

**REVISED**  
**ITEMS TO BE CONSIDERED**  
**AT THE CAUCUS PRIOR TO THE COUNCIL MEETING**  
**TO BE HELD ON TUESDAY, JULY 17, 2018**  
**7:00 P.M.**

**I. ROLL CALL OF MEMBERS:**

**II. PLEDGE OF ALLEGIANCE:**

**III. DISCUSSION:**

1. A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT A COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE PURCHASE OF THREE POLICE CRUISERS AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella - PER COUNCIL PRESIDENT VECCHIO.
  
2. AN ORDINANCE APPROVING A PARKING LOT ADDITION AND ALERATIONS AT 17400 HOLLAND ROAD, 'BROOK PARK CITY HALL ADMINISTRATIVE OFFICES' LOCATED IN THE MUNICIPAL AND BOARD OF EDUCATION ZONE AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella - PER COUNCIL PRESIDENT VECCHIO.

**IV. FINANCE COMMITTEE - CHAIRMAN, SCOTT**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR THE SALE OF PROPERTY LOCATED AT 15810 HARRISON DRIVE, PERMANENT PARCEL NO. 343-07-048 AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella - PER COUNCIL PRESIDENT VECCHIO.

**V. LEGISLATIVE COMMITTEE - CHAIRMAN, MENCINI:**

1. RESOLUTION NO. 28-2017, DESIGNATING THE MONTH OF OCTOBER AS BREAST CANCER AWARENESS MONTH IN THE CITY OF BROOK PARK, OHIO AND DECLARING AN EMERGENCY. Introduced by Councilman Troyer, Mencini, Councilwoman Powers and Council President Astorino - PER COUNCIL PRESIDENT VECCHIO. **Note: Moved by motion from the 2/13/18 Caucus agenda to the 8/7/18 Caucus Prior to; due to revision for summer session there is no scheduled meeting for 8/7/18**

**VI. SERVICE COMMITTEE - CHAIRMAN, ORCUTT:**

1. AN ORDINANCE AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS AND SPECIFICATIONS AND THE MAYOR TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR THE HOLLAND ROAD RECONSTRUCTION PROJECT AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella - PER COUNCIL PRESIDENT VECCHIO.

**VII. ADJOURNMENT:**

**Posted: 7/13/18 (Revision posted 7/17/18)**

**Note:** Due to the inability to accurately forecast the conclusion time of Caucus work session meetings, the regularly scheduled Brook Park City Council meeting will begin following the conclusion of the regularly scheduled Caucus Prior to meeting.

P/C  
GA REC'D 7-17-18  
1st R  
2nd R  
3rd R  
P/C

CITY OF BROOK PARK, OHIO

RESOLUTION NO. \_\_\_\_\_

INTRODUCED BY: MAYOR GAMMELLA

A RESOLUTION  
AUTHORIZING ALL ACTIONS NECESSARY TO  
ACCEPT A COMMUNITY DEVELOPMENT BLOCK GRANT  
FOR THE PURCHASE OF THREE POLICE CRUSIERS,  
AND DECLARING AN EMERGENCY

WHEREAS, the City of Brook Park, has been awarded a grant of \$112,602.00 for the purchase of three police cruisers from the 2018 Community Development Block Grant Municipal Grant Program(CDBG) sponsored by the Cuyahoga County Executive/Department of Development, and

WHEREAS, the Municipality wishes to enter into a Grant Agreement with the 2018 Community Development Block Grant Municipal Grant Program (CDBG), to authorize the Mayor to execute the Grant Agreement with CDBG, and to authorize the Mayor to take any action necessary to accept this grant; and

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Brook Park, State of Ohio that:

SECTION 1: The Council of the Municipality (the "Council") finds and determines that it is in the best interest of the Municipality to accept this 2018 Community Development Block Grant Municipal Grant, and authorizes the Mayor to execute the Grant Agreement with CCDBG, in the form attached.

SECTION 2: It is found and determined that all formal actions of this Council concerning and relating to this Resolution 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 actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and to accept CDBG's grant for 2018; therefore, provided this Resolution

receives the affirmative vote of at least (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED: \_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE

I HEREBY APPROVE THE WITHIN  
INSTRUMENT AS TO LEGAL FORM  
AND CORRECTNESS

  
\_\_\_\_\_  
DIRECTOR OF LAW

# City of Brook Park

Finance Department

Gregory M. Cingle  
Finance Director

Martin S. Healy  
Assistant Finance Director

Date: June 11, 2018

To: Scott Adams, Economic Development Commissioner

I, Gregory M. Cingle, Director of Finance for the City of Brook Park, do hereby certify that the City of Brook Park will appropriate the amount of \$112,602.00 in the Community Development Block Grant Fund (CDBG) for the purchase of (3) three Police cruisers for use in the City of Brook Park.

## FORD: 2018 EXPLORER 4 -DOOR AWD POLICE CRUISER

- BLACK
- CHARCOAL CLT FRT/VINYL RR :3.7L V6•TIVCT ENGINE
- 6-SPEED AUTO TRANSMISSION
- POLICE BRAKES: 4 WHL DISC
- EQUIPMENT GROUP 500A Optional Equipment
- POLICE PACKAGE AND PREP/INSTALLATION
- POLICE ELECTRONICS AND EQUIPMENT
- BODY WRAP DECALS

(Estimated Cost per Vehicle: \$ 37,534.00)

**Total cost (3) Vehicles: \$ 112,602.00**



Gregory M. Cingle, C.P.A.  
Director of Finance

P/C  
CA PRIOR 7-17-18  
1st R \_\_\_\_\_  
2nd R \_\_\_\_\_  
3rd R \_\_\_\_\_  
P/C \_\_\_\_\_

CITY OF BROOK PARK, OHIO

ORDINANCE NO: \_\_\_\_\_

INTRODUCED BY: MAYOR GAMMELLA

AN ORDINANCE

APPROVING A PARKING LOT ADDITION AND ALTERATIONS AT  
17400 HOLLAND ROAD 'BROOK PARK CITY HALL ADMINISTRATIVE OFFICES'  
LOCATED IN THE MUNICIPAL AND BOARD OF EDUCATION ZONE  
AND DECLARING AN EMERGENCY

WHEREAS, on July 9, 2018, the Planning Commission approved and referred to Council a request for aesthetic approval for the parking lot addition and alterations at 17400 Holland Road "Brook Park City Hall Administrative Offices", located in the Municipal & Board of Education Zone; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: The request for approval for parking lot addition and alterations at 17400 Holland Road, Brook Park, Ohio, in the Municipal & Board of Education Zone is hereby authorized and approved by the Council of the City of Brook Park.

SECTION 2: It is found and determined that all formal actions of this Council concerning and relating to the adoption 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 Section 121.22 of the Ohio Revised Code.

SECTION 3: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason that it is Council's desire to approve said lot consolidation and split; therefore provided this Ordinance receives the affirmative vote of at least five (5) members elected to Council it shall take effect and be in force immediately upon its

passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
Clerk of Council

APPROVED: \_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE

I HEREBY APPROVE THE WITHIN  
INSTRUMENT AS TO LEGAL FORM  
AND CORRECTNESS

  
\_\_\_\_\_  
DIRECTOR OF LAW



# MEMO

To:	Michelle Blazak, Clerk of Council
Cc:	Kate Schmidt, Law Dept. File
From:	Katie Anzalone, BZA/PC Secretary
Date:	07/10/18
Re:	Planning Commission Approval

The request below was approved at the Monday – July 9, 2018 Planning Commission meeting, and should be forwarded to City Council for approval:

1. Request for aesthetic approval for the parking lot addition and alterations at 17400 Holland Road “Brook Park City Hall Administrative Offices”, located in the Municipal & Board of Education Zone.

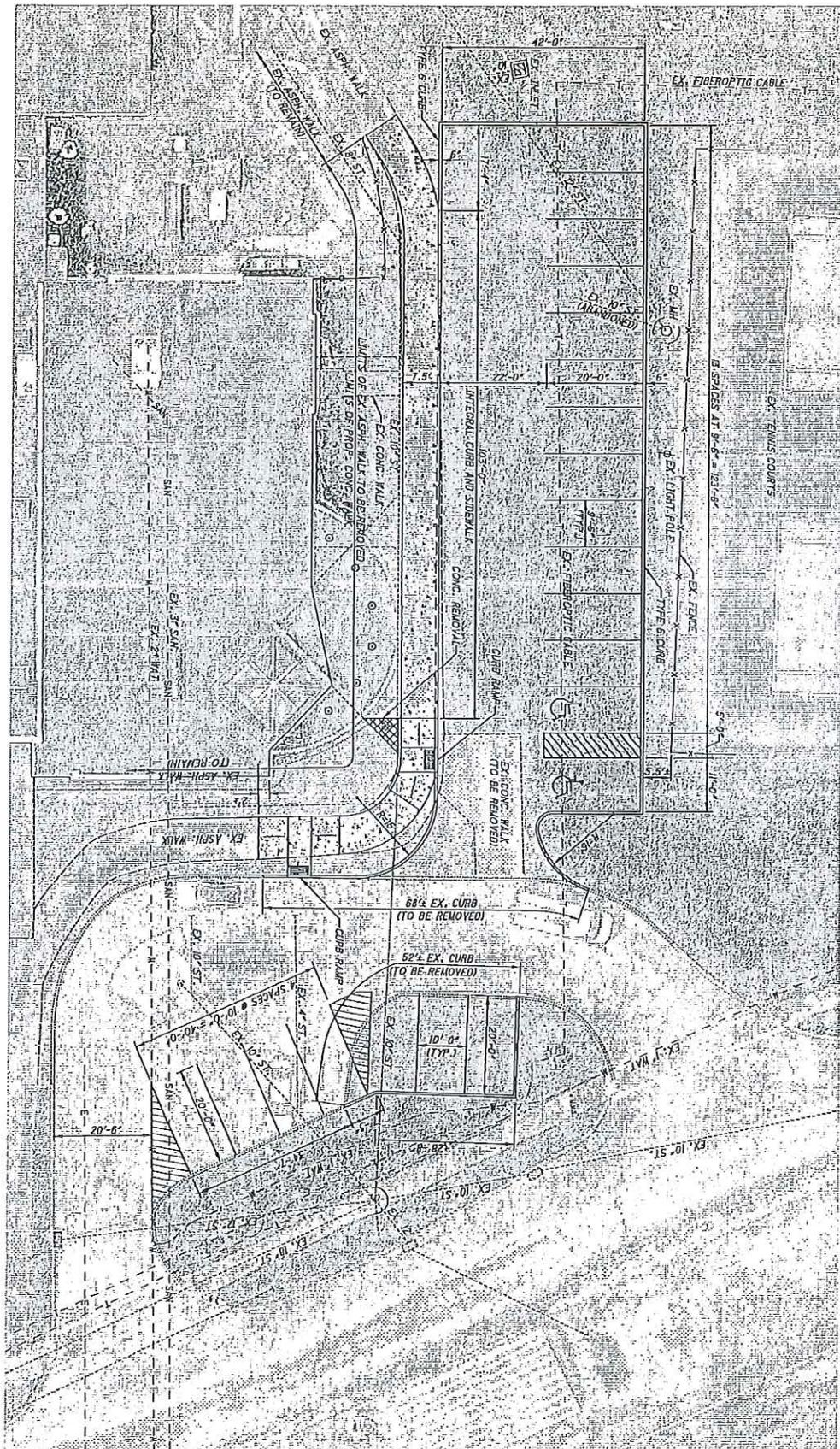
CONTACT:

Ed Piatak, Consulting City Engineer

Phone: (440) 260-1555

Email: erpiatak@euthenics-inc.com

P/C  
 CA FILED 7-17-18  
 1st R \_\_\_\_\_  
 2nd R \_\_\_\_\_  
 3rd R \_\_\_\_\_  
 P/C \_\_\_\_\_



CONTRACT 1707

ADMINISTRATION PARKING LOT  
SITE LAYOUT PLAN

CALCULATED	0	10	20
YMB			
CHECKED			

HORIZONTAL SCALE IN FEET



### City of Brook Park – Application for PLANNING COMMISSION

TYPE	<input type="checkbox"/> - RESIDENTIAL APPLICANT ( \$50 Filing Fee )		<input checked="" type="checkbox"/> - COMMERCIAL APPLICANT ( \$75 Filing Fee )	
	PROJECT ADDRESS: _____ PARCEL #: _____			
PROPERTY DETAILS	BUSINESS NAME (IF APPLICABLE): <u>City Hall administrative offices</u>			
	PROPERTY OWNER: <u>City of Brook park</u>		PHONE #: <u>21433-1300</u>	
	ADDRESS: _____ <small>(STREET ADDRESS)</small>		_____ <small>(CITY)</small>	
	EMAIL: _____			
APPLICANT	AGENT: <u>n/a</u>		CONTACT PERSON: _____	
	PHONE #: _____ <small>□ -Cell □ -Office □ -Fax</small>		ALT. #: _____ <small>□ -Cell □ -Office □ -Fax</small>	
	ADDRESS: _____ <small>(STREET ADDRESS)</small>		_____ <small>(CITY)</small>	
	EMAIL: _____			
PROJECT SUMMARY	<u>parking lot addition &amp; alterations</u>			
	_____			
	_____			
	_____			
PLANNING REQUEST(S)	<input checked="" type="checkbox"/> AESTHETIC/PROJECT APPROVAL (Include: Plot Plan, Current & Proposed Elevation, Landscape & Signage details, Floor Plan, Detailed Business Plan)			
	<input type="checkbox"/> CONDITIONAL USE PERMIT (Include: Plot Plan, Current & Proposed Elevation, Landscape & Signage details, Floor Plan, Detailed Business Plan)			
	<input type="checkbox"/> REZONING (Include: Plot Plan, Legal Description, Detailed Business Plan)			
	<input type="checkbox"/> LOT SPLIT <input type="checkbox"/> LOT CONSOLIDATION    (Include: Plot Plan, Lot split/consolidation Plat, Legal Description, Mylar)			
	<input type="checkbox"/> TELECOMMUNICATION TOWER (Include: Plot Plan, Elevation/Construction drawings, Structural calculations)			
	<input type="checkbox"/> BILLBOARD (Include: Plot Plan, Elevation/Construction drawings)			
	<input type="checkbox"/> FRONT PORCH (Include: Plot Plan with setback distance clearly marked, Elevation details & Material list/photos)			
	<input type="checkbox"/> OTHER _____			
APPLICANT SIGNATURE: <u>on file</u>		<input type="checkbox"/> - Owner <input type="checkbox"/> - Agent		Date: <u>10.21.18</u>

P/C 7-10-18 Finance  
CA 7-17-18 CAW Price  
1st R \_\_\_\_\_  
2nd R \_\_\_\_\_  
3rd R \_\_\_\_\_  
B/C \_\_\_\_\_

CITY OF BROOK PARK, OHIO

ORDINANCE NO: \_\_\_\_\_

INTRODUCED BY: MAYOR GAMMELLA

AN ORDINANCE  
AUTHORIZING THE MAYOR TO ENTER INTO A  
CONTRACT FOR THE SALE OF PROPERTY  
LOCATED AT 15810 HARRISON DRIVE  
PERMANENT PARCEL NO. 343-07-048,  
AND DECLARING AN EMERGENCY

WHEREAS, the City of Brook Park had acquired Permanent Parcel No. 343-07-048 on September 27, 2017, from the Cuyahoga County Sheriff's Office for the Brook Park Land Reutilization Program; and

WHEREAS, the City of Brook Park is desirous of selling this parcel of property located at 15810 Harrison Drive, Permanent Parcel No. 343-07-048 (herein the "Property") to Michele Lavallo of ANFI, LLC; and

WHEREAS, the "Property" has been vacant for seven years and is in need of many repairs; and

WHEREAS, our Economic Commissioner had received a total of three offers to purchase this property and he selected Michele Lavallo of ANFI, LLC., who was the highest bidder at \$61,000; and

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: The Mayor is hereby authorized to negotiate and enter into contract for the sale of the Property located at 15810 Harrison Drive, Brook Park, Ohio to further the economic best interests of the City.

SECTION 2: The City of Brook Park shall sell said property for the sum of \$61,100 with the sale proceeds to be determined at time of closing.

**SECTION 3:** The proceeds from the sale of the Property shall be used and earmarked to further economic development of jobs and business within the City and shall be placed into the Economic Development Fund No. 243 of the City for said purposes;

**SECTION 4:** It is found and determined that all formal actions of this Council concerning and relating to the adoption 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 Section 121.22 of the Ohio Revised Code.

**SECTION 5:** This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to authorize the Mayor to negotiate and enter into a contract for the sale of Permanent Parcel No. 343-07-048; therefore provided this ordinance receives the affirmative vote of at least five (5) members elected to Council. It shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED: \_\_\_\_\_  
MAYOR

I HEREBY APPROVE THE WITHIN  
INSTRUMENT AS TO LEGAL FORM  
AND CORRECTNESS

\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
DIRECTOR OF LAW

P/C 11/14/17 Legislative  
Cau 11/28/17  
1st R 12/5/17  
2nd R  
3rd R  
B/C 12/5/17  
Cau 2/13/18 moved to 8/7/18 Caucus Prior  
B/C 2/13/18  
Caucus Prior 7/17/18

CITY OF BROOK PARK, OHIO

RESOLUTION NO: 28-2017

INTRODUCED BY: COUNCILMAN TROYER, COUNCILMAN MENCINI, COUNCILWOMAN POWERS, COUNCIL PRESIDENT ASTORINO

A RESOLUTION  
DESIGNATING THE MONTH OF OCTOBER  
AS BREAST CANCER AWARENESS MONTH IN  
THE CITY OF BROOK PARK, OHIO  
AND DECLARING AN EMERGENCY

WHEREAS, breast cancer is the most common cancer in women in the United States and second leading cause of death in women; and

WHEREAS, the City of Brook Park hereby designates the month of October each year as Breast Cancer Awareness Month in the City of Brook Park; and

WHEREAS, the City along with Southwest General Health Center is reminding and urging women to schedule a mammogram Screening; and

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Brook Park, State of Ohio that:

SECTION 1: Council will discuss at a Caucus meeting in June of each year on how they want to show their support for bringing awareness to Breast Cancer during the month of October.

SECTION 2: That this Council does hereby designate the month of October each year as Breast Cancer Awareness Month in Brook Park and will show our support in lighting up our gazebo with pink lights.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to this Resolution 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 actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**SECTION 4:** This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City and to show support provided that this Resolution receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_

CLERK OF COUNCIL

APPROVED: \_\_\_\_\_

MAYOR

\_\_\_\_\_  
DATE

**I HEREBY APPROVE THE WITHIN  
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AND CORRECTNESS**

  
\_\_\_\_\_  
**DIRECTOR OF LAW**

CITY OF BROOK PARK, OHIO

P/C 6/17/18  
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3rd R  
B/C

ORDINANCE NO. \_\_\_\_\_

INTRODUCED BY: MAYOR GAMMELLA

**AN ORDINANCE  
AUTHORIZING THE CONSULTING ENGINEER TO  
PREPARE PLANS AND SPECIFICATIONS, AND THE MAYOR  
TO ADVERTISE FOR BIDS, AND ENTER INTO CONTRACTS FOR  
THE HOLLAND ROAD RECONSTRUCTION PROJECT  
AND DECLARING AN EMERGENCY**

**WHEREAS**, the City of Brook Park is prepared to commence with the Design and Bidding Phases of the Holland Road Reconstruction Project.

**WHEREAS**, the City of Brook Park applied to the Ohio Public Works Commission (OPWC) and was approved for funding in the amount of \$1,236,000.00 in the form of a grant (CA06V) and a loan (CA07V) for this Project.

**WHEREAS**, the Project includes full-depth removal and replacement of the pavement area along Holland Road between the intersection of Engle Road and the intersection of Fry Road.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Brook Park, State of Ohio, that:

**SECTION 1:** The Consulting Engineer is hereby authorized to prepare plans and specifications and provide services in accordance with letter proposal dated May 18, 2018, and the Mayor is authorized to advertise for bids and enter into contracts with the lowest and/or best bidder or bidders for the Holland Road Reconstruction Project. The Consulting Engineer shall be paid a lump sum fee of \$97,680.00 in accordance with said letter proposal.

**SECTION 2:** The Mayor is further authorized to enter into agreements as may be necessary and appropriate to complete the project.

**SECTION 3:** The money needed to complete the aforesaid transaction shall be paid from the 2018 Street Improvements Fund No. 545, theretofore appropriated or to be appropriated for said purpose.

**SECTION 4:** It is found and determined that all formal actions of this Council concerning and relating to the adoption 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 Section 121.22 of the Ohio Revised Code.

**SECTION 5:** This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety of said City, and for the further reason that Holland Road requires immediate attention and Council deems it necessary to complete the engineering for this Reconstruction Project; therefore, provided this Ordinance receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately from and after its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

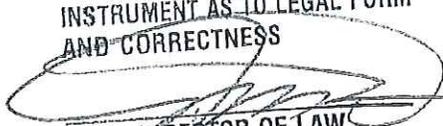
\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED: \_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE

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I HEREBY APPROVE THE WITHIN  
INSTRUMENT AS TO LEGAL FORM  
AND CORRECTNESS  
  
DIRECTOR OF LAW