

**SPECIAL CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
HELD ON THURSDAY, MARCH 24, 2022**

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

TROYER, COYNE, SCOTT, MENCINI, ROBERTS, POINDEXTER, SALVATORE
Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director Cingle, Engineer Piatak, Service Director Beyer and Recreation Director Gonzales.

DISCUSSION:

1. ORDINANCE NO. 11244-2022
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.

Mr. Roberts stated to Mayor Orcutt is there anything in this budget for the Cooper Foundation, children with disabilities?

Mayor Orcutt responded no there is not, I recently spoke with Mr. Cooper and he has requested a meeting with myself and the finance director for next month. Also, Mr. Cooper has some renderings to present and funds to turn into the finance department.

Mr. Poindexter stated to Mayor Orcutt discussions of funding the safety director position On page one - General Fund 100 - line item 410 - Safety Director there is an amount of \$72,613.09 and on page four of the Appropriations- Fund 410 Safety Director Regular Salary there is a proposed amount of \$46,000,00 with Fringe Benefits of \$25,713.06 for a total of \$73,613.09. Are you looking to fill that position later this year?

Mayor Orcutt responded yes, the start date would be July 1st so that is a budgeted amount for half the year.

Madam Coyne asked with the transfers from any of the roads construction funds is that money coming from or going to be used for the recreation center roof?

Mayor Orcutt responded no.

Madam Coyne continued that money should be used and allocated for Roads Program and on pages six and seven of the Actual/Estimated Revenue totals about

Discussion: cont.

\$3.4 million-dollars; for funds 540 543, 545, 546 and 547. Also, included with that should be Fund 517 - Sound Insulation.

Mayor Orcutt responded the Sound Insulation Fund is for dealing with the three streets and a current lawsuit going on?

Mr. Troyer stated according to my notes on page seven Actual/Estimated Fund 545 Streets Improvements shows \$1.6 million-dollars leftover and my notes show roof and walls.

Mayor Orcutt responded that will be the ARPA (American Relief Plan Act) Fund has about \$1.9 million-dollars with a portion of that going for the employee bonuses on June 1st; the remaining balance of \$1.8 million-dollars will be used for the roof and walls.

Madam Coyne continued concerns from residents is roads, sewers and the roof and walls of the recreation center and then what are you going to do. Also, any demolitions of buildings should come before Council as far as plat and site plan. Also, precipitator budgeting for any demolition and/or development of schools, roads and sewers should have public hearings for the residents.

Mayor Orcutt stated also included is flooding relief, that is a priority, and in Fund 243 - Professional Services there is monies to pay for the financial advisor and also \$80,000.00 allocated for the city engineer designs of the basins. Mayor Orcutt continued the updated 2022 capital budget sheet, at the bottom, shows that people want the roads done. The reason for the two new total encumbrances is because when the budget was prepared those two had to be encumbered due to just appearing on the Board of Control. There is a total showing of \$3,777,000.00 with capital totaling \$2,258,000.00 there is \$1.6 million-dollars going towards the roads program., capital is much smaller this year. Also, any plans for the central or memorial park will be brought before committee and Council prior to anything being done.

Mr. Mencini stated to Mr. Cingle on page 17 of the three-years disbursements page, Fund 716 - Building Standards Board Fund there were no payments made in 2019, 2020 and one in 2021. How did we get to the amount of \$25,222.30 for 2022?

Mr. Cingle responded those assessments are calculated on based one and three percent of the building permits issues that have to be remitted to the State of Ohio. There were no payments requested except for the \$20.00 in 2021. On page eight of the Estimated Revenue Worksheet, page eight, Fund 716 - Building Standards Board Fund the beginning balance was \$22,223.20 with the state assessments totaling \$3,000.00 for a total of \$25,223.20. As the building

Discussion: cont.

department requests for those assessments to be paid to the state the finance department will process them.

Mr. Mencini continued with Fund 714 - Cash Bonds for 2019 shows \$76,608.62, 2020 shows \$96,688.53, 2021 shows \$94,008.53 and in 2022 shows \$97,508.53.

Mr. Cingle on page eight of the Estimated Revenue Fund 716 - Cash Bonds Held Fund. We began with a carry-forward balance of \$97,508.53 and are estimating to collect \$2,500.00 this year to match the carry-forward balance. These are bonds held by the building department, for example, if there is a residential fire that bond is held until all repairs are made and then remitted back to the insurance company, this is all administered through the building department.

Mr. Poindexter stated to Mr. Cingle you don't expect the monies to be spent out of that fund to be that high?

Mr. Cingle responded those funds are being held to match both the estimated revenue and appropriations. Similar to the Southwest General Hospital fund where the city holds the residents' monies for the levy and then releases the funds to the hospital. We hold the funds for the building department until they advise us to release those funds.

Madam Coyne asked Mr. Cingle with Fund 243 - Economic Development after the purchase and demolitions of buildings and so forth. Could the balance go towards HMAP (Home Maintenance Assistance Program)?

Mr. Cingle responded yes.

Mr. Troyer mentioned one of the biggest reasons that capital is smaller this year is we transferred approximately \$1.2 million-dollars out of the General Fund to the Capital Fund for roads last year?

Mr. Cingle referred to page nine of the Appropriations three-year disbursements Fund 880 - Transfers and Refunds. In 2021 there was \$1,250,000.00 disbursed in 2021.

Mr. Troyer stated there were more monies transferred into that?

Mr. Cingle responded correct.

Mr. Troyer stated going back to page seven of the Estimated Revenue with the \$1.6 million-dollars. Where is that being used for if not the roof and walls of the recreation center?

Discussion: cont.

Mr. Cingle responded I stated at the last meeting that once this fund is able to be closed some of the monies will go back to the General and Capital fund; with some monies going towards the roof and walls, if necessary.

Mr. Troyer continued we have \$1.8 million-dollars for the roof and walls; where is the rest of the monies coming from?

Mr. Cingle responded that is not in here as stated at last Tuesday's meeting. Once that report is completed from Construction Resources the Mayor will be bring a plan to City Council on how to fund that project.

Mr. Troyer continued so we have the \$1.8 million-dollars but not the rest, of course, we don't know what the rest is of the rough estimate. To reiterate, where did the \$1.6 million-dollars go out of Fund 545?

Mr. Cingle responded those monies are still there, as stated, once that fund is closed legislation will be brought forward to City Council to close that fund and transfer those monies out.

Madam Coyne stated to Mr. Cingle with the Brook Park Corona Relief Fund and American Rescue Act Fund? Can those monies be considered for police cars or service department equipment?

Mr. Cingle referred to page five of the Estimated Revenue Fund 281 - Coronavirus Relief Fund that fund is closed with all monies being spent. With the American Rescue Act fund further research is needed to answer the question of purchasing police cars or service department equipment.

Mr. Poindexter stated to Mr. Cingle you are confident these monies can be used for the roof and walls?

Mr. Cingle responded working with the Ohio Business Management office (OBM) I believe yes, these monies can be utilized for the roof and walls. If not the monies can be utilized for another purpose in order to free up monies from the General Fund to make it work.

Mr. Mencini stated to Mr. Cingle to follow-up on Madam Coyne, with the American Cares Act those monies came in 2020 and 2021 and at one point there was mention of using those for salaries. Have all those monies been used?

Mr. Cingle responded on page 14 of the three-year disbursements Fund 281 - American Cares in 2020 the majority of those monies were used for police and fire salaries; with a little bit being used for equipment.

Discussion: cont.

Mr. Mencini continued so \$1.4 million dollars were used in 2020 and \$75,369.91 in 2021.

Mr. Cingle responded in 2020 Fund 281 the city received \$64,000.00 from Cuyahoga County that was used for equipment such as touchless faucets at City Hall and the Recreation Center along with livestreaming equipment for basketball programs. In 2020, \$64,000.00 was advanced from the General Fund to the American Cares Act until the monies were received from the county to repay the General Fund in the amount of \$64,130.61, that fund is closed.

Mayor Orcutt commented those monies had to be used by a certain date or paid back.

Mr. Mencini stated with the 2022 Roads Program like that the stretch of Delores is getting done with only having \$1.6 million-dollars to play with.

Mayor Orcutt thanked Engineer Piatak for his creativeness with the streets and mentioned that all three streets being done are all reconstruction projects with complete tear-outs and asphalt overlays.

Mr. Troyer stated to Mr. Cingle on page 14 - Appropriations Fund 292 - ARPA what is that for?

Mr. Cingle responded that will pay for the \$750,000 bonus as part of the union contracts.

Mr. Troyer asked what is the total fund balance of ARPA?

Mr. Cingle responded on page nine of the Estimated Revenue \$1.9 million-dollars.

Mr. Vecchio stated to Mr. Cingle with the capital budget worksheet and page two of the Estimated Revenue Fund 250 - Special Recreation there is \$326.9 total revenue. Under the Capital Budget for Parks & Playgrounds for the restrooms and waterpark repairs are we able to use those instead of pulling from the General Fund?

Mr. Cingle stated on page 11 of the Appropriations Fund 250 - Special Recreation - Contracts one payment was made in 2020 \$246,000.00 and another payment is still needed to be made. I haven't included in the budget the absolute figure for a school's resource officer due to working through the county for the resource officer.

Mr. Vecchio stated if there are funds can they be utilized for the waterpark repairs and restrooms.

Discussion: cont.

Mayor Orcutt commented a grant has been received in the amount of \$50,000.00 for the restrooms and another grant has been received for \$100,000.00, city should be recouping those monies.

Mr. Poindexter commented I made it clear at Tuesday's meeting that I don't see a need to transfer \$250,000.00 from the General Fund to the Economic Development Fund since it is not clear what those monies will be used for, will be making an amendment on the Council floor. After consideration, will not make the amendment monies transferred from the Admissions Tax Fund to the General Fund. Don't think it's prudent for \$250,000.00 be moved from the General Fund to the Economic Development Fund due to no reason given.

Mayor Orcutt stated to Mr. Poindexter, with the transfer of the \$250,000 we have just under \$140,000.00 going to business investment and job creation programs, that will be brought forward. The difference will be going for Brook Park Memorial (BPM) demolition that will be going to committee and coming forth to City Council; that \$250,000.00 is for economic growth.

Mr. Poindexter stated I am okay with investing in businesses but feel with the \$1 million-dollars left over there are enough monies to implement that program.

Mr. Cingle stated if all these projects are overtaken can be up to \$1.4 million-dollars can get committed.

Mayor Orcutt stated the demolition of the school is over \$1 million-dollars and are preparing for the Super 8 motel transfer. Engineer administering that project and the preliminaries given is square footage to take down the school is approximately \$1.3 million-dollars.

Mr. Poindexter stated there has been no discussion on demolition of the schools or what is going to happen to the school.

Mayor Orcutt responded last year legislation was in front of Council from my predecessor for that purpose. Will say as the new Mayor that building is costing the city a lot of money to operate at least have mothballed, heated and insurance premiums. There also have been multiple break-ins with service crews constantly over there putting plywood up to repair the doors and windows.

Mr. Poindexter interjected in support of the plan to tear down but there have been no discussions, don't see a project that hasn't been funded yet.

Mr. Troyer stated would have rather left that \$1 million-dollars in the Economic Development fund this city needs revenue. Want to make one point that the Mayor,

Discussion: cont.

finance director and administration have had 2 1/2 months to prepare this budget and give to Council, nothing on the Mayor. There are people on social media saying that Council had the weekend to look over this and asked the people to stop; we are trying to do our job.

Mr. Mencini stated to Mayor Orcutt on the money with business creation is that for the businesses already in the city or to recruit businesses that come to the city?

Mayor Orcutt responded we are looking at two programs; one to be able to help businesses with employee growth and another would be a storefront cleanup grant program, that can be paid back. Also, Mayor Orcutt mentioned he walked into office in January with five unions not having contracts as well as fact-finder to prepare for; can say, as of today, those contracts have been resolved and have come to agreement. We are looking at \$138,000 for business growth and economic development for two to three projects.

Mr. Mencini stated this will be for businesses that have been in the city for two years or fifty years.

Mayor Orcutt responded remember the grant for Quest Industries for a big addition to the business. There must be a city investing system in place for reporting of the monies and the economic development commissioner and I are working on that. The \$250,000.00 transferred to Fund 243 - Economic Development will be utilized for that with the rest of the monies going for the school.

Mr. Mencini asked when saying jobs what aspect is being looked at?

Mayor Orcutt responded with the (previous) program the business was doing a build-up of a big addition and adding several more employees. The investment the city made, at that time, was paid back in a year or two. Brook Park does not have a spending problem Brook Park has a revenue problem so economic development is the key point with this administration to help existing businesses grow.

Mr. Mencini stated with BPM I was not a fan of tearing down, being the heart of Ward 2, and as you mentioned of the few problems; there have been a lot of problems over there. When tearing down what will be done with it since no reason was given to keep open.

Mayor Orcutt responded this is not an easy discussion and a very tough subject with more than half this room wanting an elementary school. The former school is a 111,000 square-foot building and cannot turn off a just a section for heat. There are big steam generators that is costing the city money as well as labor of police officers. Both the law director and I were told that the city's insurance premiums

Discussion: cont.

are going up and that building is costing the city money to run. All of this will be presented to Council and moving forward will not be done as a one-person decision, this will be done as a community.

Mr. Salvatore stated with the elementary school was not in favor of tearing down originally without a plan. Would like to see this administration come up with a good plan for that (former) school would be willing to look at in order to be in favor of tearing down. With job creation and moving of the \$250,000.00; job creation is talked about every year. What is not talked about is the retention of the jobs and loss of jobs over the last couple of years that have not been replaced. Would like to see this new administration to talk with the businesses as what can the city do to keep them from leaving the city and having the ability and availability of cash for that purpose.

Mr. Poindexter to Mayor Orcutt is that grant program factored into the appropriations in the economic development on page 11, \$2.6 million-dollars?

Mayor Orcutt responded that will be part of 250,000.00.

Mr. Poindexter continued that is already appropriated for that in the \$2.6 million-dollars?

Mayor Orcutt responded no, referred to an expenditure sheet.

Mr. Poindexter interjected I have the sheet and stated if we appropriate that money you can start that program without Council approval; \$134,000.00 this year.

Mayor Orcutt stated there is \$4.4 million-dollars that doesn't have the specifics for the business and job creation program; that has not been brought forward.

Mr. Poindexter continued there is already \$2.6 million-dollars and add another \$130,000.00 is \$2.79 million-dollars still leaving \$4.1 million-dollars in there to

Mayor Orcutt stated this is what I have, the Super 8 purchase is \$1,570,000.00; the Super 8 demolition is \$570,000.00, the I-71 and Snow Road improvement is \$200,000.00; HMAP is \$50,000.00; BPM demolition is \$1.3 million-dollars based on numbers on the square footage of Super 8; Professional Services is \$92,000.00 for the retention basins and \$138,000.00 for the business investment and job creation programs.

Mr. Poindexter clarified all of that is not accumulated in the present appropriation so you will be coming forward with another appropriation?

Discussion: cont.

Mayor Orcutt concurred and referred to Mr. Cingle on page 2 of the Actual/Estimated Revenue page 2 under 243 - Economic Development there is a total of \$4,100,000.00. Then looking at the disbursement of appropriation page 11 there is \$2.66 million dollars for the programs mentioned earlier; with the differentials being for the demolition programs that will be brought forward.

Mr. Poindexter clarified those are not in the current appropriation.

Mayor Orcutt responded no, those programs have not been created yet and the intent of the administration for job creation.

Mr. Cingle commented if Council looks at page 2 of the Actual/Estimated Revenue for the economic development fund; those programs are listed there. Looking at funding services for the economic development fund is sale of city-owned land and miscellaneous fees and grants. The fees are collected from the building department for rental registration; foreclosure of filing and vacant listing fees. This year of the \$79,100,00 \$45,000.00 is in fees with the balance coming from loan repayments for home maintenance projects of residents and transfer of the general fund. The reimbursements have \$0 and the last few years those were for loan repayment for home maintenance projects and a transfer of the general fund. The city-owned land for the economic development fund is coming from the building department for the three fees mentioned earlier. Accounting for the senior services for economic development could be moved to general fund to be accounted for but there isn't a significant revenue source on an annual basis for the economic development fund. With the refunds coming in, that will lead to the moving of monies from the Hotel/Motel and admissions tax funds. If monies are not put into the economic development fund and are kept in the general fund those monies can be transferred anywhere else; i.e. roads, capital improvement or any other fund. Last year when this discussion took place with Council with many of you here; the intent of the administration was to move \$4 million-dollars with Council moving \$3 million-dollars for economic development purposes for example, buying of property. If that \$250,000.00 is not transferred this year into the economic development fund from the general fund some of that \$3 million-dollars would be used for senior services. If that is Council's intent, that is fine but the intent last year was to move those monies over for economic development purposes. There isn't a significant funding source for economic development other than the general fund for sale of properties, if there are any. There are some properties for sale this year and would suggest if those properties are sold this year and the \$250,000.00 transfer is not needed. As long as the transfer is made by the end of the year and eliminate the transfer it won't be made this year. If Council determines that the \$250,000.00 is not needed this year then it's eliminated from the budget. The general fund currently is in a position of spending more than bringing in and have the looming crisis of the working from home.

Discussion: cont.

Mr. Vecchio stated point of clarification Council appropriates what fund so whatever fund its sitting in it stays there, if not in agreement it doesn't move.

Mr. Poindexter stated seems the general fund needs it more than the other funds.

Mr. Vecchio stated if the general fund reduces lower and there is abundance to other funds the city is good, Council controls the spending. We all agree that the city is suffering from a lack of revenue stream.

Mr. Troyer stated keep in mind Council transferred \$4 million-dollars last year for economic development so the economic development fund gave the general fund \$1 million-dollars and are now only putting back \$250,000.00

Mr. Poindexter stated there was plan and we were all aware of that plan.

Mr. Troyer continued we're only appropriating \$2.66 million-dollars; just for the hotel-motel, not the whole \$4.1 million-dollars.

Mr. Poindexter there was a plan submitted but didn't know the final cost.

Mr. Troyer stated we're only appropriating \$2.66 million-dollars; not the entire \$4.1 million-dollars.

Mr. Poindexter stated taking away all of this there would still be \$1 million-dollars in there. Why put an extra \$250,000.00 in there, what is that going to do?

Mr. Troyer stated to Mayor Orcutt with the tearing down of BPM there will be a large whole in the ground and with the talk about retention basins with former Ford property should keep that dirt.

Mayor Orcutt responded we have met with the developers of the former Ford property with moving dirt from place to place they can use it.

Mr. Troyer clarified with the two projects my priority is the (recreation) roof and walls.

Motion by Mr. Troyer, supported by Mr. Scott, that this was discussed.

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

NAYS: Unanimous.

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

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

Council President Vecchio declared this meeting adjourned at 6:59 p.m.

RESPECTFULLY SUBMITTED *Carol Johnson*
Carol Johnson
Clerk of Council

APPROVED *August 23, 2022*

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

