

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, MARCH 13, 2018**

The meeting was called to order by Council President Vecchio at 7:00 p.m., the clerk called the roll and the following Members of Council answered:

SCOTT, BURGIO, ORCUTT, STEMM, MENCINI, POINDEXTER, SALVATORE

Mayor Gammella, Administrative Assistant D'Amico, Law Director Horvath, Berea School Board Member Duke, Berea Schools Superintendent Sheppard, Finance Director Cingle, Assistant Finance Director Healy (7:10 p.m.).

APPROVAL OF MINUTES OF PRECEDING MEETINGS:

1. Revised Regular Caucus meeting held on February 13, 2018.

Motion by Mr. Burgio, supported by Mr. Orcutt, to approve as printed.

ROLL CALL: AYES: Burgio, Orcutt, Scott, Salvatore, Poindexter, Mencini, Stemm

NAYS: None. The motion carried.

2. Regular Caucus meeting held on February 27, 2018.

Motion by Mr. Scott, supported by Mr. Mencini, to approve as printed.

ROLL CALL: AYES: Scott, Mencini, Poindexter, Salvatore, Stemm, Orcutt, Burgio

NAYS: None. The motion carried.

DISCUSSION:

1. LITTLE FREE PANTRY (Councilman Scott) **In attendance:** Matt Brockman

Mr. Scott stated a few months back Amy Andrews contacted me and asked me to look into the program called Little Free Pantry; a charity type giveaway. There is an enclosed type container that is not locked and is open 24 hours. If something is needed the resident goes to the container and takes what they need and hopefully have residents who will refill this container of non-perishable items. Speaking with Kristen Polecka, the daughter of a Berea City Councilperson the city has two of these food pantry's; one at the police station and library and the other is at a community church on North Rocky River Drive. I looked at these food pantries' and they're not bad little items and in speaking with Kristen she informed me that Mr. Brockman is the gentleman that builds, disperses and installs the food pantry's. I talked to the Mayor earlier and I think this is a good project and a free charity for residents to come and take something that would help them.

Discussion: cont.**Matthew Brockman
233 Nobottom Road
Berea, OH**

Mr. Brockman stated this project was started out of backyards and was developed by Jessica McClard who posted these and are based on the Little Free Library that is sweeping the country. This is a little better way to disperse non-perishable items to the community. I have 28 years of construction background and that is what I do now and with a couple of friends coming together and wanting to do this for the City of Berea. I contacted Ms. McClard who said she would be happy to endorse our product in Ohio, being the first in the State of Ohio to do this, now there are two pantries in the City of Berea. The first one was funded by the City of Berea and there have been a number of fundraisers i.e. Night at the Races, Football Squares and a Celebrity Bartending event to raise monies to build the second pantry. At first, I was skeptical, didn't know quite how it was going to work; the first box was at Berea City Hall for a number of reasons. First, that is where the city told us we could put the box and second we thought that was a very good place being right outside the library and constant traffic by the police station. It was easily controlled because I was a little worried about vandalism and people stealing out of it, neither one of those concerns have ever come to fruition. Our motto is 'Give what you can, take what you need' and after only one month of being posted both of them run self-sufficient. We had several donations and I still get several donations from different. Kristen is involved in a couple of different Mommy Groups and they donate food and I get food donations from my daughter's different activities; people drop food off at my house because they don't have time to swing by the pantry. We make sure the pantry is stocked 24 hours/365 days a year. The cost is very minimal, the first one cost around \$175.00 to build, the second one there was some extra monies and speaking with the church's pastor from the church where it's located on North Rocky River Drive. They allotted me some creative freedom so I spent a little bit more money to have it look directly like the church. I come from a middle-class family with two young daughters and didn't have money to donate and don't have a lot of time but I have a skill and am great with construction and enjoy doing this. I have several family members and friends in Brook Park asking for many years, we're in our fifth year, why isn't there one in Brook Park. It just never a priority that anyone could find until the suggestion came up and contact provided, I would be more ecstatic to be able to build one for the City of Brook Park, build as many as you would like.

Questions

Mr. Salvatore thanked Mr. Brockman for coming this evening and appreciates all efforts and hard work. You mentioned you've been around five years with this pantry. In that five-year period there had to be something that went wrong, can you share any downsides.

Discussion: cont.

Mr. Brockman stated there was a wind storm about a year ago that blew the front door off the pantry at the library, that wasn't the one I was worried about and kind of off the beaten path. City of Berea Councilman, Nick Haschka, texted me saying there's some problems notified me of the problems and I immediately picked it up and had it rebuilt in a couple of hours and reinstalled; that's the biggest catastrophe experienced so far.

Mr. Salvatore besides you, who else would be available to respond quickly.

Mr. Brockman responded there is no one else, Kristen doesn't have construction abilities if there is a major catastrophe within a week a new pantry can be installed.

Mr. Salvatore asked if any products were placed in the pantry that shouldn't have been in there?

Mr. Brockman responded absolutely not, there have never been any problems and with the one placed outside the library. People donated some canned goods that we were worried about over the winter freezing. The library staff was very good at making sure that anything that could explode or freeze were taken inside until spring. Also, Kristen and myself make weekly trips out to each pantry making sure there are no wrong items such as perishable or anything that could hurt anyone, or any material or things that would be outdated.

Mr. Salvatore stated you live in Berea; would you do the same thing for the pantry is Brook Park.

Mr. Brockman responded Brook Park is my second home, my brother lives here and I'm in Brook Park two or three days a week; yes, absolutely, it would be the same amount of attention. It doesn't matter what city the pantry is in it's the cause I'm dedicated to.

Mr. Mencini thanked Mr. Brockman for coming this evening. My ward is this area and there are paper dumpsters and clothing donations boxes. You said the library staff was kind enough to monitor the pantry. If we were to do this that's my feeling that it should be in areas such as a police station or something of that sort. On Sundays when I do my drive-around I stop by the paper dumpsters and clean up the area of rubbish or things that shouldn't be there. You stated that you don't have that problem but what is to stop that from occurring, if you're not around to monitor.

Mr. Brockman responded there is contact information inside the pantry window in case of an emergency type situation. The information flyer includes Kristen's

Discussion: cont.

telephone number, my telephone number and our Facebook webpage that I monitor every day. If there were any problems, I can be called and will be right on top of that.

Mr. Mencini stated you mentioned that your brother and friends said why isn't there one in Brook Park. What was the reason for that, did they think there was a major need?

Mr. Brockman responded no, they thought it was a great idea and really the purpose behind this is total economy. Other than a neighbor seeing you walk up to it or someone driving by people can take what they need and give what you can. It doesn't require anyone walking in and filling out paperwork like at a food pantry or having your neighbor seeing your car sitting in front of the food pantry. Someone may need some baby food which, by the way, is one of the huge things that go through there. Diapers baby items and women toiletries, are the biggest three things that goes through the pantry. Nonetheless, they thought it was a great cause and had never been brought to City Council. We tried once or twice previously and didn't get a great response for anyone wanting to support us or to help to present to City Council, before now. I appreciate Mr. Scott's and everyone's attention to this because this is really a passion; I'm an Eagle Scout and this is something that I put my heart into.

Mr. Mencini stated Brook Park has an Audrey's Outreach that tends to those types of needs. Does the City of Berea have something like that also?

Mr. Brockman responded the SCAN (Southwest Community Network Access) Food Pantry is on the other side of the parking lot where the first little pantry was installed. If Scan had anything left over they would donate those items to the Little Food Pantry.

Mr. Poindexter thanked Mr. Brockman for coming and agreed this is a worthy cause. Mr. Poindexter commented one thing I don't like about our society is people are made to feel ashamed when they need something. More often than not we all need help, at one point, in our lives and if were more open about our neediness I think we would all realize that we are on the same page. I am on board with this and do like the philosophy. One question is how big is a typical box?

Mr. Brockman responded usually a typical box is 2'x2'x3' and that seems to work as a good size. One of my concerns with the second pantry I built was it was a little bit bigger and worried that the bigger it gets; the more stuff has to go in to make it look full. One of my main concerns is that people driving by might see an empty pantry and not stop. The 2'x2'3' seems to work well and I am not adverse

Discussion: cont.

in making a smaller or bigger one, that would depend on the group. This is also gaining attention countrywide and popping up all over the place. Part of the group I'm with Jessica McClard is seeing free pantry's that are big as full-size closets and sit on a corner.

Mr. Poindexter stated this is a volunteer network.

Mr. Brockman interjected yes, a Facebook group with Jessica McClard starting this and invited me to the group that has grown tremendously.

Mr. Poindexter asked how many people are in the group about?

Mr. Brockman responded 1,000 to 1,500 countrywide.

Mr. Poindexter asked about how many in the volunteer locally?

Mr. Brockman responded it's just Kristen and myself, we maintain them and care for them.

Mr. Poindexter asked if the pantries are cleaned when needed.

Mr. Brockman responded yes and commented I build them to withstand heat and severe cold. They are weather sealed so rain doesn't get inside of them. There are lights so people don't have to be afraid and being around the library and police station (Berea) there are cameras. What this was is the Berea City Council said yes we would like to have this done but put them where we want them placed. That actually helps me out because I build the box, gathered all the supplies and they buried the post the pantry sets on. Once the post was installed I made sure the pantry was installed to specifications and Kristen and I filled the pantry the first time.

Mr. Poindexter stated who insures the rotation of the stock, if items are placed that are not needed or wanted.

Mr. Brockman responded, we never have had that problem. I was a little worried that there's a box of spaghetti sitting in there for ten weeks, that problem has not occurred. Although, like I said we go through the pantry's periodically by weekly rotation to check the food out and if the pantry needs to be stocked. Every once in a while especially during the holidays things sit there too long the food gets disposed of the outdated product. The library staff helps us out with the pantry and I know several people at the Brook Park library who would be willing to do that also.

Discussion: cont.

Mr. Burgio thanked Mr. Brockman for being so proactive and following through on this, it's a great idea; Mr. Burgio thanked Amy for bringing it to Mr. Scott's attention. This is something that needs to be promoted triple-size because it is a good thing and there are a lot of people that are in need that don't express or ask for help. I'm all for this and thank you for coming forward with your presentation.

Mr. Orcutt thanked Mr. Brockman for coming this evening and stated what you're doing is terrific; I think this is a wonderful program. One question I want to ask on behalf of the city talking about any liability with the city. Are there any liability protections for the residents who choose to donate?

Mrs. Horvath responded I started looking at that today, there is a 42-USC-1791 that is a federal law to protect people who donate perishable items and see no reason why that would apply to Brook Park. I think it would be just a matter of looking at that and making sure that we get the nuances and what the city does complies with that to give everyone protection, I'm sure that could be accomplished without too much of a problem.

Mr. Orcutt commented he thinks this is great and once again thanked Mr. Boardman for coming this evening and a great presentation.

Mr. Scott stated to Mr. Brockman there are two in Berea and the City of Olmsted Falls has contacted you about placing a pantry there but never followed through.

Mr. Brockman concurred.

Mr. Scott continued I contacted the Mayor about this a few weeks ago and talked about a good place for this would be the police station, due to the fact there are cameras. The difference, in my opinion, between this and Audrey's Outreach which is a fantastic program. This is a 24/7 operation so people can come at 3:00 a.m. if there is an emergency, people won't know, that's what I like about this. People can come to the pantry it is available any time to take what is needed and give what is not needed. My belief is once this gets out to the public and they know it's there I don't see this as a loser. One thing I would like to do is ask Council if they would be willing of \$25.00 per person to help fund this pantry if Council agrees on this. Mr. Scott thanked Amy for keeping on me about this and appreciate you coming to explain the program; that I think is a win-win for the City of Brook Park.

Mr. Brockman stated if anyone is willing or interested in volunteering, I'd be more than happy to have a workshop for them to learn how to build them and watch how they are built. Also, would like to see our volunteer organization grow because it would be great to have these pantries monitored weekly.

Discussion: cont.

Mr. Salvatore stated for clarification the City of Berea told you to find your own locations for these.

Mr. Brockman responded, no they told where the pantries could be installed and don't care about that; I'm just ecstatic the city allowed us to do this. Wherever Brook Park thinks it best I can make that work.

Mr. Salvatore asked if any of the pantries in Berea on city property?

Mr. Brockman responded the first one I build in right between the police station and library; the second one is on church property.

Mr. Salvatore stated to Law Director Horvath to make Council aware of any potential risks and liability of putting this on city property, or insurance factors that we should be concerned with.

Mrs. Horvath responded I will research that matter and contact the city's insurance carrier to make sure there would be coverage.

Mayor Gammella commented that Councilman Scott provided a very thorough briefing on this matter and think it is an excellent idea and this city will fully support along with Council. Mayor Gammella thanked Mr. Brockman for his kindness to people.

Mr. Vecchio stated to Mr. Brockman, you elaborated that trying to grow the organization a bit and looking for more volunteers: To help build and monitor the pantries. How can this Council help you to be able to grow?

Mr. Brockman responded Councilman Scott has the Facebook page and my cell phone to call or text me.

Mr. Vecchio thanked Mr. Brockman for coming this evening and bringing this to the city along with Ms. Andrews for bringing this to Mr. Scott's attention.

Motion by Mr. Salvatore, supported by Mr. Scott, that item number one was discussed.

ROLL CALL: AYES: Salvatore, Scott, Burgio, Orcutt, Stemm, Mencini, Poindexter

NAYS: None. The motion carried.

Discussion: cont.**2. BROOK PARK POLICE DEPARTMENT AND BEREA CITY SCHOOLS' RESOURCE OFFICER PROGRAM FUNDING (Councilman Orcutt)**

Mr. Orcutt stated over the past few weeks, all of us have been in discussion about safety in our schools. I've been talking to a lot of residents about it and one resident that I had many discussions with is Jeffrey Duke. Jeff and I are fathers of Berea City School District students and share the same passion for safety of all the students and faculty. Mr. Duke is not only a Brook Park resident he also serves on the Berea City School Board and this past Friday Mr. Duke reached out to me requesting the opportunity for the Berea City School District to speak to Council about school safety and funding. In attendance this evening is Berea City School Superintendent, Michael Sheppard, and with Council's indulgence I would like to the opportunity for Mr. Sheppard to speak about school safety.

Motion by Mr. Stemm, supported by Mr. Salvatore, to allow Mr. Sheppard to speak to Council.

ROLL CALL: AYES: Stemm, Salvatore, Poindexter, Mencini, Orcutt, Burgio, Scott
NAYS: None. The motion carried.

**Michael Sheppard
390 Fair Street
Berea, OH**

Mr. Sheppard stated I was aware that Council had some conversations regarding school safety and security, in light of recent happenings across the country. First and foremost, the safety of the students and security of buildings is first priority; we spent a lot of time as an organization and working closely with law enforcement. Mr. Sheppard thanked Council, Mayor Gammella and Brook Park law enforcement who have been active participants in committee meetings when looking at safety protocols and procedures within the school district. They have been extremely helpful in providing insights and knowledge, regarding our facilities, and actions that should be put in place. To prevent any major instances occurring in the school district. One of the things that I want to compliment the City of Brook Park is the DARE (Drug Awareness Resistance Education) Program that has been consistent in the City of Brook Park for many years. I remember when working at Brook Park Memorial and standing in front of the building with Officer Fred (Szabo) while traffic was moving through; great memories and working relationships not only with students but with parents and the community. Mr. Sheppard shared as part of the large committee for safety we try to look at consistency across the school district. Then we also look at some programs that have a positive influence on school district. One of those programs is the SRO (School Resource Officer) Program. There is a SRO Program in the schools in the City of Berea and have had that for several years. There is one full-time officer at the high school and two-part time officers that share the duties at the elementary

Discussion: cont.

school in the City of Berea. There have been conversations with Mayor Starr of the City of Middleburg Heights. The SRO Program allows an officer to be within the building with three major roles; one is crime prevention, if need be they have the ability to act as police officers in the buildings and the third is an educational role that is really important. It's the idea relationships with our children, parents and also with staff members; they work in-constant with the staff members. They are an active part of our staff and participate in school activities and have a good sense of the overall and daily operations of schools. Because of that and because they are in the buildings on a regular basis it also provides the community with a sense of a police officer being there if need be. This is something that we would like to explore with the City of Brook Park moving forward. Not only because there will be a brand new building across the street, we would like to do that sooner, but just for us to have a conversation about the positive aspects of the School Resource Officer Program.

Questions:

Mr. Burgio stated it's too bad that these things have to be talked about, when I was on the school board in the 1990's there were always concerns; and think it is to the point that somethings are necessary now. The SRO's are armed?

Mr. Sheppard responded yes, they are armed.

Mr. Burgio asked how many are there?

Mr. Sheppard responded one full-time officer at the high school and two part-time officers that share the responsibility at Grindstone.

Mr. Burgio asked Mr. Sheppard if he would like to see them at every building in the district?

Mr. Sheppard responded one of the things that we're trying to do is have consistency across all the schools and would like to have the City of Brook Park and Middleburg Heights look at; as an opportunity for us.

Mr. Burgio thinks this is a necessity and good that this is being looked at. How do the teachers feel about the School Resource Officer?

Mr. Sheppard responded there are positives, just based on them being there.

Mr. Burgio asked do the feel safer?

Mr. Sheppard responded they do, they interact with them and if need be, ask for advice and support. There are clear rules that need to be designated between

Discussion: cont.

what is the school's responsibility in regards to interacting with students and parents'. The roll of an SRO is established right from the beginning and SRO's are not responsible for daily discipline of students, that's not their role. They do, in some circumstances, interact with students when they need to, in regards, to some type of crime prevention. Or conversations particularly in the high-school then in the elementary school. One other thing that we've gained a lot of support and insight from officers in regards to our facilities as a whole. As we make renovations to our existing facilities and in building new schools they do play an active role in that; along with law enforcement officials that are part of the safety committee. Again, it's important for them because they understand the daily operations of the school.

Mr. Burgio stated when I was on the board the very popular was the DARE Program that did a fantastic job for decades and think along with the safety aspect. Students see them as a friend, someone they can talk to I think is such a good thing for public relations. Are these uninformed officers?

Mr. Sheppard responded yes, in both facilities in Berea they have cars, that is important for people to see and sends a message of presence. When people are in the building they recognize the SRO officer is there.

Mr. Burgio thinks these measures are necessary to keep students and staff safe and we have to be corrective of that.

Mr. Stemm thanked Mr. Sheppard for coming this evening, and stated I'm in full support of this and also if we could talk possibly with the police chief about continuing education and training with staff. Research has probably shown that if the students and faculty are successful in fire and tornado drills because they practice good practices. In regards to a possible weapon, I want to make sure that we are doing the right procedures for the best outcome possible for both staff and students, age appropriate, of course, if that's possible reach out to you.

Mr. Sheppard commented that would be great, the insights that we get from law enforcement officials working with our own district, I think, are right on but there are a lot of practices throughout the school year. That we are required to do and report to the state. Adults knowing where they need to be and children knowing where they need to go with protocols and procedures to be followed, are essential. We hope that we never have to use those but practice is important when we're dealing with the possibility of weapon involvement. When we do the active shooter drills within our schools the police department is there and provides feedback on whether or not there are things to focus on.

Discussion: cont.

Mr. Stemm agreed and stated we are constantly learning new data and situations and know what has a better chance of working and what doesn't work.

Mr. Mencini thanked Superintendent Sheppard for coming tonight and asked for an explanation of the School Resource Officer and DARE Officer.

Mr. Sheppard responded the DARE Program is a great program and relationships are important by getting to know the children and provide good information about the importance of being a good citizen and, also, understanding what is right and wrong. The School Resource Officers are present all day long within the facilities and that's important, for not only I think the community but also the parents. To know that somewhere is there throughout the day and is a different role with different responsibilities. Looking at the DARE responsibilities there would be some that would overlap and some that would be separated out.

Mr. Mencini continued would it be preferably a retired officer or someone on medical leave but able to do this.

Mr. Sheppard responded the high school SRO is not a retired officer and the two part-time officers working at Grindstone are retired. It is important that the right person understands children and interacts with children; just like the selection of Brook Park's DARE officer. Understands the challenges that come with some children which is really important. I don't know if necessarily has to be somebody that has a lot of experience but definitely has to be somebody that can relate with the school community.

Mr. Salvatore thanked Mr. Sheppard for coming this evening and appreciates your efforts and hard work. The SRO with the Berea Police Department and Berea City Schools has been going on since 2011. Mr. Salvatore asked what were the positive things that come from this relationship.

Mr. Sheppard responded since 2011, it has been a positive experience with regards to SRO's. We have had a consistency at the high school with the same SRO since 2011. There have been some changes with the SRO's at the elementary school and feel that the past few years, the part-time people selected were a good fit for the elementary school. I can tell you with the experiences at both locations at the high school there is a little bit more work in regards to some of the police work that happens, at the high school, based on the age of our students. The relationship that the SRO has with our students they also know and have relationships with the families, that goes a long way.

Mr. Salvatore stated asked what is the cost and what you're looking for from the City of Brook Park, as far as our participation.

Discussion: cont.

Mr. Sheppard responded the annual cost is \$20,000 for this program in the City of Berea. We have had that cost for many years as far back as having a police officer in the parking lot before SRO's. I don't know the overall cost from the city's perspective.

Mr. Poindexter stated does that \$20,000 include the full time officer and both part-time officers?

Mr. Sheppard concurred.

Mr. Poindexter continued are those Berea police officers.

Mr. Sheppard responded yes.

Mr. Poindexter stated to have the program here we would use Brook Park officers.

Mr. Sheppard responded that's what we would be asking for.

Mr. Poindexter commented that he is not sure what kind of burden that would put on the police department. Does that hinder any of their operations or do they have to add additional staff to maintain normal procedures? One of things that I would suggest is we had the opportunity to gather that information. Maybe somebody from the City of Brook Park could have a conversation with somebody in the City of Berea to kind of get a sense of that overall cost and impact on the city. I think the school district has a strong interest in an SRO and we explore that possibility with the City of Brook Park.

Mr. Scott thanked Mr. Sheppard for coming, little calmer atmosphere than the last meeting I attended. The first question is what is being done at Middleburg Heights Junior High, do they have an SRO?

Mr. Sheppard responded they do not but there are conversations with the City of Middleburg Heights.

Mr. Scott reiterated there is three SRO's for Berea; one for the high school and two part-timers for elementary school.

Mr. Sheppard concurred.

Mr. Scott stated don't take this personally, but this has been in force since 2011. What took so long for this to come to Brook Park to look into?

Discussion: cont.

Mr. Sheppard stated good question, I think the concept of the SRO is in relationship to some of the things that are happening across the country brought this as something to be explored; in all our schools we've seen the positive aspect of this. In each city we work with differently and that's a challenge with our school district of having three separate cities and trying to do things as consistently as possible. The conversation with the City of Middleburg Heights and Brook Park is trying to look into because we've had success with the SRO Program and DARE Program. What is the difference and what are those advantages of having someone in the building, that's why we thought this would be the right time to do this?

Mr. Scott stated Officer Kaz is the City of Brook Park's DARE Officer and I talked to him about this the other day; I guess Officer Kaz goes to all three schools.

Mr. Sheppard interjected right.

Mr. Scott stated that's kind of spreading him thin and it's been seven (7) years or such since this program started up and I don't know why it took so long for Brook Park to get involved in this.

Mr. Sheppard stated all I can tell you is, obviously, the DARE Officer has presence in all of our schools but not throughout the entire day; with our staff and students. Just exploring this idea of SRO's in other schools we think is the consistency that we are looking for.

Mr. Scott asked if the City of Berea approached Mr. Sheppard, or did Mr. Sheppard approach Berea with putting SRO's over there.

Mr. Sheppard responded the City of Berea approached us.

Mr. Orcutt thanked Mr. Sheppard for coming this evening, this topic is the utmost importance to all of us in this community; safety for our children. With that safety is the education that ties-in with each other. It's unfortunate that we are talking about as Councilman Burgio said, but, as we are talking about this and why wasn't this implemented years ago. Mr. Orcutt continued if we're practicing one way in Brook Park and a little differently in Middleburg Heights and Berea; that may not help the students that are getting moved around to the different schools. Do you think this program is something that we could take our DARE officers or SRO officers from each city and implement them on the same program, where they are working together?

Mr. Sheppard responded yes, that would be really important, again, talking about that we are all on the same page. If we're fortunate to have SRO's in each of the

Discussion: cont.

schools, we would want to bring them together and have common understanding and expectations for each one of our schools. I can tell you that the practices and protocols we have are consistent across all of our schools. So those students coming from a school here, the Intermediate School grades 5 & 6, those activities, protocols and procedures that we i.e. fire drills, active shooter drills and tornado drills are consistent across all of our schools.

Mr. Mencini stated to Superintendent Sheppard, the dilemma that we may be looking at in Brook Park is having three officers retiring at the end of this year. We look at the numbers and would it be more feasible to have a DARE officer for a city like us to maybe train and do something like this. Do we as a community have that officer, agree this is of utmost importance, to protect our children, community and schools. I'm looking at this economically that at the end of this year we have three officers' retiring.

Mr. Vecchio stated for clarification, are you asking about taking a retiree and making him an SRO or talking about a new officer?

Mr. Mencini responded maybe a little of both, maybe there is another solution to this because we might have to look at it that way.

Mr. Sheppard stated we've had it both ways, we have one individual that's in one building and has been there for quite a while; we've also had more than one officer and that partnership has been successful. How that works, whether it be a one person or two people, it comes down to the people and the expectations for those roles. In regards to finances that would be something that we would want to explore also with the city.

Mr. Mencini commented that would be very important and the Florida incident woke up us as a nation so we look at things like this.

Mr. Stemm stated to Law Director Horvath does the ORC (Ohio Revised Code) allow special police officers; can we do that in Brook Park with a retiree? When they retire we can hold their police commission and they get paid maybe a \$1.00 a year for Worker Compensation issues. Obviously, they could fulfill that role if they wanted to stay on in that capacity.

Mrs. Horvath responded she would need to look into, one of the current issues is there seems to be some problems with health insurance and the continuation of health insurance after retirement. That would be something I would perhaps sit down with labor counsel and human resources to see what can be determined. Then report back as to what type of individual you may be able to attract for this position and what the parameters would be.

Discussion: cont.

Mr. Burgio stated we are looking for best ways for keeping our children and school staff safe. On the news today there is a school building in a surrounding suburb that people can walk right through the doors from the outside. Are the school entrances safe and secure in our buildings?

Mr. Sheppard responded each one of our buildings all doors after a certain period of time to allow students to enter the doors are locked. People come through the main entrance and like at Ford Intermediate enter a vestibule to be buzzed in. We are doing that in all our schools, Grindstone is the newest school we have, where people enter a vestibule and enter the main office prior to access to the rest of the building. That same renovation is being done at Big Creek this summer with a vestibule to be buzzed in and after the renovation they will enter the main office before having access to the rest of the building. This has been done at the junior high by being buzzed into the main office before accessing the school. One of the things that is continually emphasized within all the buildings is there a lot of doors, both entrances and exits, and need to make sure they are locked and they are not opened for anyone that is not supposed to be coming in that way.

Mr. Burgio stated this has been an ongoing item. I assume with the new schools will have state-of-the-art security systems.

Mr. Sheppard responded right, that's one of the advantages with the ability to build something new; to actually study the building, understand how we can put things in place to prevent from happening.

Mr. Orcutt thanked Mr. Sheppard for reaching out to Brook Park, this is important, and thinks Mr. Sheppard did a great job on this. I think we have a lot more ahead of us, especially when talking part-time, unions and such. So I think this discussion needs to happen and do it quickly. I also think we need to include the city's DARE officer in this, because Brook Park has the best DARE officer in the country.

Mr. Vecchio stated to Mr. Sheppard, we have had discussions on this, thank you for taking that time and being here tonight. Obviously, everyone knows that for most of the country, if not all, the children are the most important because they are our future. Many of these children will be replacing us at some point and their safety is of the utmost importance. It is sad that we have to say and use the term 'active shooter' drills but, unfortunately, society has dictated that. One question I have is currently is there any funding sources either from the state or federal to help offset the SRO Programs?

Mr. Sheppard responded there is not currently that I'm aware of. That may be a conversation that somebody from the City of Brook Park may want to have with somebody from the City of Berea; as to how the SRO is funded. I do believe that

Discussion: cont.

there is some discussion with both state and federal legislatures in regards to finding some type of financial support for this type of program.

Mr. Vecchio stated you mentioned earlier about the Committee for Safety through the schools. Who from Brook Park are members of that committee?

Mr. Sheppard responded Police Chief, Fire Chief and in some cases Lieutenants that also sits on the committee. The committee meets on a regular basis, meaning probably every other month, and provides conversation about our protocols, procedures and programs in place that provide the adults with necessary information. Immediate access to important information when in some type of crisis, communication plan to follow-up with law enforcement. Also, within our community of parents when mass information is needed to get out in timely manner. In the past, with the support and expertise of the people who are involved in law enforcement; we've actually done more advanced drills. We did this at the junior high and then came to the Brook Park Recreation Center to debrief after that exercise.

Mr. Vecchio thanked Mr. Sheppard for coming this evening and commented we've started the ball rolling of something that is major concern to the country.

Motion by Mr. Mencini, supported by Mr. Orcutt, that item number two was discussed.

ROLL CALL: AYES: Mencini, Orcutt, Burgio, Scott, Salvatore, Poindexter, Stemm
NAYS: None. The motion carried.

3. HOUSING COUNCIL APPOINTMENT - PER COUNCIL PRESIDENT VECCHIO

Mr. Vecchio stated this established in 1997, amended in 1998 and section 5 of the legislation reads 'The Community Reinvestment Area (CRA) Housing Council hereby established for Community Reinvestment Area #15 as prescribed by Section 3735.69 of the ORC said CRA Housing Council shall be composed of two members appointed by Mayor, two members appointed by City Council and one member appointed by Planning Commission. The majority of the foregoing members shall then appoint two additional members who shall be residents of area. Terms of the members of the CRA Housing Council shall be for three years; an unexpired term resulting from a vacancy in the CRA Housing Council shall be filled within the same manner as the initial appointment was'.

Mr. Salvatore asked who served on the Housing Council besides Councilman Burgio.

Mr. Vecchio responded former Ward Councilman Troyer and upon his seat vacancy he no longer would longer be, since he is no longer a Member of Council.

Discussion: cont.

Mayor Gammella thinks it would be prudent for Council to appoint two people, obviously Mr. Burgio is still on and if Council wants to reappoint along with one other person.

Nominations from the floor:

Mr. Salvatore nominated Councilman Burgio, supported by Mr. Orcutt.

Mr. Scott nominated Councilman Mencini, supported by Mr. Stemm.

No other nominations came forward. Both Councilmembers Burgio and Mencini accepted the nominations.

Motion by Mr. Salvatore, supported by Mr. Orcutt, to approve Councilman Burgio to the CRA Housing Council.

ROLL CALL: AYES: Salvatore, Orcutt, Burgio, Scott, Stemm, Mencini, Poindexter
NAYS: None. The motion carried.

Motion by Mr. Scott, supported by Mr. Stemm, to appoint Councilman Mencini.

ROLL CALL: AYES: Scott, Stemm, Mencini, Poindexter, Salvatore, Burgio, Orcutt
NAYS: None. The motion carried.

Motion by Mr. Salvatore, supported by Mr. Burgio, to place on the March 20th Council agenda under Verbal Approval.

ROLL CALL: AYES: Salvatore, Burgio, Scott, Orcutt, Stemm, Mencini, Poindexter
NAYS: None. The motion carried.

4. 2018 BUDGET

Mayor Gammella stated the budget was delivered in a timely manner, Friday, and thanked the entire administration for their help in putting this budget together. I think this is a very good budget for Council's review, it's a tight budget but a budget we can live with.

Mr. Mencini stated to Finance Director Cingle on page 2 of the Actual/Estimated Revenue Fund 243 - Economic Development. In 2017 the amount was \$814,207.57 and for 2018 the amount decreased to \$254,4335.47. What is the purpose for that large decrease?

Mr. Cingle responded the \$814,000 amount was carried forward that we began in 2017 for this fund; the amount reduced by almost \$600,000 for 2018. The reason for that is two different reasons: If you go to page 11 of the Appropriation Fund 243 - Economic Development line item 523 - Professional Services shows \$65,390.00 for the most part. There were two sidewalk programs that dollars were expensed for in 2017 along with the HMAP (Housing Maintenance Assistance Program) and the Senior Services for snow removal and grass cutting. We spent

Discussion: cont.

almost \$150,000 more than disbursed in 2016 and roughly over \$800,00 more than disbursed in 2015. The fund balance was spent-down and revenue sources last year were \$379,000 and when adding the beginning balance of \$814,000 plus the funding source \$250,000 from the General Fund; that gave a little than \$1.2 million dollars to spend. On page 2, we spent \$900,000 which left the fund balance of \$254,000 to begin 2018 with. The proposal this year is to transfer \$300,000 from the General Fund to the Economic Development Fund and on page 2 of the Key Budget Points the significant expenses out of Fund 243 - Economic Development Fund is \$200,00 for Senior Services and \$160,000 to be split between the HMAP Program and Economic Development Grants; \$30,000 has already been awarded earlier this year by Council to Ques Industries. So the balance left is approximately \$130,000 to be split amongst development grants and the HMAP Program.

Mr. Mencini stated page 7 of the Actual/Estimated Revenue Fund 543 - 2017 Street Improvements Fund. What is the reason for going from \$3 million dollars to \$900,000?

Mr. Cingle responded the \$900,000 was carried forward from that fund; those dollars will be spent on the remaining payments to be made on the 2017 Street Improvement Fund. Any monies left over will be transferred back to two funds pro-ratably the General Fund and Capital Improvement Fund, once all construction contracts are paid.

Mr. Mencini continued on page 2 of the Appropriations, Fund 341 - Recreation Center, line item 511 - Regular Salaries shows a slow increase from the years 2015 through 2017. Is that because of the pay raises approved last year?

Mr. Cingle responded the pay raises would be in there and a majority of the people working at the Recreation Center are union employees. So the 2% increase would be reflected from 2017 to 2018.

Mr. Mencini stated on Appropriations page 4 - Fund 411 - Safety Building line item 511 - Regular Salaries. In 2015 the amount was \$93,303.57 and 2018 shows an amount of \$45,812.88, what is the reason?

Mr. Cingle responded in 2017 there were two employees coded to the Safety Building and are proposing to move one of the employees' expenses to the police department. Then the Safety Building department would have one employee accounted for out of that department.

Mr. Mencini continued on Appropriations page 4 - Fund 412 - Police Department - line item Fund 511 - Regular Salaries. In 2015 the amount was \$3,036,208.66

Discussion: cont.

and in 2018 the amount is \$3,444,042.23. When the three police officers retire will that amount decrease next year?

Mr. Cingle responded in the police department what we did was union contracts bargained a 2% increase for all officers, in addition, we budgeted for one new officer effective August 1st and a second new officer effective November 1st. One retirement for sure will take place in January, 2019; the other two we are not certain when retirements will take place. So the budget proposal is to add two more police officers later this year.

Mr. Mencini stated on Appropriations page 6 - Fund 423 - Sanitation - line item 511 - Regular Salaries in 2015 the amount was \$340,463.75 and in 2018 the amount is \$318,113.44, what is the reason?

Mr. Healy responded there is one less employee this year in that department.

Mr. Mencini continued on Appropriations page 7 - Fund 433 - Street Lighting- line item 520 - Utilities in 2017 the amount shows \$408,361.59 and in 2018 the amount shows \$422,370.00, what is the reason?

Mr. Healy responded prior history shows the city being pretty consistent and even with some of the changes with the LED there were some timing involved with the invoices; hopefully we will come in under but believe we will be right there at that number.

Mr. Mencini stated on Appropriations page 8 - Fund 610 - Finance Department - line item 511 - Regular Salaries. In 2017 the amount shows \$298,989.67 and in 2018 the amount is \$323,894.03; what is the reason for the increase?

Mr. Cingle responded the department has one retirement later this year and that individual performs payroll, so the proposal is to bring in a new hire to cross-train so there are no mishaps and have a fully trained person for the finance department.

Mr. Stemm stated to Finance Director Cingle under Fund 412 - Police Department, I don't see the Dispatch payment, what account is that listed under?

Mr. Cingle responded that is in Fund 411 - Safety Building - line item 529 - Contracts and budgeted at \$488,255.00 for 2018.

Mr. Stemm continued with Fund 400 - Mayor's Office - line item 511 - Regular Salaries increased \$10,000.00 and line item 519 - Fringe Benefits increased \$26,000.00.

Discussion: cont.

Mr. Cingle responded in Fund 400 - Mayor's Office - line item 511 - Regular Salaries, you will see this in funds for the Mayor's Office, Human Resources, Safety Director, Economic Development Commissioner. The employees that left office at the end of 2017 received a paycheck in the first payroll for January, 2018; for days worked in 2017. In addition, there were accrued benefits that these individuals earned but weren't paid for until 2018; that's the reason why there is a \$10,000 increase in the regular salary line item. In addition, there is one employee in that cost-center as part of the union that received a 2% raise, collectively bargained. With respect to the Fringe Benefits that would have to do with health care selections. The previous employees had different health care i.e. single and the replacement individual has a family plan, that's more expensive.

Mr. Stemm continued with Fund 500 - line item 513 - Part-time Salaries increased \$32,000.

Mr. Cingle responded that is for outside legal fees, speaking with the law director there are services provided in 2017 that will be paid in 2018; along with potential legal services to be paid in 2018 for lawsuits currently being administered.

Mr. Stemm continued with Appropriations page 14 with Fund 401 - Capital Improvement - line item 425 - Street Construction Maintenance and Repairs (S.C.M.R.) is that for concrete and basins?

Mr. Cingle responded \$150,000 and in speaking with Mayor every year there seems to be some type of emergency that occurs in the community. Last year there were a couple of sewers that Council approved to be repaired in November, December of 2017 timeframe. So our thinking was it would be prudent to leave some monies back in case of an emergency sometime throughout the year. If it happens to be a sewer emergency the administration will come back to Council and ask for dollars to be re-appropriated into the line item 429 - Sewers and Drains.

Mr. Stemm continued page 14 - Fund 401 - Capital Improvement - line item 433 - Street Lighting shows a zero (0) balance. Because of Aerospace Parkway has some concerns back there.

Mr. Cingle responded no monies have been appropriated to be spent in the Street Lighting line-item.

Mr. Vecchio asked what is the average cost of a family plan of health care to the city?

Mr. Healy responded family and dental combined is roughly about \$15,200 for the city's contribution and the employee has a percentage of that.

Discussion: cont.

Mr. Vecchio asked what is the split 75/25 or 80/20 percent?

Mr. Healy responded there are four different plans with two different tiers depending on the deductible. I can get the figures, don't want to misquote, but roughly I would say 90/10 percent.

Mr. Poindexter stated looking at the total revenue estimated for 2018 is about \$9 million dollars less than the actual from 2017. Also, most of that money is in grant monies? Are grants being explored for 2018 or are there any grants that the city can count on getting?

Mr. Cingle responded the city engineer and economic development commissioner are always exploring grants whether from Ohio Public Works Commission (OPWC) or Ohio Department of Transportation (ODOT) or Northeast Ohio Areawide Coordinating Agency (NOACA). The main reason why the revenue is down in the total receipts line is in 2017 we issued \$5.2 million dollars in bonds to renovate the community center. That money was received in 2017 and we're not proposing to issue any bonds until 2018. So of the \$8.3 million dollars' reduction in total receipts; \$5.2 million dollars relates to the issuance of those bonds.

Mr. Poindexter continued with Appropriation page 5, Fund 413 - Fire Department - line item 511 - Regular Salaries is the increase for pay increase or is the city anticipating hiring another firefighter?

Mr. Cingle responded we haven't budgeted for any additional firefighters, the increase would be a 2% contractual increase along with the cost of holiday pay; holidays worked, professional payout or things of that nature.

Mr. Stemm stated on page 9 of the Actual/Estimated Revenue total revenue \$50.8 and on page 17 of the appropriations, the total appropriations show \$52.8. I understand this is an estimation but is there any concern with the benchmark gap?

Mr. Cingle responded one of the reasons for that gap is on Appropriations page 16, Fund 544- Community Center Improvement Fund line item 553 - Construction Contracts \$3.6 million dollars was encumbered and the carry-forward of roughly \$4.9 to renovate the community center; that will get expensed this year. The revenue came in 2017 and the majority of those dollars will be spent in 2018, that revenue is captured in the fund balance line, the purpose is a timing difference of a higher expenditure than revenue.

Mr. Stemm continued the total balance remaining from the last administration is \$21 million dollars?

Discussion: cont.

Mr. Cingle responded on page 9 of the Actual/Estimated Revenue, \$21.4 million dollars was the carry-forward remaining balance for 2018 and \$3.6 million dollars of that was carry-forward in Fund 544 - Community Center Improvement Fund on page 7 of the Actual/Estimated Revenue. Those dollars will be spent this year once the community center is completely renovated and the project is complete.

Mr. Scott asked Finance Director Cingle if the city's cash-reserve requirements are being fulfilled.

Mr. Cingle responded yes, on page one of the Actual/Estimated Revenue, Fund 100 - General Fund, right above total revenue, is the Fund Balance Reserve Policy line item. For this year is calculated based on current expenses or curve-projected expenses in the amount of \$4,056,386.00; so the Fund Balance Reserve Policy is met and the two-month carry-forward ordinance is being adhered to.

Mr. Scott continued out of Fund 243 - Economic Development is the Sidewalk Program is that coming out of the \$160,000?

Mr. Cingle responded there is no Sidewalk Improvement Program proposed for this year.

Mr. Scott stated grass cutting and senior snow plowing won't be affected?

Mr. Cingle responded \$200,000 of the economic development funds is being proposed for senior services, snow removal and grass cutting.

Mr. Scott continued on Appropriations page 15, Fund 517 - Sound Insulation Program - line item 525 - Professional Services shows \$200,000.00; what is the reason?

Mr. Cingle responded that will be discussed at an upcoming meeting, don't want to elaborate tonight, but will be discussed within the next week or so.

Mr. Orcutt thanked Finance Director Cingle for all the time spent with me on the budget, since I'm brand new. The question I have is to Mayor Gammella on the Actual/Estimated Revenue page 5, Fund 459 - Ditch Cleaning Program the beginning balance shows \$224,069.04; with that same balance being carried in the years 2015, 2016 and 2017. Why haven't these monies been used in the past?

Mayor Gammella responded that's a good question and no, I do not. Recently along with Councilman Poindexter I went to the Big Creek Watershed meeting; that Brook Park has a small portion of. I found that the area we call Kolleda Ditch is actually Kolleda Creek and in discussions that is a major source of the city's

Discussion: cont.

flooding problems; when Kolleda Creek jams up, especially underneath Brookpark Road. What I'm hoping and as Mr. Poindexter mentioned grants is perhaps in getting a grant, as well, to clean that ditch out. You are correct, there is almost \$25 million dollars to do that and if it helps to alleviate flooding, those monies will be used.

Mr. Cingle commented on the Kolleda Ditch Cleaning Fund, roughly every seven years that Kolleda Ditch needs to be cleaned. So the monies are there and in speaking with the city engineer he informed me that the ditch will need to be cleaned in the next couple of years. So the monies are left in that fund because that ditch will need to be cleaned at some time in the future; it is prudent to have monies in this fund so that additional revenue sources don't have to be found when it comes time to undertake that program.

Mr. Scott stated is it possible to get a breakdown of the capital requests by the department heads i.e. the police department requesting five police cars and receiving three?

Mayor Gammella responded obviously the departments wanted more but we have to live in our means and talking with a few Councilmembers, you've been very prudent about being prudent with the finances. Mayor Gammella went to Finance Director Cingle to respond to that and then he will respond to the rest.

Mr. Cingle responded that can be provided this was for discussion this evening. When we sat down and looked at the monies available for Capital Improvements, obviously, there are more needs than dollars to fill those needs. The decision was made by the Administration that x-amount of dollars would be allocated to each department for determination on how they wanted those monies spent. For example, in the police and fire departments \$150,000 is being proposed to be appropriated for them to spend how they deem, most appropriately, within their department. The Sanitation Department requested a rear-loader so provisions were made in this proposed budget to lease a rear-loader at roughly \$45,000 a year. The service director has requested \$100,000 in the Sewer & Drains Department for pump station improvements that need to be done; so those monies have been proposed in this budget. In the Snow Removal Department, \$20,000 has been proposed for snow blades, which is almost a yearly expense. The Office of Aging Department there is an appropriation of \$25,000 for the lease of a new senior van; those are some of the highlighted items in the capital fund that have been proposed.

Mr. Stemm stated on page 8 of the Actual/Estimated Revenue, Fund 545 - Street Improvements Fund shows a total of \$1.2 million dollars. Is there any other cost-center that more monies can be captured for that?

Discussion: cont.

Mayor Gammella commented we really stretched this budget to get that \$1.2 million dollars. The streets do need repair and, quite frankly, if we did all the streets we wanted to do the cost would be \$45 million dollars that the city doesn't have; the \$1.2 million dollars was the best we could do on this budget.

Mr. Cingle commented for all Council, with the 2018 Street Improvement the \$1.2 million dollar proposed appropriation. \$230,000 is in regards to the what I'll call the 2019 street program. \$100,000 is going to be transferred from the Capital Improvement Fund to the Street Improvement Fund for the Smith Road Resurfacing Project and \$130,000 will be transferred from Capital Improvement Fund to the 2018 Street Improvement Fund for the Holland Road project. So \$230,000 of that \$1.2 million dollars is already 'earmarked' for the design and engineering services for those two streets for the 2019 street program. The challenge we have, so that Council understands, is next year we have three roads; Smith Road, Holland Road and Sheldon Road that will be partnered with Cuyahoga County and City of Middleburg Heights. The city's obligation for those three roads is over \$2.2 million dollars and change. Given the current budget we won't be able to make that next year; monies will have to be borrowed to pay for those roads. The more conservative we can be this year to carry-forward money into next year will limit the amount that would need to be to potentially borrowed for next year to do those three roads; the budget is that tight.

Mr. Mencini stated to Mayor Gammella with departmental needs out of the capital budget, will Council be getting the line-item requests from the department?

Mayor Gammella responded everything is pretty much in this budget and obviously items will come up. With the senior van we're looking into hopefully getting a grant from NOACA, next year, that will hopefully be donated to the city. We are on the list for that so what we're trying to do is make do with what we have for one more year. Our people are telling us that should be no problem, they can get through for another year.

Mr. Mencini reiterated when Council passes the budget, the departments will get the items. Will Council know what the needs are before passing the budget?

Mayor Gammella stated Council can be provided that.

Mr. Cingle commented some of those items, we can go through tonight and provide Council with additional documentation. In the Recreation Center there is a proposal on page 14 - Fund 401 - Capital Improvement - line item 341 - Recreation Center, there is a proposal of \$66,501.68. Part of those monies are for a copier lease and remaining of what is being proposed is: \$15,000 for the community room kitchen area. \$15,000 to upgrade the front desk, \$15,000 to upgrade the concession stand and \$19,000 for Miscellaneous Equipment i.e.

Discussion: cont.

treadmills deemed to be purchased. In Fund 401 - line item 412 - Police Department, initially they had roughly \$286,000 in capital requests. The ones that I believe they would do is: \$50,000 in building improvements, \$20,000 in the detective room, \$20,000 for a server and with the remaining monies we're looking to do a lease for some new vehicles rounding out to \$150,000. Fund 401 - line item 413 - Fire Department there are roughly \$150,000 for building improvements to the west end fire station. Fund 401 - Service Department there are monies for the rear-loader lease and pump station improvements. Within the budget there are leases that were entered into 2017, and years prior to that, and this year will be the final lease payment of \$230,000 for the rubbish packers and rubbish cans purchased seven years ago, when the city went to the automated system.

Mr. Salvatore thanked Finance Director Cingle for the 2018 Key-Budget point information and the most important thing I see is at the top; the reserve policy has been met and is something that is very important that we continue to do. Mr. Salvatore asked for a list of all capital expenditures so that Council can see the monies that will be spent for each department, what they're asking for and what can be achieved. Mr. Salvatore continued with the Roads Program the \$1.2 million dollars is on the very lean side in comparison to the amount of work necessary to catch-up, sort of speak, I think we're behind on our roads repair. Mr. Salvatore asked if there was a list of the roads being considered?

Mayor Gammella responded there is a primary list and the city engineer will be at the next meeting to discuss streets. Again, if we did all the road that we wanted to do it would be approximately \$45 million dollars, we're doing the best with what we have.

Mr. Salvatore expressed disappointment that the city engineer was not in attendance to provide the pavement rating report. Mr. Salvatore thinks the \$45 million dollars is on the low side and thinks more than that is needed to fix every road in need of repair. Mr. Salvatore commented I'm not expecting them to all be fixed in one year but would like to see an aggressive plan to hopefully achieve that over a 10 to 15-year period, unless we can come up with another revenue source that can get us there. Mr. Salvatore asked for an explanation on page 4 of the Actual/Estimated Revenue, Fund 270 - Law Enforcement Fund has been consistently in excess of \$156,000 and the 2018 estimate decreased to \$90,000.

Mr. Cingle responded you need to tie-in appropriation pages 4 to 13. On page 4 we began 2017 with almost \$157,000 in the beginning balance and as stated we're starting this year with \$90,635. Going to page 13 that in 2017, \$68,217.00 was disbursed out of the Law Enforcement Fund of almost \$65,000 for equipment; these are dollars restricted. Because they are monies received for drug busts and there are rules and regulations that need to be followed for specific items to be purchased out of this fund. We ask the chief, almost every budget cycle, can you

Discussion: cont.

take vehicles out Fund 270 because the monies are there. Or can vehicles expenses or vehicle purchases' out of Fund 272 - Federal Forfeiture money; which has over \$270,000 as a beginning balance. The chief said no, these dollars are restricted for specific purposes and each year the chief and Mr. Healy meet to go over the expenses and file a report with either a federal or state agency showing revenues coming in and expenses going out. So the appropriate agency sees that the city is adhering to the rules and regulations that govern those funds.

Mr. Salvatore asked for an example of a specific expenditure out of Fund 270?

Mr. Cingle responded building improvements the police chief is proposing for this year is to spend some of the building improvements out of Fund 272 - Federal Forfeiture Fund; along with improvements to the detective bureau.

Mr. Salvatore asked if that fund is limited to the police only, or could the fire department?

Mr. Cingle interjected it's all police. Fund 270 - Law Enforcement Fund the police chief is proposing buying an outside carrier for \$10,000 with 100% monies out of this fund. The police chief is the person to ask as to what can be expenses out of each fund.

Mr. Salvatore stated, out of curiosity, can we find out if that fund can be utilized for providing safety to the schools?

Mr. Cingle will ask the police chief.

Mr. Salvatore continued with Fund 272 - Federal Forfeiture Fund has a consistency of \$390,000 decreased to \$275,000.

Mr. Cingle responded on page 13 on the expense item, last year, almost \$82,000 in equipment was purchased out of the federal forfeiture fund; we can run a report as to what was expensed there. But, it was properly appropriated with the police chief signing off on it and a valid expense for this fund.

Mr. Salvatore asked if the bullet-proof vests and upgrades of weapons were expensed out of that fund?

Mr. Cingle will pull the expense history of the fund to see what was purchased last year.

Mr. Burgio asked how much revenue is being received from the IX (International Exposition) Center?

Discussion: cont.

Mr. Cingle responded I don't want to give an incorrect number, I will look it up tomorrow and provide to all Councilmembers.

Mr. Burgio continued the city is still getting those monies on a continual basis with the airport agreement?

Mr. Cingle responded my understanding the agreement is as long as the IX Center is in operation, the city will get the dollars generated at the IX Center. The city receives parking fees dollars, admission tax dollars, employment taxes and a piece of the Emerald Park; that is a 20-year commitment with the City of Cleveland. If the city is going to renew it that should be coming up in the next few years; the agreement was passed in 2001. If that's not renewed, then income would stop being received from Emerald Park.

Mr. Burgio asked does that include the hotel and bed tax?

Mr. Cingle responded the city doesn't get monies from the Hilton Hotel but we do get monies from the other businesses around there.

Mr. Stemm stated to Mayor Gammella, the federal forfeiture fund is controlled by the police chief?

Mayor Gammella responded to the best of my knowledge, yes.

Mr. Cingle commented the Federal Forfeiture and Law Enforcement Funds are administrated by the police chief.

Mr. Vecchio asked Mr. Cingle on page 6 of the Actual/Estimated Revenue, what does Fund 521 - Capital Construction Fund actually entail?

Mr. Cingle responded that fund was set up years ago, when the city assessed residents on the west-end of the city for the removal of septic tanks and installed sewer lines. As shown for 2015, a little over \$23,000 was received in special assessments. That was a ten-year assessment with the residents having the ability to pay-off upfront or billed through property taxes; from 2005 through 2015. So there were some trailing assessments in 2016 but no dollars were collected. That is money I look for special emergency situations and will possibly be used next year to pay for the roads program.

Motion by Mr. Mencini, supported by Mr. Stemm, that item number four was discussed.

ROLL CALL: AYES: Mencini, Stemm, Poindexter, Salvatore, Scott, Burgio, Orcutt
NAYS: None. The motion carried.

Motion by Mr. Burgio, supported by Mr. Mencini, to go into Executive Session for Personnel Matters.

ROLL CALL: AYES: Burgio, Mencini, Poindexter, Salvatore, Stemm, Orcutt, Scott
NAYS: None. The motion carried at 8:58 p.m.

In attendance: Members of Council and Law Director Horvath

Motion by Mr. Mencini, supported by Mr. Stemm, to adjourn the Executive Session.

ROLL CALL: AYES: Mencini, Stemm, Poindexter, Salvatore, Scott, Burgio, Orcutt
NAYS: None. The motion carried at 10:14 p.m.

Motion by Mr. Burgio, supported by Mr. Stemm, to go back to Regular Order of Business.

ROLL CALL: AYES: Burgio, Stemm, Mencini, Poindexter, Salvatore, Scott, Orcutt
NAYS: None. The motion carried.

There being no further business to come before this meeting a **motion** by Mr. Scott, supported by Mr. Mencini, to adjourn.

ROLL CALL: AYES: Scott, Mencini, Poindexter, Salvatore, Stemm, Orcutt, Burgio
NAYS: None. The motion carried.

Council President Vecchio declared this meeting adjourned at 10:16 p.m.

RESPECTFULLY SUBMITTED *Michelle Blazak*
Michelle Blazak
Clerk of Council

APPROVED *March 27, 2018*

THESE MEETING MINUTES APPROVED BY BROOK PARK CITY COUNCIL ARE A SYNOPSIS, NOT TRANSCRIBED IN THEIR ENTIRETY, ALTHOUGH ACCURATE.