

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda

FEBRUARY 26, 2018

6:40 PM or immediately following Services, Utilities, Technology & Cable Committee

1. Discussion Items
 - (a) Organize a Special Committee in accordance with Section IV(C)(1) of the Rules of Council - an Ad Hoc Committee
2. Motion Items
 - (a) Motion to allow the City Manager to go out for bids to enter into a contract for Division of Police vehicle maintenance.
 - (b) Motion authorizing the City Manager to enter into agreement with iWorQ to provide a work order software program for the Service Department.
3. Review Legislation
 - (a) **RES. NO. 17-18** - A resolution expressing condolences to the family and friends of former City of Brunswick Councilman Richard “Dick” Boring - **1st Reading** (To be brought from Committee -of-the-Whole, *Administration/Joseph Salzgeber*)
 - (b) **RES. NO. 18-18** - An emergency resolution opposing the passage of House Bill 410 by the Ohio General Assembly, which will effectively eliminate Mayor’s courts and further erode municipal home rule authority as guaranteed by Article XVIII, Section 3 of the constitution of the State of Ohio - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Ken Fisher*)
4. General Discussion
5. Executive Session
6. Adjournment

THE CITY OF BRUNSWICK
PROPOSED MOTION



DATE: 02/26/2018

TO: Vice Mayor Michael Abella Jr. and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

MOTION: Organize a Special Committee in accordance with Section IV(C)(1) of the Rules of Council - an Ad Hoc Committee

BACKGROUND: Per Section 8 of the Lease Agreement entered into between the City and the Park District, the City is required to convene an Ad Hoc Committee to provide non-binding recommendations to the Park District relative to potential improvements to the Brunswick Lake Property to allow for the preparation of a Master Plan by the Park District.

Such Ad Hoc Committee is required to commence work within sixty (60) days of the January 1, 2018 Effective Date (by March 2, 2018) and submit any non-binding recommendations to the Park District within one hundred twenty (120) days of the Effective Date (by May 1, 2018).

It is the recommendation of the Law Department that Council organize a Special Committee in accordance with Section IV(C)(1) of the Rules of Council, which provides that:

Council may, from time to time, appoint such other and special committees and/or subcommittees as it deems necessary to properly execute its responsibilities. Such special committees and/or subcommittees shall in all cases have at least one Council member assigned to them as its chair, and shall to the furthest extent practicable remain subject to all of the rules governing Standing Committees. Such special committees may be terminated, with or without notice, upon a majority vote of Council at any Committee-of-the Whole meeting.

Additionally, Section IV(C)(2) of the Rules of Council provides that:

Civilian advisory members may at any time be appointed to and removed from any Standing or Special Council Committee, by such Committee, with the approval of a majority vote of Council at the Committee-of-the-Whole meeting either prior to or following such appointment.

**PURPOSE AND
EXPLANATION:**

**IMPLEMENTATION
SCHEDULE:**

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

**RECOMMENDED
ACTION:**

**ADDITIONAL
INFORMATION:**

THE CITY OF BRUNSWICK
PROPOSED MOTION



DATE: 02/26/2018

TO: Vice Mayor Michael Abella Jr. and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

MOTION: Motion to allow the City Manager to go out for bids to enter into a contract for Division of Police vehicle maintenance.

BACKGROUND: Our current vehicle maintenance contract expires on June 8, 2018. We are requesting a motion to allow the City Manager to go out for bids to enter into a contract for Division of Police vehicle maintenance.

PURPOSE AND EXPLANATION: Police vehicle maintenance

IMPLEMENTATION SCHEDULE: New contract to be effective beginning on June 9, 2018.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The expenses/purchase orders associated with the winning bid will be charged to the repair and maintenance account 114-0520-54243 in the Police Fund. Submitted purchase orders will be subject to sufficient Council appropriations, the approval of the purchase/service by the City Manager and Police Chief, and the certification of funds by the Finance Director.

RECOMMENDED ACTION: None

ADDITIONAL INFORMATION:

THE CITY OF BRUNSWICK
PROPOSED MOTION



DATE: 02/26/2018

TO: Vice Mayor Michael Abella Jr. and Members of City Council

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

MOTION: Motion authorizing the City Manager to enter into agreement with iWorQ to provide a work order software program for the Service Department.

BACKGROUND: The Service Department is currently using an access data base as a work order system. This system is antiquated and no longer serves the needs of the department.

PURPOSE AND EXPLANATION: This motion will allow for the installation and continued use of a work order system to better serve the citizens of Brunswick.

IMPLEMENTATION SCHEDULE: Installation to begin in March 2018.

FINANCIAL INFORMATION: - - The first year cost is \$14,900 with annual cost for additional years of \$9,500. - The cost will be split 50/50 between funds 117-0420-54253 and 224-0420-54253 - - 14900

FINANCIAL SUMMARY: \$14,900 in 2018. Split 50/50 between 117-0420-54253 and 224-0420-54253.

2019 and beyond cost will be \$9,500 annually, but subject to sufficient Council appropriations.

RECOMMENDED ACTION: Passage of a motion to authorize the City Manager to enter into agreement with iWorQ for a work order system.

ADDITIONAL INFORMATION:



sales@iworq.com

(888) 655-1259

Brunswick	Quote creation: 2/21/2018
4095 Center Road Brunswick, OH 44212	Prepared by: Chad Lindley and Adam Laing

1. QUOTE

Brunswick - hereafter known as "Customer", enters into the following Service Agreement with iWorQ Systems, "iWorQ" headquartered in Logan, UT. Customer will pay an annual fee for the services and a one-time setup fee detailed below: Population: 34,000

<u>Public Works Applications and Services</u>	<u>Package Price</u>	<u>Billing</u>
Public Works Package Package includes: *Work Management *Sign Management *Pavement Management -Available on any computer, tablet, or mobile device using Chrome browser -Track and manage work by location using OpenStreetMap -Work order scheduling and templates -Track inventory, parts, material -Sign Management with OpenStreetMap -Pavement Management with OpenStreetMap	\$5,000	Annual
Stormwater Package - Available on any computer, tablet, or mobile device using Chrome browser - Track work orders and maintenance history for MS4 compliance - Track location using asset management with OpenStreetMap - Issue permits (SWPP) - Track inspections and compliance - Manage and reduce illicit discharge - Up to 10 forms, letters, and/or permits	\$4,000	Annual
Onsite Backup – iWorQ will send a *.BAK on a scheduled basis to an FTP server maintained by the customer.	\$500	Annual
Citizen Engagement with Mobile App - Mobile apps for Website, Android and iOS - Available on any computer, tablet or mobile device using Chrome browser - Configurable fields for simple data entry - Citizen account creation and request tracking - Upload images and PDF files	\$2,500 Included	Annual





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- Track request location with X,Y coordinates - Includes Premium Data Package for data storage and upload (25 Mb upload and 200 GB total file storage)		
ANNUAL TOTAL	\$9,500	
Set up and data conversion	\$5,400	Once
Grand total due	\$14,900	

1.1. Notes

- 1- An invoice for Annual Amount of \$9,500 and One-time fee of \$5,400 will be sent out 2 weeks after signature. Terms of the invoicing is Net 30 days. iWorQ will invoice each year thereafter for the Annual Amount of \$9,500 according to Section 3.2.
- 2- This quote is provided at the customer's request and is good through March 2nd, 2018.
- 3- This quote cannot be disclosed or used to compete with other companies.

2. ADDITIONAL SERVICES

iWorQ provides additional applications and services that can be purchased as part of the Public Works solution. These can be added to the customer's annual cost, upon request. The services listed below may already be included in the quote in Section 1.

iWorQ Citizen Engagement - Drive citizen satisfaction, streamline communication between citizens and city/county leadership, and reduce overhead costs with a self-service public portal and a mobile application for Android and iOS.	Price based on Population	Annual
iWorQ Fleet Management - Manage fleets effectively with work-order tracking, vehicle maintenance schedules, and custom fuel upload	Price based on Population	Annual
iWorQ Facilities Management - Manage facilities and track work orders, employee costs, and maintenance schedules.	Price based on Population	Annual
iWorQ Stormwater Management - Manage a MS4 system with work order tracking, maintenance history, and stormwater asset tracking.	Price based on Population	Annual
Asset Management - price based on assets to be tracked and centerline miles of pavement	Quote required	Annual
Premium Data Package- Each additional 100 GB storage	\$250	Annual





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Additional letters/forms/permits	\$100 each	Annual
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A project quote must be requested for any custom development outside of iWorQ existing features and functions. Project timelines, scope, and cost vary depending upon the request.

3. GUIDELINES

3.1 Getting started

iWorQ will assign an account manager to your account to begin the setup and training process upon contract signature.

Send the signed service agreement to iWorQ Systems:

Email: sales@iworq.com

Fax: 1 (866) 379-3243

Mailing address:

PO Box 3784

Logan, UT 84323

Physical address:

1125 W. 400. N. Suite 102

Logan, UT 84321

3.2 Billing information

iWorQ will invoice Customer on an annual basis. Customer reserves the right to cancel service at any time by providing iWorQ a 30-day written notice. Upon termination, annual amounts paid will be reimbursed on a pro-rated basis to the date of termination.

3.3 Data conversion

As part of the project set up, iWorQ provides a data conversion service. This service consists of importing data, sent by the Customer, in an electronic (relational database) format. iWorQ provides contact information and an upload site where the electronic data can be sent. Additional costs apply for data that does not meet the criteria listed above.

3.4 Venue

This Agreement shall be governed in accordance to the laws of the State of Ohio with venue in Medina County, Ohio.

4. SERVICES and SUPPORT

4.1 Data ownership

All customer data remains the property of the customer. Customer can request data electronically or on disk, upon cancellation of Service Agreement.





sales@iworq.com

(888) 655-1259

4.2 FREE training

iWorQ provides FREE training and support. iWorQ provides webinars, phone support, written manuals, web videos, documentation and help files. Training is available to any Customer with a login.

4.3 FREE updates

All updates, bug fixes, and upgrades are FREE to the Customer. iWorQ is a web-based application. Customer only needs to login to get any updates to the applications.

4.4 FREE support

Customer support and training are FREE and available from 8:00 A.M. to 5:00 p.m. Mountain Standard Time.

4.5 FREE data back up

iWorQ does back-ups twice weekly and offsite once weekly.

4.6 Proprietary letters/forms

Letters and forms, including permits, certificates, or other documents must be owned by the customer and have a clear copyright.

4.7 Data upload and storage limits

Standard data plan includes uploads of up to 3 MB per file and 10 GB total storage. iWorQ offers a premium data plan available for an additional annual cost.

5. SET-UP & BILLING INFORMATION

5.1 Implementation information

Primary Contact(s) _____

Phone _____ Cell _____ Email _____

5.2 Billing information

Billing Contact _____ Phone _____ Cell _____

Email _____ Prefer to receive invoice by email? Yes ☐ No ☐





sales@iworq.com

(888) 655-1259

Billing Address _____

City _____ State _____ Zip _____

PO# _____ (if required) Tax exempt ID# _____

6. SIGNATURE

Signature of this Agreement is based on the understanding and acknowledgement of the terms and conditions stated within this Service Agreement.

(Phone) (Mobile) (Email)

(Signature) (Print Name & Title) (Date)



THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 02/26/2018

TO: Vice Mayor Michael Abella Jr. and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 17-18** - A resolution expressing condolences to the family and friends of former City of Brunswick Councilman Richard "Dick" Boring - **1st Reading** (To be brought from Committee -of-the-Whole, *Administration/Joseph Salzgeber*)

BACKGROUND: A Resolution honoring former Brunswick Councilman Richard "Dick" Boring, who passed away over the long Thanksgiving weekend of 2017 at the age of 89 years-old. Dick Boring served on Brunswick City Council for 8 years from 1983-1990. He was also a longtime member of the Medina County Democratic Party Executive/Central Committee.

**PURPOSE AND
EXPLANATION:**

IMPLEMENTATION

SCHEDULE: Three Readings - February 26, 2018; March 12, 2018; March 26, 2018

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

**RECOMMENDED
ACTION:**

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?
Three readings

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 17-18

BY: Committee-of-the-Whole

A RESOLUTION EXPRESSING CONDOLENCES TO THE FAMILY AND
FRIENDS OF FORMER CITY OF BRUNSWICK COUNCILMAN RICHARD
“DICK” BORING.

WHEREAS: Richard “Dick” Boring served the City of Brunswick as Councilman from 1982-1990; and

WHEREAS: Mr. Boring passed on November 26, 2017.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That this Council hereby expresses its condolences to the family and friends of former City of Brunswick Councilman Richard “Dick” Boring.

SECTION 2: That this Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading_____

2nd Reading_____

3rd Reading_____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Fijabi Julien-Gallam

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 02/26/2018

TO: Vice Mayor Michael Abella Jr. and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 18-18** - An emergency resolution opposing the passage of House Bill 410 by the Ohio General Assembly, which will effectively eliminate Mayor's courts and further erode municipal home rule authority as guaranteed by Article XVIII, Section 3 of the constitution of the State of Ohio - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Ken Fisher*)

BACKGROUND: The Ohio General Assembly is considering legislation that will confer exclusive jurisdiction to Municipal and County Courts relative to the violation of every Municipal Ordinance except violations that are required by law to be handled by a Parking Violations Bureau.

In effect, H.B. 410 attacks the jurisdiction of and effectively eliminates Mayor's Courts.

**PURPOSE AND
EXPLANATION:**

**IMPLEMENTATION
SCHEDULE:**

An emergency with suspension of the rules - 1st Reading

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

**RECOMMENDED
ACTION:**

One Reading	Yes
Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?

Recommended approval as an emergency with suspension of the rules.

ADDITIONAL

INFORMATION:

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 18-18

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION OPPOSING THE PASSAGE OF HOUSE BILL 410 BY THE OHIO GENERAL ASSEMBLY, WHICH WILL EFFECTIVELY ELIMINATE MAYOR'S COURTS AND FURTHER ERODE MUNICIPAL HOME RULE AUTHORITY AS GUARANTEED BY ARTICLE XVIII, SECTION 3 OF THE CONSTITUTION OF THE STATE OF OHIO.

WHEREAS: House Bill 410, presently pending before the Ohio House of Representatives, proposes to confer exclusive jurisdiction upon Municipal and County Courts over all violations of Municipal Ordinances except those violations that are required by law to be handled by an applicable Parking Violations Bureau; and

WHEREAS: If adopted, House Bill 410 would divest Mayor's Courts with jurisdiction over Municipal Ordinances, which would result in the effective elimination of Mayor's Courts, and further erode Municipal Home Rule authority as guaranteed by Article XVIII, Section 3 of the Constitution of the State of Ohio.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: This Council does hereby declare its opposition to any effort by the Ohio General Assembly to pass legislation that would result in the elimination of Mayor's Courts and further erode Municipal Home Rule authority, including, without limitation, House Bill 410.

SECTION 2: That the Clerk of Council is hereby authorized and directed to forward a certified copy of this Resolution to the Ohio General Assembly and Ohio Governor John Kasich.

SECTION 3: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, welfare, and safety and for the additional reason that this Council wants to express its opposition to any proposed legislation that would eliminate Mayor's Courts and further erode Municipal Home Rule authority. Therefore, the same shall be in full force from and after its passage by the required number of votes or from the earliest time allowed by law.

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST:

Clerk of Council
Fijabi Julien-Gallam, CMC