

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, SEPTEMBER 8, 2026
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. APPROVAL OF MINUTES OF PRECEDING MEETINGS

IV. DISCUSSION:

CIVICPLUS PRESENTER: **Chris McCann, Account Executive** – PER COUNCIL PRESIDENT SALVATORE.

2. WESTERN RESERVE CONSERVATORY PRESENTERS: **Matt Zone and Issac Robb** - PER COUNCIL PRESIDENT SALVATORE.

3. BLIGHTED AREA PRESENTERS: **Matthew Mullins from Bricker Graydon Wyatt**– PER COUNCIL PRESIDENT SALVATORE.

V. AVIATION & ENVIRONMENTAL COMMITTEE – CHAIRMAN, COUNCILMAN DUFOUR:

1. AN ORDINANCE DETERMINING THAT CERTAIN REAL PROPERTY LOCATED IN THE CITY OF BROOK PARK CONSTITUTES A "BLIGHTED AREA" AS SUCH TERM IS DEFINED IN OHIO REVISED CODE CHAPTER 725; AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VI. FINANCE COMMITTEE – CHAIRMAN, COUNCILMAN SCOTT:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WESTERN RESERVE LAND CONSERVANCY FOR A CITY-WIDE PROPERTY INVENTORY, CONDITION ASSESSMENT, DATA MAPPING, AND RELATED SERVICES; AUTHORIZING THE EXPENDITURE OF FUNDS THEREFOR; AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

2. AN ORDINANCE AMENDING SECTION 153.21 (a) OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED FUNERAL LEAVE BENEFITS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

3. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE GARLAND COMPANY AS A GENERAL CONTRACTOR AND SUPPLIER TO OVERSEE WORK TO BE PERFORMED ON THE BROOK PARK RECREATION CENTER ROOF, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VII. ADJOURNMENT

Posted 9/4/2026

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
HELD ON TUESDAY, SEPTEMBER 8, 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:

MENCINI, McCORKLE, SCOTT, DUFOUR, GONZALEZ, ROBERTS

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Economic Development Commissioner Rocco, Service Director Beyer and City Engineer Piatak. Councilman Poindexter excused.

DISCUSSION:

1. CIVIC-PLUS PRESENTER - CHRIS MCGANN, ACCOUNT EXECUTIVE.

Note: Removed from the agenda.

2. WESTERN RESERVE CONSERVATORY PRESENTERS - MATT ZONE

Matt Zone

Sadie Jones

Chief Officer

Geographic Information System (GIS)

Western Reserve Land Conservatory

A power point presentation was provided and available through the Council office on a flash drive by the Clerk of Council for a charge.

Mr. Zone stated Western Reserve has done property inventory surveys for municipalities for the last 15 years. Our firm does physical inventory of all the city structures; whether being single-family; multi-family, commercial and vacant lots. There will be a team of local surveyors that are properly identified that will go throughout the city collecting data and taking pictures. The survey work will create a base-line of data that will be accessible in digital form. Every property is rated A through F with A being pristine property, not needing any help and F being in condemnation. Will be able to know properties that are owner occupied or out of state owners.

Questions:

Mr. Mencini stated homes are 50 to 60 years-old is a couple of F's an average in most cities?

Mr. Zone responded can't say it's an average an example is the City of Cleveland or City of Sandusky in certain neighborhoods it's typical and other areas not; the City of Brook Park is a newer community.

Mr. Mencini continued when data is collected how is that done?

Discussion: cont.

Mr. Zone responded all data collection is done by walking every street, we don't encourage drones. Not allowed to go on private property so all data collected will be done by public right-of-way.

Mr. Dufour asked this will be public accessible.

Mr. Zone responded some cities allow public accessibility and some cities want it in-house only; that decision is left to the Mayor and administration to determine.

Mr. Dufour commented having publicly open data is not only good for the city but also for individuals that live outside the city. I'm sure there is a limit but is crime data part of this, maybe not now but in the future?

Madam Jones responded the final shared data-set will be shared with the city's team for use however they like.

Mr. Dufour continued there was a recent discussion about using the county's unified zoning code how much work will be needed to change or amend, if needed?

Mr. Zone responded the data will not change but can be integrated with the county's zoning code.

Madam Jones stated the land conservatory works with a company called Regrid that provides parcel numbers, addresses, zoning and information on the parcel, from the county; i.e. out of state owners, vacancy indicators, water shut-offs and so forth.

Mr. Scott asked with the tracking of out of state owners and/or short term rentals. Is there a program that tracks rental properties in the city; since the city has a rental registry?

Mr. Zone responded don't have data on knowing of a rental structure but the city's rental registry can be uploaded into the system and with pre-knowing that information can make sure there is a thorough inspection.

Madam Jones spoke on short-term rentals and used the City of Sandusky, as an example, provided 31 short-term rentals. These rentals were placed on the map and joined with the mailing addresses of the owners as a possibility of being a short-term rental.

Mr. Zone stated will follow-up directly with the administration as to how this can be included in this survey.

Discussion: cont.

Mayor Orcutt stated with the rentals the city does have a baseline of rental registration and will integrate that into the system. Will work with other departments on what information the city has with those properties i.e. who owns the property and who is living in the property. All funds will be coming out of Fund 243- Economic Development that is not to exceed \$40,000.00; allowing the city to hire more help to go out with the land conservatory team to survey residential properties, industrial parkways and so forth.

Mr. Salvatore stated property taxes that are being sent to a different address from the parcel will basically mean being a rental property.

Mr. Zone concurred that information will be known.

Mr. Gonzalez asked how long will this process take for a City of Brook Park's size?

Mr. Zone responded this will be the smallest city the conservatory has done. So if there are six (6) inspectors out at four (4) days a week can be done in six (6) weeks. It is the conservatory's recommendation that the property survey work not start until December 1st. Since those are the best time to survey due to vegetation, colder temperatures and less people out on the streets; so completion would possibly be early Spring, 2027. In the meantime, many meetings will take place between the conservatory team and the city.

Motion by Mr. Scott, supported by Mr. Mencini, discussed.

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

NAYS: Unanimous.

3. BLIGHTED AREA PRESENTERS - MATTHEW MULLINS FROM BRICKER-GRAYDON-WYATT LAW FIRM (CITY LEGAL COUNSEL).

Matt Mullins
1100 Superior Ave.
Cleveland, OH

Mr. Mullins gave an overview of the Ordinance that is declaring (stadium and mixed use) property blighted under Chapter 725.01 of the Ohio Revised Code (ORC); for access to urban renewal tiffs. Just a reminder in 2025 the property was deeded to the city and then back to the developer which was a gating item to access ORC Chapter 5709.41 for access to that tiff. Future opportunities for passage of this urban renewal tiff is extremely powerful for cities especially. The biggest factor is the duration that will last as long as there is urban renewal debt

Discussion: cont.

outstanding. That will be structured working with the developer and being very deliberate on that structuring so in 30, 40 or 50 years there will still be urban renewal projects associated with the district and stadium site; to where these proceeds can be spent. Am aware of only two (2) other tiffs in the State of Ohio; one (1) being in Columbus and the other in Richmond Heights. So this not common but extremely powerful if known how to do it correctly. The definition of this project will come forward to this Council for approval to set the scope of where the proceeds go, with majority being for public infrastructure. The stadium will be the main portion of this project for future years maintenance.

Mayor Orcutt stated the one (1) main focus is what is being done today will set the city up for success for the future.

Questions:

Mr. Mencini asked why this matter didn't come before Council sooner due to the area being an (aluminum) foundry before.

Mr. Mullins responded think that things take time and not sure how this would be structured due to the bonds. Council is deeming this area blighted as of today and listed in the attachment only one (1) area is needed for blight; and the consultants found six (6) blighted areas.

Mr. Mencini continued years ago that area was deemed a brownfield, is that still active?

Mr. Mullins responded that would have no impact on this legislation.

Mr. Dufour stated with 75% of the tax money that can be waived and 25% going to the school district, unless the board opts out. Has the school district been notified of this?

Mayor Orcutt responded absolutely, there have been ongoing and very transparent discussions with the school district, Polaris Vocational and Haslem Sports Group (HSG).

Mr. Dufour continued with this legislation is the school district notified of passage and if so what is that process?

Mr. Mullins responded the school district and declaration of blight is not in the statute but the school district attorneys' are aware and are working to make sure the district is taken care of.

Discussion: cont.

Mayor Orcutt clarified there is a schedule that has to happen when it comes to the tiffs and there have been heavy discussions with the school district and Polaris.

Motion by Mr. Mencini, supported by Mr. McCorkle, discussed.

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

NAYS: Unanimous.

AVIATION AND ENVIRONMENTAL CHAIRMAN - DUFOUR:

1. AN ORDINANCE DETERMINING THAT CERTAIN REAL PROPERTY LOCATED IN THE CITY OF BROOK PARK CONSTITUTES A 'BLIGHTED AREA' AS SUCH TERM IS DEFINED IN OHIO REVISED CODE CHAPTER 725 AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this will help the community in the future by setting up the city for a great investment to keep paying for itself. A study was provided and shows the condition of the site that has not been producing since the mid-2000's.

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

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

NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-1 as Ordinance No. 11554-2026.

FINANCE COMMITTEE - CHAIRMAN - SCOTT:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WESTERN RESERVE LAND CONSERVANCY FOR A CITY-WIDE PROPERTY INVENTORY; CONDITION ASSESSMENT, DATA-MAPPING AND RELATED SERVICES; AUTHORIZING THE EXPENDITURE OF FUNDS THEREFORE; AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated technical information about the city will be put into a software program that will be an important factor for future growth with knowing who owns all properties in the city. This will help all departments with efficiency and also the economic development commissioner by having captured information for interested parties wanting to know about the city.

Motion by Mr. Mencini, supported by Mr. McCorkle, to place on special Council agenda following under M-2.

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

NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-2 as Ordinance No. 11555-2026.

Finance Committee – Chairman, Scott: cont.

2. AN ORDINANCE AMENDING SECTION 153.21 (a) OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'FUNERAL LEAVE BENEFITS' AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this will update section 153.21 (a) to coincide with the six (6) union contracts for full-time employees and how much time can be taken for funeral leave.

Motion by Mr. McCorkle, supported by Mr. Gonzalez, to place on special Council agenda under M-3.

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

NAYS: Unanimous.

Mr. Salvatore stated this will appear under M-3 as Ordinance No. 11556-2026.

3. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE GARLAND COMPANY AS A GENERAL CONTRACTOR AND SUPPLIER TO OVERSEE WORK TO BE PERFORMED ON THE BROOK PARK RECREATION CENTER ROOF AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this legislation is related to the American Rescue Plan Act (ARPA) funds that the city must utilize by December 31, 2026. There is also a companion piece in the service committee for the Holland Road repair improvements that remaining ARPA funds can be used for.

Mr. McGann stated the city received approximately \$1.9 million-dollars in ARPA funding in 2021 and 2022. In 2022 funds were used for premium pay for eligible employees. The remaining \$1.84 million-dollars was dedicated to the natatorium roof and walls renovation project. One (1) of the major requirements of the ARPA Program is that funds must be allocated by December 31, 2024 and expended by December 31, 2026. This city encumbered the entire balance of the natatorium project in 2024 satisfying the obligation requirements. After completion of the natatorium project reached out to the state auditor's office about the unencumbered ARPA funds in the amount of \$283,000.00. These funds can be used for other eligible projects allocated prior to December 31, 2024 and had expenditures in 2026; the recreation center roof and Holland Road repairs project mentioned qualify for the remaining ARPA funds.

Mr. Gonzalez asked Mr. McGann will this put the fund at \$0.00?

Mr. McGann concurred for that account.

Finance Committee – Chairman, Scott: cont.

Motion by Mr. Mencini, supported by Mr. McCorkle, to place under M-4.

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

NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-4 as Ordinance No. 11557-2026.

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

Council President Salvatore declared this meeting adjourned at 8:00 p.m.

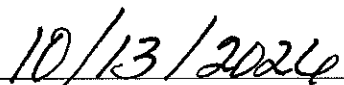
RESPECTFULLY SUBMITTED



Michelle Blazak

Assistant Clerk of Council

APPROVED



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