

**ITEMS TO BE CONSIDERED  
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING  
TO BE HELD ON TUESDAY, DECEMBER 2, 2025  
7:00 P.M.**

**I. ROLL CALL OF MEMBERS:**

**II. PLEDGE OF ALLEGIANCE:**

**III. DISCUSSION:**

1. DEPARTMENT OF LIQUOR CONTROL - QUALITY FOOD SOLUTION, LLC.  
VIVA FIESTA 16099 BROOKPARK ROAD, D-2 D-1 TRFO 10007973-1  
**POSTMARK DATE: 12-12-2025.** PER COUNCIL PRESIDENT SALVATORE.

**IV. FINANCE COMMITTEE- COUNCILMAN SCOTT**

1. AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE ADMINISTRATIVE CODE TO PROVIDE ADJUSTMENTS IN COMPENSATION FOR EMPLOYEES OF THE CITY, OTHER THAN ELECTED OFFICIALS OR THOSE COVERED UNDER NEGOTIATED LABOR CONTRACTS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
2. AN ORDINANCE TO PROVIDE FOR THE TEMPORARY APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR THE THREE MONTHS ENDING ON MARCH 31, 2026, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
3. A RESOLUTION REQUESTING THE CUYAHOGA COUNTY FISCAL OFFICER TO ADVANCE TAX: REVENUES FROM THE PROCEEDS OF TAX LEVIES PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

**V. ADJOURNMENT**

POSTED 11/26/2025

**ITEMS TO BE CONSIDERED  
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING  
HELD ON DECEMBER 2, 2025**

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

**TROYER, ROBERTS, DUFOUR, MENCINI, McCORKLE SCOTT**

Also in attendance were Mayor Orcutt, Law Director Horvath, Human Resources Rednour, Finance Director McGann, Recreation Director Wetmore and Service Director Beyer.

**DISCUSSION:**

1. DEPARTMENT OF LIQUOR CONTROL - QUALITY FOOD SOLUTIONS, LLC, VIVA FIESTA, 16099 BROOKPARK ROAD, D-2, D-1 TRFO 100007973-1. Postmark Date: 12/12/2025

Madam Horvath stated this liquor permit involves Captain Taco and see no reason why this permit should not be granted.

Mr. Salvatore asked if this is for a new permit or transfer?

Madam Horvath responded at first glance thought it was a new permit but may be for a transfer.

Mr. Mencini asked Madam Horvath if there is a limit on liquor licenses within the border of a community?

Madam Horvath responded nothing in city ordinances prevents the community of the number of liquor licenses; that would be up to the State of Ohio. Not concerned with the number of licenses am more concerned with the proprietors operating the facility.

Mr. Dufour commented to Mr. Mencini have expressed that concern, in the past, of the person(s) applying for the liquor license.

**Motion** by Mr. Mencini, supported by Mr. Dufour, discussed.

**ROLL CALL: AYES:** Mencini, Dufour, Poindexter, Roberts, Troyer, Scott, McCorkle  
**NAYS:** Unanimous.

**FINANCE COMMITTEE - CHAIRMAN, SCOTT:**

1. AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE ADMINISTRATIVE CODE TO PROVIDE ADJUSTMENTS IN COMPENSATION FOR EMPLOYEES OF THE CITY, OTHER THAN ELECTED OFFICIALS OR THOSE COVERED UNDER NEGOTIATED LABOR CONTRACTS AND DECLARING AN EMERGENCY.

Introduced by Mayor Orcutt.

Mayor Orcutt stated annually the salary schedule is brought before Council for approval. One (1) significant change is listed in the new 2025 minimum wage to \$11.00 an hour; increases have also been put in other areas including the finance and law departments.

Mr. Troyer stated in section one (1) should that read 2025 versus 2024. Question is for 2025 retroactive?

Mayor Orcutt responded not in some cases and is for the year 2025 that is listed in section two (2).

Mr. Troyer suggested maybe reading 2024-2025.

Madam Horvath stated as written in section two (2) 2025 until duly changed, showing a comparison of the two (2) years, same amounts would be in effect for 2025.

Mr. Rednour commented this is 2024 legislation adopted for 2025; this is the template being used only changing the years.

Mayor Orcutt stated years past there was much contention in the city and a Charter change was locked in for the ability to provide elected officials raises. City Council has not seen a raise in many years, due to being creative 25-years ago (with a Charter change) and selling this community of how and when an elected official can get a raise; it is locked up so tight it's nearly impossible. The city's finance director is making less than the employees that work in the finance department. This needs to be known because if elected officials aren't paid enough so there is no incentive for people to run for office.

Mr. Salvatore concurred with Mayor Orcutt's comments and being in office for may year. That particular Charter amendment tied the hands of the Council and administration to do the right thing. Speaking with the with the Board of Elections have asked how some of these things can be corrected.

Mr. Mencini thanked Mayor Orcutt for the comments and to have good employees need to pay a bit.

**Finance Committee - Chairman, Scott: cont.**

Mr. Poindexter concurred with elected officials' comments and a firm believer in fair compensation.

**Motion** by Mr. Roberts, supported by Mr. Mencini, to place under M-1 on Council agenda following.

**ROLL CALL: AYES:** Roberts, Mencini, McCorkle, Scott, Troyer, Dufour, Poindexter  
**NAYS:** Unanimous.

2. AN ORDINANCE TO PROVIDE FOR THE TEMPORARY APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR THE THREE MONTHS ENDING ON MARCH 31, 2026 AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is a housekeeping item that provides appropriations for city governments to operate, in order to prepare for the 2026 budget.

Mr. McGann stated amounts equal 25% of the projected budget and will note there is no capital except for one (1) on page 13 for S.C.M.R. Fund in the amount of \$51,161.19 for a lease the city previously committed to.

Mr. Dufour asked will these numbers be included with the salary schedule, forthcoming in a few months?

Mr. McGann concurred.

**Motion** by Mr. Roberts, supported by Mr. McCorkle, to place under letter M-2 on Council agenda following.

**ROLL CALL: AYES:** Roberts, McCorkle, Scott, Mencini, Poindexter, Dufour, Troyer  
**NAYS:** Unanimous,

3. A RESOLUTION REQUESTING THE CUYAHOGA COUNTY FISCAL OFFICER TO ADVANCE TAX REVENUES FROM THE PROCEEDS OF TAX LEVIES PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt

Mayor Orcutt stated this is a housekeeping item and deferred to Mr. McGann.

Mr. McGann stated this is a resolution required by Cuyahoga County so the city can receive advances on tax levies. There are two (2) advances one in February and July and by not having this legislation; the city would have wait until March and August to receive payment.

**Finance Committee - Chairman, Scott:**

**Motion** by Mr. Mencini, supported by Mr. McCorkle, to place on Council agenda following under letter M-3.

**ROLL CALL: AYES:** Mencini, McCorkle, Scott, Troyer, Roberts, Dufour, Poindexter  
**NAYS:** Unanimous.

Mr. Salvatore provided the following Ordinance and Resolution numbers to legislation in Finance committee: M-1- 11510-2025; M-2 11511-2025 and M-3 27-2025.

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

**ROLL CALL: AYES:** Mencini, McCorkle, Scott, Troyer, Roberts, Dufour, Poindexter  
**NAYS:** Unanimous.

Council President Salvatore declared this meeting adjourned at 7:30 p.m.

RESPECTFULLY SUBMITTED

  
\_\_\_\_\_  
Carol Johnson  
Clerk of Council

APPROVED December 16, 2025

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