

**SPECIAL CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
HELD ON TUESDAY, MARCH 22, 2022**

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

TROYER, MENCINI, ROBERTS, SCOTT, COYNE, POINDEXTER

Also in attendance were Mayor Orcutt, Law Director Horvath and Finance Director Cingle, Assistance Finance Director Healy, Service Director Beyer, Recreation Director Gonzales and Engineer Piatak, Police Chief Dickel, Fire Chief Maund, Economic Development Commissioner Marnacheck. Councilman Salvatore (6:04 p.m.)

FINANCE COMMITTEE: CHAIRMAN, SCOTT

1. AN ORDINANCE TO PROVIDE FOR THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 2022. Introduced by Mayor Orcutt.

Mayor Orcutt gave a brief overview of the budget explaining the focus of the budget as it pertains to union contracts, employee raises, and mandate for rebate checks (House Bill 157).

Mr. Vecchio asked that the Directors in attendance to give feedback on the proposed budget.

Mr. Cingle (Finance Director) stated that he revised the budget document and he reviewed the budget points. Mr. Cingle highlighted the following: General Fund (\$8.1mil.) Calculated Reserves (\$ 4.9 mil.), Revenue highlights General Fund Revenues for 2022 (\$19.9 mil.), Automotive Sector up 4.4%, Aeronautics Sector down 1.6%, Income Tax Split at 80/20 (80% to the general fund and 20% to the Capitol Improvement fund). The breakdown is \$14.4 Mil. Going to the General fund and a little over \$2 Mil. Going to the Capital Improvement fund. Property Tax Revenue for 2022 estimated a little over \$2.1 Mil. an estimated increase of 14.3% from 2021.

Mr. Poindexter asked Mr. Cingle about the \$4.9 Mil. Balance reserve for 2022. For clarification, Mr. Poindexter asked if this amount would be for the operation for the City of Brook Park for 2 months.

Mr. Cingle confirmed that this is correct.

Mr. Poindexter asked if the monthly expenses increased about \$325,000 more a month more than in previous years.

Mr. Cingle replied that this is correct and that this is mainly due to the refunds in the Income Tax fund. This Year, refunds are projected to be \$3.6 Mil. compared to years past the budget started at approximately \$250,000.

FINANCE COMMITTEE: CHAIRMAN, SCOTT: cont.

Mr. Poindexter asked if this expense would come from the Reserve Fund.

Mr. Cingle replied that when he calculated the amount needed to operate the city for two (2) months, he factors in the General Fund as well as the City Income Tax Fund, the Admissions Tax Fund, Hotel Tax Fund, the Police and Fire Pension fund.

Madame Coyne asked Mr. Cingle if the refunds reflect the decline amounts in the estimated revenue total.

Mr. Cingle asked if Madame Coyne was referring to the beginning balance in the city income tax fund for \$497,733.00.

Madame Coyne clarified that she was looking at the total revenue amount.

Mr. Cingle related that this is a combination of the beginning balance plus the actual income tax revenue received in 2021 and this year's (2022) projection is to collect \$19.9 Mil. Together, the total estimated resources for the Income Tax fund is \$20.4 Mil. and refunds will be deducted from this figure. Refunds are not deducted from the \$20.4 Mil. They are calculated as part of the income tax department's budget and they reduce the amount of monies that can be transferred to both the General Fund and the Capital Improvement Fund.

Mr. Mencini asked Mr. Cingle about whether any monies leftover from the refunds amount would be put back into the General Fund.

Mr. Cingle responded that if the whole \$3.6 Mil. is not expended, then 80% of the unspent monies would be transferred to the General Fund and 20% would go to the Capital Improvement Fund.

Mr. Mencini asked for clarification on the amount the city has for refunds and then referred to last year's key budget points. Last year the General Fund balance was \$11.4 Mil and this year it is \$8.1Mil. The Balance Reserve Policy was \$4.1 Mil last year and this year it is \$4.9Mil.

Mr. Cingle responded that the Balance Reserve Policy is higher this year due to the anticipated projected amount of refunds.

Mr. Troyer asked Mr. Cingle why the IX Center Sector is not on the Income Tax budget.

Mr. Cingle replied that all of the Sectors are budgeted as a whole.

Madame Coyne asked Mr. Cingle if the Automotive and Aeronautic Sectors amounts projected down was due to remote workers.

Finance Committee - Chairman, Scott: cont.

Mr. Cingle responded that amount does not reflect the remote or work-from-home employees. The work from home amount is reflected in the refund figure. Mr. Cingle explained the reason for the projected downward amount for the Automotive and Aeronautic Sectors.

Madame Coyne asked if the higher projected property tax is a result of increasing home values.

Mr. Cingle replied in the affirmative.

Mr. Poindexter asked about whether NASA's construction projects are factored into the Aeronautic Sector or General Income taxes.

Mr. Cingle replied that NASA's construction projects are included in the Construction Sector not the Aeronautics Sector.

Madame Coyne asked Mr. Cingle if equipment, roads and sewers, and things of that nature are included in the Capital Improvement fund.

Mr. Cingle confirmed that this is correct.

Mr. Cingle gave an overview of the expenditures. The proposed appropriations which includes the encumbrances equal approximately \$23.1 Mil. The propose transfers from the General fund are:

- \$250,000 Economic Development fund
- \$45,000 Water Park Fund
- \$232,215 General Fire Retirement fund
- \$550,000 Police Pension Fund
- \$625,000 Fire Pension Fund
- \$16.8Mil Total Compensation package all employees.

Salary and benefits projection for 2022 were given to Council by request through Councilman Troyer.

Mr. Cingle reviewed the salary percentages of the General Fund Appropriations.

Mr. Troyer asked for clarification on the Economic Development fund amount (\$1Mil) transferred to the General Fund for this year.

Mr. Cingle confirmed the transferred amount of \$1Mil.

Finance committee: Chairman, Scott: cont.

Mr. Cingle gave an overview of the Projected General Funds Revenues Summary for 2022 budget; proposing to move \$270,000 from the Admissions Tax fund into the General Fund.

Mr. Cingle explained further the reason for monies proposed to be transferred from this account and the results that may occur. The Aeronautic Sector refunds may cause issues in the work from home status of these employees. It may result an extensive transferring of funds from the Admissions Tax Fund and bring in the Hotel/ Motel Tax Funds. If the City does not generate enough funds from the General Fund sources, then it may have to go into the reserves. This is something for Council to keep an eye on because of potential issues with exhausting other resources to meet the work from home refunds, this may result in not meeting the Fund balance policy. Mr. Cingle expressed concern about the work from home with the Aeronautic Sector because 35% of their workforce is working onsite and 65% is working from home; they may go into a hybrid work schedule. Will keep Council apprised of the latest information concerning this situation.

Mr. Troyer asked for clarification on the refunds that \$3.6Mil is being appropriated. Will the \$270,000.00 be in addition to this or part of this amount?

Mr. Cingle clarified that this amount is proposed to be transferred from the Admissions Tax Fund (Fund 215) into the General Fund. The \$270,000.00 is not part of the \$3.6 Mil. It directly affects the transfer to the City Income Tax as well as the Capital Improvement Fund. \$17,004,000.00 was transferred from the City Income Tax in 2021. This is part of the 80%/20% split. The projected transfer amount this year is \$14.4Mil. This is roughly a \$2.6Mil projected decrease off of the 2021 actual transfer. \$270 thousand is coming from the Admissions Tax Fund to balance and meet the Fund Balance Reserve policy of \$4.9Mil.

Madame Coyne asked Mr. Cingle about the State Highway Improvement Fund. Does the estimated total for 2022 include any restrictions?

Mr. Cingle replied that the fund is restricted to State Routes.

Madame Coyne asked Mr. Cingle about the Economic Development Fund. What was the \$3Mil for from 2021?

Mr. Cingle responded that Councilman Troyer spoke of this amount. The \$3Mil was transferred from the General Fund in 2021 to the Economic Development Fund mainly to purchase the Super 8 Motel and to pay for its demolition.

Mr. Poindexter asked Mr. Cingle if the total appropriation for the Economic Development Fund of \$2.662Mil. includes the HMAP, Senior Services, etc.?

Finance committee - Chairman, Scott: cont.

Mr. Cingle replied that is for Professional Services and Retention Basin(s).

Mr. Poindexter asked Mr. Cingle why is another \$250,000.00 needed to be transferred from the General Fund to the Economic Development Fund when the Economic Development Fund have a beginning balance of \$3.7Mil.

Mr. Cingle responded that the reason for this proposal is the cost for senior services which is an operational cost and was decided to be paid out of the Economic Development Fund. Therefore, the projected cost for senior snow plowing and grass cutting to be approximately \$250 thousand matching the projected cost to the transfer and other needs from an economic development prospective. Additionally, the situation with the two schools whether they will remain standing or be demolished are considered as well.

Mr. Poindexter stated that there is already \$1.1Mil more than the present appropriation. If more funds are needed, then this can be brought back to Council to appropriate at that time. Without a clear plan for the transfer of \$250 thousand, it seems unnecessary to add this amount only for the reason to meet the Fund Reserve Policy. I would be in favor of not transferring the \$250 thousand from the General Fund to the Economic Development Fund since there is no clear reason for this action.

Mr. Mencini asked Mr. Cingle if the governor cuts back the gasoline tax, would this affect this year 2022 or next year, 2023? Would there be a loss on that?

Mr. Cingle responded that the governor is not in support of reducing the gasoline tax. If the legislature would change the gas tax (which is on each gallon of fuel sold), then it will affect the city for this year.

Mr. Vecchio asked Mr. Cingle about the Economic Development Fund in regards to the two schools. Should not these schools be funded through the Capital Improvement and General Government Lands and Buildings?

Mr. Cingle agreed that the schools would be funded through the Capital Improvement fund if there were funds to use. The way the budget is presented, there is not any funding in the Capital Improvement Fund to pay for the demolition of two (2) schools. Fund 215 and 220, The Admissions and Hotel/Motel Tax Funds can be used to transfer dollars or help operate the community. If at some point in time if Council would want to move funds out of Fund 215 into the General Fund and transfer it to another area, then it may not transfer to the Economic Development Fund. The thought from the Administration is that there are plenty of needs with respect for economic development in this community and not enough funding for all those needs; it is the same with Capital Improvements. The thought of the Administration is to keep a healthy reserve in the Economic Development Fund so that we can pursue economic development needs.

FINANCE COMMITTEE: CHAIRMAN, SCOTT: cont.

Madame Coyne asked Mr. Cingle about Fund 242 - Permissive Tax Fund, line item 527- Miscellaneous Appropriations. What is it and what can it be used for?

Mr. Cingle replied that the Miscellaneous Expense will be used for road materials such as asphalt, concrete and miscellaneous road repairs.

Madame Coyne asked Mr. Cingle about the Economic Development Fund 243 in the amount of \$2,570,00.00 how it will be used.

Mr. Cingle responded by explaining how this amount is dispersed. \$1,570,000 is going towards Super 8 Motel purchase, \$500,000 for the demolition of the Motel, \$250,000 for Senior Services, \$200,000 for improvements to Snow Road entrance near Super 8, and \$50,000 for HMAP program.

Mr. Poindexter asked Mr. Cingle if the monies from the multiple pieces of property up for sale in Brook Park including the school and the hotel would go into the Economic Development Fund.

Mr. Cingle confirmed correct.

Mr. Mencini asked Mr. Cingle what are the \$200,000 improvements by the Snow Road entrance.

Mr. Cingle replied deferred to the Mayor.

Mayor Orcutt responded this is for the gateway project at Snow Rd.

Mr. Scott asked Mr. Cingle to review the 2022 Capital Budget.

Mr. Cingle asked if he could review the graphs instead of the list of figures to make it easier to follow.

Mr. Cingle reviewed the General Fund Appropriations and gave percentage data of the General Fund Revenues.

72% of the General Revenues fund comes from income tax.

11% comes from property tax.

Mr. Salvatore asked about the 0% for grants on the chart.

Mr. Cingle responded that the grant projection for this year \$30,769.00. The Spreadsheet rounds it down so it is probably around 24%.

Mr. Salvatore stated that there has to be more by the end of the year.

Finance Committee - Chairman, Scott: cont.

Mr. Cingle responded that depends on where the grants are going to be directed. For example, the grants may be accounted for in the Capital Improvement Fund, or the Economic Development fund, this is just strictly General fund.

Mr. Mencini thanked Mr. Cingle for putting the graphics together and stated makes it easier for everyone to see the percentage of residents' taxes goes towards the General Fund, for instance.

Mr. Cingle stated that Mr. Healey actually created the charts for this packet. The Charts are easier to look at and the key takeaway here is that 83% of the General Fund dollars are coming from income tax and property tax.

Mr. Vecchio stated a point of clarification regarding the 11% property tax. Roughly, the residential property tax percentage is 6% or 6 cents of every dollar.

Mr. Cingle moved to the next chart of the General Fund Personnel Cost. 75% of the General Fund Budget is for personnel salaries, benefits, etc. 25% is other i.e. repair maintenance, communications, and utilities and $\frac{3}{4}$ of every dollar spent on personnel. Reviewing the General Fund Appropriations. 47% goes towards the Fire Departments, 20% Public Service, 13% Administration, 10% General Government, etc. Lastly, reviewing the Recreation Center Appropriation Fund. 68% for Personnel, 18% for Utilities, 4% for Contracts, and 3% for Repair Maintenance, 3% for Professional Services, 2% for Communications, 2% others. Mayor Orcutt and his department prepared the Capital Budget of the City of Brook Park and spent a considerable amount of time working through the Capital Budget. The Mayor and I met at least a dozen times concerning this budget. The Mayor also met with the Chiefs and his Directors a few times while he was putting this document together. The Mayor will walk through it with Council and I will answer any questions you may have for me.

Mayor Orcutt gave an overview on the budget items and asked Police Chief Dickel to elaborate on the Police Fund and Fire Chief Maud to review the Fire Departments' funds. The total Capital including the encumbered is \$3,373,305.51.

Mr. Scott asked the Department Heads give a description of what their departments are asking for in the budget.

Mr. Poindexter asked Mayor Orcutt if Council would get a rendering on the Gateway Project.
Mayor Orcutt replied yes.

Mr. Poindexter asked Mayor Orcutt if Council could get a list of the roads being proposed before Council votes on the budget.

Mayor Orcutt replied that they will have a list of the roads before going out for bids.

Finance Committee – Chairman, Scott: cont.

Madame Coyne asked Mayor Orcutt if he plans to have a public hearing on the Central Park project.

Mayor Orcutt stated that once the budget is certified by City Council, a committee is being formed including a resident participant. Ideas will be presented to the committee and the ideas that agreed upon then will be presented to Council for approval.

Mr. Vecchio asked Mayor Orcutt about the Line Item 433, (under Street Lighting) is this not part of the cost in The Economic Development Fund for the Snow Road Entrance at \$200,000.

Mayor Orcutt replied that Street Lighting is its own Fund and the City is using \$50,000 out of that to put new lights in the center island.

Mr. Vecchio stated for clarification that \$250,000 is for that area currently.

Mayor Orcutt concurred.

Mr. Troyer asked if there was a \$50,000 grant for that project.

Mayor Orcutt concurred and stated any monies used from a grant will be leftover from the NOPEC Fund 700.

Mr. Scott asked the department heads to come up.

Thomas Maund, Brook Park Fire Chief, 17401 Holland Road.

In regards to Item 413 in the budget, The Fire Department is allotted \$141,391.62. The replacement for Road Rescue #3 (RR3) is their oldest ambulance. The process for determining what equipment needs to be replaced is; the Chief and the Assistant Chief go through the budget and look at their maintenance cost of their equipment, how old the equipment is, the usefulness of the equipment, and the cost of keeping the equipment. They come up with a grid and present it to the Mayor showing all the ages of the apparatus currently in use. Going by the recommendations of the NFPA standards on the usefulness of the equipment, when to replace them, and how old they are. Currently, the RR3 is 14 years old and the useful life of an ambulance is five to seven years, needs to be replaced. Ordered this year and leased for three years. The pumper being built was approved in last year's budget at a ten-year lease at \$110,000.00 per year. In the engine department operating three engines one being a 1986 that will be replaced in 2023, 1994 and 2002; useful life of a pumper is ten-years. Turnout gear has a time limit of ten years after that no one wants the gear. Miscellaneous Equipment - \$10,000.00 for tools and items as such. Nine mattresses need replacement; \$5,000.00 for new nozzles. Last year the SCBA units were approved that were received yesterday that have an overage of \$13.00. The department is running 3,700 runs per year.

Finance Committee - Chairman, Scott: cont.

Madam Coyne asked if AFFF which is a cancer firefighting foam is used for fuel fires.

Mr. Maund responded yes, but have now found out it's dangerous due to being a chemical that doesn't go away and now no one wants it.

Madam Coyne asked if high school students could volunteer around the station to help with cleaning and so forth?

Mr. Maund responded we don't want to bring people into the fire station and expose them but there are programs i.e. painting of fire hydrants. That would be a decision of the legal department with insurance and being close to the street.

Mr. Mencini the fire station is past its prime and with the 3,700 runs if a state inspector came in to look at the vehicles would they pass inspection?

Mr. Maund responded the older pumper is only used when the primary pumper is down as well as the ladder truck and located at the west-end station; hold 5,000 gallons of water and pumps 1,500 gallons a minute.

Mr. Vecchio stated I believe in 2019 or 2020 one unit had a new pump and tank.

Mr. Maund responded the 2000 front-line pumper was rebuilt.

Mr. Vecchio continued with the 3,700 runs per year how many go to the two senior housing facilities in the city with no significant increase of calls?

Mr. Maund responded I can get information and will say at one time crews went to both Ford and NASA daily. The assisted living and nursing home facilities are consistent. Can get that information to you.

Mr. Vecchio stated reason for asking is for a cost-projection idea.

Mr. Troyer asked if the squad that was built wrong been received?

Mr. Maund responded yes and will be in service by end of the month. Waiting for the I-pad mounting unit bracket in both the front and back of the unit. Everyone is moving to silent dispatching due to less radio traffic.

Mr. Poindexter, stated I'm good on capital. With staffing are the numbers of firefighters the same this year as next year.

Mr. Maund responded yes, the department is down by two with two being sworn in on April 1st that have been budgeted for.

Mr. Poindexter continued that is the reason for higher salary listed.

Finance Committee - Chairman, Scott: cont.

Mayor Orcutt stated the budget reflects two new firefighters.

Mr. Maund commented I have a shift of men aged 51-years and the city needs to be ready to replace manning, when they retire probably not all at once, but need to be ready.

Tom Dickel, Police Chief, 17401 Holland Road. The \$55,000.00 is for building improvements. There is a crack in the garage floor that leaks. Over top is the main server of all the computer systems, water and electronics is a problem. There is no heat in the shooting range area and yearly qualifications are given in the months of January and February. Lighting has been an issue, off and on, and LED's are more cost-effective. A rooftop unit is needed the one up there is over 40 years-old and outlived his usefulness; that unit heats the records room where two employees work using space heaters; lobby and patrol office used for writing reports. IT equipment surveillance for police has an outdated system have to monitor prisoners 24/7; link to Berea Courts for video-conferencing. There two cameras in the back but none in front or the sides of the buildings and this area is used for the safe-exchange location.

Mr. Mencini stated another thing to be looked at is age.

Mr. Dickel responded average age is 40 years-old.

Mr. Mencini stated automobiles are outdated and high mileage. In 2021, automobiles were ordered that did not come through.

Mr. Dickel responded those were not listed as an itemized budget item, making it difficult to purchase vehicles.

Mr. Troyer stated didn't I see the rooftop unit on the Board of Control.

Mayor Orcutt responded yes.

Mr. Dickel continued the fleet consists of 30 vehicles with the oldest being a 2002 that is in need of replacement. The fleet line was purchased in 2017 with one vehicle having 139,000 miles. With the line cars there is a five-year life span that are then repurposed by other city departments. The \$110,000 for purchasing of vehicles would be for two vehicles and working with the Mayor and finance director we are looking at ways to get more vehicles for those dollars. Next item is computers for the vehicles for dispatching that will have a printer included to print citations; need to meet the minimum standards of dispatch. The current computers being used was a one-year experiment with the department getting eight years, four years' maximum life extent. With the radar units' the electronics inside control box are not working any longer; looking to replace all the units. Next item is the jail intercom system is intermittent and needs to be replaced; jail inspection is scheduled and this is a requirement for prisoners to be able to contact someone. The next item is ballistic vests, that are required by the union contract and have a five-year expectancy. The anticipated cost

Finance Committee - Chairman, Scott: cont.

is approximately \$3,000.00 and the rest of those dollars will be used for new hires and basic equipment. We are keeping up with the pistols and guns inventory and the department has backup guns that are used by new hires for training purposes; these backup guns are over ten-years old and beaten. Miscellaneous Equipment at \$500,00 includes bicycles are probably over 15 years-old, Tasers that are encumbered through a multi-year lease program, office furniture and ID card unit.

Mr. Roberts asked Mr. Dickel if he is comfortable with staffing?

Note: Batteries went dead very hard to hear responses from Police Chief Dickel.

Mr. Dickel responded yes.

Mr. Roberts continued are there enough officers for radar?

Mr. Dickel responded with the current staffing, yes.

Mr. Salvatore stated with line item 426 - traffic signals; what would it take to do an update of the entire city?

Mr. Dickel responded approximately \$75,000.00.

Mr. Vecchio stated with the 30 vehicle fleet how many are backup vehicles? Running two 12-hour shifts how many cars are on the road per shift?

Mr. Dickel responded 15 vehicles per day with the oldest being a 2001 Suburban having 139,000 miles.

Mr. Troyer continued we know that \$110,000 pays for two vehicles but generally speaking is four or five, which is great, but paid year after year. Are you looking at the high performance engine?

Mr. Dickel responded hopefully.

Mr. Dickel responded they are not serviceable after the five-years life expectancy.

Mr. Troyer clarified there is no resale value with liability to recoup some of those monies.

Mr. Dickel responded not aware of them nor would I want to.

Mr. Troyer stated with the retired vehicles they will come before Council to dispose of that could have a value to the city or for resale. Want you to have the newer vehicles to be high-performance.

Finance Committee - Chairman, Scott: cont.

Madam Coyne stated you mentioned the ballistic vests being in the union contracts. Do you also get uniform allowance?

Mr. Dickel responded the union contract does have uniform allowance.

Mr. Poindexter stated I'm good with the capital. My question is to Mr. Cingle with the ballistic vests can't they be budgeted out of fringe benefits from the general fund.

Mr. Cingle clarified you're referencing the account of the general fund and not collectively bargaining for?

Mr. Poindexter continued using no capital improvement dollars since the vests are guaranteed in the contract.

Mr. Cingle responded it is a piece of equipment and has a longer life span of one year and to do that would put more stress on the general fund.

Mayor Orcutt stated to Mr. Roberts with your question on manning two police officers were recently hired and this budget includes adding another officer. To Mr. Salvatore's question with the 42 traffic lights the plan is to use the \$25,000.00 to replace the main computers inside the boxes located at intersections; old ones will be put on the shelf to be used by Signal Service to fix anything in the future.

Motion by Mr. Poindexter, supported by Mr. Roberts, for a ten-minute recess.

ROLL CALL: AYES: Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott

NAYS: Unanimous

Motion by Mr. Poindexter, supported by Mr. Roberts, to go back to regular order of business.

ROLL CALL: AYES: Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott

NAYS: Unanimous.

Paul Marnacheck

Economic Development Commissioner

6161 Engle Road

Mr. Marnacheck gave the following highlights of the budget inclusions: \$1.75 million-dollars for the purchase of the Super 8 hotel; \$50,000.00 for the demolition of the hotel; \$250,000.00 for the Snow Road entrance coming off I-71 and \$50,000.00 for the Home Maintenance Assistance Program (HMAP).

Mr. Mencini asked Mr. Marnacheck are there a lot of request for HMAP?

Mr. Marnacheck responded yes, with a few residents reaching out on a weekly basis.

Mr. Mencini asked is there anything Council needs to know about the senior services?

Finance Committee - Chairman, Scott: cont.

Mayor Orcutt responded that \$250,000.00 is very important to this budget. There is an upcoming meeting with the contractors next Wednesday and letters will be going out to the seniors that are on the program.

Mr. Vecchio asked with the senior services are there any changes to the age and handicapped criteria for possible increase to the numbers?

Mayor Orcutt responded this Friday there will be a meeting with the person who runs the meeting to look at that with the intentions to possibly alter that with proposed increases being shared with both the city and residents.

Mr. Vecchio asked is that reflected in this budget?

Mayor Orcutt responded won't know until after the meeting to increase those numbers but will be looking into how the program operates.

Mr. Vecchio stated to Mr. Marnacheck the city is looking at approximately \$30,000.00 in grants?

Mr. Marnacheck concurred.

Mr. Vecchio asked what other areas of grants are being looked at to increase that and help pursue other grants being applied for and receiving.

Mr. Marnacheck the city is actively pursuing a grant for more trees, like in 2021. More and more grants awarded are being geared towards a local match with the municipality.

Mr. Vecchio stated the tree canopy is nice but moving forward grants for i.e. police, fire and service. Are there any grants the city is pursuing from the federal, state or county levels, that the city is pursuing?

Mr. Marnacheck responded have been in contact with both Representative Sweeney's office for any possible state grants; as well as County Councilman Miller's office for the county supplement grant, that comes from the casinos. As federal government pursues their offerings the city will be pursuing them also.

Mr. Troyer asked if there are any grants for sidewalks?

Mr. Marnacheck responded hasn't seen anything yet.

Mayor Orcutt stated the grants the city applied for was the brownfield mediation grant being a joint application of \$1 million-dollars and \$50,000.00 county grant; there are nine grants applied for. With the transfer of \$250,000.00 of senior services there is \$1 million-dollars for a few programs to be brought forward to help the businesses. With the Super 8 hotel demolition the city engineer will be administering that project

Finance Committee - Chairman, Scott: cont.

and another thing being looked at is the vacant school building (BPM) that is costing the city money. Something will be brought to Council for demolition of that school, that is double in size of the Super 8 hotel, so funds will be needed for that as well.

Mr. Poindexter asked if the school demolition will be coming out of economic development or another fund?

Mayor responded out of economic development fund.

Mr. Piatak stated the roads program under capital has \$1.6 million-dollars allocated with the streets still being determined. Just a note of caution, we are seeing a spike in construction dollars, last year a total reconstruction was \$198.00 a square-yard and this year is \$240.00 to \$245.00, possibly higher when going out to bid. Grants applied for last year through the county of public works was for concrete repairs on Holland Road between the railroad tracks and Eastland Road and has been delayed due to some issues the county is trying to work out. The Eastland Road pre-signal grant award is still under review by the state and will be mostly paid by state dollars. The Sheldon Road project resurfacing project, that includes the waterline, between Engle and I-71 is a county project with the local share cost of \$650,000.00 or \$700,000.00, not set to go to bid until 2023 or 2024. Other projects are the Wedo basin and Sheldon Road culvert project that is a joint project with Brook Park, Middleburg Hts., Cuyahoga County and the sewer district. The county recently announced their county road 50/50% programs in the amount of \$250,000.00 being available to repair county roads.

Mr. Mencini asked Mr. Piatak with the roads we don't know which ones for reconstruction.

Mr. Piatak responded the list has not been finalized.

Mr. Mencini continued with the Wedo basin it's pretty positive that will get done this Year?

Mr. Piatak responded the plan is to have the design and construction documents done this year to go out to bid in 2023.

Mayor Orcutt stated the funding for that is on page 11 of the Appropriations and Disbursements Fund 243 – line item 523 - Professional Services shows an amount of with \$80,000 allocated for the design work; which will be reimbursed through the community cost-share.

Mr. Troyer clarified in 2022 will be the design for Wedo Park.

Mr. Piatak responded the current plan is in 2022 for the design and construction in 2023.

Finance Committee - Chairman, Scott: cont.

Mr. Troyer continued construction in 2023 but not sure how it will be paid for yet.

Mr. Piatak responded do know that the construction would be eligible through the community cost-share account and submitted an application to the Ohio Emergency Management that was accepted and once screened the applicants will be notified in April if the project scored adequately.

Mr. Troyer asked Mr. Piatak if he has anything with the walls and roof at the recreation center?

Mr. Piatak responded no.

Mr. Troyer asked Mr. Cingle if there is any money besides the \$90,000.00 for Wedo Park in this budget?

Mr. Cingle responded no.

Mr. Troyer asked is there any money for the roof and walls of the recreation center?

Mr. Cingle responded as mentioned last week, once the study is complete the consultant is working on the design plan for the walls and roof. Once the city receives that the Mayor will bring forth to City Council the plan on how to finance it, go out to bid and seek contractors to perform the work.

Mr. Troyer asked has there been any talk on how to finance it?

Mr. Cingle responded utilizing the Rescue Plan monies and try to limit the amount of debt and potential monies not utilized in previous roads programs.

Mr. Poindexter asked Mayor Orcutt with the 2022 roads and sidewalk of the \$6.2 million-dollars; how much will be 'earmarked' for sidewalks and how much left over for the roads? Will the sidewalk program be the same as past programs?

Mayor responded the former sidewalk program was difficult to manage with contractors getting paid from residents. A new program will be administered and managed by the service director and done in-house; putting \$50,000.00 towards that program.

Mr. Poindexter clarified \$50,000.00 for the program.

Mayor Orcutt responded yes, want to see how the program goes doing it ourselves wit the plan to put more monies into the program next year.

Mr. Poindexter asked if more people will be hired for the service garage?

Mayor Orcutt responded in this budget there is monies for two new personnel.

Finance Committee - Chairman, Scott: cont.

Mr. Troyer stated it's hard to vote for a budget when we don't know what roads will be done?

Mayor Orcutt stated the engineer and I have a meeting on Thursday to finalize that program and will do our best to have to Council.

**Brian Beyer
Service Director**

Mr. Beyer stated Fund 409 – Mechanics is for shop tools, lifts and impact tools for the mechanics to be up to date. The service building is waiting on installation of the fire panels that have been received and there is a need for man-doors that have rusted. Two heaters are needed in both the service building and mechanics' area. Fund 423 – Sanitation is for the automated trucks and push mower used for city buildings. Fund 428 is tools the building maintenance team i.e. electrician, plumber and carpenter as well as flag and flag poles. Fund 429 – Sewers and Drains is for two pump stations, one for sanitary and one for sewer. Currently, crews have to go down into the pit and this new system will allow to be put on poles and be monitored at the service garage or by cell phone or other devices. The Vactor lease is encumbered and the push camera the department uses to camera residents' laterals has outlived its use. The new camera will also record to show if the problem is on the city's side or resident's side. Fund 432 – Snow Removal is for the snow removal trucks leases for that have been encumbered and the purchase of another one, the oldest plow truck is a 1986. These trucks are also used for other things such as hauling stones and so forth. The plow blades are a yearly request due to wear and tear of the curb shoes and steel blades. With the sidewalk program the department has the capabilities to get the program done.

Mr. Mencini agreed with Mr. Beyer about the plow trucks they have a lot of miles and are used for other than snow plowing. There are basically two buildings down there and as I mentioned with the safety building the service building is also dated; who did the assessment?

Mr. Beyer responded building maintenance employees and bricklayers, there are some very talented employees down there. There was a quote on man doors with a lot of things being done in-house which is where there is a cost-savings.

Mr. Troyer asked Mr. Mencini wasn't there a sewer camera in the 2014 budget?

Mr. Mencini responded yes.

Mr. Troyer continued with the 1986 plow-truck I don't know the mechanical condition of the truck but they do rust from the salt and mentioned before Gov.Deals and know you are checking into that.

Mr. Beyer stated to Mr. Troyer the Mayor has tasked myself and the head mechanic to explore getting a smaller dump truck, to see how that works, but have to be very cautious and inspect of what is purchased.

Finance Committee - Chairman, Scott: cont.

Mr. Poindexter asked is hot-patching and plow repairs accounted for?

Mr. Beyer responded that is not accounted for in capital; that would be in street construction.

Mr. Vecchio stated with in-house concrete repairs and the sidewalk program and with as the Mayor mentioned, hiring of two employees. Has there been any consideration of an asphalt machine?

Mr. Beyer responded there has been talk of getting a paver, down the road, but you're not only talking about a paver it also has to be milled, so it's a little in-depth.

Mr. Vecchio asked the department has a miller?

Mr. Beyer responded no, there is a small grinder for small repairs.

Mr. Troyer stated with the two new employees are they additional?

Mayor Orcutt responded additional.

Mr. Troyer continued has seen the grinder in action and it works great, would like to see not only the sidewalks but more street repairs to help the streets last longer.

**Andres Gonzales
Recreation Director**

Mr. Gonzales stated Fund 341- Recreation Center - \$15,000.00 with \$5,000.00 for backboards and hoops at Gallatin Park, \$5,000.00 for tables and chairs in the community room and \$5,000.00 for new Christmas decorations. Fund 342 - Parks & Playgrounds \$90,000.00 will go towards restrooms at the amphitheater. The city has been approved for a \$50,000.00 grant from the county and very hopeful getting a \$100,000.00 grant from the state, for reimbursement. Out of that \$100,000.00 \$40,000.00 will go towards the amphitheater restrooms and the remaining monies will go towards fixing up restrooms in the city beginning with Kennedy Park; all this will be done in-house. Moving down to Central Park lighting Makovich & Pusti -\$30,000.00 - is for power to the amphitheater and additional lighting, this will create the drawings and specifications for bidding purposes and will be funded out of Fund 700 with a NOPEC grant. The Brook Park script sign was a donation from Ray Park is encumbered for \$29,998.00 with the remaining \$20,000.00 of that donation to be determined. \$20,000.00 is for a new attraction pump for the waterpark; \$20,000.00 is for repairs to the waterpark that is done annually. \$16,000.00 is for a new push mower and \$2,000.00 is for weed-whackers.

Madam Coyne asked Mr. Gonzales where will the restrooms be located at the amphitheater?

Finance Committee - Chairman, Scott: cont.

Mr. Gonzales responded there was a public hearing for the \$50,000.00 grant and a committee has been formed as to where they should be located but there is no definite location.

Mr. Troyer asked Mr. Gonzales what is the pump for at the water park?

Mr. Gonzales responded it is an attraction pump for the island and mushrooms that run on their own pump.

Mr. Troyer asked any reason why wasn't done before?

Mr. Gonzales responded I can't answer that question, but the pump is on its last leg and needs to be replaced.

Mr. Troyer stated isn't Christmas decorations listed elsewhere?

Mr. Gonzales responded Fund 700 for fireworks for the Christmas event.

Mayor Orcutt stated want to mention one thing when the service director was speaking the service department has low expenditures due to changing how they operate that has been saving the city money by doing things in-house.

Mr. Troyer mentioned through Gov.Deals may be able to get the tables and chairs for the recreation center.

Mr. Gonzales responded the department actually has sold equipment through and will continue to look for supplemental purchases.

**Carol Horvath
Law Director**

Mrs. Horvath stated this budget is books and one or two computer programs.

**Greg Cingle
Finance & Tax Director**

Mr. Cingle \$5000.00 mainly for computers and furniture fixtures.

Mr. Mencini stated to Mr. Cingle this may be an inconvenience, but can there be a capital budget breakdown of the encumbered and the non-encumbered and would like to see the grants in there.

Mr. Cingle responded will work with the Mayor to update the encumbered items.

Mayor Orcutt stated since the original budget there have been two updates to Fund 342 – Central Park lighting being encumbered and to Fund 411 – Safety Building for the rooftop unit being encumbered. My staff and I will put a worksheet together of the \$3,373,305.51 budget the encumbered items. The only item that won't be on

Finance Committee - Chairman, Scott: cont.

there is Fund 413 – Fire Department for the ambulance and pumper due to having no figures.

Mr. Vecchio stated there has been \$10,000.00 appropriated for laptops, bags and carrying cases and any new software and training needed. This will allow for legislation to be amended during a meeting and sent to the law department for finalization.

Mr. Poindexter stated to Mr. Vecchio with the laptops will they be able to hook-up to these monitors?

Mr. Vecchio responded no, these monitors don't have the ability but there will be agenda there to view.

Mayor Orcutt thanked all the department heads and the finance department for their help and patience. This budget allows for four firemen, three police officers and two service employees.

Motion by Mr. Troyer, supported by Mr. Poindexter, to move everything from this meeting to tonight's Special Council meeting under first reading.

ROLL CALL: AYES: Troyer, Poindexter, Roberts Mencini, Salvatore, Coyne, Scott
NAYS: Unanimous.

Motion by Mr. Troyer, supported by Madam Coyne, to move everything from tonight's meeting to the Thursday, March 24th, Special Caucus meeting at 6:00 p.m.

ROLL CALL: AYES: Troyer, Coyne, Scott, Mencini, Roberts, Poindexter, Salvatore
NAYS: Unanimous.

Mr. Troyer stated also under discussion at the Special Caucus to go through the worksheets.

There being no further business to come before this meeting a **motion** by Mr. Troyer, supported by Madam Coyne, to adjourn.

ROLL CALL: AYES: Troyer, Coyne, Scott, Salvatore, Poindexter, Roberts, Mencini
NAYS: Unanimous.

Special Caucus Meeting

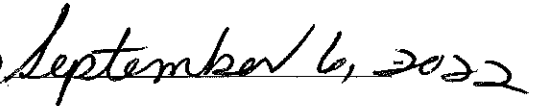
March 22, 2022

Council President Vecchio declared this meeting adjourned at 9:27 p.m.

RESPECTFULLY SUBMITTED


Carol Johnson
Clerk of Council

APPROVED



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