

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, March 14, 2023
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. APPROVAL OF MINUTES OF PRECEDING MEETING6S

REGULAR CAUCUS MEETING MINUTES HELD ON FEBRUARY 14, 2023.

IV. DISCUSSION:

1. AN ORDINANCE TO PROVIDE FOR THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 2023. Introduced by Mayor Orcutt.- PER COUNCIL PRESIDENT VECCHIO.

V. FINANCE COMMITTEE- CHAIRMAN, SCOTT

1. AN ORDINANCE AMENDING ORDINANCE NO. 11250-2022, AUTHORIZING THE IMPLEMENTATION OF THE BROOK PARK HOME MAINTENANCE ASSISTANCE GRANT PROGRAM (HMAP), AND DECLARING AN EMERGENCY. Introduced by Councilwoman Coyne.
2. AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE BROOK PARK FLOODING RESCUE ASSISTANT GRANT PROGRAM (FRAP), AND DECLARING AN EMERGENCY. Introduced by Councilwoman Coyne.
3. AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) 2023 ENERGIZED COMMUNITY GRANT(S) FUND, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
4. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE LABORERS' UNION LOCAL 860, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
5. AN ORDINANCE AUTHORIZING THE DIRECTOR OF FINANCE TO DEPOSIT MONIES INTO THE GENERAL FUND FOR EXPENSES RELATED TO THE FORWARD INNOVATION CENTER REVIEW, INSPECTIONS AND TESTING, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VI. ADJOURNMENT

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
HELD ON TUESDAY, MARCH 14, 2023**

The meeting was called to order by Council President Vecchio at 7:04 p.m., the clerk called the roll and the following Members of Council answered:

MENCINI, ROBERTS, POINDEXTER, SALVATORE, TROYER, SCOTT

Also in attendance were Mayor Orcutt, Finance Director Cingle, Law Director Horvath, Assistant Finance Director Maykut, Safety Director Sensel, Engineer Piatak, Recreation Director Gonzales, Service Director Beyer. Councilwoman Coyne 7:06 p.m.

APPROVAL OF MINUTES OF PRECEDING MEETINGS:

1. REGULAR CAUCUS MEETING HELD ON FEBRUARY 14, 2023.

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

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

NAYS: Troyer.

DISCUSSION:

1. AN ORDINANCE TO PROVIDE FOR THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 2023. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is an exciting budget with many projects around the city and also the unveiling of the new roads program to be done by the service department.

Mr. Cingle gave the following 2023 key budget points as of January 1, 2023 the General Fund balance was \$8,412,754.00; the 2023 fund balance reserve policy is \$4,922,343.00; the projected income tax revenue is \$22.0 million-dollars showing an increase of approximately .44% from the 2022 actual Income Tax revenue of nearly 21.9 million-dollars. The automotive sector is projected to be up approximately 9.5% and the aeronautics sector is projected to be up approximately 3%. Still working off the 80-20% split with 80% going to the General Fund and 20% going to Capital Improvement fund; with \$18,610,199 income tax transfer to the General Fund and \$2,955,314 income tax transfer to the Capital Improvement fund. The projected property tax revenue given to the city by the Cuyahoga County Budget Commission for property taxes received in 2022 shows \$2,025,594 in the General Fund and the actual revenue received in 2022 was \$2,150,199, showing an estimated decrease of approximately 5.8%.

Mr. Poindexter asked Mr. Cingle with the aeronautics sector is the occasional entrant rule still in effect, is NASA in full employment at its location.

Discussion: cont.

Mr. Cingle responded the work from home refunds are still in place for aeronautics with \$2.5 million-dollars budgeted in this budget.

Mr. Mencini asked why is there a decrease of roughly 5.8% in property tax revenue?

Mr. Cingle responded those figures are given to the city by the Cuyahoga County Budget Commission and one reason is the collection percentage decreased a little over 98% for 2022 and for 2023 is 95%. Another reason is that no monies have been collected from the IX Center, so far. The city is receiving monies from Emerald Park but none from the IX Center.

Mr. Mencini clarified when you say monies that would be for parking?

Mr. Cingle responded parking and/or improvements with the payment received in January there were no monies from the IX Center.

Mr. Salvatore stated to Madam Horvath it is my understanding that the city would receive revenues as long as the IX Center is in existence.

Madam Horvath stated reading the agreement my understanding is the same as yours; as long as the IX Center is standing and active the city should be receiving funds. This is a problematic issue that the law department is very concerned with and speaking with the Mayor and finance director and the city's legal counsel. This is a developing position and I look forward to working with the Mayor and finance director on what steps can be taken to resolve this issue.

Mr. Cingle continued the expenditures for the General Fund proposed appropriations, including encumbrances, equal approximately \$24.7 million-dollars. The proposed General Fund transfers are \$50,000.00 to the Water Park Fund; \$236,832.00 to the General Bond Retirement Fund; \$250,000.00 to the Economic Development Fund; \$400,000.00 to the 2023 Street Improvement Fund; \$500,000.00 to the Retirees Accrued Benefits Fund; \$500,000.00 to the Police Pension Fund and \$630,000.00 to the Fire Pension Fund. The total compensation packages are estimated at roughly \$16.8 million-dollars. The Police and Fire departments account for approximately \$10.9 million-dollars of the total proposed General Fund appropriations, or 44%. The Service department accounts for nearly \$4.8 million-dollars of the total General Fund appropriations, or 19.5%. In summary, the projected total General Fund revenues for 2023 are \$24,436,808.00 and the proposed total General Fund appropriations including encumbrances, for 2023 are \$24,717,794.00; the fund balance reserve policy is met. With the Economic Development Fund, the proposed appropriations are Brook Park Memorial School (BPM) demolition total is \$1,500,000.00; Real Estate Taxes totals

Discussion: cont.

\$359,837.00; Senior Services totals \$250,000.00 and the 2023 Sidewalk Program totals \$35,000.00. The General Fund revenues shows Income Tax - 76%; Property Tax - 8%; State Shared Taxes - 2%; Fines and licensing permits - 8% Grants - 1% and other 5%. The General Fund Revenues shows Income Tax, Property Tax and State Shared taxes totals 87% and other totals 13%. The General Fund Appropriations shows Police & Fire -44%; Public Service - 19%; Recreation - 4%; Administration - 13%; General Government - 14% and Safety - 6%. The General Fund Personnel Cost is Personnel - 71% and other 29%. i.e. contracts, repairs and so forth. The Income Tax analysis for the years 2022-2023 I looked back from 2020, 2021, 2022 and 2023 and the Gross Income Tax Collections for 2020 was \$19,697,285.00; 2021 was \$20,193,843.00; 2022 was \$21,929,213.00 and projections for 2023 is \$22,025,070.00. The Refunds for 2020 were (\$170,040.00); 2021 - (\$242,947.00); 2022 were (\$1,580,538.00) and estimated for 2023 Is (\$2,500,000.00). The Net Income Tax Collections for 2020 were \$19,527,245.00; 2021 - \$19,950,896.00, 2022 - \$20,348,675.00 and projecting for 2023 \$19,525,070.00. Had income tax increases for 2021 and 2022 but also had refunds for those years; remember that people have three-years to file for working from home refunds.

Mr. Poindexter asked Mayor Orcutt have you reached out to NASA for current numbers of workers working in Brook Park, seems like most companies are getting back to normal circumstances.

Mayor Orcutt responded the finance director and I met with NASA officials about this issue and they were around 45% with the hope of last November being around 65% and the last information received is NASA is at that mark.

Mr. Mencini asked Mr. Cingle with the income tax analysis of 2020 of \$19.6 million-dollars with raises and health care I can't see getting those high numbers even if people do come back.

Mr. Cingle responded when meeting with NASA officials in May, 2022 I can tell you that the city is still seeing refunds coming in from the aeronautics employees. NASA hopes to get to the 75% figure and if that occurs that refund number will decrease. Reiterating that employees working from home have three-years (3) to request funds so that figure was built a little higher than 2022. It is important to keep an eye on the income tax collections and refunds with 76% coming from income tax. When working through the budget it was compiled at \$19 million-dollars for 2020.

Mr. Troyer stated with the work from home and the city on the hook for the next few years why haven't companies changed their method of not giving the city the monies?

Discussion: cont.

Mr. Cingle responded unfortunately the Aeronautics is part of the federal government and are not complying with the state law that mandates employers to withhold income tax from where the employer is working. NASA is still withholding taxes for Brook Park and employees are asking for refunds from the city. It's difficult to project the refunds being issued because, it's after the fact, with the city refunding people that didn't work in Brook Park during 2022.

Mr. Troyer continued this could work in the city's favor with the employee paying Brook Park and not asking for a refund. To your knowledge with employees working from home the city isn't getting that money?

Mr. Cingle responded there are a lot of companies that are reaching out to the city, via email, asking for new account numbers due to an employee working from home in Brook Park. So we are seeing some activity from companies that have employees working from home in Brook Park and complying with the state law.

Mr. Troyer continued people working from at a company, other than aeronautics, and working from home in another city. That tax money is given to the city where the employee lives even if it is a Brook Park based company the city does not get those tax dollars.

Mr. Cingle responded the employer should be withholding taxes for employees for the city the employee is working in. For example, if an employee is working in Middleburg Heights the employer should be withholding taxes for Middleburg Heights.

Mayor Orcutt stated the 2023 Capital Budget shows a total of \$3,928,845.81 with that figure coming from Appropriations page number 15 - Fund 880. The 2023 Capital requests are Fund 110 - City Council - \$12,000.00 for laptops and cell phone. Fund 210 - Mayor's Court - \$8,000.00 for a shredder and bullet resistant glass for window. Fund 310 - General Bond Retirement Fund that figure comes from Appropriations page number 14 for bonds that have to be paid and are listed as 2012 Heatherwood/Sheldon Road project - \$393,201.50; 2012 Community Center Energy Efficiency Project - \$91,417.63; 2017 West 150th Street Sewer Phase 3 Project - \$40,141.24; 2010 West 150th Street Sewer Phase 1 Project - \$34,113.30; 2015 Eastland Road & Bridge Reconstruction Project - \$32,315.30; 2022 Holland Road Reconstruction Project - \$6,400.00 and the 2012 West 150th Street Sewer Phase 2 Project - \$5,906.98 for a total of debt services of \$746,005.99 that comes off of \$3,928.845.81. Fund 341 - Recreation Center Furniture and Snack Bar and upgrades - \$10,000.00; Main Gym floor top coating

Discussion: cont.

\$5,500.00; four (4) new laptops with docking stations and two (2) new desktop computers - \$5,000.00; the product to be used for resurfacing of the mini-gym, in-house, - \$3,000.00 and two (2) new free weight benches - \$2,000.00 for a total of \$25,500.00. Fund 342 - Parks & Playgrounds big ticket item is for the Central Park Municipal Campus - \$190,000.00 estimated. The city has applied for a grant through Cuyahoga County in the amount of \$50,000.00 but have not heard back to date. There are monies left over from the Ray Park donation - \$12,500.00; the Cooper Foundation donation - \$25,000.00 and a remainder of the 2022 CDBG Grant of \$24,000.00 totaling \$61,500.00. Funds from that will come from there and the city will apply for state grants, once they come out, that are usually in the amount of \$75,000.00 or \$100,000.00 along with the \$50,000.00 grant from the county for ADA placement of playground equipment at the central park. Lawnmowers, weed-wackers and blowers - \$18,000.00; Central Park improvements - \$13,185.98 for concrete, electrical and drainage systems for the new restrooms. New canopy covers for the outdoor water park - \$13,000.00; Bocce Ball courts leveling and top coating - \$10,800.00; Miscellaneous Outdoor water park repairs - \$10,000.00; Bernath Park split rail replacement with landscaping boulders - \$8,000.00 due to deterioration of outdated existing fence and replace a boulder for aesthetics. American Legion and Plant Lane ballfields need to be top-dressed - \$8,000.00; New pool furniture for outdoor water park - \$7,500.00; two (2) gorilla hoops for American Legion - \$5,200.00, last year two hoops were replaced at Gallatin Park that turned out nice and fence replacement at Carpenter Park - \$4,000.00 that has fallen in a resident's yard.

Mr. Troyer thanked Mayor Orcutt for the bocce ball leveling and asked with the lawnmowers, weed-wackers and blowers we had the same amount in 2022 and \$2,250.00 in 2021 for weed-wackers and blowers. Are they being replaced or did the city not get them last year?

Mr. Beyer responded we try to keep the mowers and weed-wackers up to a standard due to being used so much. This particular mower being replaced is eight-years old and try to keep the tools up to par to operate efficiently

Mr. Troyer continued so we did get them last year and are replacing another one this year.

Mr. Beyer concurred.

Mr. Troyer stated with the Carpenter Park fence replacement the resident will be happy about that. Also there was talk about playground equipment due to lifting when will something be done with that?

Discussion: cont.

Mayor Orcutt responded when the service director and I inspected the fence we noticed a little lifting with the playground equipment, that is possibly 20-years old or more. Councilman Salvatore spoke to me about possibly moving the playground equipment from Brook Park Memorial school (BPM) if feasible.

Mr. Troyer stated with the fence repair is anything being done with the releveling of the resident's yard?

Mayor Orcutt responded don't think that came up but can look into that we are trying to do everything possible for that resident. Continuing with the capital budget Fund 411 - Safety Town - \$3,000.00 for some upgrades of structures and equipment the school resource officer needs for teaching purposes. Fund 409 - Mechanics - \$15,000.00 for tools and shop equipment and \$5,000.00 for training totaling \$20,000.00. Fund 411 - Safety Building a roof top unit was replaced last year at the police department and the rooftop unit for the fire department is over 40 years-old and needs replacement. Rooftop unit - \$30,000.00 and the CAD Software for dispatch City Council secured funds for central dispatch at \$26,282.60, this is for a ten-year agreement at \$26,282.60 a year, total for the safety building is \$56,282.60. Fund 412 - Police Department four police vehicles lease - \$68,345.56; looking to purchase two (2) new vehicles including the up-fitting estimated at \$129,168.00 for a three-year lease of \$45,000.00. One (1) new motorcycle - \$35,000.00 to be used for a dedicated officer. Contractual ballistic vests - \$29,837.50; the encumbered video equipment for police - \$25,000.00 and may be installed within the next few weeks and includes the exchange zone at the police department. Jail intercom - \$23,000.00; vest replacement plates - \$15,400.00; Detective/Captain vehicle up-fitting - \$12,000.00 for a vehicle obtained by seizure; 45 P365 handguns - \$10,000.00; E-bikes/bicycles - \$8,000.00; ten (10) helmets for new employees - \$3,450.00; five (5) AR-15 rifles - \$3,000.00; radar laser gun - \$2,600.00 and accurint computer coverage software - \$2,000.00 for a total of \$282,633.06.

Mr. Mencini stated with the two (2) motorcycles the city has is there any value; can they be traded in?

Mayor Orcutt responded it is my understanding that there is not much value with them but if they can be traded-in we will do that.

Mr. Mencini stated to Mayor Orcutt appreciate hearing about the exchange zone.

Mr. Vecchio clarified that the department is getting only one motorcycle, of the two?

Mayor Orcutt concurred and stated one is still functional but needs a few repairs.

Discussion: cont.

Mr. Vecchio asked if the department is reaching out to multiple dealerships for quotes

Mayor Orcutt responded yes, the numbers provided are from the due diligence of getting quotes. Continuing on with the Fire Department one (1) pumper to be ordered in 2023, usually a three (3) to four (4) build time to replace the replace the 1994 pumper; one (1) pumper lease payment that was ordered in 2021 to replace the 1986 pumper that will arrive late 2023 approximately \$110,000.00; new Life Pak units for four (4) squads - \$100,000.00; ambulance lease - \$72,500.00; turnout gear - \$50,000.00; equipment - \$20,000.00; turnout gear for new firefighters encumbered - \$17,838.50; Homatro tools encumbered - \$16,957.00; nozzles and appliances, 3" hose and hose tester - \$10,000.00; mattresses - \$5,000.00 and hydrant maintenance and equipment - \$4,000.00 for a total of \$406,295.50.

Mr. Vecchio asked how many mattresses are being ordered?

Mayor Orcutt responded not sure how many the department will be able to get. We need to keep a watch on the deposits coming into the city and the chief will probably be ordering the mattresses later in the year.

Mr. Mencini stated like what is being seen with police and fire they live in the cars and at that station, any work with the building.

Mayor Orcutt responded there are major structural issues the Sallie-port was identified as not being safe; the second floor egress stairwell from the police department are both shut down. Safety and service departments placed extension ladders from the sidewalk to the roof for second floor egress. There were about \$17,000 dollars in repairs to that building and with the structural repairs to that building this city doesn't have the funds to replace a building, especially a safety building. Moving forward this city is going to have to educate the residents on taking a look at the capital needs and how they will be financed. Currently, the Sallie-port is closed down and will remain closed. With the building department the animal shelter will be relocating to the service department in a separate building and once that move is complete new windows and office equipment upgrades will be necessary - \$36,000.00, with a little bit done every year.

Mr. Troyer clarified windows that will go into the wall?

Mayor Orcutt concurred, and continued with the Animal Warden miscellaneous - \$3,000.00; as soon as the shelter is moved the animal warden will have his own office, probably in fall or winter. Fund 422- Service Building man doors & roof repairs - \$10,000.00 and a new fuel system reporting system computer -

Discussion: cont.

\$1,663.79 totaling \$11,663.79. Fund 423 - Sanitation one rubbish packer lease - \$90,319.95; one rubbish packer lease - \$75,987.78; rear loader lease - \$52,609.83; rear loader lease - \$48,307.74 and automated rubbish carts - \$12,500.00 totaling \$279,725.30.

Mr. Troyer stated in 2021 there were three (3) man doors for the service building at \$8,000.00.

Mayor Orcutt responded those monies were encumbered.

Mr. Troyer clarified the man-doors were not received in 2021.

Mr. Mencini stated with the automated rubbish carts, those are extra carts?

Mayor Orcutt responded yes, replacement carts.

Mr. Mencini continued it's been talked about having smaller carts for the seniors?

Mayor Orcutt responded that is being looked into.

Mr. Troyer stated also Liberty Bell so the carts can be placed in the garage.

Mr. Beyer stated with the smaller carts for the seniors what is being seen is the senior sells their home and a younger family moves in and needs a bigger cart that the city doesn't have to accommodate them. To Mr. Troyer with Liberty Bell there are more people that want the 95-gallon carts rather than the 65-gallon carts; at this point these would be replacement carts.

Mayor Orcutt continued Fund 425 - Street Construction, Maintenance and Repair (SCMR) one (1) new service truck - \$50,000.00 and concrete breaker for mini-excavator - \$14,500.00, will assist on all jobs but this will make the sidewalk program run smoother due to the backhoe taking up a lot of area in the street, for a total of \$64,500.00.

Mr. Poindexter asked Mr. Beyer will that concrete breaker fit on the bobcat, also, sometimes they are interchangeable.

Mr. Beyer responded good question, don't know if it does due to being two different brands of machines but can look into that.

Mayor Orcutt continued Fund 426 - Traffic Signs miscellaneous street signs to replace faded or old street signs throughout the city - \$8,000.00 and an arrow board for traffic control in construction zones alerting motorists to move over -

Discussion: cont.

\$5,000.00 for a total of \$13,000.00. Fund 427 - Trees and Tree lawns 14" Stihl chainsaw - \$500.00. Fund 429 - Sewers & Drains one (1) Vactor lease - \$52,507.30; lift station pumps and Flygt systems - \$51,000.00; pump station and communication upgrades - \$20,000.00, this will allow for the pump stations to be monitored over a computer or phone. Sewer camera locator - \$1,300.00 will allow crews on service calls to be efficient by not going back to a home several times totaling \$124,807.30. Fund 432 - Snow Removal one (1) plow truck lease - \$58,547.21; one (front-end) wheel-loader lease- \$250,000.00 with a trade-in of \$35,000.00 for a total of \$215,000.00 at a five-year lease. replacement at - \$50,000.00; plow blades and curb shoes - \$15,000.00 and repairs to truck 482 turbo-charger - \$11,500.00 totaling \$135,047.21. Fund 433- Street Lighting for Snow Road lighting at Snow Road and I-71 provided from a NOPEC grant encumbered at \$50,000.00.

Mr. Cingle stated Fund 440 Tax Department - Income Tax software that City Council approved earlier this year - \$76,300.00; miscellaneous equipment - \$10,000.00 and a new server for both finance and tax departments - \$7,500.00 totaling \$93,800.00.

Mr. Troyer stated Fund 425 service truck what kind of truck and will it be used for street, construction, maintenance and repairs?

Mr. Beyer responded that was for a truck Council approved last year being received this year and start making payments.

Mr. Troyer stated will be used for street construction, maintenance and road repairs?

Mr. Beyer concurred.

Mr. Roberts asked Mr. Cingle with the server is that two different ones?

Mr. Cingle responded one server that will be used by both tax and finance departments.

Mr. Mencini asked Mr. Beyer to explain what a sewer camera locator is and the importance?

Mr. Beyer responded crews are doing more sewer camera inspections and that the camera does is inspect the lateral pipe towards the main and once a break is located and the area is excavated it will be right on spot with the repair.

Discussion: cont.

Mr. Mencini stated to Mr. Cingle with the income tax software is that something that should be updated every year to be in compliance?

Mr. Cingle responded most years there is an upgrade to both the finance and tax software, especially payroll, so yes most years there is an update.

Mr. Troyer stated with the miscellaneous street signs I think street lighting replacement with LED's should be done when possible.

Mayor Orcutt agreed with Mr. Troyer and stated NOPEC funds can be used for that and the service director has put forward a request to the Cleveland Illuminating Company (CEI) engineering department for LED's to be placed on Snow Road from SR. 237 to West 130th Street; Smith Road to Brookpark Road to Sheldon and Five-Points Road north of Snow Road, Henry Ford Blvd., to Brookpark Road. My understanding there are 290 LED's at \$250.00, \$75,000.00, a head and if Council approves NOPEC monies will be used for those and some sidewalks.

Mr. Poindexter stated to Mayor Orcutt appreciate that I would like and would like to see all of them done. The cost upfront with the energy savings in three (3) years would appreciate that.

Mayor Orcutt concurred would be a wise investment but the main problem is CEI may not be able to replace them all; those questions will be brought up with the engineering department at CEI. Mayor Orcutt deferred to Mrs. Horvath about Fund 500 - law books.

Mrs. Horvath stated the law department relies very heavily on books, there are programs online, but the department uses the books almost every day; this would be for pocket parts and newer volumes.

Mayor Orcutt continued with Fund 700 - General Government Lands and Buildings Parking Lot/Driveway- \$17,678.29 the service director looked into the renting of a machine to seal and coat the municipal parking lot beginning at the football concession stand and municipal area and if there are monies left over the City Hall parking lot. Christmas Event Accessories - \$5,000.00 to expand for the Christmas event. Miscellaneous - \$3,979.31 for repairs and/or replacements. Postage Machine lease - \$3,466.92 for a new postage machine. Animal Warden relocation - \$289.20 for a few items the service director will need to finish that project. 2023 Roads and Water Main Program - Fund 549 - \$1,217,485.36 with \$790,000.00 going for street improvements and Fund 8 - \$427,485.36 for the Sheldon Road Water Main Project. Continuing with the 2023 Roads and Waterline Replacement Program - Fund 243 -Miscellaneous Joint Repairs - Municipal Parking Lots - Crack Seal \$100,000.00 for street repairs and also areas to be crack filling.

Discussion: cont.

Fund 243 - 2023 Sidewalk Program \$35,000.00 is down \$15,000.00 from last year that was a very successful program that paid for itself. Unable to do the \$50,000.00 like last year due to not having the manpower; last year there were 374 to 376 sidewalks blocks replaced and this year looking to replace approximately 250 blocks. American Legion Pavement Repairs - \$35,000.00 was encumbered from last year. The engineer looked at the entrance driveway leading into American Legion and the sub-base is not practical for mill and fill so concrete will be poured from Zaremba to the concession stand with asphalt seal, repair and striping. Funds 240 Asphalt Resurfacing - \$250,000.00 and Fund 549 - Asphalt Resurfacing - \$1,170,000.00 totaling \$1,420,000.00 for a pilot program administered by the service director for asphaltting of Parkland Drive; Crestridge; Christene; Southway (Edgehurst to Fry); Rademaker (Delores to Smith); Wengler (Doris to Shelby); Van Wert and Starlite. Fund 549 - Asphalt Resurfacing Inspector - \$20,000.00 looking to hire a person to inspect on the streets. Fund - 548 - Sheldon Road Waterline Replacement (Engle to I-71) this is a joint venture between the City of Brook Park and the City of Middleburg Hts. for 2024. There is a bad waterline on Sheldon Road between Engle Road and I-71 with many breaks and both I and Mayor Castelli think we would be negligent to get this project done and have to open back up for water breaks; deferred to the city engineer.

Mr. Piatak stated Council authorized this project in June, 2022 and will share the cost with Middleburg Hts., 50-50%.

Mayor Orcutt continued with the asphalt resurfacing project done in other cities shows the same number and we would like to get this project out as soon as possible. If there are any leftover dollars we would come back to City Council to ' earmark' those monies for either one street or streets.

Mr. Mencini stated to Mayor Orcutt with Fund 700 - Parking Lot and Drive noticed the recreation parking lot was not mentioned, needs some work.

Mayor Orcutt responded that can be looked into.

Mr. Mencini clarified there will be no complete reconstruction or cement of streets this year?

Mayor Orcutt responded no.

Mr. Mencini to Mr. Piatak with the overlay going over concrete will the street be grinded down before being blacktopped?

Mr. Piatak responded all the streets on the list have a concrete base and the operation would be to mill the existing asphalt layer, make any needed repairs and

Discussion: cont.

overlay. Just keep in mind, a resurfacing is more of a maintenance project and we won't get the life existence as a full-depth repair but will get more life out of the street.

Mr. Mencini asked Mr. Piatak will the \$1.4 million dollars cover these nine (9) streets?

Mr. Piatak responded working with the Mayor and service director this is the estimate given for these streets; keeping in mind the volatility of fuel costs and so forth.

Mr. Mencini asked Mayor Orcutt with the inspector what type of person are you looking for, a retiree?

Mayor Orcutt responded can't discriminate who they are or where they come from; looking for someone with base knowledge of street construction.

Mr. Poindexter asked Mr. Piatak with the asphalt what is the life expectancy range of the street due to not being a full-depth?

Mr. Piatak responded would like to see five (5) years to seven (7) years low-end and 15-years high-end. Maintenance is still required on the asphalt and any imperfections of the base will come through but if kept up with crack-sealing could be ten (10) years on an overlay.

Mr. Poindexter continued don't want to see having a street be redone in two (2) or four (4) years and would be disappointed if having to be redone in five (5) years.

Mr. Piatak responded can't see it being redone in five (5) years but there will be some deficiencies in possibly two (2) years and with the \$1.4 million-dollars that would maybe get full-depth repair of one (1) street.

Mr. Poindexter continued the repairs are more extensive than anticipated possible to get less streets on the list

Mr. Piatak responded sure and this program is being run through the service department and if asked will weigh-in. These are estimates and as the Mayor indicated with the American Legion driveway, as an example, that was slated last year and I recommended against it due to the base being so bad that any imperfections would be seen through; don't see that occurring with the listed streets.

Discussion: cont.

Mr. Poindexter expressed concern of the base being in worse shape than anticipated, making sure the city gets the most out of the monies spent.

Mr. Troyer stated to Mr. Piatak how does this process differ than the way Sandhurst was done?

Mr. Piatak responded Sandhurst was sold as a project with plans and specifications specific to that project. This project will be sold by hours allocated time, equipment, stone and materials. The contractor will inspect and mill up what needs to be repaired and then put back down; time and maintenance contract.

Mr. Troyer continued what will be done with the bad joints?

Mr. Piatak responded someone will have to make that decision on what types of repairs will be made.

Mayor Orcutt stated the service director watched this program in another city and when doing the streets, they are based on heavy, light or blended repairs. Looking at the capital budget this city is still paying for full-depth repairs from 2012. This would be a preventive maintenance or pro-active project. For example, Rademaker gets done and there are some cracks

Mr. Beyer stated to Mr. Troyer I looked at multiple cities administering this program and as the Mayor stated they are evaluated as light repairs, heavy repairs or blended repairs. The companies doing this type of work can quote a little higher due to a compromised base. The base is cut down and an asphalt joint is put in that does the same as concrete and then asphalted. The Holland Road project between Middlebrook and West 130th Street was a mill and fill as well as Holland to Engle Roads. This city has to start somewhere and one of the biggest concern is the joints being taken care of and maintain them to get the 15-years longevity.

Mr. Troyer expressed concerns of Sandhurst being done and joints popping up immediately. This will generally be a large section from curb to curb and overlaid.

Mr. Beyer responded this will all brand new topcoat of these streets.

Mr. Troyer asked where will the project start?

Mayor Orcutt responded project will be put out to bid and will be working with the contractor to begin quickly, once the funds are certified by Council. It is the administrations' intent to bid immediately to get the program in play and if the

Discussion; cont.

numbers are conservative enough with time and ability may be able to come back to Council to add streets to the list.

Motion by Mr. Troyer, supported by Mr. Poindexter, for a five-minute recess.

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

NAYS: Unanimous. 8:50 p.m.

Motion by Mr. Mencini, supported by Madam Coyne, to go back to regular order of business.

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

NAYS: Unanimous.

Mayor Orcutt stated with the roads program there were problems with concrete last year and the purpose of this program is an extension of the service department. Looking to do more volume in areas to help out with areas as much as possible.

Mr. Vecchio stated a few years ago the estimate given from the engineer was \$40 million-dollars for full-depth repairs, that has now probably increased by 1/3rd to \$60 to \$70 million-dollars.

Mayor Orcutt responded looking at notes from last year, in 2017 a full depth concrete repair was at a price of \$183.71 square yard, last year was \$206.00 square yard and what the city ended up seeing for 2022 was increases from \$245.00 square-foot and jumped to \$266.00 square-foot, significant increase.

Mr. Vecchio stated significant savings even though not the ultimate of what everyone wants but will get the city through.

Mr. Troyer stated would you say it doubled?

Mr. Piatak responded not sure but pretty close.

Mr. Troyer continued that is why a few years ago I mentioned about borrowing monies.

Mayor Orcutt commented the city is currently paying \$1,051,000.00 on past road programs. Moving onto the Appropriations page 11 - Fund 243 - Economic Development - \$2,089,247.08 encumbered from 2023 and 2022 was \$2,108,056.31 with the intent of doing BPM demolition - \$1,500,000.00; real Estate Taxes for Brookview School, BPM and Super 8 total \$359,837.00. The economic development commissioner is working with the finance director and the county to get refunds for that. Senior Services - \$250,000.00 for grass cutting and snow removal programs and \$35,000.00 for the 2023 sidewalk program.

Discussion: cont.

Mr. Poindexter stated that is the total for 2023 appropriations plus the encumbered \$2.2 million.

Mayor Orcutt responded roughly \$2.3.

Mr. Poindexter stated on page 2 of the Revenues there is \$2.7 million-dollars currently with \$1.5 million-dollars in the fund.

Mayor Orcutt responded those monies have not been appropriated.

Mr. Poindexter continued what is the purpose of the \$250,000.00 going into to fund; possibly look at more roads?

Mayor Orcutt responded everything appropriated for the economic development fund will remind Council that the engineering department will be moving forward with the retention basin at Wedo Park and the roof and walls area of the pool area in the recreation center. The city needs those monies in the general fund to be able to afford those projects and need to be conservative. If the gets good news in the future, monies can be transferred to the road program.

Mr. Poindexter clarified monies have not been appropriated for the roof and walls or retention basin at Wedo park?

Mayor Orcutt responded don't know what those figures are right now so they have not been appropriated. Looking at the Revenues page 5 there is still \$1,841,155.19 and would like to keep those dollars there to utilize for repairs to the roof and walls and Wedo retention basin that will probably be more than that amount. Both Senator Dolan and Representative Patton have viewed the roof and walls and we will be working with them in July to hopefully get more dollars from the state.

Mr. Roberts clarified that is why those monies haven't been appropriated yet for Wedo Park.

Mayor Orcutt responded a few years ago, there was a \$3.6 million-dollar figure and we may be near that number of lower. The core samples taken from Wedo Park we are working with the Forward Innovation Center to take those samples that would help with the overall cost of the project.

Mr. Troyer pointed out with the senior services, the seniors should have the services, and don't think the plows had to plow; if this was done in-house would have been a great savings to the city.

Discussion: cont.

Mayor Orcutt commented they were out a few times this year.

After much discussion for second and third reading and calling of special meetings and Councilmembers being in attendance a decision was made to call the March 21st Caucus Prior to meeting at 6:00 p.m.

Motion by Mr. Troyer, supported by Mr. Poindexter, discussed.

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

NAYS: Unanimous.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AMENDING ORDINANCE NO. 11250-2022, AUTHORIZING THE IMPLEMENTATION OF THE BROOK PARK HOME MAINTENANCE ASSISTANT GRANT PROGRAM (HMAP) AND DECLARING AN EMERGENCY. Introduced by Councilwoman Coyne.

Madam Coyne stated speaking with the Mayor there are amendments to this legislation.

Motion by Mr. Mencini, supported by Troyer, to move to the April 11, 2023 Caucus agenda.

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

NAYS: Unanimous.

2. AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE BROOK PARK FLOODING RESCUE ASSISTANT GRANT PROGRAM (FRAP) AND DECLARING AN EMERGENCY. Introduced by Councilwoman Coyne.

Madam Coyne stated speaking with the Mayor there are amendments to this legislation.

Motion by Madam Coyne, supported by Mr. Roberts, to move this to the April 11th Caucus agenda.

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

NAYS: Unanimous.

3. AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) 2023 ENERGIZED COMMUNITY GRANT(S) FUND AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is necessary legislation adopted by City Council to accept the funds of \$44,608.00 from NOPEC.

Finance Committee - Chairman, Scott: cont.

Mr. Troyer asked what are these monies being used for?

Mayor Orcutt responded planned in the budget \$55,0000.00 is for the street lighting project on Snow Road and I-71 and a crosswalks and flashing signs installed from the recreation center to Brook Park Elementary (school) BPE.

Mr. Troyer stated to Madam Horvath would like to meet with you to get additional wording in the legislation as to what the grant is being used for.

Mayor Orcutt interjected \$247,160.00 is being spent and there is only a certain amount of time and certain items those monies can be utilized for.

Motion by Mr. Poindexter, supported by Mr. Roberts, to place on the March 21st Council agenda under first reading.

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

4. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE LABORERS' UNION LOCAL 860 AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is a three-year agreement from January 1, 2023 through December 31, 2025; section two (2) indicates the fund numbers of 100, 240 and 241 being utilized.

Motion by Mr. Mencini, supported by Mr. Poindexter, to move to the March 21st Council agenda.

Mayor Orcutt asked to place on tonight's special Council meeting agenda.

Mr. Vecchio stated can't be done.

Mayor Orcutt continued that was part of the request sent to Council.

Mr. Roberts clarified why can't it be placed on the special meeting agenda?

Mr. Vecchio responded nothing can be placed on a Special Council agenda that isn't listed on the meeting notice.

Mayor Orcutt stated for the record, the request was for Council to move items to the special Council agenda.

Finance Committee - Chairman, Scott: cont.

Mr. Poindexter asked how could Council know what to move forward without voting to move along?

Mayor Orcutt commented that is why it was in the request letter.

Madam Horvath asked when was the agreement signed?

Mayor Orcutt responded quite a while ago.

Mr. Troyer stated as the law director has opined in the past can't have legislation in two places at once, improper.

The clerk called the roll on the **motion** by Mr. Mencini, supported by Mr. Poindexter, to move to the March 21st Council agenda.

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

NAYS: Roberts, Salvatore.

5. AN ORDINANCE AUTHORIZING THE DIRECTOR OF FINANCE TO DEPOSIT MONIES INTO THE GENERAL FUND FOR EXPENSES RELATED TO THE FORWARD INNOVATION CENTER REVIEW, INSPECTIONS AND TESTING AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt deferred to both the city engineer and finance director.

Mr. Piatak stated this allows for deposit of monies from the Forward Innovation Center developer to cover some reviews, inspections and testing for some infrastructure that is being installed for the overall development; some of that infrastructure will be turned over to the city.

Mr. Cingle stated the monies have been received and deposited to the engineer through the Building Department in the General Fund page 5 General Fund page 4 - \$103,875.00 and amount of the deposit was \$68,750.00. The way this program will work is if the engineer draws against the deposit if the total cost is for example and cost is \$75,000.00 the developer will make up difference if the cost is \$60,000 those monies will be refunded back to the developer.

Mr. Troyer states this is a pass-through, not city budget money.

Mr. Cingle concurred.

Mr. Poindexter asked is this a one-time legislation that covers the entirety of the project.

Finance Committee - Chairman, Scott: cont.

Mr. Piatak responded this would be a project basis, not an annual basis, the project is being proposed in different phases i.e. waterline, sanitary sewer and other items becoming city property.

Motion by Mr. Troyer, supported by Mr. Mencini, to move to March 21st Council meeting, first reading.

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

Mr. Cingle commented the tax department will be open Tuesday, March 21st until 7:00 p.m.

Mr. Vecchio clarified with the request for the special meeting notice per Charter section 4.08 (b) any such request shall state the subject or subjects to be considered at that meeting; no other subject or subjects shall be considered. For Council to move things forward is not a clear piece, that is why I stated the reason I did.

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

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

Council President Vecchio declared this meeting adjourned at 9:41 p.m.

RESPECTFULLY SUBMITTED 
Carol Johnson
Clerk of Council

APPROVED April 11, 2023

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