

**SPECIAL CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
HELD ON THURSDAY, APRIL 5, 2018**

Council President Vecchio called the meeting to order at 6:00 p.m. and read the meeting notice. The clerk called the roll and the following Members of Council answered:

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

Also in attendance were Mayor Gammella, Law Director Horvath, Finance Director Cingle and Service Director Garner.

**DISCUSSION:**

1. CAPITAL IMPROVEMENTS AND ECONOMIC DEVELOPMENT FUND  
APPROPRIATIONS

Mr. Salvatore stated to include the movie projector and screen in the amount of approximately \$10,000 and portable fence in the amount of \$1,600 back into the Recreation Department Capital Budget. Both items totaling \$11,600 can be taken out of Fund 250 – Special Recreation Fund and have no effect on the budget.

**Motion** by Mr. Salvatore, supported by Mr. Orcutt, to include the movie projector and screen along with the portable fence back into the Recreation Department Capital Budget.

Mr. Mencini commented being a coach for all sports with cell phone technology and all items needed at the Recreation Center and doesn't think the projector and screen and portable fence are necessary, even though they are not coming out of the budget.

Mr. Poindexter concurred with Mr. Mencini and stated the focus should be on the Capital Improvements items listed by the department heads. The items being discussed were off the table prior to the budget coming to Council and will not support these items at this time.

Mr. Vecchio commented the motion is to have these monies pulled from a different fund that will not affect the capital improvement side.

Mr. Poindexter continued that he thinks it is out of order to talk about Fund 250 when talking about Capital Improvements.

**Discussion: cont.**

Mr. Salvatore stated this meeting is about the budget and as explained, these funds were available for recreational purposes and that's part of the budget. Mr. Salvatore stated to Mr. Poindexter if you don't want a fence or projector screen. If you don't care about the children and didn't want the fence put in, then vote no.

Mr. Poindexter interjected that's not the case, I didn't say that.

Mr. Salvatore continued let me finish, I have the floor right now. It's not going to affect anything it's the idea you don't like then vote no. Just don't say it's not part of the budget because it is an expenditure. Cell phones have broken this community and I'm trying to bring the community back so that it grows.

Mr. Orcutt asked Mr. Cingle with Fund 250, the total 2018 revenue?

Mr. Cingle responded the Miscellaneous Revenue projection for 2018 is \$103,000. The total revenue including the beginning fund balance, resources to be spent on that fund, is \$555,475 rounded.

Mr. Orcutt stated there is a \$103,000 projection for 2018?

Mr. Cingle concurred, that's projected revenue.

Mr. Orcutt asked Mr. Cingle where does that revenue come from?

Mr. Cingle responded mainly programs i.e. football, baseball and volleyball registrations.

Mr. Orcutt stated with the budget presented it shows the total revenues from 2015 to present; what was the total revenue for 2015?

Mr. Cingle responded on page 2 of the Estimated Revenue, in 2015 the revenue shows \$105,004, in 2016 the revenue shows \$94,434 rounded and in 2017 the revenue shows \$109,878 rounded.

Mr. Orcutt clarified the dollars in Fund 250 can be spent on sporting programs for the Recreation Center?

Mr. Cingle concurred, program related.

Mr. Scott clarified to Mr. Cingle if the projector and portable fence can be spent out of Fund 250.

Mr. Cingle concurred.

**Discussion: cont.**

Mr. Scott stated with the movie projector will not be used for sporting programs only. In discussion with Recreation Director Elliott the projector will be used for outdoor movies as well, and not having to rent these types of units. Mr. Scott is in support as long as Fund 250 can support these items. In the future, monies in this fund can be used for refurbishing of helmets and shoulder pads; that is another huge expense.

Mr. Cingle stated that's correct and stated another item that monies in this fund can be used. In the future if monies get tight in the General Fund, as being seen this year, a portion of a Recreation Center employee could be expensed out of Fund 250. It could be either 1/2 or 1/3 of the Deputy Directors salary that could be expensed out of that fund, to alleviate pressure on the General Fund.

Mr. Burgio stated in support of the projector and screen, that is a positive item to have.

Mr. Salvatore asked Mr. Cingle if Council gives no direction for the moving of monies can it still be done without approval?

Mr. Cingle responded no.

Mr. Salvatore stated that's what I thought, that's why it's on the table to make things happen.

Mr. Mencini stated I heard the words to make things happen, to bring the community together. I didn't know it fell apart and if it did I'd like to know when. I would have preferred to have the directors' and chiefs' here tonight and it's okay that they're not. But, talking with people at the Recreation Center that's not exactly what I heard and wanted to put that on record.

Mr. Salvatore asked to respond.

Mr. Vecchio - hang on gentlemen, we...

Mr. Salvatore - Mr. Chairman, you can't just sit up here and take cheap shots at people and not being able to respond.

Mr. Vecchio - that's where I'm going. Gentlemen, let's contain our comments only to what is being discussed at the moment, which happens to be the motion. If we want to take shots at one another let's save it for another time and pick up the phone. Right now is not the time, this is a business meeting and as the Chairman, we need to have accountability for our actions.

**Discussion: cont.**

Mr. Salvatore - Mr. Mencini, you made a statement that you didn't know the city was falling apart, I never said it was falling apart. Why would you bring that silly comment to a Council meeting.

Mr. Mencini - you said it's not together.

Mr. Salvatore - what I said is it brings people together.

Mr. Mencini - you said we're not together.

Mr. Salvatore - I have floor...

Mr. Vecchio - gentlemen, contain yourselves please.

Mr. Salvatore - I'm going to finish, the Easter Egg Hunt brings people together, baseball games bring people together, Saturday night movies brings people together, these are events that brings people together and that's what this is about. I don't want this activity going on at a Council meeting and agree with the Chairman.

Mr. Poindexter - I heard that I don't care about the children and didn't want the fence put up and I never said any of that. I wanted to make sure that we're on task with what we're slated to do here. The budget was passed last week and Fund 250 was appropriated, the money is there for the Mayor to spend. To Mr. Cingle, does Council have to discuss money coming out of Fund 250 if the monies have already been appropriated?

Mr. Cingle responded yes, on page 11 of the three-year disbursements and appropriations. These two items will come out of the Equipment line item and no dollars have been appropriated for the equipment line item; they would be added under the change ordinance.

Mr. Poindexter asked where would those monies be from?

Mr. Cingle responded it would come out of the available resources, the projected resources of \$555,475 of Fund 250 on page 2 and 11. A new Ordinance would be created and that line item will be funded for the projector and home run fence, roughly, \$1,200 would be added.

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The clerk called the roll on the motion by Mr. Salvatore, supported by Mr. Orcutt, to include the movie projector and screen for \$10,000 along with the portable fence for \$1,600 back into the Recreation Department appropriations from Fund 250.

**Discussion: cont.**

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

Mr. Scott asked Mayor Gammella for the game plan of this meeting.

Mayor Gammella responded to fund police and fire departments fully. We're looking at \$824,000 that is out there and the reason I called this meeting is I thought Council had a plan. However, since you're asking me I'm going to ask you, with that \$824,000. It is my understanding that more monies are going into the Roads Program for \$1.2 million, does anyone object? How much of that \$824,000 will be for roads and let's build back from there.

Mr. Salvatore stated there are some issues in service that should be addressed such as the pump station repairs. Also, the maximum that will be taken out of the Economic Development Fund to ' earmark ' for roads or ' earmark ' for the pump station. Mr. Salvatore stated to Mr. Garner, if that pump station should collapse how would that affect the residents?

Mr. Garner responded that pump station is a sanitary pump station and constructed in 1981. Those are the original pumps that have been maintained over the years. The maintenance is more involved with rebuilding everything to make sure that every pump comes on when supposed to. They pump by volume, in sequence, meaning the third pump probably doesn't come on until it's very bad. This is very important to the community and especially on that side of town. This would make the pump station more efficient and the company, North Coast, has provided a fairly accurate quote. The quote given is on the high side and the number was \$99,000 and change, with \$100,000 being rounded.

Mr. Orcutt stated to Mr. Garner, with those pumps we're upgrading 37 year-old pumps and asked if they are submersible pumps in water?

Mr. Garner responded it is my understanding, are not they dry and are in a dry well to pump the water up and out.

Mr. Orcutt thanked Mr. Cingle for the Key Point Budget documentation and stated the Fund Balance Reserve policy is for how many months?

Mr. Cingle responded two-month policy.

Mr. Orcutt asked what is the total fund policy to date?

Mr. Cingle responded on page 1 of the estimated three-year revenue, for 2018 the Fund Balance Reserve Policy totals \$4,056,386.

**Discussion: cont.**

Mr. Orcutt asked what is the General Fund balance?

Mr. Cingle responded the total rolled forward from 2017 to 2018 was \$4,056,386 plus the beginning balance of \$340,334 for a total of \$4,397,000 rounded.

Mr. Orcutt stated the difference being roughly \$340,000?

Mr. Cingle concurred.

Mr. Orcutt clarified those monies can be used as an emergency if anything should happen in the city.

Mr. Cingle responded those monies are added to the other revenue sources i.e. property tax, income tax and local government and county, the total available to spend is \$21,445,000.

Mr. Orcutt continued with the proposed capital improvements for the service department. There are four items that need to be approved and one being a rear-loader that is need in of replacement.

Mr. Garner concurred and stated the department has two trucks, out of the six, that are rusted beyond repair; both are 1986 models used for backup only.

Mr. Orcutt stated to Mr. Cingle the construction contracts line item has \$150,000; what would consist of an emergency?

Mr. Cingle responded last year there were two sewer repairs in late November, early December that and December that Council approved for Forestview Circle and Fayette Blvd. One year, Rademaker caved in so approximately \$90,000 would be used to repair the street; the fund would be used for unforeseen circumstances that need repair.

Mr. Orcutt stated if Council transferred funds out of that emergency fund to Fund 545 – Street Repair and an emergency occurred and short, for example, \$30,000; those monies could be taken out of the funds left over from the General Fund balances.

Mr. Cingle stated back to page 1 of the Actual/Estimated worksheet the beginning balance shows \$340,334 plus the total revenue line items from Property Tax down to Transfer from Other Funds. The total projected amount available is approximately \$21.8 million dollars; with the majority of those dollars having been appropriated. If the entire 'Rainy Day' funds in capital of \$150,000 are moved to the Roads Program. If something happens this year in the amount of \$50,000,

**Discussion: cont.**

\$75,000 or \$100,000 emergency we have to find those monies from another source.

Mr. Orcutt suggested that would be a particular area where dollars could be moved to the streets program.

Mr. Scott stated to Mr. Garner in speaking with Shop Foreman, John Pensis, he informed me that the senior van is one-step away from being condemned due to the floor rotting out. Also, with the rear-loader there is nothing left to weld to fix the rust. The senior van is going to be needed very soon as well as the two rear loaders. With the rest of the list, snow blades are an annual occurrence and with the pump station the three pumps are over used and ready to quit.

Mr. Stemm stated the best way to approach this is to agree on an 'earmark' for the roadways and see what is left because there are a lot of items on these lists. The bulletproof vests are listed on the wish list but not listed under the proposed capital expenditures. Therefore, the best way is to get a number down for the roadways and work with what is left over.

Mr. Mencini agreed with Mr. Stemm to get a rounded number to do the streets. With the senior bus, it is old, dated and rusted out and the new senior van would be put to more use. With the rear loader trucks, they are probably the same ones when I left in 2012. At that time, they had not only rust issues but also mechanical issues and the mechanics would do amazing things to keep those trucks on the road. With the pump stations I was in there when major flooding was taking place and that is no area to have corners cut because that area is considered low lying so that pump station needs to be addressed.

Mr. Burgio agreed with Mr. Scott and Mr. Mencini with the senior bus and other issues. The mechanics do a great job with making vehicles and equipment last longer. So if the mechanics say nothing else can be done they are in bad shape. Nothing the department heads are asking for is extravagant or not needed.

Mr. Poindexter asked for a total of the Service Department requests for plow blades, rear-loader, senior van and pump station?

Mr. Scott commented those four items are unrestricted funds.

Mr. Cingle stated including the Miscellaneous Equipment for the mechanics tools at \$10,000, Sanitation rear-loader at \$45,000, Pump stations at \$100,000, Snow blades at \$20,000 and the Senior Van lease totals \$25,000 total \$200,000.

Mr. Poindexter stated the Service Department needs those items and instead of coming up with a number wanted in roads and seeing what's left. I think we

**Discussion: cont.**

should go department by department and talk about the requests, the need and the cost to see if that's inline and then see what's left over. I wouldn't want to put a target number on roads and then have no monies left for bulletproof vests. I think we should go down the list for each department and say yes or no.

Mr. Salvatore stated there is \$150,000 in backup and my suggestion is to cut that in half to \$75,000 for emergency purposes and put the remaining \$75,000 off to the side. The \$4,056,000 is there for a reason and a nice cushion but it's also there to protect the future of the community and emergencies.

Mr. Scott clarified the \$75,000 would be coming from Fund 425 – SCRM (Street Construction, Repair and Maintenance).

Mr. Cingle commented it might be easier to leave that \$150,000 to discuss at the end when Council determines the level of funding for the Roads Program. If Council is willing to appropriate the service department appropriate \$10,000 – Mechanics, \$45,000 for Sanitation, \$100,000 for Sewers, \$20,000 for Snow and \$25,000 for Office of Aging; that totals \$200,000. If Council is willing to approve those appropriations, they will be added to the two items for Fund 250 – Special Recreation Fund for home run fence and the projector and screen; to be added to the appropriation change.

Mr. Orcutt stated to Mr. Cingle what would happen with the \$150,000?

Mr. Cingle responded those monies would be appropriated after going through the departments to determine what level of funding Council requests for the Roads Program. It's not appropriated currently and would be the last piece for discussion.

**Motion** by Mr. Orcutt, supported by Mr. Poindexter, to appropriate the \$200,000 for the Service Department.

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

Mr. Cingle stated \$2,000 has always been appropriated to knock-out miscellaneous items i.e. printer for finance, law and tax departments.

Mr. Scott stated there is \$688 and \$521 should they be rounded off?

Mr. Cingle responded the \$688 was appropriated in the budget passed last week for the copier lease. So all Council would need to do is add \$5,000 to each department to be added to the appropriation change ordinance. The \$5,000 for each of those departments is unrestricted, totaling \$15,000.

**Discussion: cont.**

**Motion** by Mr. Poindexter, supported by Mr. Scott, to fund \$5,000 to the Fund 440- Finance, Fund 500 - Law and Fund 610 - Tax Departments totaling \$15,000.

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

**NAYS:** None. The motion carried.

Mr. Salvatore stated with the Economic Development Fund to date \$95,000 was pulled out of that fund but \$5,000 had to go back in for tax purposes.

Mr. Cingle concurred.

Mr. Salvatore continued with putting that \$5,000 back in are there any additional funds that could be looked at?

Mr. Cingle responded reviewing this earlier with Mr. Scott and came up with Senior Services - \$200,000.

Mr. Vecchio interjected and asked Mr. Cingle if that is an increase from last year for Senior Services?

Mr. Cingle responded yes, it is up a little bit.

Mr. Vecchio asked Mr. Cingle what was budgeted last year?

Mr. Cingle will provide the documentation and continued Senior Services - \$200,000, one Economic Development Grant - \$30,000 to Ques Industries, \$5,000 - Taxes, \$40,000 - HMAP (Home Maintenance Assistance Program). If Council wishes to increase the HMAP of \$40,000 or the Economic Development Grant appropriations of \$50,000 that totals \$325,000; freeing up \$40,000.

Mr. Salvatore clarified Council could pull \$130,000 out and move to the Roads Program, correct?

Mr. Cingle stated \$40,000 could be freed up by reducing the transfer from the General Fund on page 9. Currently, there is \$300,000 being transferred from the General Fund to the Economic Development Fund. Reduce that by \$40,000, transfer \$260,000 and then add \$40,000 to that transferred amount to the 2018 Fund 545 - Street Improvement Fund. Council approved at \$531,500 that number would increase to \$571,500 and that would cleanup the Economic Development Fund.

Mr. Salvatore asked what would be the total going into the Roads Program?

Mr. Cingle responded an additional \$40,000.

**Discussion: cont.**

Mr. Salvatore clarified added to the \$95,000?

Mr. Cingle responded no, we would reduce the transfer to the Economic Development Fund from the General Fund by \$40,000 and move those dollars to Fund 545 – 2018 Street Improvements.

Mr. Salvatore asked what happened to the \$95,000 set aside?

Mr. Cingle responded there is the HMAP funded at \$40,000, Economic Development Grants of \$50,000. That would take \$40,000 out of the Economic Development Fund to fund the Roads Program.

Mr. Salvatore asked where is the \$95,000?

Mr. Cingle responded on page 11 of the 2018 Appropriations the Contract line item shows \$365,000 was reduced by \$95,000 and now becomes \$270,000. Out of that \$270,000 is the Senior Programs of \$200,000, leaving \$70,000. The Economic Development grant to Ques Industries was \$30,000 leaving \$40,000. Taxes have to be funded at \$5,000 leaving \$35,000. The HMAP is at \$40,000 and Economic Development Grants at \$50,000, it reduced that total is \$325,000. Therefore, the appropriations will have to be increased from \$270,000 to \$325,000 showing a \$55,000 increase. Then the transfer will be reduced by \$40,000, so add \$55,000 and \$40,000 equals \$95,000.

Mr. Salvatore asked what modifications are needed to get that higher than \$40,000?

Mr. Cingle responded from the HMAP or Economic Development grant line that's \$90,000. If Council chooses to not fund those two items then Council can add the \$90,000 plus the \$40,000 totaling \$130,000.

Mr. Mencini asked what the HMAP last year?

Mr. Cingle responded \$100,000, 20 grants at \$5,000 each.

Mr. Mencini asked how many applicants have applied?

Mayor Gammella responded there are five existing applications.

Mr. Orcutt stated to Mayor Gammella has anyone applied for a business type grant?

Mayor Gammella responded not to date, however, I talked about the former Sea & Ski on property on Henry Ford Blvd., Engle Road. A construction company wants

**Discussion: cont.**

to come in there bringing 40 pretty high-paying jobs and have inquired about some type of grant to fix up the inside. It is a very stable construction company and have been around since 1980, starting from the woman's kitchen. The company has outgrown where they're currently located and think that location would be ideal.

Mr. Stemm requested the Police and Fire Chiefs provide an inventory item list of when the inventory will be expiring. There are eight bulletproof vests requested are all eight expiring this year, as well as, the personal fire protection equipment. That may give Council a better understanding of what lies ahead.

Mayor Gammella responded the air canisters have an expiration and that's the reason for the replacements. When the police and fire approached us, their wish list was substantially more and this is the minimum. Mayor Gammella will have both chiefs at the next Caucus meeting and requested Council to submit questions so the chiefs can address them.

Mr. Salvatore stated moving to Safety there were eight police cars purchased last year and four the year before.

Mr. Cingle responded there are two outstanding leases currently, four cars each lease for a total of eight.

Mr. Vecchio asked how many officers are on the road at one time?

Mr. Mencini and Mr. Salvatore stated five.

Mr. Scott asked Mr. Pensis of the seven vehicles which ones are the most need. Mr. Pensis stated one F-150 is definitely needed because the SWAT (Special Weapons and Tactics) vehicle is falling apart, the F-150 will be used for SWAT and three patrol cars would be a sufficient number. If no vehicles are purchased this year and possibly in 2019 the soonest time to purchase vehicles would be 2020.

Mr. Vecchio questioned Mr. Scott's statement of not knowing what 2019 is going to look like could be a negative or a positive. Not sure, what 2018 is bringing us the city may land something big that projects additional revenue and putting funds in for purchases. Mr. Vecchio asked what is the year of the police SWAT van?

Mr. Mencini commented if Mr. Pensis says the vehicles should be replaced I don't want the city taking any chances.

Mr. Scott stated the SWAT van is a 2001.

Mr. Vecchio asked how will SWAT personnel be transported in the F-150?

**Discussion: cont.**

Mayor Gammella responded the SWAT Team has a trailer and the F-150 would better to tow the trailer.

Mr. Gardner commented the F-150 specifications is a four-door, full-size king cab.

Mr. Stemm stated to Mr. Cingle asked what the cost would be for the leasing of a Ford Explorer and F-150.

Mr. Cingle responded the total dollar amounts would be needed for both vehicles, for the three-year lease; the \$58,000 projection was either for four or five vehicles.

Mr. Vecchio commented eight police vehicles were purchased last year and three new vehicles this year that totals 11 within 24 months.

Mr. Salvatore stated for two Explorers and one F-150 that would be \$150,000.

Mr. Stemm commented the police run on 12-hour shifts so the cars take a beating using for 12-hour shifts. There may be eight new vehicles, in reality, with the depreciation over the years of the city streets and the longevity of the shifts, might be something to think over.

Mr. Orcutt asked if anyone knows the mileage put on city vehicles in a one-year period; the hours that the vehicle is running. What is the longevity of city vehicles?

Mr. Vecchio stated unless there is an hour meter on the vehicle there is no way to track the hours but mileage in this case plays a different part. The one thing currently there is today versus the past is engines are made to run longer, versus the old 5-liters. The vehicles take abuse and city mechanics are great at what they do. The city has taken on the 3.5 liter instead of the EcoBoost for the maintenance interval.

Mr. Orcutt asked Mr. Cingle how often police vehicles are replaced, the interval?

Mr. Cingle responded every couple years they change out some, recently it's been a few each year. Some departments change out vehicles every other year. The reason there could be eight new vehicles listed is because of possibly missing a year.

Mr. Scott commented according to the city vehicle list, eight were purchased in 2017 and three were purchased in 2014.

**Discussion: cont.**

Mr. Stemm stated to Mr. Cingle clarified the \$58,000 would be for leasing three vehicles.

Mr. Cingle responded three vehicles and the F-150 totaling four, coming out of capital.

Mr. Vecchio stated four vehicles are at \$58,000 and seven vehicles were at \$260,000, what am I missing? The initial from Police Chief Foster's funding list is seven police vehicles at \$260,000.

Mr. Cingle clarified that was for purchasing of those vehicles.

**Motion** by Mr. Stemm, supported by Mr. Mencini, to appropriate \$58,000 for four police vehicles.

Mr. Salvatore clarified that would reduce police department by \$200,000.

Mr. Cingle commented is that the only item Council wants to appropriate for the police department? In the proposed budget would be to lease four vehicles at a cost of roughly \$58,000. The \$260,000 was not included in the proposed appropriations submitted to Council.

Mr. Vecchio clarified the proposed appropriation is \$254,000, correct?

Mr. Cingle concurred and stated of that \$102,663 is for leases.

Mr. Vecchio stated that would reduce by approximately \$42,000.

Mr. Cingle commented if Council is only going to appropriate the vehicle lease monies. We would take the vehicle lease of \$58,000 plus the Miscellaneous Equipment of \$2,185 and \$102,000 for leases.

Mr. Poindexter stated to Mr. Cingle I thought the \$102,000 was already committed?

Mr. Cingle responded that would be included in the \$254,000 that was proposed. What we took out was the building improvements at \$50,000 down to the vehicle lease. Also, the chief said the server is needed this year, so that would be the vehicle lease plus the server. Council would then have to determine whether to fund the building and detective bureau improvements.

Mr. Poindexter clarified we're working off the numbers of \$50,000, \$22,000 and \$58,000?

**Discussion: cont.**

Mr. Cingle concurred.

Mr. Vecchio commented with that the leases, from the last conversation, was for two vehicles and a copier in the \$102,000.

Mr. Cingle responded the police department has the copier lease, two vehicle leases and the lease for the Tasers.

Mr. Vecchio clarified two vehicle leases, copier lease and the Tasers lease would be combined in the \$102,000?

Mr. Cingle concurred and stated two leases for vehicles entered into prior to this year, the copier lease and the Tasers lease totaling \$102,663.

Mr. Salvatore stated with the half-cost share from the Forfeiture Fund is \$50,000 half or would it only be \$25,000?

Mr. Cingle responded the building improvements would be a total of \$100,000 with \$50,000 coming from Capital Improvement Fund and \$50,000 from the Federal Forfeiture Fund 272.

Mr. Salvatore stated so there would be \$140,000 for building improvements?

Mr. Cingle responded that was the proposal with \$70,000 coming from the Capital Improvement Fund.

Mr. Vecchio requested a confirmed amount for the F-150 truck and how many vehicles whether two, three or four broken down per Explorer and the F-150.

Mr. Stemm rescinded his **motion** and Mr. Mencini rescinded support to the motion to appropriate \$58,000 for four police vehicles.

Mr. Mencini commented the police building is dated maybe not as dated as the Council office.

Mr. Salvatore interjected I would like to see a relocation of the safety building and it's just a matter if we can put it together. The city owns land in other parts of the city so there would be no land costs.

Mr. Poindexter commented that Police Chief Foster mentioned the department is in desperate need of the server, can that \$22,000 be appropriated.

Mr. Vecchio stated nothing is time-sensitive so let's wait until Tuesday and have all the facts.

**Discussion: cont.**

Mr. Stemm agreed with Mr. Cingle that police department items should be in one motion and to wait until Tuesday.

Mr. Salvatore stated the biggest expense for the Fire Department is \$150,000 and requested that taken off the table for the ability to speak to the Mayor on going in a different direction. The fire truck is not being damaged where it's being stored at the service garage.

Mr. Vecchio stated during the discussion with the Fire Chief at a previous meeting, I thought I heard there was some glass block included, renovation of a bathroom and air conditioning of the garage where the trucks are housed.

Mr. Salvatore interjected that would be improvement to a building they may not be in.

Mr. Vecchio agreed with Mr. Salvatore and stated if we can move forward with that suggestion and there's movement that would eliminate the thought of doing that improvement.

Mr. Mencini commented the police and fire department is definitely something that we need to start looking at for the future for the city's safety forces.

Mayor Gammella stated to Mr. Mencini and Salvatore that topic has been talked about for a long time I'd like to do it and would like Council's help.

Mr. Poindexter stated when I met with the fire chief he expressed that if the station was more centrally located in the city that would reduce the two locations. The West End fire station is there because of the railroad tracks throughout the city. The \$150,000 improvement has to be explored to make sure that it's a good conservative number. Putting the ladder truck at the West End fire station would relieve some of the scheduling and give more flexibility with the manpower and scheduling of firefighters and possibly reduce some of the overtime. An investment of the \$150,000 improvement may save some overtime next year.

Mr. Stemm agreed with Mayor Gammella and Councilmen Salvatore and Mencini, we have to come to a stopping point with putting good money on bad and figure out a long term solutions for these buildings. The \$150,000 being put on bad is a street and will have the same problem next year and the year after, etc. All good business have 15 to 20 year plans and we need to come up with a plan like that to know where we're going to be in 10 or 15 years, so we're not putting \$150,000 into a building that is not efficient.

Mr. Salvatore promised Council that he would propose a plan and idea but not until he speaks with the Mayor and if he likes it the rest of Council will be a part. I

**Discussion: cont.**

promise it's a great idea and if we only get half of it done, it will still be a winner, the possibly next year or the year after we can do the other half. If we're going to move in one direction there's no sense in investing \$300,000 in two buildings that may not be there. There would be no safety taken from the West End this idea would make it better.

Mr. Poindexter stated to Mr. Salvatore, I would like to see the proposal before we spend the money. I don't want to spend monies on these buildings until a plan is in place and hopefully can see that plan soon.

Mr. Salvatore responded as soon as I share some ideas with the Mayor, Council will hear about it.

Mr. Scott stated all that's left with the fire department is the \$150,000 for the door and maybe there is actual numbers for the door specifically. The plans brought up for the door were from two administrations ago with a \$120,000 proposal for the door, glass blocks, new bathroom and etc.

Mr. Poindexter stated Council would need to see a proposal before any monies would be appropriated.

Mr. Scott stated there should be a cost breakdown for each item, the door, glass blocks, bathroom and so forth.

Mr. Vecchio stated to Mr. Cingle the leases and copier lease are already appropriated roughly for \$174,600.

Mr. Cingle concurred.

Mr. Vecchio stated the building department copier lease, time clock and miscellaneous equipment is appropriated for. The next item is the Service Building copier lease.

Mr. Cingle commented that's appropriated.

Mr. Poindexter stated the only item that hasn't been discussed is the Recreation Department.

Mr. Salvatore questioned if Infrastructure Improvement and Reserves has been talked about.

Mr. Vecchio responded no.

**Discussion: cont.**

Mr. Salvatore asked Mr. Cingle for a breakdown of the Infrastructure Improvement and Reserves fund.

Mr. Cingle responded \$110,000 approved by Council for the renovation of the community center. The remaining balance would be utilized for any unforeseen changes that need to be made or expenses incurred for the move to the community center. For example, on the last Board of Control there was a \$12,000 expenditure to WOW (Wide Open West) to move some equipment from City Hall location to the Safety Building. Those are the types of items that we were not aware of until we get in there and start working for a few months to make sure we have all the communications that are needed and other items. We built in some reserve dollars in case they are needed.

Mr. Salvatore stated with the \$284,580 is left from that fund and is a guestimate of what is needed to complete the transition of the move?

Mr. Cingle responded within that fund you had the \$110,000 and it is my understanding there is going to be a capital expenditure needed to get the whirlpools up and running; possibly in the \$30,000 range.

Mr. Salvatore questioned why the city is paying for that, wouldn't that be part of the project?

Mr. Cingle responded that is not part of the energy-savings project, it's outside of the project.

Mr. Vecchio asked weren't those monies appropriated last year and that fund was already used for this part of the project; is this a new issue that has arisen?

Mr. Cingle responded there's a new issue, it is my understanding is the whirlpools, sauna and steam rooms to get them up and functioning. There needs to be a capital outlay to make the necessary repairs for those items.

Mr. Vecchio commented this is new and the first I'm hearing about this.

Mr. Mencini commented I thought that was part of the agreement.

Mr. Salvatore concurred.

Mr. Vecchio commented that was my understanding.

Mr. Cingle commented my understanding this would be a capital outlay the city would incur.

**Discussion: cont.**

Mayor Gammella agreed with Councilman Salvatore and thinks it should have been part of the project. That is currently being discussed and where we're running into a problem with the agreement. Is we just can't go out and bid to have this work done since it's within the scope of Brewer-Garrett's work and may violate the energy agreement. So we have to work with Brewer-Garrett and Mr. Elliott is in negotiations to come to some type of agreement. It's my understanding the whirlpool tub has a crack and is leaking and that's why it had to be pulled out.

Mr. Salvatore stated to Mayor Gammella was the whirlpool crack there before the work began or created during the construction?

Mayor Gammella stated that is one of the things we're working out, I take the position it wasn't there before. There are always some kind of problems with renovations and that's why we have that cushion. It's imperative that we get that Recreation Center right because it's going to be the center of this community. I think that cushion is needed because we'll probably run into more items.

Mr. Salvatore asked Mayor Gammella with the \$110,000 approved for the doorway has that work started?

Mayor Gammella responded yes, and here is another issue. What I would like to do is with the school that will be closing there is a loop in the parking lot. So I would like to expand that parking lot in the future so when there Mayor's Court residents' will be able to get into the Recreation Center.

Mr. Stemm stated it's ironic that this came up when talking about building improvement of good money on bad. As a Council we need to look into the future and be careful how monies are spent. These problems are not going away and band aids will not fix them.

Mayor Gammella concurred with Mr. Stemm and stated the last thing we want to do is fix the whirlpool and in three months take it back out again; we want to make sure it's right and imperative this project is done right.

Mr. Salvatore asked Mr. Cingle what was accomplished this evening.

Mr. Cingle recapped what I have is in Fund 250 appropriate monies for the Home Run fence and projector/camera. In the Service Department \$10,000 for Mechanics, \$45,000 for Sanitation, \$100,000 for Sewers, \$20,000 for Snow and \$25,000 for the Office of Aging. Then \$5,000 each to Law, Finance and Tax Departments. There are still open items in the Police and Fire Departments and also Recreation to be discussed. What to do with Roads and still need to discuss the Economic Development Fund.

**Discussion: cont.**

Mr. Salvatore stated from tonight's dialogue, there is approximately \$250,000 that could be made available for roads.

Mr. Cingle responded I don't think we're quite there yet, because we still need to determine what to do with the police and fire departments. There are big numbers there and Council also has to think about how much you want to appropriate this year for the Roads Program and what we have in front of us next year for the Roads Program. Next year's Roads Program based on estimates received from the city engineer. The city's commitment to that is going to be \$2.3 million dollars and you can see the difficult time we're having getting to \$1.3 million dollars this year; we will need to add another \$1.1 million dollars next year. So the more money carried forward from 2018 into 2019 Capital Improvements budget helps the numbers in 2019. By looking at the Estimated/Revenue worksheet page 5 we began this year in Capital Improvements with over \$1.2 million dollars in fund balance. There will still be leases that will have to be paid in 2019 and the debt-service number right now for 2019 stands at \$777 and change. That's an obligation that comes out of the Capital Improvements Fund and we have \$2.3 million dollars in roads commitments and roughly \$1.5 in other expenses which includes the debt-service amount. We are looking at a capital outlay of \$3.8 million dollars prior to talking about any additional roads or funding of any department needs in 2019. The more money we can carry forward into 2019 will help the numbers but the question is how much is Council willing to borrow next year. Because other than reducing fund balances the only other way to get the resources needed is through short-term borrowing.

Mr. Salvatore stated if the revenue projections come in higher than projected, there would be extra money there.

Mr. Cingle stated there are two sides to that, one is the revenue side and the other is the expenditure side, if we tighten expenditures that helps the bottom line.

Mayor Gammella stated to Mr. Cingle with the city's portion of \$2.3 million dollars is going to bring in almost a \$5 million dollar Roads Program. Through grants the city will be receiving about \$2.7 in grant monies.

Mr. Cingle responded gave a breakdown based on the estimates received from the city engineer. Smith Road project total estimated cost is \$1,635,000 and change with the city's obligation is \$1,075,000 and NOACA (Northeast Ohio Areawide Coordinating Agency) is paying \$561,000. That was money that was 'earmarked' for the Aerospace Roadway project that was not used and NOACA will fund \$561,000 for this total project cost. The Holland Road is a 70/30 split with 70% being paid by the city and 30% paid by OPWC (Ohio Public Works Commission). The total cost is estimated at \$2,472,000 with Brook Park's portion being \$1,236,000 cash payment next year and \$4,000 in a 20-year no interest loan from

**Discussion: cont.**

OPWC and the grant received from OPWC will be \$742,000. With the Sheldon Road Project shared with Cuyahoga County and Middleburg Hts. That total amount is nearly \$747,000 with Brook Park's portion of \$248,000 and change. The total overall is approximately \$4.8 or \$4.9 million dollar road project the city's cash commitment next year is \$2.3 million dollars. Then the city will be incurring a loan for \$494,000 with the OPWC for 20 years no interest.

Mayor Gammella commented we would be remiss if we didn't take advantage of that money for those main streets. Those are three very big projects and a lot of those monies the city isn't paying for.

Mr. Salvatore asked when did Council talk about those three road projects?

Mr. Cingle responded the Holland Road project was put in place last year, the Smith Road project was this year and the Sheldon Road project came up this year as well; Holland Road project has been at least a year or two out. Mr. Salvatore asked what the split is currently?

Mr. Cingle responded 80/20 split.

Mr. Salvatore clarified 80% goes towards operations and 20% goes to Capital Improvements.

Mr. Cingle concurred and stated after funding the Tax Department; 80% to the General Fund and 20% to Capital Improvements.

Mayor Gammella stated being around for a while the old-timers always said the split should be kept at 70/30, otherwise you're in trouble. The problem is we used to get monies from the Federal and State Governments to do this. The state balanced their budget on the backs of the municipality that's why there's a shortfall. It's nothing the city has done it's what is happening with the Federal and State governments.

Mr. Stemm stated to Mr. Cingle it's a possible forecast of \$3.8 million dollars in deficit next year?

Mr. Cingle responded that would be the projected expenditure currently; that's with debt service, leases and the three roads projects. That's not including any other departmental needs.

Mr. Stemm clarified that \$3.8 million dollars is possibly 7% or 8% of the city budget.

**Discussion: cont.**

Mr. Cingle stated this year the city's projected revenue for capital coming from Income Tax split of 20% is a little over \$2.6 million dollars.

Mr. Vecchio asked what is the largest monetary burden in the city?

Mr. Cingle responded Salary and Benefits make up 75% or so of the total General Fund budget.

Mr. Vecchio asked how many city employees currently?

Mr. Cingle responded roughly 148 to 150 full time employees.

Mr. Vecchio stated we don't foresee a decrease in the city's outlay, mostly increases, correct?

Mr. Cingle responded beginning later this year the city will be in contract negotiations with all unions; they are three-year contracts and all expire at the end of 2018.

Mr. Stemm stated knowing this going forward, I think it would behoove the city for not only Council but all departments heads. To start putting together cost-saving ideas because we are on the clock with nine months.

Mr. Cingle clarified a little bit less than nine months to get to next year.

Mr. Salvatore stated to Mr. Cingle on the 80/20 split what does 10% equate to in dollars and cents?

Mr. Cingle responded roughly speaking on a \$20 million dollar net cash balance 10% would be \$2 million dollars, using round figures.

Mr. Salvatore stated when the city was at the 70/30 split that would have put an additional \$2 million dollars for roads, possibly doing \$3 million dollars a year.

Mr. Cingle clarified using a \$20 million dollar Income Tax collection, yes and using round figures.

Mr. Salvatore stated during the bad economic times that forced the split to be changed put the city behind on the Roads Program. Sooner or later we are going to have to face the reality of that same level of revenue going towards roads. We had no control over the economic downfall and didn't lose any city services but did lose roads repairs.

**Discussion: cont.**

Mr. Poindexter stated in addition to the economic downturn wages have stayed stagnant over the last 15 or 20 years. Average working people aren't getting raises and when a city depends on income tax. Raises are needed to increase with the cost of operating. I'd like to see city businesses start giving back to the worker's a little more so, in turn, more revenue is collected. The stock markets are breaking all-time records and everything is doing well but people aren't seeing the benefits of any of that. Mr. Poindexter asked if the three items for Recreation are going to be discussed tonight?

Mr. Salvatore would like to hold off on those items until Recreation Director Elliott is in attendance. There are some things that Mr. Elliott might want to bring to the table.

Mr. Scott commented for Tuesday's meeting we're looking at discussions for Police, Fire, Recreation and Economic Development.

Mr. Salvatore stated I need to do some more research on Economic Development because I thought we would be able to get \$130,000 out of that fund, and are nowhere near that figure.

Mr. Mencini stated this was a good meeting and we came together on covering roads and needs and will be discussing police, fire and service needing more people, we didn't even get to that. Businesses aren't going to drop monies in people's pockets to get higher taxes. Also, it's been stated in the past that when the governor cut monies he not only cut municipalities but also schools on the backs of all of us. We have things to look at and in these next nine months there are big things to be looked at to accomplish a lot of these goals.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to place on the April 10<sup>th</sup> Caucus agenda.

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

**Discussion: cont.**

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

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

Council President Vecchio declared this meeting adjourned at 8:12 p.m.

RESPECTFULLY SUBMITTED *Michelle Blazak*  
Michelle Blazak  
Clerk of Council

APPROVED *May 15, 2018 as amended*

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

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