

Note: Due to inclement weather and internet issues for Zoom meeting held on December 1, 2020, City Council by **motion** moved the Finance committee segment of agenda to the December 8, 2020 Caucus Prior to agenda.

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON TUESDAY, DECEMBER 8, 2020**

The meeting was called to order by Council President Vecchio, the clerk called the roll and the following Members of Council answered:

SCOTT, SCHMUCK, ORCUTT, TROYER, MENCINI, POINDEXTER, SALVATORE

Also in attendance were Mayor Gammella, Law Director Horvath, Finance Director Cingle and Engineer Piatak.

DISCUSSION:

1. BOARD OF ELECTION (BOE) REPRESENTATIVES - (Mayor Gammella). **In attendance:** Director, Anthony Perlatti. and Board of Elections support staff for logistics of polling places: Martin Lynch, Vic Rush, Dane Thanos

Mayor Gammella stated this was a very robust election and the city was down to polling places as well as a COVID-19 situation. There were a few concerns by Council, myself and the Council President that next election these problems be resolved.

Mr. Perlatti stated the City of Brook Park had two polling locations for this election; Recreation Center and UAW Hall, typically there is a third location of fire station no. 2 hosting precinct 1-A. For this election with social distancing requirements put upon the board by the SOS (Secretary of State), CDC (Center for Disease Control and Prevention) and health officials the (west end) fire station could not be used. Working with the Mayor's office the board agreed to move that precinct to the recreation center for this election. On election day the three precincts housed at the UAW Hall had 1,182 electors vote and the recreation center had nine precincts with 2,801 electors vote. That number did include the 277 additional voters that normally vote at the fire station, 10% of the turnout at the recreation center. What the board had for the first time was no-faults curbside voting that has been around for a long time until SOS changed the rules for the November election. The way curbside voting always worked is that if an individual has mobility issues they would arrive with another individual, park the car, the person without mobility issues would come in and vote and indicate that someone was in the vehicle that needed to vote curbside. That was still in play but the SOS basically had wide-open if people didn't want to come in due to COVID-19 concerns or wear a mask those individuals could curbside vote. To give some perspective on that in the November, 2019 election across all the 975 precincts in Cuyahoga County there were 46 curbside voters across all the precincts, averaging one curbside for every

Discussion: cont.

21 precincts. For the November, 2020 election because of the SOS making that ruling the board didn't have historical data for no-fault voting and anticipated one to two curbside voters per precinct, giving 1,000 to 2,000 voters for the election. There ended up being 3,206 curbside voters across the county and what happened was that they were nowhere near being evenly distributed. There about a third of the precincts, 150 or so, that had zero curbside voters and for Brook Park the board figured UAW with three precincts would have three to six curbside voters, recreation center with nine precincts would have nine to 18 curbside voters. What happened on November 3rd is that the UAW did have seven curbside voters so the board was pretty close of two per precinct; the recreation center not even close. The recreation center had 160 curbside voters averaging 18 per precinct and nine-times more than expected. The recreation center was the location with the third greatest number of curbside voters in the county out of 295 polling locations and counted for five-percent of all curbside ballots casted in the county. It was interesting because there were precinct 1-C was in the top ten for highest number of curbside ballots, having 30 curbside voters. At the UAW Hall precinct 3 had zero so it definitely was quite a range within the same municipality. Think the poll workers did a good job and due to coronavirus it impacted our work force as far as poll workers. Typically, the board has an 85% retention of workers that come back election to election for the November it was about a 30% retention rate; 70% being new workers. At the recreation center that had a greater turnout the board had 39 workers assigned to that location and 17 or 44% were returning workers, with more than half being new. Think the poll workers did a good job under the conditions they were under with this being the first day on the job for a presidential election and pandemic. The maintained at both locations in Brook Park the same average check-in time on the electronic poll books as the rest of the county. Came in a little under with the average check-in time being one minute, eight seconds with one location being one minute, four seconds and another being one minute, six seconds. The board was required for all 295 locations to look and relay them out taking into consideration of spacing at six-feet apart and in several locations across the county resulted in taking some of the equipment out of the polling locations. This was based on guidance from the SOS, CDC and local public health officials which definitely did impact the recreation center for the November, 2020 election. There has been voting at the recreation center successfully since 2018 and kind of figured out before that how to get people through quickly with the amount of equipment and social distancing drastically impacted that so the board had to cut the electronic poll books for check-ins, the scanners and the voting booths. The board did publicize to all counties for months in advance that this was going to be happening and as a result could anticipate longer wait lines for voting. What the board did not anticipate for the recreation center was the wait time to be what they actually were on election day for that location. The board tried to triage that and at two-points in the day additional electronic poll books and staff were sent to the recreation center. To increase the number of electronic poll books the

Discussion: cont.

board had both inside and outside and am thankful to the voters that waited in line to cast their vote. The board definitely learned some things from this election on a county-wide level that can be taken into consideration going forward. A few of those things as they relate to Brook Park, I don't think needs to be blown up or reinvented and think the board has done a pretty good job there over the years. The recreation center was used in the 2018-2019 general election and actually had a higher election rate than 2020; and were able to handle that. The big things that changed from 2018 to 2020 are this no-fault curbside voting and think the SOS will scale back on that when he is able to; that was being done in a direct response to COVID-19. If the board gets back to a regular type of curbside voting that definitely helps. Also, try to figure out somehow why those precincts that voted at the recreation center why they voted curbside as high as they did. In a non-pandemic election, the board definitely would go back to equipment levels the board had prior to the pandemic, that would help things out. If the pandemic is still going strong next November changes would be made at the recreation center. If need be pull out a couple of the voting booths there and replace with electronic poll books to increase those numbers. The board may not be able to get what we were pre-pandemic but could at least get a little closer, hopefully won't have to worry about that. The other thing is that the board came out of the fire station and into the recreation center with spacing issues. Pandemic or not the board would like to bring a couple of precincts out of the recreation center. Not necessarily go to the fire station but possibly to the nice new school that just opened up in Brook Park within the last few months and see if potentially utilize that school as a voting location. Or use a previous location of Brookview Elementary School for voting purposes, think the city has a relationship with the schools. Another thing the board would want is on election day the recreation center was open for recreational purposes meaning the voters and curbside voters had to share the parking lot with the people going to the recreation center. Possibly having the recreation center closed for election day and have entire parking lot dedicated for voter parking. Those are some of the things found looking at the election after the fact and think overall county-wide the election went well. There definitely was a line at the recreation center that wasn't seen at the UAW Hall and there are things that the board did for the first time. I've been at the BOE since 2007 and became director in March, 2019 and fourth Presidential election working at the board first as director and have never seen the challenges seen in the November election with restrictions and PPE (Personal Protective Equipment), social distancing and all other things that had to be done with the pandemic. The curbside voting at the recreation center I don't know why it was so high; it's such an outlier and would be interested in hearing what Council thinks about this. Had a conversation a week or so ago with Councilman Mencini who had some insights and think they were some good insights. What the board saw across the county is with the handful or ten locations where there were longer lines the thing was the curbside voters. Those were the board's top locations for curbside voters and it wasn't that the numbers

Discussion: cont.

were just high and wasn't because they had more precincts. The board had other recreation centers in other communities; Cleveland Heights has more precincts than the Brook Park recreation center and they had maybe three-dozen curbside voters; not sure why it was more attractive in some precincts than in others.

Mr. Mencini thanked the BOE representatives for coming to the meeting and also the healthy conversation we had. There was a lot stated of what is needed to do and look forward to do. My opinion is that was a highly contested Presidential election and one thing glad for is the great weather. The biggest issue was having three wards going into one building and would like to think that a lot of people were going to vote by mail and surprised at the line of voters. The poll workers did a fantastic job with keeping the line moving and the curbside didn't really get started until later in the morning and great to have. Also thought that maybe another room in the recreation center should have been added i.e. community room for the handicapped and seniors, may have been good keeping them out of harm's way in that long line. Overall, a lot of things were seen that happened and if not mistaken the BOE put information out there about a half-year before the election they were looking for poll workers at \$200.00 a day. The voting booths were there when I went in later and there weren't many being used. Wanted to thank you for that conversation since the recreation center and Brook Park Memorial are in my ward. Also, want to thank the residents who voted at the recreation center for their patience in that long line.

Mr. Troyer stated to Mr. Perlatti, not happy at all about this happening. Just wanted to clear up some things, did you say that only one precinct was added to the recreation center?

Mr. Perlatti responded yes.

Mr. Troyer continued Brookview Elementary school wasn't used at the last election. There were eight precincts for 2019 at the recreation center.

Mr. Perlatti responded check with my team but pretty positive, yes, actually I think since 2018.

Mr. Troyer clarified only one precinct was added and know the people were inconvenienced by that and can answer the question about why there were so many people doing the drive-up voting. Because there was over a two-hour wait just to get into the recreation center; the people couldn't stand there that long, that's why so many. Some people gave up and went home which is totally wrong. Question two can you elaborate on why the BOE cut from eight poll books to four poll books?

Discussion: cont.

Mr. Perlatti responded the BOE used to have two people checking the two poll books on a table and that would be less than six-feet apart so that couldn't be done. The BOE had to spread out and put an electronic poll book per table to meet social distancing and as you go ahead and expand that it takes up more space. So the BOE took out electronic poll books, voting booths and scanners to scale the polling location.

Mr. Troyer stated under who's orders or guidance?

Mr. Perlatti responded the SOS, the CDC and health officials said social distancing, everything should be at least six-feet apart.

Mr. Troyer continued being there a better part of the day, better part of three hours witnessing different things, talking with people and finding out things. Another question was there a shortage of poll workers?

Mr. Perlatti responded no.

Mr. Troyer continued sometime after 7:00 p.m. poll books were added to the recreation center locations.

Mr. Perlatti concurred.

Mr. Troyer asked is there any reason that couldn't have happened at 8:00 a.m.; when the BOE knew these problems were happening?

Mr. Perlatti responded don't know if the BOE was aware at 8:00 a.m. that the line was like that.

Mr. Troyer stated my understanding is that all day long every moment and person talked to walking into the recreation center said at least a two-hour wait. Do understand it was a little less a few times but also longer. Another question is will the BOE admit you messed up to put it nicely?

Mr. Perlatti responded I would say no.

Mr. Troyer commented you won't. People were unable to vote they were disenfranchised and went home because they couldn't physically stand in that line and you feel everything went okay and you didn't mess up.

Mr. Perlatti responded I said there is room for improvement and would have liked for the city to give the BOE the space at the fire station to have those voters vote there, who typically did. That was 10% of the people who went to the recreation

center and it's a government building and would have been nice for the BOE to have that space there to do that, definitely would have helped out.

Mr. Troyer stated I understand what you're saying on that but don't think that's even the right fix per-say even though it would have been nice to be able to use that. If COVID-19 is around next election and it was mentioned earlier and have talked to quite a few people about this. Brook Park has a whole mini-gym at the recreation center that people could have been parking in the parking lot by the waterpark and walking the side door to the mini-gym. Did anyone discuss that, suggest that or anything like that?

Mr. Perlatti responded that I don't know but do know the recreation center was open for general business that day. Again, one of the things I mentioned was to shut down the whole center on election day, not have it open for recreation purposes. That would give the BOE more space as well as the BOE would like to go into the new school recently built.

Mr. Troyer continued I went off-track and want to determine what went wrong but the problem is it appears nobody is admitting they're mistakes here, there were plenty. To take away half the poll books in my observations there were generally 14 booths open at any given time because they couldn't check people in fast enough to vote. There had to be a way if the BOE was going to do it that way; there had to be a knowledge that it wouldn't going from four poll books to eight. Everyone knew there was going to be a high turnout and the BOE knows more than anybody who is mailing in and who is not and what that rate was and would probably mean at the polls. I don't understand how it's anybody's fault or issue than the BOE. I'm not happy about this and received many calls and it's just wrong. Would like to hear first the BOE messed up and we're going to fix it and how we're going to fix it. You eluded to a few things you can do but would say the biggest one is the eight poll books that day, would have helped. If that couldn't happen the mini-gym should have been used and don't know why that didn't happen but it doesn't make any sense to me and the fact that you're looking for going to a school. Which I think is not the best thing either especially during the COVID-19 era and think the mini-gym is probably going to be the best thing. It doesn't make a lot of sense to have everything in one area of the city. If Brookview Elementary is available later on I think for the west end, Ward 4 and some of Ward 3 that would be great too. It's one thing of being inconvenienced of having to go a little farther but it's a whole another thing of two-hours plus of waiting in line, luckily good weather. Will end by saying kudos to the residents for standing in line, kudos for the workers that day at the booths because they were great.

Mr. Scott thanked the BOE representatives for coming and asked what is the typical parameters for using curbside voting i.e. handicapped, pregnancy? What is

Discussion: cont.

typically allowed for curbside voting?

Mr. Perlatti responded the normal curbside voting scenario is for an individual who has mobility issues getting into the polling location. What would happen is that person comes with another person who doesn't have mobility issues park the vehicle and the non-mobility issues comes into vote and when done the poll worker comes out to the mobility issue person to vote in the automobile; that's the standard curbside voting and has been for years. For November, 2020 that was changed by the SOS who said if people are not comfortable going into the polling location people don't have to, they can just curbside vote. Basically, the SOS opened up to whoever wanted to curbside vote could and was in addition to what the mobility requirement was or is that exists.

Mr. Salvatore thanked the BOE representatives for coming, not an easy thing to having this dialogue but important part of all of our jobs. Think the presentation summarizes that it wasn't just one thing it was several things that led to the location of the recreation center unable to have the amount of traffic. Shocked to hear the number of only 30% retention of poll workers returning because always thought the poll workers looked forward to coming back to work, that in itself is a problem. Does anybody know why the number was so low of the retention of employees?

Mr. Perlatti responded COVID-19 a lot of poll workers are senior citizens and many of them notified the BOE of sitting this election out due to health and not able to be able to do it. Luckily, the BOE was able to fill those gaps and hopefully some of these individuals will come back in 2021. There are a lot of good people and can't fault them for wanting to sit this election out due to dealing with a lot of unknown stuff. The BOE would typically staff the recreation center with nine precincts there would be four people per precinct, 36 people. The BOE did have 39 people so the BOE did have additional and did have four poll books inside but had a fifth book that was there all day designated to curbside voting. The thought was and was done at all polling locations that you're not taking away from regular check-ins that you have its own unique system and unique book, that has never been done before. This was the first time that the BOE sent out a book specifically for curbside voting to try and keep the number of books always going on the inside.

Mr. Salvatore commented the whole thing of this meeting is that we all work together as to not witness this again in Brook Park and think one other area had problems. Who makes the final decision on how many locations are available for voting and how many number of locations are there for a specific number of people going to vote in an area?

Mr. Perlatti responded that is something that the BOE working the Mayor's office

Discussion: cont.

and other elected officials trying to identify and get the polling locations for the municipality. The BOE comes up with a minimum square footage requirement, saying this through non-pandemic times. The BOE tries to figure out how many square feet are really needed to execute the voters from one precinct and then have an add-on number that the BOE looks to. From that the BOE knows what kind of spacing is needed and start looking for locations. One of the biggest problems the BOE has with finding voting locations is ADA (American Disability Act) accessibility. The SOS has a stand-alone ADA requirement that the BOE has to have for all polling locations and believe there is a 36-page checklist that all locations have to meet. There are a lot of buildings that were built some time ago that don't meet those requirements. That's why a lot of times the BOE likes to go into government buildings because they tend to be little more accessible for ADA purposes. The BOE starts with that and then looks to see what buildings are available, what's the parking associated with those buildings, ADA accessibility, space needs and build on that, precincts cannot be split. For example, precinct 1-A streets need to be maintained at the same location and that's what the BOE looks at. Potential bus routes and how close in proximity to where some of the individuals live. The BOE has been pushed out of many poll places in the past years. For a long time, the BOE would use different churches for polling locations and a lot of churches over the years have become day care centers, providing a constant stream of income year-round versus the one day the BOE is there, making it difficult and tightened up locations available to the BOE to use.

Mr. Salvatore concurred and stated there used to be two churches on Smith Road that were used for voting locations, the city had seven or eight locations used for voting in years' past. To me, one more good locations needs to be found that can handle, at least, 30% of what we had at the recreation center and find a location for the one west-end precinct. What is your suggestion for a square-footage requirement?

Mr. Perlatti responded for a single precinct is about 800 or 900 square feet and then the BOE adds on about 400 square feet for each additional precinct. You don't just multiply it because there are some fixed things with the first one and don't need quite as much when adding on, that's what the BOE looks for. To the point you just made is a lot of times the BOE tries to get into government buildings because they don't change as much, those buildings have been there for decades and decades. If the BOE can get in there and keep it as a polling place, then the voter confusion of last year voting here and the year before voted there; the BOE tries to get some consistency doesn't always happen but is one of the things the BOE tries to do.

Mr. Vecchio stated being the recreation center my polling location there was roughly a little after 3:00 p.m. I made a phone call to BOE representative, Brent

Discussion: cont.

Lawler, asking if more people could be made available due to the wait.

Mr. Troyer - Point

Mr. Vecchio recognized.

Mr. Troyer - Mr. Orcutt has had his hand up for a while.

Mr. Orcutt - had up since the very first question but let the Council President finish.

Mr. Vecchio - thank you Ed, sorry didn't see you. Continuing I can say that during the time when I was on phone with Mr. Lawler within the hour there were additional people and poll books brought down and trying to get the drive-thru lane going. There was still dis-function.

Mr. Troyer - Point of clarification, sir.

Mr. Vecchio - Tom, can I finish before you.

Mr. Troyer - Point of clarification means it stops and I want to clarify something. What time you were saying more poll books were brought?

Mr. Vecchio - roughly 4:00 p.m.

Mr. Troyer - okay, I was there a lot of time there and there were four poll books plus the one. The extra poll book was not brought until after 7:00 p.m., just want to clarify that.

Mr. Vecchio continued back to where I was at they came down and were running the handicap lane and obviously it was somewhat dysfunctional because of the way it was set up. Of not fault of anybody, at least in my opinion. Additionally, one question this was a General election, why is it necessary during a General election for the handicapped drive-up polling have opposite party working poll members going to one vehicle; one from the democratic and one from the republican in a general election it wouldn't really matter, in my opinion, as to what vote would be; there is no coercion in that respect.

Mr. Perlatti responded it is a requirement of the SOS office for curbside voting the bi-partisan team because they are transmitting a ballot out of the polling location to the vehicle. Then they stay and wait for the voter to vote that ballot and inserts in the envelope with the bi-partisan team transports the envelope into the building, it's a checks and balance that is required from the SOS.

Discussion: cont.

Mr. Orcutt welcomed and thanked Mr. Perlatti and team to Brook Park. Some people are looking at this in different ways and for the voters voting at the UAW Hall in the Ward 3 area it certainly wasn't as bad as at the recreation center. Exciting day for the county and country with the high record turnout. The BOE for the November 3rd election passed out an information card urging the voters to take a simple five-minute survey about their voting experience. Can you provide the percentage of electors that participated in that survey? Also, explain a brief synopsis the outcome of that survey.

Mr. Perlatti responded can get that information, don't know what the percentage response is and haven't received our report of what the general findings are on that. The BOE started today with the audit of the November elections and still trying to finish that up, there was a recount last week with the audit starting today. Hopefully, the audit will be finished this coming Friday and then start to get into the lessons learned more so and look at those types of things.

Mr. Orcutt continued did your office receive any phone calls about Brook Park voters not being able to vote?

Mr. Perlatti responded I would have to check on that but am sure there were some calls about waiting in line. Typically, if there is a call received that someone wasn't able to vote those calls are escalated up and that was not brought to my attention on election day.

Mrs. Schmuck thanked the BOE representatives for coming out and for the explanation shared. Now we are able to go to the residents and explain a little about possibly improving on the next big election. There were a lot of variables, of course, with the pandemic and the BOE had a lot of challenges with this election, the pandemic and new poli workers along with the big turnout of voters. Applaud the BOE for coming before Council and explaining what may have been an issue when it came to the long lines. Did receive a lot of calls from the senior citizens that were concerned with improvements of trying to get the seniors and handicapped in maybe an express area. Curbside was something offered but a lot of residents didn't know about curbside voting and not sure why, sounds it was used a lot at the recreation center. Also, some residents weren't comfortable handing their ballot to someone and wanted to stand in line. For the seniors and handicapped if something could be done when it comes to allowing them to go through a possible express line and/or area, or separate room just for them. Applaud all of you with all the things going on with the pandemic it's not an easy thing to try and keep people safe and unfortunate it was two-hours, some people may have left and there is always room for improvement.

Discussion: cont.

Mayor Gammella thanked Mr. Perlatti and stated we will be in conversations to iron this out. There was a monster turnout but want to stress your poll workers did an outstanding job.

Mr. Perlatti thanked everyone for having me and my team, we want to have good elections that's our goal for every 59 municipalities' across the county. We always know we can do things better and don't want to hide; we want to address things and move forward. The BOE had a massive curveball with the pandemic that never had before and have used the recreation center for 2018 when there was more election day turnout with the gubernatorial then the recent presidential election and managed. But, the BOE always knows there is room for improvement and are willing to engage in those conversations and always want to make it better by working together. We will work forward and it will look different the next time for voting in Brook Park.

Motion by Mr. Poindexter, supported by Mr. Mencini, that item number one was discussed.

ROLL CALL: AYES: Poindexter, Mencini, Salvatore, Orcutt, Schmuck, Scott

NAYS: Troyer. The motion carried with a vote of 6-1.

2. 'HOME IMPROVEMENT MONTHS; WAIVER OF BUILDING PERMIT FEES'.

Note: At the June 16, 2020 Caucus Prior to meeting, City Council wanted to review this topic towards the end of 2020 in order to have something on the books for 2021.

Mr. Scott stated speaking with Building Commissioner Hurst whose ideas close to being the same as mine and am looking at reverting from three months to one month as the building permit issuance month. Possibly May being the issuing month and then 90 days after May 30th enact the permit by starting construction or use the permit and if by the end of August, the permit isn't used the permit is null and void. This does the cost the city money and am unsure what next year is going to have with shortfalls again. This pandemic is going to carry over until next year and am not trying to take something totally away from the residents' and believe none month is a good number to start with.

Mr. Troyer stated would have like to put this off until early January, along those lines I think it should be good through the end of the year and maybe make it April. Giving people an ability to pull the permit early, get their plans together to get the project done over the summer. Or maybe October but think it should be until the end of the year but as long as we have something I'm okay with it.

Mr. Salvatore stated would like to see this stay in place and if cut back a month or two could live with that but certainly don't want this to disappear. The dialogue

Discussion: cont.

has started of everyone's thoughts and at least if everyone is committed to keeping this around then the only argument is for how long, when does it start and how long the permits are good for.

Mr. Poindexter stated in favor of keeping this around and would like to keep the full three months in place. The city's budget is hurting but the residents' budgets are hurting as well and if this could save residents a few dollars on a project that may be the incentive to keep the project viable.

Mr. Mencini concurred with Councilmembers Poindexter and Salvatore and it was Mr. Salvatore and group who implemented this good program and lot of residents took advantage of this. The building commissioner is correct with many contractors taking advantage of it and maybe something more Council needs to look at moving forward. With COVID-19 a lot of people did a lot projects the past nine months and a lot of people like this and look forward to this, especially in the summer months or start asking about it in the spring. The thing I think has to be looked at is not sure what COVID-19 is going to do with people's finances. When the city gets the regular building permits next year if people are having financial problems or stretching dollars more than usual will they be coming for building permits or using them like they generally do every year? That is something that has to be considered also that many people's finances will not be the same as in years' past. Have always liked this as long as the guidelines are followed this is a good program.

Mr. Orcutt concurred with most colleagues and stated don't want to take anything away from the residents' but am open for compromise. Think what Mr. Scott brought forward with a timeline would be something necessary for this program. Also, something Council could work with the administration on making this where the invoice can be viewed to make sure the residents aren't being charged the application fee during a time the fee shouldn't be charged. Compromise should be out there for the city to tighten up a bit and same token not in favor at all of taking this benefit away from the residents.

Motion by Mr. Troyer, supported by Mrs. Schmuck, to move to the January 12, 2021 Caucus meeting with Building Commissioner Hurst in attendance.

Mr. Scott commented am not in getting rid of this program there should always be something for the residents, that was not my intention.

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

Discussion: cont.

3. ANNUAL PAYMENT TO BOXCAST FOR LIVESTREAMING OF MEETINGS FOR 2021. **\$2,400.00 annual payment.**

Mr. Vecchio stated the amount is staying the same but there will be forthcoming additional that will have to be approved because the recreation center is working with the Innovation & Technology committee with the livestreaming of games at approximately \$60.00 a month or \$600.00 a year. This is Council's portion of payment with a carry-on for the recreation center at that point.

Mr. Poindexter asked if the recreation center's portion will be coming out of Council's budget?

Mr. Vecchio responded no, the recreation center will be responsible for their portion.

Motion by Mr. Poindexter, supported by Mrs. Schmuck, to place on the Council agenda immediately following under Verbal Approval.

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

Mr. Vecchio stated that will appear as J-1.

4. A RESOLUTION STRONGLY OPPOSING SENATE BILL 352 AND HOUSE BILL 754, LEGISLATION PROPOSING THE REPEAL OF SECTION 29 OF HOUSE BILL 754, LEGISLATION PROPOSING THE REPEAL OF SECTION 29 OF HOUSE BILL 197, WHICH WOULD RESULT IN A MYRIAD OF UNINTENDED CONSEQUENCES THROUGH OHIO'S ENTIRE MUNICIPAL INCOME TAX SYSTEM, CAUSE A SUBSTANTIAL LOSS OF REVENUE THAT WILL IMPEDE THE ABILITY OF MUNICIPALITIES TO PROVIDE FOR THE HEALTH, SAFETY AND WELFARE OF MUNICIPALITIES TO PROVIDE FOR THE HEALTH, SAFETY AND WELFARE OF MUNICIPAL RESIDENTS AND BUSINESSES AND THEREBY JEAPORDIZE THE FUTURE ECONOMIC GROWTH OF THE STATE OF OHIO AND DECLARING AN EMERGENCY. Introduced by Council as a Whole and Mayor Gammella.

Mr. Troyer asked for a consensus of Council to appear as introducers of this legislation.

Mr. Vecchio polled Council with a show of hands all in favor.

Mayor Gammella would like to see what the finance director has to say first.

Mr. Cingle stated this is a good piece of legislation, if I could put my name on it I would.

Mr. Troyer commented this is about the occasional entrant that has been discussed and making sure the city doesn't lose what it already has and going forward to be made whole however the state can do it.

Motion by Mr. Salvatore, supported by Mr. Troyer, to amend by inserting an additional 'Whereas' that the City of Brook Park's Finance Director, Gregory Cingle, strongly endorses this legislation.

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

Mr. Orcutt thanked Mr. Troyer for bringing forward and especially the part where the city is encouraging the Ohio General Assembly and Governor's administration work on something before taking action of section 29 of House Bill 197.

Mr. Troyer clarified this isn't my piece of legislation this was received from the Ohio Municipal League (OML) and almost verbatim of their suggestion.

Mr. Mencini stated not only Brook Park but many municipalities will be affected by this if it were to change. The part I really like is the unintended consequences due to so much that goes with this and wouldn't like seeing this getting through, it would be devastating for a lot of economies.

Mr. Troyer thanked the law department for getting this done so fast and approved.

Mrs. Schmuck thanked Mr. Troyer for bringing forward and agrees with her colleagues about the brilliance of this fantastic piece.

Motion by Mr. Troyer, supported by Mr. Poindexter, to place on the Council agenda immediately following under letter J.

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

Mr. Vecchio stated this will appear under letter J-2.

5. 2020 APPROPRIATIONS (Finance Director Cingle).

Mr. Cingle stated will hit on the larger amounts starting with General Fund - Community Development - Regular Salaries proposal reduce by \$35,000.00 due to budgeting a grant writer for 2020 and the position was not filled. Moving down to the Recreation Center reducing part-time salaries appropriation by \$30,000.00 due to the recreation center being closed for a short period of time during the

Discussion: cont.

pandemic. Moving to Safety Director - Regular Salary and Fringe Benefits dollars were appropriated in the salary amount of \$62,167 and change along with the Fringe Benefits line by \$21,935.00 rounded and the position was not filled. Moving down to the Police Department proposal to reduce Regular Salaries by \$56,071.00 and Overtime by \$30,000.00 and increase Communication line item by \$5,000.00 and Repair & Maintenance by \$20,000.00, to be explained in both the Police and Fire Department salaries moving down the page. The Fire Department Regular Salaries proposal is to reduce by \$54,126.00 rounded; adding \$40,000.00 to the Miscellaneous Expense line item in the Service Building for gasoline. What the city does is encumber \$40,000.00 to procure gasoline; once it's used by department it's expensed to that department, for example police department uses a lot of gasoline so when a portion is used by the department that amount is allocated and expensed from the police department and reduced from service building. Sanitation Department Increase Repair & Maintenance by \$15,000.00 and Miscellaneous Expenses by \$35,000.00; main reason for the increase in Miscellaneous Expenses is due to tonnage disposal going up 8 ½%. Moving to Trees and Tree lawns overtime increase \$15,000.00 due to leaf pickup; \$9,000.00 and change spent in November for leaf pickup catch up. Sewers & Drains Repair Maintenance \$15,000.00 increase and \$10,000.00 in Miscellaneous Expenses, additional repairs & maintenance in sewers & drains. Traffic signals contract with Signal Service proposed to increase \$17,000.00 due to more repairs being made on the traffic signals. Legislation will be forthcoming to Council for consideration of the 2019 allocation to Signal Service for \$40,000.00 due to more expenses exceeding the \$40,000.00 amount approved by Council. General Government Lands & Buildings - Contracts increase for payment of the city's HVAC maintenance, pest control and items of that nature. Unemployment Compensation proposal is to increase by appropriation by \$58,055.21 due to the fact the city had many employees that were laid-off due to pandemic. As in the past, always ask Council for consideration of a contingency of \$25,000.00 for emergencies that may occur over the next few weeks and if used Council will be apprised as to how being used. The net impact to the General Fund is no increase to the total appropriation. Moving forward to the city Income Tax fund the proposal is to reduce the total appropriation by \$250,061.00 mainly in the Transfer line-item due to the income tax revenue projections being reduced by that said amount. For 2020 the city started at \$19,985,000.00 and are estimating that amount to be reduced by \$250,061.00 leaving a projection of \$19,734,939.00; mainly due to reduction forecast of the automotive sector along with the city losing a few businesses i.e. PNC Bank, Fifth-Third Bank and the transportation company on Brookpark Road.

Mr. Mencini asked Mr. Cingle stating the businesses that left the city how exactly did your department come up with that; simplify the math of those businesses being gone or just subtract.

Discussion: cont.

Mr. Cingle responded the department forecasts those sectors when preparing budget and once the department finds out a business leaves the department can see the data as far as what that business paid in and what is not being paid in and adjust the forecast as such. The department is constantly adjusting the forecast throughout the year but those were the main reasons. The department is forecasting a little increase in the Aerospace industry sector which is good. When department looks at all the sectors we believe as of right now that the income tax projection will be about \$250,000.00 less than where the city began in 2020.

Mr. Mencini continued because of some non-major businesses that are generally open all day or night that is included?

Mr. Cingle responded yes, all the sectors were looked at i.e. automotive, Aerospace, transportation. In the Special Recreation fund the proposal is to increase the contract line item by \$100,291.00 due to receiving the invoice from the Berea School District for the first installment for the purchase of the two schools, which is \$245,622.00. If this appropriation change is approved by Council that payment will be made before year-end.

Mr. Troyer asked what is the total cost of the schools due to myself and Mrs. Schmuck not being on Council at the time.

Mr. Cingle responded the first installment is \$245,622.00 and asked Mayor Gammella for the total cost.

Mayor Gammella responded approximately \$600,000.00, just a little over.

Mr. Troyer continued going back to traffic signals Fund 434-line 529; for 2019 there is a \$7,000.00 increase.

Mr. Cingle concurred.

Mr. Troyer continued for the extra \$10,000.00 for 2020 also has to be changed, correct?

Mr. Cingle responded there is another item in there for the CSX annual fee for the crossing replacements that were coded to the traffic signals. The crossing is for Holland Road that will make up the additional \$10,000.00. The 2021 legislation Council approved is fine the legislation from 2019 has a shortfall by approximately \$5,000 and change and asking for an increase of \$6,000.00 or \$7,000.00. Mr. Cingle continued with the Federal Forfeiture fund increase to the contract line item by \$10,000.00 due to the police body cameras installation. Moving to the Brook Park Coronavirus Relief fund the city is receiving \$1,351,386.10 from the U.S.

Discussion: cont.

Mayor Gammella responded the breakdown is in front of me and will be sent to Mr. Cingle.

Motion by Mr. Orcutt, support by Poindexter, place on the December 15th Council meeting.

ROLL CALL: AYES: Orcutt, Poindexter, Salvatore, Mencini, Schmuck, Scott
NAYS: Troyer. The motion carried with a vote of 6-1.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE TO PROVIDE FOR THE TEMPORARY APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR THE THREE MONTHS ENDING ON MARCH 31, 2021 AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

Motion by Mr. Troyer, supported by Mr. Orcutt, to place on the Council agenda immediately following under letter M.

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

Mr. Vecchio stated that will appear under M-1 as Ordinance No. 11175-2020.

There being no further business to come before this meeting a **motion** by Mr. Troyer, supported by Mr. Mencini, adjourn with a five-minute recess.

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

Council President Vecchio declared this meeting adjourned at 8:32 p.m.

RESPECTFULLY SUBMITTED Michelle Blazak
Michelle Blazak
Clerk of Council

APPROVED January 5, 2021

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

Discussion: cont.

Treasury and received word last week that the city is receiving an additional \$1,416. and change and incorporated that into this legislation. A few months ago the U.S. Treasury revised their guidance and in that revision allowing for expenditures of safety force salaries to be paid with Cares Act monies, to ease the administration burden of accounting for these dollars. The proposal here is to allocate all the Cares monies to the regular salaries, as we all know every department has been impacted somewhat by the pandemic. The department has moved all the monies into the regular salary line item and account for those dollars accordingly. In November the city had to make an initial accounting to the Office of Budget and Management (OBM) and did account for safety forces salaries to meet that deadline.

Mr. Mencini asked for the Cares Act figure?

Mr. Cingle responded the total amount the city will receive is \$1,351,386.00. Moving to Capital Improvement fund - Recreation Center reducing liabilities improvements by \$25,000.00. Parks & Playgrounds increasing Lands & Building improvements by \$46,518.00, accounting for the waterpark contract recently approved by Council. Moving to Snow Removal - Land & Building Improvements increasing current appropriation of \$40,000.00 by \$10,000.00 for a total amount of \$50,000.00 for repair of the salt dome, the quote came in at \$49,615.00. Moving down to General Government Lands & Buildings improvements increasing present appropriation up \$25,000.00 mainly for doors at City Hall. In the General Government Lands & Building equipment line increase the present appropriation \$64,964.00 for purchase of radar speed signs and solar-powered stop signs. The doors, radar speed signs and solar-powered stop signs will be paid through a NOPEC grant the city received for roughly \$64,000.00; total increase in the Capital Fund would be \$125,000.00. The Fire Pension fund - Fringe Benefits proposed increase of \$10,000.00 in case the city runs short want to make sure the pension payment is made, think the city will be fine but want to make sure enough monies are appropriated. Southwest General Health Center fund the amount paid through the levy needs to be increased \$2,133.04 due to property tax increase received. One change will need to be made to this legislation due to Mr. D'Amico, Mayor's Assistant, was successful in receiving an additional \$6,430.00 in Cares Act money from Cuyahoga County. Mr. D'Amico is in the process of putting together the purchases with the thought to make building improvements at the recreation center and possibly City Hall for touchless water fountains and items of that nature; once that purchasing is finalized the \$6,430.00 will be adjusted.

Mr. Vecchio asked when Mr. D'Amico may have that finalized to make the adjustment.