

**REGULAR COUNCIL MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
TO BE HELD ON TUESDAY, JANUARY 5, 2021  
7:30 P.M.**

**A. ROLL CALL OF MEMBERS:**

**B. PLEDGE OF ALLEGIANCE:**

**C. APPROVAL OF MINUTES OF PRECEDING MEETINGS:**

1. CAUCUS PRIOR TO MEETING HELD ON NOVEMBER 17, 2020.

**Note:** Moved by **motion** from the December 15, 2020 Council agenda for amendments.

2. CAUCUS PRIOR TO MEETING HELD ON DECEMBER 8, 2020.

3. REGULAR COUNCIL MEETING HELD ON DECEMBER 8, 2020.

**D. REPORTS OF STANDING COMMITTEES:**

Aviation & Environmental Committee - Chairwoman, Schmuck

Finance Committee - Chairman, Scott

Legislative Committee - Chairman, Mencini

Parks & Recreation Committee - Chairman, Poindexter

Planning Committee - Chairman, Orcutt

Safety Committee - Chairman Troyer

Service Committee - Chairman, Salvatore

Board of Zoning Appeals - Chairman, Mencini

**E. REPORTS OF SPECIAL COMMITTEES:**

Southwest General Health Center - Trustee, Orcutt

Berea Board of Education Representative, Mencini

Technology and Innovation Council Representative - Poindexter

**F. REPORTS OF BOARDS AND COMMISSIONS:**

**G. INTRODUCTION OF RESOLUTIONS OF COMMENDATION:**

**H. REPORTS AND COMMUNICATIONS FROM THE MAYOR:**

**I. REPORTS AND COMMUNICATIONS FROM DEPARTMENTS, COMMISSIONS, AND OTHER PUBLIC OFFICIALS:**

**J. OTHER COMMUNICATIONS AND PETITIONS, AND VERBAL APPROVAL: (INTRODUCTION OF NEW LEGISLATION):**

**K. MISCELLANEOUS BUSINESS, APPOINTMENTS, CONFIRMATIONS:**

**L. REMARKS FROM THE AUDIENCE ON ANY SUBJECT MATTER:**

**M. INTRODUCTION OF ORDINANCES AND RESOLUTIONS: FIRST READING:**

**N, SECOND READING OF ORDINANCES AND RESOLUTIONS:**

1. RESOLUTON NO. 24-2020, SUPPORTING AND AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE CUYAHOGA DEPARTMENT OF DEVELOPMENT FOR THE 2021 CUYAHOGA COUNTY COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT PROGRAM TO PROVIDE FINANCIAL ASSISTANCE FOR IMPROVEMENTS TO BROOK PARK CENTRAL PARK AND AUTHORIZING THE MAYOR TO ACCEPT ANY AWARDED GRANT FUNDS AND FILE ALL DOCUMENTS AND EXECUTE ALL AGREEMENTS NECESSARY TO RECEIVE ANY AWARDED GRANT FUNDS AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

**O. THIRD READING OF ORDINANCES AND RESOLUTIONS:**

**P. ADJOURNMENT:**

P/C 12/8/20 Recreation  
Cau PRICE 12-15-20  
1<sup>st</sup> R 12-15-20  
2<sup>nd</sup> R 1-5-20  
3<sup>rd</sup> R  
B/C

CITY OF BROOK PARK, OHIO

RESOLUTION NO. 24-2020

INTRODUCED BY: MAYOR GAMMELLA

A RESOLUTION SUPPORTING AND AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE CUYAHOGA COUNTY DEPARTMENT OF DEVELOPMENT FOR THE 2021 CUYAHOGA COUNTY COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT PROGRAM TO PROVIDE FINANCIAL ASSISTANCE FOR IMPROVEMENTS TO BROOK PARK CENTRAL PARK AND AUTHORIZING THE MAYOR TO ACCEPT ANY AWARDED GRANT FUNDS AND FILE ALL DOCUMENTS AND EXECUTE ALL AGREEMENTS NECESSARY TO RECEIVE ANY AWARDED GRANT FUNDS, AND DECLARING AN EMERGENCY

WHEREAS, the Cuyahoga County Department of Development solicited applications for the Community Development Supplemental Grant ("CDSG"), a program that provides grant funding on a competitive basis for a variety of projects to help strengthen cities, encourage regional collaboration, and improve the quality of life for county residents; and

WHEREAS, the City of Brook Park intends to submit an application to the Cuyahoga County Department of Development for 2021 CDSG funding to construct an Outdoor Fitness System, revitalizing unused space within the Brook Park Central Park Master Plan; and

WHEREAS, such improvements are a great way to enhance physical fitness in a fun, social and multigenerational environment, allowing the ability to serve users of all ages and every ability level and promoting a healthy lifestyle and healthy community; and

WHEREAS, the CDSG program provides one hundred percent (100%) reimbursement for project costs in an amount not to exceed Fifty Thousand Dollars (\$50,000.00), requiring the applicant to first expend funds and then request reimbursement from Cuyahoga County; and

WHEREAS, the estimated total project cost is Fifty Thousand Dollars (\$50,000.00), which is requested in grant funding and used for construction; and

WHEREAS, legislation supporting and authorizing the application is required and applications for assistance must be submitted to Cuyahoga County by January 8, 2021.

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

**SECTION 1:** That the Council of the City of Brook Park, hereby supports the submission of the City's 2021 CDSG application for the purposes described in this Resolution; that the Mayor and the Administration are authorized to submit the grant by the January 8, 2021 deadline.

**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 for further reason to authorize the Mayor to file an application with the Cuyahoga County Department of Development for a grant; therefore, this Resolution shall take effect and be in force immediately from and after its passage and approval by the Mayor.

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 AVE



# 2021 Cuyahoga County Supplemental Grant Program

**Change in Font Size or Character limit will result in Disqualification**

Cuyahoga County is pleased to announce our Supplemental Grant Program for 2021. The Supplemental Grant Program is a competitive grant that makes awards to help strengthen cities, encourage regional collaboration and improve quality of life for county residents.

**Supplemental Grant applications are open to all 59 Cuyahoga County communities and 501(c) (3) community development corporations incorporated for not less than two years prior to the application deadline set by the Department of Development.**

Grant funding obligates both the county and grant awardees to meet certain objectives and adhere to some specific funding requirements. Grant awards are administered on a reimbursement basis only.

	<b>Supplemental Grant</b>
<b>Maximum Grant Award</b>	\$50,000
<b>Total Grants Available</b>	23
<b>Anticipated Program Term</b>	March 1, 2021 - February 28, 2022
<b>Application limit</b>	One per organization/municipality

All applications **must meet a community development need related to the health or welfare** of the community. A Community meeting (in person or virtual) is required!

**Soft costs are not an eligible expense.** Soft cost includes, but is not limited to, architectural fees, accounting fees, consulting fees, legal fees, engineering fees, permitting costs.

**Administrative fees/cost including Personnel is not an allowable expense.**

**Submit applications via email only and in PDF format to**  
**[pjackson01@cuyahogacounty.us](mailto:pjackson01@cuyahogacounty.us)**

**Each email must identify the organizations name and what is being submitted. Specifically, Application, Required docs, Supplemental docs.**

**Submit applications on or before January 8, 2021 at 4:00p.m.**

### Application Details:

The PDF application form is locked and formatted to the standards required by the Cuyahoga County Department of Development. **Change in Font Size or Character limit will result in Disqualification.**

Each narrative section is limited to one page each. Please be specific and concise in the completion of these three sections.

Complete the entire application and attach all required documentation.

### Evaluation Criteria

Applications for the Cuyahoga County Supplemental Grants are scored on a 100-point scale.

**Activity/Program Description (35 pts. max)** Activity summary (35 pts. max) The summary must include **WHAT** the project or activity is, **WHERE** it is located and **WHY** it is needed. Describe **HOW** the activity is innovative or transformative.

**Activity Impact (50 pts. max)** Applications will explain **HOW** the proposed solution fits strategically with other development activities already planned and underway in the community or surrounding area and; **HOW** funding received would be a catalyst for additional growth. The activity impact should include **WHY** the proposed activity is needed and the **specific outcomes** anticipated to be achieved from the proposed project or activity. Applications should describe **WHO** the activity/project will serve.

**Activity Implementation Schedule with Milestones (15 pts. max)** The schedule must provide a **specific timeline** of when **legislative, administrative and contractual activities** will occur from inception to completion, including the timing and amount of other funding. Strong applications will demonstrate that milestones are realistic and feasible and **include proposed dates**.

### Required Attachments:

Evidence of public participation via a community meeting for the proposed activity must include:

- a. Copy of **dated** advertisement\* placed at least 7 days prior to meeting; and
- b. Copy of **dated** sign in sheet for related public meeting, (screen shot acceptable for virtual); and
- c. Copy of **dated (at least 7 days after public meeting)** Executive Board

\***Dated Advertisement** includes but is not limited to placing a notice in a newspaper, community newsletter, or organizations web site. Submit a copy of the notice or newsletter page or a screenshot of the website with the date. Make sure the date of the notice is clearly visible.

Wed.  
Dec. 9<sup>th</sup>  
12 noon  
6<sup>00</sup> pm

## **Required Attachments continued:**

2. Cost estimate with supporting documentation
3. Activity location map w/street(s) clearly identified, if applicable
4. 2 pictures of activity location, if applicable
5. Proof of commitments of additional funding to the project, if applicable.
6. Copy of letter from Mayor/City Manager in support of proposed project
7. Resolution from council (cities) or Board of Directors (501c3) authorizing the request for funding

## **Non-profit organizations must also provide:**

1. Copy of the IRS tax-exempt determination or affirmation letter.  
<https://www.irs.gov/charities-non-profits/eo-operational-requirements-obtaining-copies-of-exemption-determination-letter-from-irs>
2. Copy of Business name on file with State of Ohio as verified in the Business Filing Portal <https://www5.sos.state.oh.us/ords/f?p=100:1:::>
3. Secretary of State of Ohio Certificate of Good Standing.  
[https://cogs.sos.state.oh.us/\(S\(xxuit3ulvckmhrig4gykhhbi\)\)/index.aspx](https://cogs.sos.state.oh.us/(S(xxuit3ulvckmhrig4gykhhbi))/index.aspx)

## **Supplemental Attachments:**

Limited to five (5) pages, which provide additional information regarding the impact of the project/activity to the community/neighborhood.

**Submit applications via email only and in PDF format to**  
**[pjackson01@cuyahogacounty.us](mailto:pjackson01@cuyahogacounty.us)**

**Each email must identify the organizations name and what is being submitted. Specifically, Application, Required docs, Supplemental docs.**

**Submit applications on or before January 8, 2021 at 4:00p.m.**