>
1600 General City Administration	
Other	20,000.00
Sub Total 1600 General City Administration	<u>20,000.00</u>
Sub Total 297 Local Coronavirus Relief Fund	<u>1,178,926.00</u>
300 General Obligation Debt Fund	
1600 General City Administration	
Other	433,066.00
Sub Total 1600 General City Administration	<u>433,066.00</u>
Sub Total 300 General Obligation Debt Fund	<u>433,066.00</u>
400 General Capital Improvements Fund	
1100 Public Safety	
Other	775.00
Sub Total 1100 Public Safety	
1110 Police Department	
Other	189,390.00
Sub Total 1110 Police Department	
1120 Fire Department	
Other	220,010.00
Sub Total 1120 Fire Department	
1121 Fire Prevention Bureau	
Other	4,225.00
Sub Total 1121 Fire Prevention Bureau	
1310 Pool Activity	
Other	120,500.00
Sub Total 1310 Pool Activity	

# CITY OF UNIVERSITY HEIGHTS

## Final Appropriations - 2022

### For Department and Fund

### For Year Ending December 31, 2022

#### Amendment #4

1400 Public Service Department	
Other	193,336.00
Sub Total 1400 Public Service Department	
1420 Refuse Collection	
Other	116,000.00
Sub Total 1420 Refuse Collection	
1600 General City Administration	
Other	130,000.00
Sub Total 1600 General City Administration	
Sub Total 400 General Capital Improvements Fund	<u>974,236.00</u>
401 Sewer & Water Capital Improvements Fund	
1440 Sewer and Water Maintenance	
Other	168,304.00
Sub Total 1440 Sewer and Water Maintenance	<u>168304.00</u>
Sub Total 401 Sewer & Water Capital Improvements	<u>168304.00</u>
800 University Heights City Beautiful Corporation	
2200 Community Improvement Corporation	
Other	17,853.41
Sub Total 2200 Community Improvement	<u>17,853.41</u>
Sub Total 800 University Heights City Beautiful	<u>17,853.41</u>
<b>Report Total :</b>	<b>\$ 23,429,480.77</b>



**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

**THIS AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT** (the “Amendment”) is made effective the \_\_\_ day of December, 2022, by and between the **CITY OF UNIVERSITY HEIGHTS**, hereinafter referred to as the “City,” and **JOSEPH R. CIUNI, ENGINEER**, whose business address is c/o GPD GROUP/ACLA, 5595 Transportation Boulevard, Cleveland, Ohio 44125, hereinafter referred to as “**ENGINEER.**”

**WITNESSETH:**

**WHEREAS**, The City and Mr. Ciuni wish to extend the term of their existing Professional Services Agreement (the “Professional Services Agreement”), dated January 1, 2022, for ongoing services as City Engineer, for a short period of time, to allow the parties to conclude negotiations on a new contract;

**NOW THEREFORE**, in consideration of the premises, it is mutually agreed by the Engineer and the City, as follows:

1. The City and the Engineer hereby agree to extend the term of the Professional Services Agreement through March 2, 2023.
2. The remaining terms and provisions of the Professional Services Agreement shall remain in full force and effect.
3. This Amendment shall be governed by Ohio law. This Amendment may be signed in any number of counterparts, each of which, when considered together, constituting one and the same binding agreement.

**IN WITNESS WHEREOF**, the parties have duly executed this Agreement this \_\_\_\_\_ day of December, 2022.

\_\_\_\_\_  
**JOSEPH R. CIUNI, P.E.P.S.**

**CITY OF UNIVERSITY HEIGHTS, OHIO**

\_\_\_\_\_  
**MICHAEL DYLAN BRENNAN, MAYOR**

**APPROVED AS TO FORM**

\_\_\_\_\_  
**LUKE MCCONVILLE, LAW DIRECTOR**



**GPD GROUP®**  
Glaus, Pyle, Schomer, Burns & DeHaven, Inc.

**Cleveland Office**

5595 Transportation Blvd tel 216.518.5544  
Suite 100 fax 216.518.5545  
Cleveland, OH 44125 [www.gpdgroup.com](http://www.gpdgroup.com)

December 14, 2022  
2022003.01

Honorable Michael D. Brennan, Mayor  
City of University Heights  
2300 Warrensville Center Road  
University Heights, Ohio 44118

**RE: 2023-2025 Emergency Sewer Repairs**

Dear Mayor Brennan:

The City accepted bids for the above referenced project on December 2, 2022. Two bids were received, and they are listed below:

	<u>2023</u>	<u>2024</u>	<u>2025</u>
1. Nerone and Sons Inc.	\$260,025	\$266,890	\$272,835
2. Terrace Construction Inc.	\$320,713	\$348,901.30	\$366,791.33

The intent of this project is to provide construction services to the City for the line items shown in the bid for the next 3 years. This project will essentially be a service contract on an "as-needed" basis, as determined by the Service Director. The contractor's services will be required when the work contemplated is beyond the capabilities of the City staff or when City forces cannot respond to the need in a timely manner.

The work generally consists of the removal and replacement of existing pavement, removal and replacement of concrete curb and walk, trench excavation and backfill, remove and replace damaged sewer pipes (both main line and house laterals), remove and replace sewer inspection tees, reconstruction of street catch basins or manholes, and landscape restoration items. Again all work is on an "as-needed" basis as determined by the Service Director.

In order to bid the project and determine the lowest and best bidder, GPD established bid items and quantities for the contractors to submit a bid. We used quantities given to us by the Service Director from last year's contract and we projected the numbers out for a 3-year period. The bid was a "unit price" bid project, not lump sum.

Based on the quantities GPD set up the low bid was submitted by Nerone and Sons Inc.

The budget established by the Service Director for 2023 is \$160,000. Since this is a unit price bid contract, Mr. Pokorny can control the contact amount to keep the contract under the budget.

The contract is also set up that year 2024 and 2025 are optional for the City. If the City is not satisfied with the work or the response time of contractor, they do not have to exercise the optional years.

December 14, 2022

The low bid was submitted by Nerone and Sons Inc. Nerone has performed this same type of contract for the City in the past and they have successfully completed other construction projects for Univ. Hts. Nerone also has an emergency services contract with NEORS, with very similar scope of work.

We hereby recommend the City enter into a contract with Nerone and Sons Inc. for the 2023-2025 Emergency Sewer repairs as the lowest and best bid.

Very Truly Yours,



Joseph R. Ciuni, P.E., P.S.  
City Engineer

Cc: Jeff Pokorny, Service Director  
Nick Fini  
File 2022003.01

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**BID TABULATION**

**CORRECTED BY THE ENGINEER**

CITY OF UNIVERSITY HEIGHTS

2023 to 2025 EMERGENCY SEWER REPAIRS

2 DECEMBER 2022

ITEM	QTY	UNIT	ITEM DESCRIPTION	NERONE		TERRACE	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>YEAR 2023</b>							
1	6	EA.	MOBILIZATION TO TOWN, FIXED FEE PER EACH	\$4,000.00	\$24,000.00	\$1,950.00	\$11,700.00
2A	3	EA.	MOT FOR RESIDENTIAL PROJECTS	\$1,500.00	\$4,500.00	\$900.00	\$2,700.00
2B	3	EA.	MOT FOR COUNTY & STATE ROAD PROJECTS	\$2,500.00	\$7,500.00	\$1,386.00	\$4,158.00
3A	45	FT	SANITARY SEWER LATERAL REMOVED & REPLACED 5" DIA. OR 6" DIA.	\$365.00	\$16,425.00	\$420.00	\$18,900.00
3B	50	FT	8" to 15" SANITARY SEWER REMOVED & REPLACED	\$503.00	\$25,150.00	\$615.00	\$30,750.00
4A	50	FT	10" to 24" STORM SEWER REMOVED & REPLACED	\$652.00	\$32,600.00	\$1,315.00	\$65,750.00
4B	45	FT	6" STORM LATERAL REMOVED & REPLACED	\$365.00	\$16,425.00	\$460.00	\$20,700.00
5	50	SY	ASPHALT ON CONCRETE BASE PAVEMENT REPAIR	\$223.00	\$11,150.00	\$280.00	\$14,000.00
6	35	SY	CONCRETE PAVEMENT REPAIR	\$217.00	\$7,595.00	\$141.00	\$4,935.00
7	35	CY	EXCAVATION INCLUDING BACKFILL UNDER PAVEMENT (BEYOND 8' DEPTH)	\$112.00	\$3,920.00	\$392.00	\$13,720.00
8	150	FT	CONCRETE CURB REMOVED AND REPLACED	\$67.00	\$10,050.00	\$45.00	\$6,750.00
9A	225	SF	4 1/2" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$17.00	\$3,825.00	\$12.00	\$2,700.00
9B	225	SF	6" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$20.00	\$4,500.00	\$14.00	\$3,150.00
10A	75	SF	6" RESIDENTIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$37.00	\$2,775.00	\$16.00	\$1,200.00
10B	60	SF	8" COMMERCIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$46.00	\$2,760.00	\$19.50	\$1,170.00
11A	1	EA.	CATCH BASIN, RECONSTRUCTED TO GRADE	\$3,000.00	\$3,000.00	\$4,550.00	\$4,550.00
11B	1	EA.	CATCH BASIN 3C W/SUMP & CONCRETE BLOCKOUT	\$6,200.00	\$6,200.00	\$5,750.00	\$5,750.00
12A	1	EA.	MANHOLE, RECONSTRUCTED TO GRADE	\$4,100.00	\$4,100.00	\$4,330.00	\$4,330.00
12B	1	EA.	MANHOLE NO. 3	\$9,600.00	\$9,600.00	\$9,885.00	\$9,885.00
13	1000	LB.	MISCELLANEOUS METAL	\$2.00	\$2,000.00	\$2.00	\$2,000.00
14A	10	EA.	TEST TEE ADJUSTED TO GRADE (less than four (4') feet)	\$600.00	\$6,000.00	\$1,600.00	\$16,000.00
14B	10	EA.	TEST TEE ADJUSTED TO GRADE (greater than four (4') feet)	\$1,000.00	\$10,000.00	\$2,200.00	\$22,000.00
14C	10	EA.	6" X 6" TEST TEE & 6" RISER	\$2,200.00	\$22,000.00	\$2,635.00	\$26,350.00
14D	20	EA.	LOCATE ONLY SANITARY AND STORM TEST TEE & RISER (PER HOUSE)	\$70.00	\$1,400.00	\$147.00	\$2,940.00
15	35	CY	LOW STRENGTH MORTAR BACKFILL	\$130.00	\$4,550.00	\$401.00	\$14,035.00
16	3	EA.	BACKFLOW PREVENTER	\$6,000.00	\$18,000.00	\$3,530.00	\$10,590.00
<b>2023 TOTAL =</b>				<b>\$260,025.00</b>	<b>\$260,025.00</b>	<b>\$320,713.00</b>	<b>\$320,713.00</b>
<b>YEAR 2024</b>							
1	6	EA.	MOBILIZATION TO TOWN, FIXED FEE PER EACH	\$4,100.00	\$24,600.00	\$2,145.00	\$12,870.00
2A	3	EA.	MOT FOR RESIDENTIAL PROJECTS	\$1,600.00	\$4,800.00	\$990.00	\$2,970.00
2B	3	EA.	MOT FOR COUNTY & STATE ROAD PROJECTS	\$2,600.00	\$7,800.00	\$1,524.60	\$4,573.80

**BID TABULATION**

CORRECTED BY THE ENGINEER

CITY OF UNIVERSITY HEIGHTS

2023 to 2025 EMERGENCY SEWER REPAIRS

2 DECEMBER 2022

ITEM	QTY	UNIT	ITEM DESCRIPTION	NERONE		TERRACE	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
3A	45	FT	SANITARY SEWER LATERAL REMOVED & REPLACED 5" DIA. OR 6" DIA.	\$381.00	\$17,145.00	\$462.00	\$20,790.00
3B	50	FT	8" to 15" SANITARY SEWER REMOVED & REPLACED	\$524.00	\$26,200.00	\$676.50	\$33,825.00
4A	50	FT	10" to 24" STORM SEWER REMOVED & REPLACED	\$682.00	\$34,100.00	\$1,446.50	\$72,325.00
4B	45	FT	6" STORM LATERAL REMOVED & REPLACED	\$381.00	\$17,145.00	\$506.00	\$22,770.00
5	50	SY	ASPHALT ON CONCRETE BASE PAVEMENT REPAIR	\$247.00	\$12,350.00	\$308.00	\$15,400.00
6	35	SY	CONCRETE PAVEMENT REPAIR	\$233.00	\$8,155.00	\$155.10	\$5,428.50
7	35	CY	EXCAVATION INCLUDING BACKFILL UNDER PAVEMENT (BEYOND 8' DEPTH)	\$118.00	\$4,130.00	\$431.20	\$15,092.00
8	150	FT	CONCRETE CURB REMOVED AND REPLACED	\$72.00	\$10,800.00	\$49.50	\$7,425.00
9A	225	SF	4 1/2" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$18.00	\$4,050.00	\$13.20	\$2,970.00
9B	225	SF	6" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$22.00	\$4,950.00	\$15.40	\$3,465.00
10A	75	SF	6" RESIDENTIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$39.00	\$2,925.00	\$17.60	\$1,320.00
10B	60	SF	8" COMMERCIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$49.00	\$2,940.00	\$21.45	\$1,287.00
11A	1	EA.	CATCH BASIN, RECONSTRUCTED TO GRADE	\$3,100.00	\$3,100.00	\$5,005.00	\$5,005.00
11B	1	EA.	CATCH BASIN 3C W/SUMP & CONCRETE BLOCKOUT	\$6,500.00	\$6,500.00	\$6,325.00	\$6,325.00
12A	1	EA.	MANHOLE, RECONSTRUCTED TO GRADE	\$4,300.00	\$4,300.00	\$4,763.00	\$4,763.00
12B	1	EA.	MANHOLE NO. 3	\$10,000.00	\$10,000.00	\$10,873.50	\$10,873.50
13	1000	LB.	MISCELLANEOUS METAL	\$3.00	\$3,000.00	\$2.20	\$2,200.00
14A	10	EA.	TEST TEE ADJUSTED TO GRADE (less than four (4') feet)	\$600.00	\$6,000.00	\$1,760.00	\$17,600.00
14B	10	EA.	TEST TEE ADJUSTED TO GRADE (greater than four (4') feet)	\$1,000.00	\$10,000.00	\$2,420.00	\$24,200.00
14C	10	EA.	6" X 6" TEST TEE & 6" RISER	\$2,300.00	\$23,000.00	\$2,898.50	\$28,985.00
14D	20	EA.	LOCATE ONLY SANITARY AND STORM TEST TEE & RISER (PER HOUSE)	\$80.00	\$1,600.00	\$161.70	\$3,234.00
15	35	CY	LOW STRENGTH MORTAR BACKFILL	\$140.00	\$4,900.00	\$441.10	\$15,438.50
16	2	EA.	BACKFLOW PREVENTER	\$6,200.00	\$12,400.00	\$3,883.00	\$7,766.00

**2024 TOTAL = \$266,890.00 \$348,901.30**

YEAR 2025							
1	6	EA.	MOBILIZATION TO TOWN, FIXED FEE PER EACH	\$4,300.00	\$25,800.00	\$2,359.50	\$14,157.00
2A	3	EA.	MOT FOR RESIDENTIAL PROJECTS	\$1,700.00	\$5,100.00	\$1,089.00	\$3,267.00
2B	3	EA.	MOT FOR COUNTY & STATE ROAD PROJECTS	\$2,700.00	\$8,100.00	\$1,677.06	\$5,031.18
3A	40	FT	SANITARY SEWER LATERAL REMOVED & REPLACED 5" DIA. OR 6" DIA.	\$397.00	\$15,880.00	\$508.20	\$20,328.00
3B	45	FT	8" to 15" SANITARY SEWER REMOVED & REPLACED	\$545.00	\$24,525.00	\$744.15	\$33,486.75
4A	45	FT	10" to 24" STORM SEWER REMOVED & REPLACED	\$711.00	\$31,995.00	\$1,591.15	\$71,601.75
4B	40	FT	6" STORM LATERAL REMOVED & REPLACED	\$397.00	\$15,880.00	\$556.60	\$22,264.00

**BID TABULATION**

CORRECTED BY THE ENGINEER

CITY OF UNIVERSITY HEIGHTS

2023 to 2025 EMERGENCY SEWER REPAIRS

2 DECEMBER 2022

ITEM	QTY	UNIT	ITEM DESCRIPTION	NERONE		TERRACE	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
5	50	SY	ASPHALT ON CONCRETE BASE PAVEMENT REPAIR	\$274.00	\$13,700.00	\$338.80	\$16,940.00
6	35	SY	CONCRETE PAVEMENT REPAIR	\$252.00	\$8,820.00	\$170.61	\$5,971.35
7	35	CY	EXCAVATION INCLUDING BACKFILL UNDER PAVEMENT (BEYOND 8' DEPTH)	\$123.00	\$4,305.00	\$474.32	\$16,601.20
8	150	FT	CONCRETE CURB REMOVED AND REPLACED	\$78.00	\$11,700.00	\$54.45	\$8,167.50
9A	225	SF	4 1/2" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$20.00	\$4,500.00	\$14.52	\$3,267.00
9B	225	SF	6" CONCRETE WALK REMOVED AND REPLACED, USING MS CONCRETE	\$25.00	\$5,625.00	\$16.94	\$3,811.50
10A	75	SF	6" RESIDENTIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$43.00	\$3,225.00	\$19.36	\$1,452.00
10B	60	SF	8" COMMERCIAL DRIVE APRON, REMOVED & REPLACED USING MS CONCRETE	\$53.00	\$3,180.00	\$23.60	\$1,416.00
11A	1	EA.	CATCH BASIN, RECONSTRUCTED TO GRADE	\$3,400.00	\$3,400.00	\$5,505.50	\$5,505.50
11B	1	EA.	CATCH BASIN 3C W/SUMP & CONCRETE BLOCKOUT	\$6,800.00	\$6,800.00	\$6,957.50	\$6,957.50
12A	1	EA.	MANHOLE, RECONSTRUCTED TO GRADE	\$4,600.00	\$4,600.00	\$5,239.30	\$5,239.30
12B	1	EA.	MANHOLE NO. 3	\$10,300.00	\$10,300.00	\$11,960.85	\$11,960.85
13	1000	LB.	MISCELLANEOUS METAL	\$3.00	\$3,000.00	\$2.42	\$2,420.00
14A	10	EA.	TEST TEE ADJUSTED TO GRADE (less than four (4') feet)	\$700.00	\$7,000.00	\$1,936.00	\$19,360.00
14B	10	EA.	TEST TEE ADJUSTED TO GRADE (greater than four (4') feet)	\$1,100.00	\$11,000.00	\$2,662.00	\$26,620.00
14C	10	EA.	6" X 6" TEST TEE & 6" RISER	\$2,400.00	\$24,000.00	\$3,188.35	\$31,883.50
14D	20	EA.	LOCATE ONLY SANITARY AND STORM TEST TEE & RISER (PER HOUSE)	\$80.00	\$1,600.00	\$177.87	\$3,557.40
15	35	CY	LOW STRENGTH MORTAR BACKFILL	\$160.00	\$5,600.00	\$485.21	\$16,982.35
16	2	EA.	BACKFLOW PREVENTER	\$6,600.00	\$13,200.00	\$4,271.30	\$8,542.60
<b>2025 TOTAL =</b>					<b>\$272,835.00</b>		<b>\$366,791.23</b>



**GPD GROUP**  
Glaus, Pyle, Schomer, Burns & DeHaven, Inc.

**Cleveland Office**

5595 Transportation Blvd  
Suite 100  
Cleveland, OH 44125

tel 216.518.5544  
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[www.gpdgroup.com](http://www.gpdgroup.com)

December 14, 2022  
2022003.01

Honorable Michael D. Brennan, Mayor  
City of University Heights  
2300 Warrensville Center Road  
University Heights, Ohio 44118

**RE: 2023-2025 Catch Basin, Inlet, Sewer Cleaning & Televising Program**

Dear Mayor Brennan:

The City accepted bids for the above referenced project on December 9, 2022. The bids received are listed below:

	<u>2023</u>	<u>2024</u>	<u>2025</u>
1. AAA Advanced	\$94,280	\$102,780	\$105,880
2. Equix Integrity Inc.	\$128,500	\$128,960	\$127,440
3. Razor Lake d.b.a. Jordan Services	\$387,000	\$376,500	\$385,500

The intent of this project is to clean approximately 300 catch basins each year for the next 3 years. This project will also clean and televise approximately 10,000 linear feet of storm and sanitary sewers. The locations of the cleaning and the televising will be directed by the Service Director. The priority of this contract will be the catch basin cleaning first, and after that work is completed the Service Director can utilize the cleaning and televising of sewers as the budget allows.

This project is a unit price bid contract and not lump sum. The Service Director will control the amount of catch basin cleaning, sewer cleaning and sewer videotaping to stay within the approved budget of \$300,000 in year 2023.

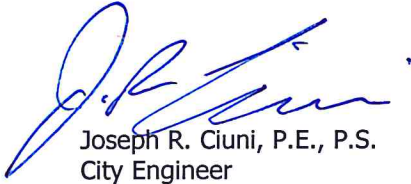
Since the budget is greater than the low bid amount, it is our recommendation to increase the quantity of catch basin cleaning and then the sewer cleaning and televising. This will utilize the entire budget. The bid unit prices will be held for the increased work (beyond the quantities set up in the contract).

This project is only guaranteed for year 2023. It is the City's option to award years 2024 and 2025, depending on contractor performance.

The low bid was submitted by AAA Advanced Plumbing and Drain Company. AAA Advanced has performed this same contract for the City for the past 3 contracts, spanning the last 6 years. The prices that were submitted for this bid are considered reasonable and fair.

Since the Service Director has been very satisfied with AAA Advanced's work over the past 6 years, we hereby recommend the City enter into a contract with AAA Advanced Plumbing and Drain as the lowest and best bid for the 2023-2025 Catch Basin, Inlet, Sewer Cleaning and Televising Program. We also recommend utilizing the bid unit prices from AAA Advanced and spend up to the budgeted amount for year 2023.

Very Truly Yours,

A handwritten signature in blue ink, appearing to read 'J. Ciuni', is written over the typed name and title.

Joseph R. Ciuni, P.E., P.S.  
City Engineer

Cc: Jeff Pokorny, Service Director  
Nick Fini  
File 2020003.01



**2023 to 2025 CATCH BASIN, INLET, SEWER CLEANING & TELEVISIONING PROGRAM**

CITY OF UNIVERSITY HEIGHTS

**BID TAB - UNIT \$ ANALYSIS**

BIDS OPENED: 9 DECEMBER 2022 @12:00 PM

BIDDER	2023	2024	2025
AAA ADVANCED PLUMBING & DRAIN	\$94,280.00	\$102,780.00	\$105,880.00
EQUIX	\$128,500.00	\$128,960.00	\$127,440.00
RAZOR LAKE	\$387,000.00	\$376,500.00	\$355,500.00

REF	YEAR	ITEM DESCRIPTION	QUANTITY	UNIT	BIDDER	UNIT PRICE \$	TOTAL COST \$
1	2023	CATCH BASIN OR INLET CLEANING	300	EACH	EQUIX	\$135.00	\$ 40,500.00
					AAA ADVANCED PLUMBING & DRAIN	\$140.00	\$ 42,000.00
					RAZOR LAKE	\$380.00	\$ 114,000.00
	2024	CATCH BASIN OR INLET CLEANING	300	EACH	EQUIX	\$140.40	\$ 42,120.00
					AAA ADVANCED PLUMBING & DRAIN	\$155.00	\$ 46,500.00
					RAZOR LAKE	\$380.00	\$ 114,000.00
	2025	CATCH BASIN OR INLET CLEANING	300	EACH	EQUIX	\$145.80	\$ 43,740.00
					AAA ADVANCED PLUMBING & DRAIN	\$165.00	\$ 49,500.00
					RAZOR LAKE	\$380.00	\$ 114,000.00
2	2023	LIGHT SANITARY SEWER CLEANING	10000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 11,000.00
					EQUIX	\$1.50	\$ 15,000.00
					RAZOR LAKE	\$8.00	\$ 80,000.00
	2024	LIGHT SANITARY SEWER CLEANING	10000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.25	\$ 12,500.00
					EQUIX	\$1.56	\$ 15,600.00
					RAZOR LAKE	\$8.00	\$ 80,000.00
	2025	LIGHT SANITARY SEWER CLEANING	9000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.40	\$ 12,600.00
					EQUIX	\$1.62	\$ 14,580.00
					RAZOR LAKE	\$8.00	\$ 72,000.00
3	2023	LIGHT STORM SEWER CLEANING	10000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 11,000.00
					EQUIX	\$1.50	\$ 15,000.00
					RAZOR LAKE	\$9.00	\$ 90,000.00
	2024	LIGHT STORM SEWER CLEANING	10000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.25	\$ 12,500.00
					EQUIX	\$1.56	\$ 15,600.00
					RAZOR LAKE	\$9.00	\$ 90,000.00
	2025	LIGHT STORM SEWER CLEANING	9000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.40	\$ 12,600.00
					EQUIX	\$1.62	\$ 14,580.00
					RAZOR LAKE	\$9.00	\$ 81,000.00
4	2023	HEAVY SANITARY SEWER CLEANING	2000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 2,200.00
					EQUIX	\$3.00	\$ 6,000.00
					RAZOR LAKE	\$4.00	\$ 8,000.00
	2024	HEAVY SANITARY SEWER CLEANING	2000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.00	\$ 2,000.00
					EQUIX	\$3.12	\$ 6,240.00
	2025	HEAVY SANITARY SEWER CLEANING	2000	FEET	RAZOR LAKE	\$4.00	\$ 8,000.00
				AAA ADVANCED PLUMBING & DRAIN	\$1.00	\$ 2,000.00	

**2023 to 2025 CATCH BASIN, INLET, SEWER CLEANING & TELEVISION PROGRAM**

CITY OF UNIVERSITY HEIGHTS

**BID TAB - UNIT \$ ANALYSIS**

BIDS OPENED: 9 DECEMBER 2022 @12:00 PM

BIDDER	2023	2024	2025
AAA ADVANCED PLUMBING & DRAIN	\$94,280.00	\$102,780.00	\$105,880.00
EQUIX	\$128,500.00	\$128,960.00	\$127,440.00
RAZOR LAKE	\$387,000.00	\$376,500.00	\$355,500.00

REF	YEAR	ITEM DESCRIPTION	QUANTITY	UNIT	BIDDER	UNIT PRICE	TOTAL COST \$
4	2025	HEAVY SANITARY SEWER CLEANING	2000	FEET	EQUIX	\$3.24	\$ 6,480.00
					RAZOR LAKE	\$4.00	\$ 8,000.00
5	2023	HEAVY STORM SEWER CLEANING	5000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 5,500.00
					EQUIX	\$3.00	\$ 15,000.00
	2024	HEAVY STORM SEWER CLEANING	3500	FEET	RAZOR LAKE	\$7.00	\$ 35,000.00
					AAA ADVANCED PLUMBING & DRAIN	\$1.00	\$ 3,500.00
	2025	HEAVY STORM SEWER CLEANING	3500	FEET	EQUIX	\$3.12	\$ 10,920.00
					RAZOR LAKE	\$7.00	\$ 24,500.00
6	2023	ROOT CUTTING AND REMOVAL	1000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$0.38	\$ 380.00
					EQUIX	\$3.50	\$ 3,500.00
	2024	ROOT CUTTING AND REMOVAL	1000	FEET	RAZOR LAKE	\$6.50	\$ 6,500.00
					AAA ADVANCED PLUMBING & DRAIN	\$0.38	\$ 380.00
	2025	ROOT CUTTING AND REMOVAL	1000	FEET	EQUIX	\$3.64	\$ 3,640.00
					RAZOR LAKE	\$6.50	\$ 6,500.00
7	2023	FLODDING OF STORM SEWERS	2000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$0.10	\$ 200.00
					EQUIX	\$1.75	\$ 3,500.00
	2024	FLODDING OF STORM SEWERS	2000	FEET	RAZOR LAKE	\$6.75	\$ 13,500.00
					AAA ADVANCED PLUMBING & DRAIN	\$0.20	\$ 400.00
	2025	FLODDING OF STORM SEWERS	2000	FEET	EQUIX	\$1.82	\$ 3,640.00
					RAZOR LAKE	\$6.75	\$ 13,500.00
8	2023	TELEVISION INSPECTION AND REPORT SANITARY SEWEF	10000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$0.10	\$ 200.00
					EQUIX	\$1.89	\$ 3,780.00
	2024	TELEVISION INSPECTION AND REPORT SANITARY SEWEF	10000	FEET	RAZOR LAKE	\$6.75	\$ 13,500.00
					AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 11,000.00
	2025	TELEVISION INSPECTION AND REPORT SANITARY SEWEF	10000	FEET	EQUIX	\$1.50	\$ 15,000.00
					RAZOR LAKE	\$2.00	\$ 20,000.00
					EQUIX	\$1.25	\$ 12,500.00
					EQUIX	\$1.56	\$ 15,600.00

**2023 to 2025 CATCH BASIN, INLET, SEWER CLEANING & TELEVISION PROGRAM**

CITY OF UNIVERSITY HEIGHTS

**BID TAB - UNIT \$ ANALYSIS**

BIDS OPENED: 9 DECEMBER 2022 @12:00 PM

BIDDER	2023	2024	2025
AAA ADVANCED PLUMBING & DRAIN	\$94,280.00	\$102,780.00	\$105,880.00
EQUIX	\$128,500.00	\$128,960.00	\$127,440.00
RAZOR LAKE	\$387,000.00	\$376,500.00	\$355,500.00

REF	YEAR	ITEM DESCRIPTION	QUANTITY	UNIT	BIDDER	UNIT PRICE \$	TOTAL COST \$
8	2024	TELEVISION INSPECTION AND REPORT SANITARY SEWEF	10000	FEET	RAZOR LAKE	\$2.00	\$ 20,000.00
	2025	TELEVISION INSPECTION AND REPORT SANITARY SEWEF	9000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.40	\$ 12,600.00
					EQUIX	\$1.62	\$ 14,580.00
9	2023	TELEVISION INSPECTION AND REPORT STORM SEWER	10000	FEET	RAZOR LAKE	\$2.00	\$ 18,000.00
					AAA ADVANCED PLUMBING & DRAIN	\$1.10	\$ 11,000.00
					EQUIX	\$1.50	\$ 15,000.00
	2024	TELEVISION INSPECTION AND REPORT STORM SEWER	10000	FEET	RAZOR LAKE	\$2.00	\$ 20,000.00
					AAA ADVANCED PLUMBING & DRAIN	\$1.25	\$ 12,500.00
					EQUIX	\$1.56	\$ 15,600.00
					RAZOR LAKE	\$2.00	\$ 20,000.00
2025	TELEVISION INSPECTION AND REPORT STORM SEWER	9000	FEET	AAA ADVANCED PLUMBING & DRAIN	\$1.40	\$ 12,600.00	
				EQUIX	\$1.62	\$ 14,580.00	
				RAZOR LAKE	\$2.00	\$ 18,000.00	

**From:** Michael Cicero <cicero@nicola.com>  
**Sent:** Tuesday, December 13, 2022 6:45 PM  
**To:** Jeune Drayton  
**Subject:** Fwd: Charter Review Commission Resign

Jeune,

For your records.

Very truly yours,

Mike

Michael E. Cicero

NICOLA, GUDBRANSON & COOPER, LLC

25 West Prospect Avenue, Suite 1400

Cleveland, OH 44115

(216) 621-7227

(216) 621-3999 - Fax

[cicero@nicola.com](mailto:cicero@nicola.com)

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**From:** James Hux <[jhux@huxlawfirm.com](mailto:jhux@huxlawfirm.com)>  
**Sent:** Tuesday, December 13, 2022 10:22:18 AM  
**To:** Michael Cicero <[cicero@nicola.com](mailto:cicero@nicola.com)>  
**Subject:** Charter Review Commission Resign

I resign effective immediately. Thanks

Sincerely,

*James*

James J. Hux, Esq.

Hux Law Firm, LLC

Phone: (937) 315-1106

Fax: (216) 359-7760

Email: [jhux@huxlawfirm.com](mailto:jhux@huxlawfirm.com)

[www.huxlawfirm.com](http://www.huxlawfirm.com)

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**THRESE MARSHALL**

3594 Northcliffe Rd. ♦ University Heights, Ohio 44118 ♦ (216) 544-4653 (cell) ♦ thmarshall1@yahoo.com

**OBJECTIVE:**

Seeking a position where my education and experience can be immediately utilized.

**LICENSURE:**

Administrative Specialist License in Curriculum, Instruction and Professional Development  
Early Childhood (P-3)

**EDUCATION:**

**M. Ed-** Educational Administration-Curriculum, Instruction, & Assessment and Professional Development- August 2013—Ashland University

**Ed. S** –Technology in Education-November 2010- Lesley University, Cambridge, Massachusetts

**M. Ed-** Curriculum & Instruction: Integrated Teaching through the Arts- October 2008- Lesley University, Cambridge, Massachusetts

**Bachelor of Science in Education-** Early Childhood Education, December 2003- Cleveland State University, Cleveland Ohio

**SUMMARY OF QUALIFICATIONS**

- Over 30 years of combined educator, clerical and customer service experience
- Proficiency in Microsoft office, Google, Outlook and Internet navigation
- Excellent communication skills with the ability to lead, organize and facilitate meetings
- Proven ability to work as part of a team and deliver quality customer service

**PROFESSIONAL EXPERIENCE**

11/1/20/21-Present

**CAPTION AGENT**

- Dictate phone calls for the hearing impaired
- Operate multiple apps i.e. Greenzone, NICE, Portal
- Meet and collaborate using TEAMS
- Enter and edit dictated words
- Troubleshoot, identify, document and report technical issues

01/14/19-8/15/19

**PAIGE/LIBRARY**

- Sorted and re-shelved returned items
- Retrieved and organized requested materials
- Assisted patrons as needed

**TEACHING EXPERIENCE:**

08/07/10-06/08/15

**SECOND GRADE TEACHER**

- Collected, interpreted and analyzed data from student assessments (i.e. STAR, iRead, Compass Learning, teacher/district made etc.) using results to identify students' strengths and weaknesses and provide whole/small group differentiated instruction, modifications and interventions to meet students' individual needs
- Facilitated Teacher Based Team meetings and collaborate with colleagues, administration and/or other school staff members in efforts to decide on focuses that best meet the needs of all students.
- Integrated technology in the classroom for teaching and learning across the content areas, using various databases, software (internet and or disc), interactive whiteboard, LCD projector (etc.)
- Contributed to revision of Common Core Curriculum Map for Second Grade.
- Created and implemented developmentally appropriate lessons and classroom activities aligned with Common Core Standards and Ohio State Standards and indicators.
- Used Bloom's Taxonomy to help guide creation of lesson plans and promote higher level thinking and problem-solving skills for students.
- Provided immediate and constructive feedback during teacher student conferences across the content areas through implementation of the best practices.

08/04/08-08/01/10

**SECOND GRADE TEACHER**

- Collected, reviewed and analyzed data from student assessments, using results for grouping students, providing interventions and determining students' strengths and weaknesses.
- Collaborated with colleagues, administration and/or other school staff members in efforts to decide on focuses that best meet the needs of all students.
- Created and implemented developmentally appropriate lessons and classroom activities aligned with Georgia State standards using Bloom's Taxonomy as a guide.
- Provided differentiated instruction and teacher student conferences across the content areas through implementation of the best practices.
- Performed DRA reading assessments, weekly Math/Reading & Language Arts assessments in order to monitor student's progress and needs.

07/17/07-8/01/08

**FIRST GRADE TEACHER**

- Facilitated and conducted professional development training and workshops.
- Lead grade level student evaluation team. (EBIS)
- Created and implemented developmentally appropriate lessons and classroom activities aligned with Georgia State standards.
- Provided mini lessons, whole and small group instruction and teacher student conferences during Readers/Writers Workshop
- Performed Dibbles reading assessments, weekly assessments across the content areas in order to monitor student's progress on a regular basis.
- Identified and requested services for at risk learners.
- Collaborated with colleagues and/or school staff members in efforts to meet the needs of each of my students.

08/10/06-08/10/07

**FIRST GRADE TEACHER**

- Created and implemented developmentally appropriate lessons and classroom activities aligned with Georgia State Standards
- Provided mini lessons, whole and small group Instructions and teacher /student conferences during Readers/Writers Workshop
- Performed DRA reading assessments, weekly Math/Reading & Language Arts assessments in order to monitor student's progress on an ongoing basis
- Provided mini lessons, whole and small group instruction and teacher student conferences during Readers/Writers Workshop
- Identified needs for and requested services for at risk learners
- Collaborated with colleagues and/or school staff members in efforts to meet the needs of each of my students.

08/07/05-08/07/06

**FIRST GRADE TEACHER**

- Implemented developmentally appropriate lessons and classroom activities aligned with Georgia State standards.
- Provided mini lessons, whole and small group instruction and teacher student conferences based on the America's Choice guidelines.
- Performed BLT, DRA and MATH assessments in order to monitor student's progress on a regular basis.
- Identified and provided necessary services for at risk learners.
- Collaborated with colleagues and/or school staff members in efforts to meet the needs of each of my students.

08/12/04-02/19/05

**FIRST/FOURTH GRADE TEACHER**

- Created a safe and child centered learning environment.
- Provided diverse teaching strategies and or lessons with modifications to meet the needs of each individual student.
- Maintained excellent classroom management while engaging students in hands on whole and or small group activities.

- Assessed students through observation as well as verbal and written quiz and test.
- Sustained professional parent/teacher collaboration with the parents/guardian of each student.

3/03/04-6/11/04

**SUBSTITUTE TEACHER- LONG TERM KINDERGARTEN**

- Conducted developmentally appropriate lessons and activities to encourage students' involvement in their learning process.
- Provided small group, individual and whole group instructions, performed student evaluations and established positive relationships with the students, the parents and the school staff.

08/20/03-12/21/03

**STUDENT TEACHER, KINDERGARTEN**

- Conducted developmentally appropriate lessons and activities to encourage students' involvement in their learning process.
- Provided small group, individual and whole group instructions in alignment with Ohio State Standards, performed student evaluations and established positive relationships with the students, the parents and the

**EMPLOYMENT PRIOR TO TEACHING**

1/10/96-7/06/05

**UNITED STATES POSTAL SERVICE**

- Postal Clerk- Sold postal materials needed to complete the mailing process. Sort, push, lift and pull mail to designated areas. Key zip code using a 10 keypad.

3/01/87-11/07/96

**CLERK**

Created and maintained patient's treatment charts. Designed and implemented a file room for patient's treatment charts in Radiation Oncology.

10/06/87-3/05/91

**UNITED STATES NAVY**

- Aviation Machinist Mate- Removed/replaced & repaired aircraft engines and engine parts

**INTERESTS**

- Reading, technology, listening to music, roller skating, dancing, exercising