

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, MARCH 10, 2026
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. APPROVAL OF MINUTES OF PRECEDING MEETINGS

1. REGULAR CAUCUS MEETING MINUTES HELD ON JANUARY 13, 2026.
2. REGULAR CAUCUS MEETING MINUTES HELD ON FEBRUARY 10, 2026

IV. DISCUSSION:

1. DEPARTMENT OF LIQUOR CONTROL PERMIT PHEONIX HOOKAH LOUNGE LLC. 17021 BROOKPARK RD D-1 NEW 06896237-1.
POSTMARK DATE: 03/26/2026. – PER COUNCIL PRESIDENT SALVATORE.

2. COUNCIL MEETING SCHEDULE.- PER COUNCIL PRESIDENT SALVATORE.

V. FINANCE COMMITTEE – CHAIRMAN, COUNCILMAN SCOTT:

1. AN ORDINANCE AUTHORIZING THE DESIGN, THE PREPARATION OF CONSTRUCTION DOCUMENTS AND THE ADMINISTRATION OF THE RECREATION CENTER AND CITY HALL EXTERIOR RENOVATIONS PROJECT AND THE MAYOR TO ADVERTISE FOR BIDS, AND ENTER INTO A CONTRACT FOR SAID PROJECT, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VI. LEGISLATIVE COMMITTEE –CHAIRMAN, COUNCILMAN ROBERTS:

1. AN ORDINANCE AMENDING SECTION 101.08 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED "CHARGES FOR SERVICE REQUESTS; COPIES OF CITY RECORDS," AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VII. RECREATION COMMITTEE –CHAIRMAN,COUNCILMAN McCORKLE:

1. AN ORDINANCE AUTHORIZING THE EXPENDITURE FOR THE BROOK PARK RECREATION CENTER POOL SURFACE PREPARATION AND PAINTING PROJECT, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VIII. SERVICE COMMITTEE – CHAIRMAN, COUNCILMAN GONZALEZ:

1. AN ORDINANCE PROVIDING FOR THE CITY OF BROOK PARK'S CONSENT AND COOPERATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION ("ODOT") FOR THE RESURFACING OF THE BEREA FREEWAY (SR-237) FROM EASTLAND ROAD TO APPROXIMATELY RAMP E-7 SOUTH OF SR-17 IN THE CITY OF BROOK PARK; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY AGREEMENTS; COMMITTING TO UTILITY, RIGHT-OF-WAY, AND MAINTENANCE RESPONSIBILITIES; AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

IX. ADJOURNMENT:

Posted 3/6/2026

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
HELD ON TUESDAY, MARCH 10, 2026**

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:

DUFOUR, GONZALEZ, POINDEXTER, ROBERTS, MENCINI, McCORKLE, SCOTT

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Economic Development Commissioner Marnacheck, Service Director Beyer, Recreation Director Wetmore and City Engineer Piatak.

APPROVAL OF MINUTES OF PRECEDING MEETINGS:

1. Regular Caucus meeting minutes held on January 13, 2026.
2. Regular Caucus meeting minutes held on February 10, 2026.

Motion by Mr. Mencini, supported by Mr. McCorkle, to approve.

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

DISCUSSION:

1. DEPARTMENT OF LIQUOR CONTROL PERMIT PHOENIX HOOKAH LOUNGE, LLC, 17021 BROOKPARK ROAD, D-1 NEW 06896237-1. Postmark Date: 03-29-26.

Madam Horvath stated in May, 2025 the city had a similar request for this business, transactions are very close in range. Speaking with the Department of Commerce they have a new portal so the transaction number is appropriate. In May the D-1 license was not available, at that time, now an opening has appeared and the owner would like to apply to have beer on the premises and also carryout. Speaking with both the police and fire chiefs there have been no occurrences at this legislation. I would like more time on this matter to speak with the owner.

Mr. Mencini asked if there are a certain amount of liquor license permits for the City of Brook Park.

Madam Horvath responded I'm sure there are and that is the whole purpose of regulating liquor licenses. Can find that information out on how many permits a city can have and how many open permits the city has, for the area.

Mr. Salvatore stated there is limitation based on population (per city) and this license opened up, due to a closure of a facility. Unable to trunk-in a license from another community; all licenses have to be approved.

Motion by Mr. Poindexter, supported by Mr. Mencini, to place on the next Caucus Prior to agenda.

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

Discussion: cont.

2. COUNCIL MEETING SCHEDULE.

Mr. Roberts stated due to St. Patrick's day being an Irish and religious holiday suggested moving the March 17th Council meeting to March 16th. at 7:00 p.m.

Motion by Mr. Roberts, supported by Mr. McCorkle, to move Caucus Prior and Council meeting of Tuesday, March 17th to Monday, March 16th.

ROLL CALL: AYES: Roberts, McCorkle, Scott, Mencini, Poindexter, Gonzalez, Dufour

NAYS: Unanimous.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AUTHORIZING THE DESIGN, THE PREPARATION OF CONSTRUCTION DOCUMENTS AND THE ADMINISTRATION OF THE RECREATION CENTER AND CITY HALL EXTERIOR RENOVATIONS PROJECT AND THE MAYOR TO ADVERTISE FOR BIDS, AND ENTER INTO A CONTRACT FOR SAID PROJECT AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated the outside of the community center is outdated and the tornado of August 6, 2024 put the exterior project on pause. The interior of the recreation center looks wonderful and all insurance claims and emergency management agency funding. insurance claims and emergency man. In order, to get through tornado repair, insurance claims and Emergency Management Agency funding. The monies have been appropriated out of Fund 553 of a little over \$1.8 million-dollars. Some updates will be to the main gym exterior panels; façade entrance and natatorium store-front glass that connects both the outdoor and indoor waterpark. A representative from CPL of the former Makovich & Pusti Architects provided a presentation of the improvements/upgrades of the exterior of the building. Available on city's website under Council page of from the Clerk of Council on a flash drive for a monetary charge.

Eric Weise
CPL Architects
25 Main Street, Suite 200
Westlake, OH

Mr. Mencini asked about possibly updating the Holland Road exterior door to make more appealing.

Mayor Orcutt responded looking at one (1) slide there will be uniformed awning over the southeast door for Mayor's Court along with adding flower boxes and new recreation center sign.

Mr. Poindexter stated to representative when doing updates to paneling will new vapor barriers be going in?

Finance Committee - Chairman, Scott: cont.

Mr. Weiss concurred.

Mr. Poindexter asked will the new storefront doors leading to gymnasium be working doors i.e. emergency doors?

Mayor Orcutt and Mr. Weiss responded those doors will be egress only doors.

Mr. Poindexter continued with something of this scope and size, would be more open to entering into an agreement after bids come in; legislation and bids are together as one (1) item.

Mayor Orcutt responded that is not an issue, what is appropriated currently is \$1,833,863.03.

Mr. Gonzalez asked the furniture shown on renderings is that included, or purchased separately.

Mayor Orcutt responded that will be a separate item.

Mr. Gonzalez stated there has always been a problem with persons entering the main gym doors and staff has a hard time supervising that. Is there a plan for some type of security notification when entering or exiting those doors to prevent people from sneaking in the center?

Mayor Orcutt responded moving forward will have additional cameras and staff has caught people doing that with penalties served to both the person letting them in and the violators. Could probably do something internally with those doors to stop that from happening with possibly setting off an audible sound to the front desk.

Mr. Dufour asked will there be any updates to the exterior lighting?

Mr. Weiss responded yes.

Mr. Dufour continued with the darker painting will there be any higher energy costs?

Mr. Weiss responded will be barely minimal due to the extruded nature of the building.

Motion by Mr. Poindexter, supported by Dufour, to amend title by after word 'bids' delete comma (,) and enter into a contract for said project comma (,).

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

Finance Committee - Chairman, Scott: cont.

Motion by Mr. Poindexter, supported by Mr. Gonzalez, to amend Section 3 delete 'and enter into contract with lowest and best bidder or bidders'.

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

Motion by Mr. Poindexter, supported by Mr. Dufour, to place on next Council agenda, March 16th.

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

LEGISLATIVE COMMITTEE - CHAIRMAN, ROBERTS:

1. AN ORDINANCE AMENDING SECTION 101.08 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'CHARGES FOR SERVICE REQUESTS; COPIES OF CITY RECORDS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated there is one (1) change to records at the police department to add letter 'c - preparation of video for production'. The cost shall not exceed \$75.00 an hour totaling \$750.00. Due to the high volume of requests being received and time needed for preparation of these requests, there is a need to charge for them.

Motion by Mr. Mencini, supported by Mr. McCorkle, to place on March 16th Council agenda.

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

RECREATION COMMITTEE - CHAIRMAN, McCORKLE:

1. AN ORDINANCE AUTHORIZING THE EXPENDITURE FOR THE BROOK PARK RECREATION CENTER POOL SURFACE PREPARATION AND PAINTING PROJECT AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated the outdoor pool area needs maintenance every year for repainting and the city has looked at different opportunities for using a better application, using an outside company. The lowest bidder received, by the city, was Frank Novak and Sons and the funds for this project were appropriated in the city's capital improvement budget; amount would be \$78,861.00.

Mr. Wetmore stated the area would be scraped down to bare concrete and place a two-part epoxy and pressure washing of the area.

Mr. Poindexter asked no primer is needed, or is that included in the epoxy?

Mr. Wetmore concurred included in epoxy.

Mr. Poindexter stated imagine a thick paint for a nice smooth finish?

Recreation Committee - Chairman, McCorkle: cont.

Mr. Wetmore concurred and stated goes on thick i.e. two (2) or three (3) layers.

Mr. Poindexter asked will this project be done prior to opening of the waterpark?

Mr. Wetmore responded per the company, once placed on schedule the process can be done two (2) prior to opening.

Mr. Mencini asked any type of timeframe or guarantee of how long will this last?

Mr. Wetmore responded told by company the entire process would take seven (7) to 10 days; can check on a warranty?

Mayor Orcutt mentioned this will be an ongoing process due to use and weather; like the main and mini gyms.

Mr. Gonzalez mentioned happy to hear Frank Novak & Sons will be doing the work. Recently used them for the outdoor waterpark in the city where I work and it's holding up very well, the city is getting a good product.

Mr. Salvatore commented having some experience with this process, usually lasts six (6) to seven (7) years.

Motion by Mr. Mencini, supported by Mr. Roberts, to place on March 16th Council agenda.

ROLL CALL: AYES: Mencini, Roberts, Poindexter, Gonzalez, Dufour, Scott, McCorkle

NAYS: Unanimous.

SERVICE COMMITTEE - CHAIRMAN, GONZALEZ:

1. AN ORDINANCE PROVIDING FOR THE CITY OF BROOK PARK'S CONSENT AND COOPERATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE RESURFACING OF THE BEREA FREEWAY (SR-237) FROM EASTLAND ROAD TO APPROXIMATELY RAMP E-7 SOUTH OF SR-17 IN THE CITY OF BROOK PARK; AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY AGREEMENTS; COMMITTING TO UTILITY RIGHT-OF-WAY AND MAINTENANCE RESPONSIBILITIES AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this allows for resurfacing of Route 237; thanked everyone that assisted with this project and obtaining the grants to get this done.

Mr. Piatak stated there is no cost to the city, ODOT covers entire cost, project is scheduled for sale next year.

Service committee - Chairman, Roberts: cont.

Motion by Mr. Mencini, supported by Mr. Dufour, to place on March 16th Council agenda.

ROLL CALL: AYES: Mencini, Dufour, Gonzalez, Poindexter, Roberts, McCorkle, Scott

NAYS: Unanimous.

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, Dufour, Gonzalez, Poindexter, Roberts

NAYS: Unanimous.

Council President Salvatore declared this meeting adjourned at 7:58 p.m.

RESPECTFULLY SUBMITTED



Carol Johnson
Clerk of Council

APPROVED APRIL 14, 2026

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