



BRUNSWICK CITY COUNCIL AGENDA

Frank Raso Ward 3	Nicholas Hanek Ward 2	Patricia Hanek At-Large	Kenneth Fisher Law Director	Carl S. DeForest City Manager	Ron Falconi Mayor	Fijabi Julien-Gallam Council Clerk	Michael Abella Jr. Ward 1	Brian Ousley At-Large	Joseph Delsanter At-Large	Anthony Capretta Ward 4
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Administration Representatives

MARCH 23, 2020
In Council Chambers
6:30 PM

SPECIAL MEETING
REVISED 2

1. Prayer and Pledge of Allegiance
2. Roll Call of Members
3. Approval of Minutes
 - (a) Regular Council Meeting Minutes dated March 9, 2020
4. Council Committee Reports:
 - Economic Development Committee.....Mr. Hanek
 - Economic Development Committee Meeting Minutes dated February 18, 2020
 - Services, Utilities, Technology & Cable Committee.....Mr. Abella Jr.
 - Services, Utilities, Technology & Cable Committee Meeting Minutes dated March 9, 2020
 - Finance Committee.....Mrs. Hanek
 - Safety & Environment Committee.....Mr. Capretta
 - Safety & Environment Committee Meeting Minutes dated March 11, 2020
 - Planning & Zoning Committee.....Mr. Delsanter
 - Parks, Recreation & Community Committee.....Mr. Raso
 - Building & Building Code Committee.....Mr. Ousley
 - Building & Building Code Committee Meeting Minutes dated March 9, 2020
5. Other Boards and Commissions
 - (a) Committee of the Whole Meeting Minutes dated March 9, 2020
6. Reading of Legislation and Action on Legislation:

c. 1st Reading(s)

RES. NO. 16-2020 - An emergency resolution authorizing the City Manager to enter into an agreement with Chagrin Valley Paving, Inc. for the 2020 Asphalt Road Program in an amount not to exceed \$1,945,650.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Matt Jones*)

RES. NO. 17-2020 - An emergency resolution authorizing the City Manager to enter into an agreement with Konstruction King, Inc. for the South Industrial-Westway Improvement Project in an amount not to exceed \$737,995.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Matt Jones*)

RES. NO. 18-2020 - An emergency resolution authorizing the Division of Police, upon approval of the Safety Director, to provide Police Protection Mutual Aid pursuant to Ohio Revised Code Section 737.041. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Brian Ohlin*)

RES. NO. 19-2020 - An emergency resolution authorizing participation in the Ohio Department of Transportation Winter Contract for road salt for the 2020-2021 Winter Season. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

ORD. NO. 20-2020 - An emergency ordinance amending Council's Ordinance Number 90-17 and the City's Fund Balance Reserve Policy - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

ORD. NO. 21-2020 - An emergency ordinance to repeal Ordinance 8-2020 - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

ORD. NO. 22-2020 - An emergency ordinance to transfer and advance funds. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

7. New Business

(a) Discussion of future regularly scheduled City Council Meetings

8. Adjournment

CITY OF BRUNSWICK, OHIO

MINUTES OF COUNCIL

MONDAY, MARCH 9, 2020

Prayer and Pledge of Allegiance: The regular meeting of Brunswick City Council was called to order by Mayor Ron Falconi at 7:30 p.m. at the Municipal Complex.

Roll Call of Members showed the following Council Members Present: Nicholas Hanek, Frank Raso, Michael Abella Jr., Anthony Capretta, Joseph Delsanter, Patricia Hanek, and Brian Ousley

Others Present: Mayor Ron Falconi, Clerk of Council Fijabi Julien-Gallam, City Manager Carl S. DeForest, and Law Director Ken Fisher.

Correspondence: There was none.

Approval of Minutes:

Michael Abella Jr. moved to approve the Regular Council Meeting Minutes dated February 24, 2020, seconded by Anthony Capretta. Roll Call - Ayes - 7, Patricia Hanek, Joseph Delsanter, Brian Ousley, Nicholas Hanek, Michael Abella Jr., Anthony Capretta, Frank Raso. Nays - 0. Motion Carried.

Mayor's Report:

Recognition of Donut Land 48th Anniversary:

Mayor Ron Falconi removed the item from the agenda on the floor. This item is planned to be moved to a future date.

Mayor Ron Falconi remarked that the Mayor's Court Financial Report for the month ending February 2020 will be posted on the website and added to the minutes for the record.

Clerk of Council's Report:

Clerk of Council Fijabi Julien-Gallam remarked that Election day is Tuesday, March 17, 2020, for voting at the polls, from 6:30 a.m. to 7:30 p.m. Residents precinct and/or polling location may have changed. To verify voting information, residents could visit the Medina County Board of Election website at www.boe.ohio.gov/medina. The last date for early absentee voting is March 16, 2020, from 8:00 a.m. to 2:00 p.m.

Council Committee Reports:

Economic Development Committee.....Mr. Hanek:

Mr. Hanek had no formal reports this evening.

Services, Utilities, Technology & Cable Committee.....Mr. Abella Jr.:

Michael Abella Jr. moved to approve the formal report for the Services, Utilities, Technology & Cable Committee dated February 24, 2020, as written, seconded by Brian Ousley. Roll Call - Ayes - 7, Michael Abella Jr., Patricia Hanek, Brian Ousley, Nicholas Hanek, Frank Raso, Joseph Delsanter, Anthony Capretta. Nays - 0. Motion Carried.

Finance Committee.....Mrs. Hanek :

Patricia Hanek moved to approve the formal report for the Finance Committee dated February 17, 2020, as written, seconded by Joseph Delsanter. Roll Call - Ayes - 7, Anthony Capretta, Nicholas Hanek, Frank Raso, Joseph Delsanter, Patricia Hanek, Brian Ousley, Michael Abella Jr.. Nays - 0. Motion Carried.

Safety & Environment Committee.....Mr. Capretta:

Mr. Capretta stated that the next Safety & Environment Committee Meeting is on Wednesday, March 11, 2020; at 7:00 PM. Mr. Capretta had no formal reports this evening.

Planning & Zoning Committee.....Mr. Delsanter:

Joseph Delsanter moved to approve the formal report for the Planning & Zoning Committee dated February 20, 2020, and February 24, 2020, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Nicholas Hanek, Frank Raso, Joseph Delsanter, Patricia Hanek, Michael Abella Jr., Brian Ousley, Anthony Capretta. Nays - 0. Motion Carried.

Parks, Recreation & Community Committee.....Mr. Raso:

Frank Raso moved to approve the formal report for the Parks, Recreation & Community Committee dated February 24, 2020, as written, seconded by Patricia Hanek. Roll Call - Ayes - 7, Frank Raso, Brian Ousley, Nicholas Hanek, Joseph Delsanter, Anthony Capretta, Michael Abella Jr., Patricia Hanek. Nays - 0. Motion Carried.

Building & Building Code Committee.....Mr. Ousley:

Mr. Ousley had no formal reports this evening.

Other Boards and Commissions:

Michael Abella Jr. moved to approve the Committee-of-the-Whole minutes dated February 24, 2020, as written, seconded by Patricia Hanek. Roll Call - Ayes - 7, Nicholas Hanek, Brian Ousley, Michael Abella Jr., Frank Raso, Anthony Capretta, Joseph Delsanter, Patricia Hanek. Nays - 0. Motion Carried.

Petitions from the Public on Legislation: There was none.

Reading of Legislation and Action on Legislation:

3rd Reading(s)

RES. NO. 4-2020 - An emergency resolution authorizing the City Manager to execute all necessary documents to accept the 2020 Energized Community Grant from NOPEC in the amount of \$117,302.00. - **3rd Reading** (Committee-of-the-Whole, *Administration/Paul Barnett*):

Michael Abella Jr. moved to adopt Resolution Number 4-2020, seconded by Anthony Capretta. Roll Call - Ayes - 7, Brian Ousley, Patricia Hanek, Joseph Delsanter, Michael Abella Jr., Anthony Capretta, Frank Raso, Nicholas Hanek. Nays - 0. Motion Carried.

Service Director Paul Barnett remarked that this legislation would allow the City of Brunswick to accept a \$117,302 grant from the NOPEC 2020 Energized Community Grant.

RES. NO. 5-2020 - An emergency resolution authorizing the City Manager to enter into an agreement with CCG automation, INC. for the replacement of an HVAC system servicing City Hall in an amount not to exceed \$219,521.00. - **3rd Reading** (Committee-of-the-Whole, *Administration/Paul Barnett*):

Michael Abella Jr. moved to adopt Resolution Number 5-2020, seconded by Patricia Hanek. Roll Call - Ayes - 7, Patricia Hanek, Frank Raso, Brian Ousley, Nicholas Hanek, Michael Abella Jr., Anthony Capretta, Joseph Delsanter. Nays - 0. Motion Carried.

Service Director Paul Barnett remarked that this legislation would allow the City of Brunswick to replace one of the HVAC systems on the roof of City Hall. The \$117,000 from the NOPEC 2020 Energized Community Grant is funding this replacement.

2nd Reading(s)

1st Reading(s)

ORD. NO. 13-2020 - An emergency ordinance adopting the recommendation of the Brunswick Community Reinvestment Area Housing Council to continue all active agreements in 2020 and accepting the 2019 CRA Status Report. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Grant Aungst*):

Michael Abella Jr. moved to suspend the rules, seconded by Anthony Capretta. Roll Call - Ayes - 7, Nicholas Hanek, Frank Raso, Michael Abella Jr., Anthony Capretta, Joseph Delsanter, Patricia Hanek, Brian Ousley. Nays - 0. Motion Carried.

Chief Building Official Cliff Calloway remarked that this legislation is an emergency ordinance with the suspension of the rules to continue all active agreements with the Community Reinvestment Area (CRA) Council meeting. Mr. Calloway added that the City received the Medina County approval on February 27, 2020, and the deadline to submit the agreement to the State of Ohio is March 31, 2020.

Michael Abella Jr. moved to adopt Ordinance Number 13-2020, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Patricia Hanek, Joseph Delsanter, Brian Ousley, Nicholas Hanek, Michael Abella Jr., Anthony Capretta, Frank Raso. Nays - 0. Motion Carried.

RES. NO. 14-2020 - An emergency resolution authorizing the City Manager to approve a purchase order to Signal Service Company, a sole source provider, for the replacement of nine (9) traffic signal back-up systems in an amount not to exceed \$35,424.00, and authorizing the Finance Director to pay such purchase order as duly approved by the City Manager. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Paul Barnett*)

RES. NO. 14-2020 - Mr. Abella moved this resolution to second reading.

RES. NO. 15-2020 - An emergency resolution authorizing the City Manager to enter into an agreement with Marks Construction Inc. for the Plum Creek Restoration and Drainage Project in an amount not to exceed \$97,933.65. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Matt Jones*):

Michael Abella Jr. moved to suspend the rules, seconded by Brian Ousley. Roll Call - Ayes - 7, Anthony Capretta, Nicholas Hanek, Frank Raso, Joseph Delsanter, Patricia Hanek, Brian Ousley, Michael Abella Jr. Nays - 0. Motion Carried.

City Engineer Office Representative Jennifer Zoldak remarked that the project involves the removal of an existing culvert that would improve the drainage conditions in Plum Creek. Ms. Zoldak added that it also involves the scope of work for the reconstruction of an existing failure within the berm on the eastern bank of Plum Creek, along with tree and native planting continuing south along Brunswick Lake Parkway. Ms. Zoldak recommended that this bid is awarded to Marks Construction Inc. They were the best and low bidder for the project.

Michael Abella Jr. moved to adopt Resolution Number 15-2020, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Nicholas Hanek, Frank Raso, Joseph Delsanter, Patricia Hanek, Michael Abella Jr., Brian Ousley, Anthony Capretta. Nays - 0. Motion Carried.

City Manager's Report:

City Manager Carl DeForest

- Remarked that there are ten computers ready to be used in Council Chambers for residents to do their local taxes by E-Filing.
- Reminded everyone to take the 2020 Census online. There are three ways to take the 2020 Census - online, over the phone, and through the mail. There are computers available for residents to use in the Brunswick Council Chambers to complete their 2020 Census.
- Reminded Vietnam Veterans that there is a Vietnam Veterans Resource Summit on Tuesday, March 31, 2020, starting at 10:30 a.m. to 5:30 p.m., at the Brunswick Community Recreation Center. This event is available to the first 150 respondents. Information is available on the City's website and at the City Manager's Office.

Administrative Departments:

Fire Chief Josh Erskine

- Noted that the Division of Fire responded to 565 calls as of March 9, 2020. This is with an average of eight runs a day out of the two fire stations.
- Remarked that in January, the Division of Fire partnered with the American Red Cross on the *Sound the Alarm Program*. As of March 9, 2020, the Division of Fire assisted a little over 30 homes with installing 90 smoke detectors at no cost to the residents.
- Added that on April 18, 2020, the Red Cross is set to be in the city, canvassing to reach homeowners that need smoke detectors. The goal is to install 300 smoke detectors on April 18, 2020.
- Concluded with some information about the Coronavirus. Chief Erskine stated that the Coronavirus is confirmed in Cuyahoga County. They are monitoring the State and Medina County Health Department for any updates. Chief Erskine recommended to everyone to continue washing their hands to not spread germs.

Service Director Paul Barnett

- Noted that in regards to the Brunswick Lake project, there is very minimal impact on the traveling public. The contractor for the project is not allowed to access the construction site from State Route 303.
- Added that the North Carpenter Project has started with one lane of traffic northbound only, from Grafton Road to Boston Road. Mr. Barnett illustrated the detour routes for this project.
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Chief Building Official Cliff Calaway

- Explained that Chick-fi-a is scheduled to open in mid-September 2020.
- Advised the residents to obtain a permit for any residential projects and any contractors. This would allow the City's building department to inspect the work.
- Added that the building department does not do surveys of properties; however, they could come help locate the original property line pins.

Councilman Brian Ousley wanted to know if the City's Firefighter/Paramedics is trained and updated on the current pandemic (Coronavirus outbreak). He also wanted to know if the emergency rooms in the city are prepared for this pandemic. Chief Erskine explained that the Division of Fire is ready as any suburb could be. Chef Erskine reassured Mr. Ousley that they are ready in case there is a case in Brunswick

Open Forum:

Updates from the Medina County Auditor's Office

Michele Wonkovich from the Medina County Auditor's Office remarked that March is Weights and Measures Month. The Weights and Measures Department protects consumers by testing devices to see if they are calculating correctly and checking for credit card scammers. The department checks devices five days a week. Ms. Wonkovich asked if anyone notices a device that appears to be working incorrectly, they can contact the Weights and Measures Department for Medina County.

Ms. Wonkovich added that if a property owner believed his or her property value is too high and has specific information to support the claim, the property owner may want to consider filing a Formal Appeal Evaluation with the Medina County Board of Revision. The deadline for this form is March 31, 2020.

Ms. Wonkovich remarked that the Medina County Auditor's Office offers five scholarships to Medina County High School seniors. The deadline for completed applications is due on March 20, 2020.

Medina County Board of Development Disabilities

Stacey Maleckar from the Medina County Board of Development Disabilities announced that March is Development Disabilities Awareness Month. On behalf of the members of the Medina County Board of Disabilities, Ms. Maleckar thanked everyone for the polices and opportunities that legislators provide to the community for people with developmental disabilities to thrive to be part of the community.

Unfinished Business: There was none.

New Business: There was none.

Adjournment:

Michael Abella Jr. moved to adjourn, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Frank Raso, Brian Ousley, Nicholas Hanek, Joseph Delsanter, Anthony Capretta, Michael Abella Jr., Patricia Hanek. Nays - 0. Motion Carried.

There being no further business, the meeting adjourned at 7:49 p.m.

Respectfully submitted,

Fijabi Julien-Gallam, CMC

Clerk of Council

Mayor Ron Falconi

Adopted

ECONOMIC DEVELOPMENT

February 18, 2020

IN ATTENDANCE: Chairman Nicholas Hanek, Committee Member Joseph Delsanter, Committee Member Patricia Hanek, Community & Economic Development Director Grant Aungst.

The meeting convened at 6:30 p.m.

GENERAL DISCUSSION:

Mr. Aungst reported that in the past year or so, the City has been doing research on Pace Financing. This pertains to clean energy and how it is funded, without having cost to the City or tax payers. A large Columbus law firm, Bricker and Eckler, has been working with the County.

Mr. Aungst explained that Pace Financing is a tool that allows property owners to improve energy efficiency in both existing and new construction projects, by financing them through specialty lenders. The loans are paid back through property tax assessments and stay with the property throughout transfers. Projects interested in using this type of financing are required to be located as an ESID (Energy Special Improvement District). In an effort to consolidate overhead, manage legal fees, and increase efficiencies, Medina County Economic Development Corporation would like to form a county wide ESID; along with its community partners of major cities in the county and the townships.

According to Ohio Revised Code, this is done one jurisdiction at a time. It is not permitted to be done as a county or a state as a whole. As Medina City was the first to form the ESID, Brunswick has the opportunity to be part of the program as an early adopter. The City does have a project currently considering Pace Financing; the ESID would need to pass through Medina Township and Brunswick Hills Township before the City could take part.

When a company would like to use Pace Financing, a project plan is submitted to the ESID Board. The Board reviews the project to ensure the same desired goals of the program and of the jurisdiction. If findings are positive, they pass the project onto the City for review and potentially for final approval. Council has final approval.

The State rules for the program require the first property owner of a Pace project in each new territory, have a seat on the Board. In addition, each jurisdiction has a seat as well; thus there would be a 'say' in the project, both at the ESID Board level and at the City level. It is a City Manager appointed position for the Board. In order to establish the district in multiple jurisdictions, the City is working with one property owner who has multiple locations, by adding one person to the Board to represent multiple projects; that property owner is the Sanitary Engineer. However, in Brunswick, it may be a City of Brunswick property project.

If the Economic Development Committee and Council desire to pursue this program, the Sanitary Engineer would submit a project plan and the ESID Board would sign off on it. An example of use

may potentially be a lighting upgrade, windows, doors, etc. MCEDC (Medina County Economic Development Corporation) would work with the City and the Legal Department to draft the legislation needed for approval. Once approved, the City Manager would need to appoint a representative to the ESID Board.

The ESID Board has hired the law firm of McDonalds Hopkins to prepare the legislation and assist through the process. Mr. Aungst would like the legal department to prepare the work, identify the improvement within the City property, and move the project forward. Any proposed cost to this would be very minimal from the current plan. From a legislative side, the goal would be for three readings, cued up for the first two readings, and then hold it for the third reading based upon the Townships, and the county preparing for their need for the ESID.

There have been many discussions with the County and Medina City. Once it is established, any cost to the ESID would be covered by the applicant and the ESID. If it were set up by the City, there would be high cost anticipated, between legal fees and board fees, etc. The Administration is comfortable with working through the County.

The state itself is a Pace state, the state legislature has already enacted Pace approved through the State of Ohio. However, by law, each City must enact it; in which there are several ways to do that. One, establish your own along with fees. Two, join an ESID that is attached to you. Mr. Aungst felt that this was a good economic tool. Otherwise, there would be a big challenge for the City. For instance, if a property owner were building a large site, it could be forced through the courts and the City would not have an influence. This would allow the City to have a voice and make decisions if the City felt there was a project that was not suitable.

Mrs. Hanek moved to allow the Law Department to draft legislation to establish an Energy Special Improvement District, and once drafted, refer it to the Committee of the Whole. Vote – 3 Ayes, 0 Nays.

Mr. Aungst touched on another item; the update to the Comprehensive Plan, which has been adopted. The City can start looking at improvements. Mr. Aungst made suggestion to remember that the City is 13 square miles, and thought needs to be given about best uses, as well as the city's stresses and strains. One of those strains is assisted living facilities; the city has a lot of square footage of these facilities. One thought would be to look at the potential of a temporary moratorium.

Mr. Hanek raised question about the current moratorium, whether it does not contemplate the ideas of assisted living or multifamily senior housing. Mr. Aungst indicated that it does not. If it were a multifamily property or senior housing, that would be similar to that of Harbor Woods. These facilities have care and people on staff. Independent locations, on the other hand, would fall under multifamily. Mr. Hanek felt it would be a good idea to have the legal department draft a similar type of moratorium. He remarked that all of the land uses need to be considered. Mr. Hanek implied that his intent would be to resolve these moratoriums. Mr. Aungst brought up the safety factor pertaining to senior facilities, where there have been more calls from Fire EMS to these facilities, and the City does not have adequate staff.

Mr. Delsanter raised concern about the press with such matters. He felt that the City cares about the senior residents. Mr. Aungst felt that the impression would not be negative. He went on to say that Brunswick has a lot of facilities, with one pending and approved to be built. He brought up concern of whether there were enough resources within the City to support them. He agreed with Mr. Hanek that the City has not reviewed these things enough. Discussion ensued regarding assisted living facilities pertaining to land and location. Mr. Hanek commented the SR (Senior) district should be more functional than it is.

Mrs. Hanek asked about the zoning code and also about the Senior Residential description. Mrs. Hanek noted that in Chapter 1288 of the zoning code, it defines the Senior Resident District as the following: self-contained development for individuals 55 years of age or older, or for individuals less than 55 year old when residing with a spouse. During discussion, Mr. Aungst remarked that the City has a moratorium currently on multi family, which would handle apartments and senior living residents. He clarified that you cannot repurpose a building currently for multifamily. However, if there was a multifamily that the City would want to repurpose, such as assisted living, memory care, or skilled nursing, then that would be part of this motion. Discussion ensued about a motion.

Mr. Hanek mentioned the upcoming Goal Setting session. He suggested discussing the budget and to think about revisions of the zoning code.

Mr. Delsanter moved to allow Administration to draw up a six month moratorium as discussed about Senior Housing in the City of Brunswick, and to draft it directly to the Committee of the Whole. Vote – 3 Ayes, 0 Nays.

Mr. Aungst gave an update on Route 303 and Industrial Parkway South. Controlled access is in and operating. American Cube is in an old facility and they have added new employees. The company is not a storage facility, but they are in the concrete management business. They conduct lab testing, and make and sell products for that industry.

Chick-fil-a are progressing. There is a lot of underground work being done that should be completed in about 40-45 days. The building itself would be open around September, in which the building takes about six months to build. Mr. Delsanter raised concern about the expected traffic flow. Mr. Aungst indicated that the City has spent a lot of time discussing that, and also with Planning Commission. There are specific lanes planned that would allow people to go one way in and one way out. Mr. Aungst clarified that the City has put forth its best efforts with Chick-fil-a as planned. Discussion ensued about Giant Eagle. Mr. Aungst reminded everyone that the property is owned by Brickmore. Giant Eagle signed the contract indicating that the space could be built upon.

Mr. Hanek made suggestion to include the CIC (Community Improvement Corporation) discussion on the agenda for zoning, on the Goal Setting session. Mr. Aungst indicated that with the potential of the CIC, there needed to be thought about funding strategies. Also, to review whether CIC would even be able to exist, pertaining to the charter. Mr. Hanek felt that the goal should be to have Administration work on it, and the zoning code revisions could be started.

Mr. Hanek addressed that Geeked Out Pub and Grille approached him about a designated out for a refreshment area; a place to have outdoor events, alcohol events and unique events. The facility reached out to liquor permit holders in the Towne Center area. Mr. Hanek would like to refer that to the legal department or make effort to get that started. He liked the area of Towne Center for holding events and felt that it suits the goals for Towne Center. He discussed a draft with the ability to hold these types of events. Mr. Delsanter raised question as to the limits and criteria for a designated area. Mr. Aungst commented he would research that answer. He indicated that other municipalities around the state have done this.

Mr. Hanek made a motion for the Legal Department and Administration to draft legislation for a designated outdoor refreshment area, to encompass the Towne Center and other possible areas and refer it to Planning Commission. Vote – 3 Ayes, 0 Nays.

ADJOURNMENT:

Being no further business, Mrs. Hanek moved to adjourn at 7:16 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,



Nicholas Hanek
Chairman

SERVICES, UTILITIES, TECHNOLOGY & CABLE COMMITTEE

March 9, 2020

IN ATTENDANCE: Chairman Michael Abella Jr., Committee Member Brian Ousley, Committee Member Anthony Capretta, Patricia Hanek, Joseph Delsanter, Nicholas Hanek, Frank Raso, Chief Building Official Cliff Calaway, City Manager/Safety Director Carl DeForest, Community & Economic Development Director Grant Aungst, Service Director Paul Barnett, Law Director Kenneth Fisher, Finance Director Todd Fischer, Council Clerk Fijabi Julien-Gallam, Jennifer Zoldak, News Media.

The meeting convened at 6:45 p.m.

DISCUSSION ITEMS:

RES. NO. 15-2020 - An emergency resolution authorizing the City Manager to enter into an agreement with Marks Construction Inc. for the Plum Creek Restoration and Drainage Project in an amount not to exceed \$97,933.65. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Matt Jones*)

Jennifer Zoldak provided a description on behalf of Matt Jones. Ms. Zoldak indicated that the plan was to remove four deteriorated pipe covers from Plum Creek, just upstream of Brunswick Lake; south of Route 303. Also, repairs would be made to a breach in the embankment on the eastern side. There would be some planting prepared all along the eastern back between Plum Creek and Brunswick Lake Parkway. Bids were received in which those ranged from \$97,933 to \$170,000. The recommendation was to award the project to Marks Construction, who was the low bidder at \$97,933.65. The project would be funded 100% through ODNR (Ohio Department of Natural Resources) through the Ohio House Bill 529.

Pertaining to time line, the contractor would be ready to start the work by April and complete it by June 1, 2020. Part of the funding declares that the project must be completed by the end of June; an extension could be requested. Marks Construction was hopeful that it would take 60 days.

There were seven bids for the project, in which there was a wide range. Marks Construction bid it competitively, and having the ability to use some of their own equipment for certain aspects, assisted with a lower pricing. Mr. Ousley asked about the time frame of the project being in conjunction with what he observed in writing. Ms. Zoldak indicated that by contract, the contractor would have until June 1st to complete it. She noted that he has been waiting to start the job and was enthusiastic.

Mr. Aungst commented that Council would be approached again when decisions were made as to what the City wants to increase with this project. It would probably consist of some erosion control measures that were in the bid. In addition, adding planting of material in the back area of Giant Eagle; the City has been working with Medina County Parks. Council would be approached ahead of time with the overhead that the City planned to spend.

Question was raised as to access and disruption of traffic during the project. Ms. Zoldak clarified that traffic would be restricted to one construction entrance off of Brunswick Lake Parkway, with no traffic impacted on Route 303. There would be a small area of asphalt that would need to be crossed, but there would be signage provided and also liability held for anything disturbed on the pavement; if anything were to occur.

Mr. Capretta moved this resolution to tonight's Council Agenda of March 9, 2020, as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays.

GENERAL DISCUSSION:

Mr. Abella questioned the time frame for the construction on Boston Road at 130th Street. Mr. Barnett indicated that the project should be completed that day on February 24th, and traffic would be open the next day.

Mr. Barnett discussed the plan to install delineators, or reflective sticks, off of interstate 71 south bound on the slip ramp; where the sticks would occur every ten feet. The goal was to install them by the end of the week. A base was ordered that would enable the sign to flip back up if driven over by vehicles. Visible signage has been ordered for each concrete area.

ADJOURNMENT:

Being no further business, Mr. Ousley moved to adjourn at 6:54 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,



Michael Abella Jr.
Chairman

SAFETY & ENVIRONMENT COMMITTEE MEETING
SPECIAL MEETING

March 11, 2020

IN ATTENDANCE: Chairman Anthony Capretta, Committee Member Frank Raso, Police Chief Brian Ohlin, Fire Chief Joshua Erskine.

Mr. Raso moved to excuse Mr. Abella for just cause. Vote – 2 Ayes, 0 Nays

The meeting convened at 7:02 p.m.

DISCUSSION ITEMS:

Safety Update-

Mr. Capretta explained that the goal was to identify the needs of safety services prior to the upcoming Goal Setting Session. He indicated that he had met with the City Manager, along with Chief Ohlin to discuss such matter.

Chief Ohlin provided a brief overview. Basically, a five year Capital Plan was formed for operational needs, for items that would need replaced or purchased in the budget year. The Division of Police has typically been the largest capital expenditure, which has revolved around replacing patrol vehicles. Currently, there is a fleet of nineteen marked police cars, and a grouping of support vehicles for detectives, police administration, training, and SWAT response. There have been three to four vehicles replaced per year, which has worked well for the needs of safety services. Most of the capital replacement has been technology related, but there have been recent advancements made to the radio systems (digital radios), and police video project (new camera systems, body cameras, back end vehicle cameras); all of which have been funded through the Capital Plan. The offset cost has been covered by the federal grant in the amount of \$50,000.

Chief Ohlin and Chief Erskine have discussed a shared public safety facility that both could benefit from; a joint facility. The facility would achieve the expansion. The police station holds all of Chief Ohlin's staff and the 911 dispatch center, and the building was built in 1993. There is not room for expansion, nor is there extra room in terms of office space or storage space. Other areas are also a challenge, such as the women's locker room. Mr. Capretta recapped that for the Division of Police, there were 40 full time officers, 11 dispatchers, 1 animal control, 2 part-time dispatchers, and 2 administrative assistants; along with 2 additional part time staff, victim advocate and animal control.

Chief Erskine spoke further about the discussions regarding a joint facility. The capabilities to have an emergency operations center that could be shared by both departments would be highly beneficial, as departments need a meeting place. There would be a place where the City Administration could come together, which he felt was vital to the wellbeing of the residents.

Chief Erskine reiterated that most of the largest capital purchases were vehicle related. The Fire Department would be a somewhat different. The vehicles last from 5-7 years on the medic units, and

the fire apparatus' last about 20 years. The 20 year mark comes at a heavy price tag however, replacing fire engines costs roughly \$500,000 dollars. On a positive note, there is a life expectancy of 20 years. The medic unit historically spends about \$315,000 on those, currently there is a replacement for a 2011 medic unit that budgeted. The goal this year would be to re-chassis that unit; remove the box and place it on a new chassis. Currently, that would save \$50,000-80,000. If that unit functions as anticipated, that would be the model going forward with that cost savings. That is included in the 2020 Budget year.

Another item Chief Erskine discussed was the replacement of the chief's vehicle within the fleet, which is at the end of its life. There are two part time fire inspectors that share one vehicle; therefore, they are not as effective as they could be. Allowing them to use that vehicle would help with inspections. There are also part time hydrant painters that would be able to use that vehicle. Also budgeted in the 2022 Capital Plan is replacement of Engine No. 2; life expectancy is coming to a close on that engine, which was purchased in 2001. Chief Erskine discovered that a glider kit for the engine could be obtained, and put on a new chassis. If that 2022 purchase could be moved to this year, there could be a potential savings of around \$100,000; that would take a budget amendment if implemented. There would be the benefit of cost savings; furthermore, any future purchase would have some stringent EPA regulations, which would drive the cost of that engine up in 2022 to over \$600,000.

As indicated, those were the three large items currently budgeted within the five year Capital Plan. Chief Erskine felt that history showed that the City is not in a financial position to build two new fire stations. He had the opportunity to seek an informal proposal. He had received one for an approximately 1600 square foot addition to Fire Station no. 1. The initial cost came back at approximately \$400,000. That would be to upgrade the current administrative space, and to make another usable space for the fire fighters that are housed at Station 1; therefore, a \$400,000 renovation for Station 1. It would be fair to budget \$600,000 for extra costs etc., or be under budgeted. Chief Erskine felt that the amount of \$600,000 would be very responsible for what he was anticipating to do. This would significantly affect daily operations in a positive way. He shared that there were two administrative assistants that share working space. Also, the two part time inspectors share that same work space. It would be very beneficial to have additional space, and free up more space for the fire fighters to have more area to train and hold meetings.

Mr. Capretta recapped that in Station 2, there was no room to expand and he reviewed number of employees. Chief Erskine explained that currently the two fire stations have 3 fire medics stationed at each, which effectively allows for one EMS call to be handled from each station. As a result, that empties both stations and effectively renders the emergency services effectiveness. The opportunity to place one additional personnel in each of those buildings would allow an additional ambulance on the road, and actually provide a dedicated fire suppression unit in the City at all times. Mr. Capretta summarized that there were 3500 calls last year for the fire department. Chief Erskine commented that there were 160 occasions where fire medics had to request mutual aid because there were no units available in the City; when resources are not available, help is requested from a neighbor city.

Full staffed communities were also relying on the City's resources to assist. Chief Erskine commented that the strain was increasing.

Chief Ohlin indicated in regards to personnel, there was not adequate staffing to process video requests. He has been exploring some part time opportunities for someone that could be trained on how to respond to public records requests; from prosecutor's office and the media. Requests that come in for records and video were a significant component. All video must be reviewed before being released. Chief Ohlin stated that ideally, another police officer for the school district would be helpful. At this time, there were two that are School Resource Officers (SRO). One officer is full time in the high school and assists with a middle school. Next year, the second officer would be assigned to the new middle school. There are seven elementary schools in the district. Basically the officers who were in those large populated schools have to float out to the other schools. In short, an additional SRO would be beneficial.

Mr. Capretta recapped that Chief Erskine was looking at a new medic unit, and that is in the five year plan between \$150,000 - \$220,000. Chief Erskine remarked that in the 2020 Capital budget, there was \$235,000 budgeted for the re-chassis. Included in the 2022 Budget, was the replacement of Engine No. 2. Mr. Capretta commented that he supports this valuable information. Chief Erskine was very pleased at the invite to have this discussion.

Mr. Capretta raised question about the dog unit as to why fire fighters do not have one. Chief Erskine was uncertain; but there was the cost aspect and the full time commitment of having one. Question was raised as to what a dog would potentially do for the fire department. Chief Erskine indicated that in fire investigations, dogs have the ability to smell accelerants and things along those lines. Mr. Capretta noted that he would share the information discussed today with Mr. Abella.

ADJOURNMENT:

Being no further business, Mr. Raso moved to adjourn at 7:29 p.m. Vote – 2 Ayes, 0 Nays.

Respectfully submitted,



Anthony Capretta
Chairman

BUILDING AND BUILDING CODE COMMITTEE

March 9, 2020

IN ATTENDANCE: Chairman Brian Ousley, Committee Member Anthony Capretta, Committee Member Michael Abella Jr., Joseph Delsanter, Nicholas Hanek, Frank Raso, Chief Building Official Cliff Calaway, City Manager/Safety Director Carl DeForest, Community & Economic Development Director Grant Aungst, Service Director Paul Barnett, Law Director Kenneth Fisher, Finance Director Todd Fischer, Council Clerk Fijabi Julien-Gallam, Judith Beadell Rapp, News Media.

The meeting convened at 6:30 p.m.

GENERAL DISCUSSION:

Mr. Aungst provided an update on activities. In February, there were 115 applications processed, 135 inspections completed, and 51 additional contractors registered. Year to date, there were 10 foreclosure filings, 21 permits issued, roughly 287 property maintenance and violation inspections, and approximately 632 rental units registered. Mr. Aungst mentioned residential and planning, as well as the larger build, the Meijer's store. The current plan is that the store would break ground in 2021 and open in 2022. It would take twelve months to build the entire site, which would include everything.

Mr. Aungst summarized the Planning Commission meeting held last week. There was an oil change company, Shell Oil, approved, that would replace the old Mr. Chicken's site. That would consist of a brand new build, which would be raised. The site would be the first one in the Country. The company had exited the market about ten years ago, and is a very large oil company that owns the parent company; the owners of Jiffy Lubes. This would be considered the new version of their business.

A resident of Brunswick, Judith Beadell Rapp of Harbor Woods, came to discuss matters pertaining to Senior Buildings. Mrs. Beadell Rapp lives on the fourth floor of the four story building, which has one elevator. She voiced concern about having only one elevator, especially if new residents move in, because the elevator could be in use or full. She also shared the concern about EMS being able to utilize the elevator if called in. She felt that one elevator would not be safe or timely, if it were being utilized for other things. She raised question pertaining to the code and asked about the possibility of having two elevators. Discussion ensued with Mr. Ousley about the elevator's usage.

Mrs. Beadell Rapp also brought up the issue of having no heat in the restrooms. She noted the locations of the restrooms, which make it a challenge to feel any heat from the building. Lastly, she brought up concern about the driveway of the facility, whereas people have lost their radiators upon pulling in. She expressed appreciation for the location of the building, with so much accessible to the residents. Mr. Hanek expressed gratitude to the resident for her feedback at this time. Everyone was appreciative.

ADJOURNMENT:

Being no further business, Mr. Abella moved to adjourn at 6:44 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Ousley", is placed on a light gray rectangular background.

Brian Ousley
Chairman



COMMITTEE OF THE WHOLE MEETING

March 9, 2020

IN ATTENDANCE: Vice Mayor Michael Abella Jr., Nicholas Hanek, Brian Ousley, Anthony Capretta, Patricia Hanek, Joseph Delsanter, Frank Raso, Chief Building Official Cliff Calaway, City Manager/Safety Director Carl DeForest, Community & Economic Development Director Grant Aungst, Service Director Paul Barnett, Law Director Kenneth Fisher, Finance Director Todd Fischer, Council Clerk Fijabi Julien-Gallam, News Media.

The meeting convened at 6:55 p.m.

REVIEW LEGISLATION:

ORD. NO. 13-2020 - An emergency ordinance adopting the recommendation of the Brunswick Community Reinvestment Area Housing Council to continue all active agreements in 2020 and accepting the 2019 CRA Status Report. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Grant Aungst*)

Mr. Calaway summarized that this would continue the active agreements with the Community Reinvestment, known as the CRA, for 2020. The City received approval from Medina County Economic Corporation. The information would need to be sent back to the State by March 31, 2020; which explains the need for an emergency. Every building was observed throughout the Industrial Park. There were roughly 47 inspections completed.

Mr. Hanek moved this ordinance to tonight's Council Agenda of March 9, 2020, as an emergency with suspension of the rules. Vote – 7 Ayes, 0 Nays.

RES. NO. 14-2020 - An emergency resolution authorizing the City Manager to approve a purchase order to Signal Service Company, a sole source provider, for the replacement of nine (9) traffic signal back-up systems in an amount not to exceed \$35,424.00, and authorizing the Finance Director to pay such purchase order as duly approved by the City Manager. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Paul Barnett*)

Mr. Barnett explained that all of the traffic signals in the city were upgraded in 2011. At that time, there was a battery backup system implemented, so that if the power failed, the traffic signals would still perform as normal for 10-16 hours; then go into flash mode. Also installed was a plug, which would enable one to take a portable generator out and plug in, to recharge the battery for continuous running. The batteries in that system have a shelf life. In 2019, there were some failures when power was lost. The City needed to upgrade the system, in which there was enough budgeted this year. It would be achieved at a three year mark to help with cost, and also with being able to replace items needed at the same time. Signal Service Company performed the original installation; they take care of all of the

maintenance on the traffic signals. Prices have been researched, whereas the City would prefer Signal Service Company.

Question was raised about the shelf life of the batteries. Mr. Barnett indicated there has been a slight improvement in terms of technology, and that there was no other battery choice that would last longer than these. The estimated shelf life is six to eight years, in which that time has passed. It would take time to obtain this type of hardware. Traffic signal poles currently take nine to twelve months for delivery. The City's traffic signals would automatically go into flash mode rather than being operational when the power goes out; if this were not implemented.

Mrs. Hanek moved this resolution to tonight's Council Agenda of March 9, 2020, for three readings. Vote – 7 Ayes, 0 Nays.

GENERAL DISCUSSION:

Mr. Abella discussed the upcoming Goal Setting Session. He covered general topics on what would be expected on the agenda. Such as, future projections for the new black top process, Road Levy strategy and direction, overall safety pertaining to the Fire Station, Parks and Recreation and future funding improvements. The meeting is expected to be an open discussion. Mr. Delsanter wanted to add some thought to the Economic Development ideas for the agenda, as Mr. Abella agreed.

ADJOURNMENT:

Being no further business, Mr. Delsanter moved to adjourn the Committee of the Whole Meeting at 7:05 p.m. Vote – 7 Ayes, 0 Nays.

Respectfully submitted,



Holly Quellos
Assistant Clerk of Council

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 16-2020** - An emergency resolution authorizing the City Manager to enter into an agreement with Chagrin Valley Paving, Inc. for the 2020 Asphalt Road Program in an amount not to exceed \$1,945,650.00. - **1st Reading** (To be brought from Committee-of-the-Whole, Administration/Matt Jones)

BACKGROUND: Authorization for public bid granted by City Council motion on February 24, 2020.

PURPOSE AND EXPLANATION: The project will seek to improve residential concrete streets citywide by milling the existing surface, repairing deteriorated joints/slabs, and installing a new asphalt surface.

Recommendation is to accept the lowest and best bid received.

IMPLEMENTATION SCHEDULE: The project will begin in late April and will be completed in September.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: This project is being funded by a combination of residential street levy funds (Fund #332), additional state gas tax revenue (Fund #117), and the City's road improvement fund (#333).

The breakdown of costs are expected to be broken down as follows: \$800,000 account #332-0473-56881, \$645,000 account 117-0420-56881 and with remainder to \$500,650 to account #333-0474-56870

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?

It is requested that legislation is passed by emergency measure with suspension of the rules for the immediate preservation of the public peace, property, health, safety, or welfare, and providing for the usual daily operation of a municipality, and for the further reason that this project may commence promptly and be completed in 2020.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 16-2020

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH CHAGRIN VALLEY PAVING, INC. FOR THE 2020 ASPHALT ROAD PROGRAM IN AN AMOUNT NOT TO EXCEED \$1,945,650.00.

WHEREAS: The City of Brunswick received five (5) bids for the 2020 Asphalt Road Program (the "Program"), in accordance with public bidding requirements; and

WHEREAS: The five (5) received public bids were opened on March 18, 2020 with Chagrin Valley Paving, Inc. determined to be the lowest and best bidder.

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

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into an Agreement with Chagrin Valley Paving, Inc., the lowest and best bidder, for the 2020 Asphalt Road Program in an amount not to exceed \$1,945,650.00.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary for completion of the Program during the 2020 construction season. Therefore, the same shall be in full force and effect 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

MEMO

Engineering Department



TO: City Council
FROM: Matthew M. Jones, P.E.
DATE: March 19, 2020
RE: 2020 Asphalt Road Program

On March 18, 2020, public bids were opened for the 2020 Asphalt Road Program. A tabulation of the bid results is attached for your reference. Five companies submitted bids for the project. The low bidder for the project was Chagrin Valley Paving at \$1,945,650.00. The Engineer's estimate was \$2,165,000.00. Ronyak Paving, Inc. was the second low bidder with a bid of \$1,950,000.00.

This project will facilitate the performance of asphalt overlays with concrete slab and joint repairs on various residential streets citywide. The bids included allotments for base repairs and casting adjustments to be used as needed. Crack sealing will also be performed on all streets that were resurfaced in 2019.

Road levy and additional gas tax funds are being utilized to complete the project, with additional funds coming from the Road Fund (non-levy dollars).

CVE staff has contacted a sampling of municipal references provided by Chagrin Valley Paving. The reference check did not find any reoccurring issues with Chagrin Valley Paving. Three municipalities were contacted, and all characterized them as an above average contractor. Additionally, Chagrin Valley Paving was the contractor on the City's 2016 Asphalt Road Program which was acceptably completed.

Based upon a review of the bid documents and other municipal references, it is my opinion that Chagrin Valley Paving has the needed experience, personnel and equipment to successfully complete the work as bid and should be considered the lowest and best bidder for this project.

Therefore, I respectfully request that City Council consider emergency legislation to award a contract in the amount of \$1,945,650.00 to Chagrin Valley Paving, Inc. to complete the 2020 Asphalt Road Program.

If you have any questions or require any additional information, please contact me at your convenience.

Attachment

C: Carl DeForest, City Manager
Paul Barnett, Service Director
Todd Fischer, Finance Director
Ken Fisher, Law Director

BID TABULATION
2020 ASPHALT ROAD PROGRAM
CITY OF BRUNSWICK

DATE: MARCH 18, 2020

CVE JOB NO. 20098 Engineer's Estimate: \$2,165,000.00

				CHAGRIN VALLEY PAVING, INC.		RONYAK PAVING, INC.	
ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	ODOT 254 PAVEMENT PLANING, PORTLAND CEMENT CONCRETE	SY	52,400	\$4.75	\$248,900.00	\$4.50	\$235,800.00
2	ODOT 255 FULL DEPTH PAVEMENT REMOVAL AND RIGID REPLACEMENT, CLASS QC MS	SY	7,400	\$85.00	\$629,000.00	\$79.00	\$584,600.00
3	ODOT 251 PARTIAL DEPTH PAVEMENT REPAIR (BASE REPAIR)	SY	4,750	\$18.00	\$85,500.00	\$30.00	\$142,500.00
4	SUBBASE REPLACEMENT	CY	350	\$35.00	\$12,250.00	\$20.00	\$7,000.00
5	ODOT 301 ASPHALT CONCRETE BASE, PG 64-22	CY	2,900	\$154.00	\$446,600.00	\$145.00	\$420,500.00
6	ODOT 882 SINGLE CHIP SEAL	SY	104,800	\$2.50	\$262,000.00	\$2.47	\$258,856.00
7	MASTIC SURFACE SEAL	SY	52,400	\$2.50	\$131,000.00	\$2.47	\$129,428.00
8	ODOT 423 CRACK SEALING	LUMP	1	\$14,000.00	\$14,000.00	\$16,466.00	\$16,466.00
9	CONCRETE WALK	SF	1,500	\$7.50	\$11,250.00	\$8.00	\$12,000.00
10	CURB RAMP	SF	800	\$18.00	\$14,400.00	\$18.00	\$14,400.00
11	MANHOLE CASTING ADJUSTED TO GRADE	EACH	25	\$400.00	\$10,000.00	\$650.00	\$16,250.00
12	CATCH BASIN ADJUSTED TO GRADE	EACH	125	\$500.00	\$62,500.00	\$650.00	\$81,250.00
13	VALVE/MONUMENT BOX ADJUST TO GRADE	EACH	65	\$50.00	\$3,250.00	\$130.00	\$8,450.00
14	MISCELLANEOUS METAL	LBS	15,000	\$1.00	\$15,000.00	\$1.50	\$22,500.00
TOTAL PROJECT COST				TOTAL	\$1,945,650.00	TOTAL	\$1,950,000.00
				DAYS TO COMPLETE: 150		DAYS TO COMPLETE: 120 Days	
				EARLIEST START DATE: 4/20/2020		EARLIEST START DATE: May 4, 2020	

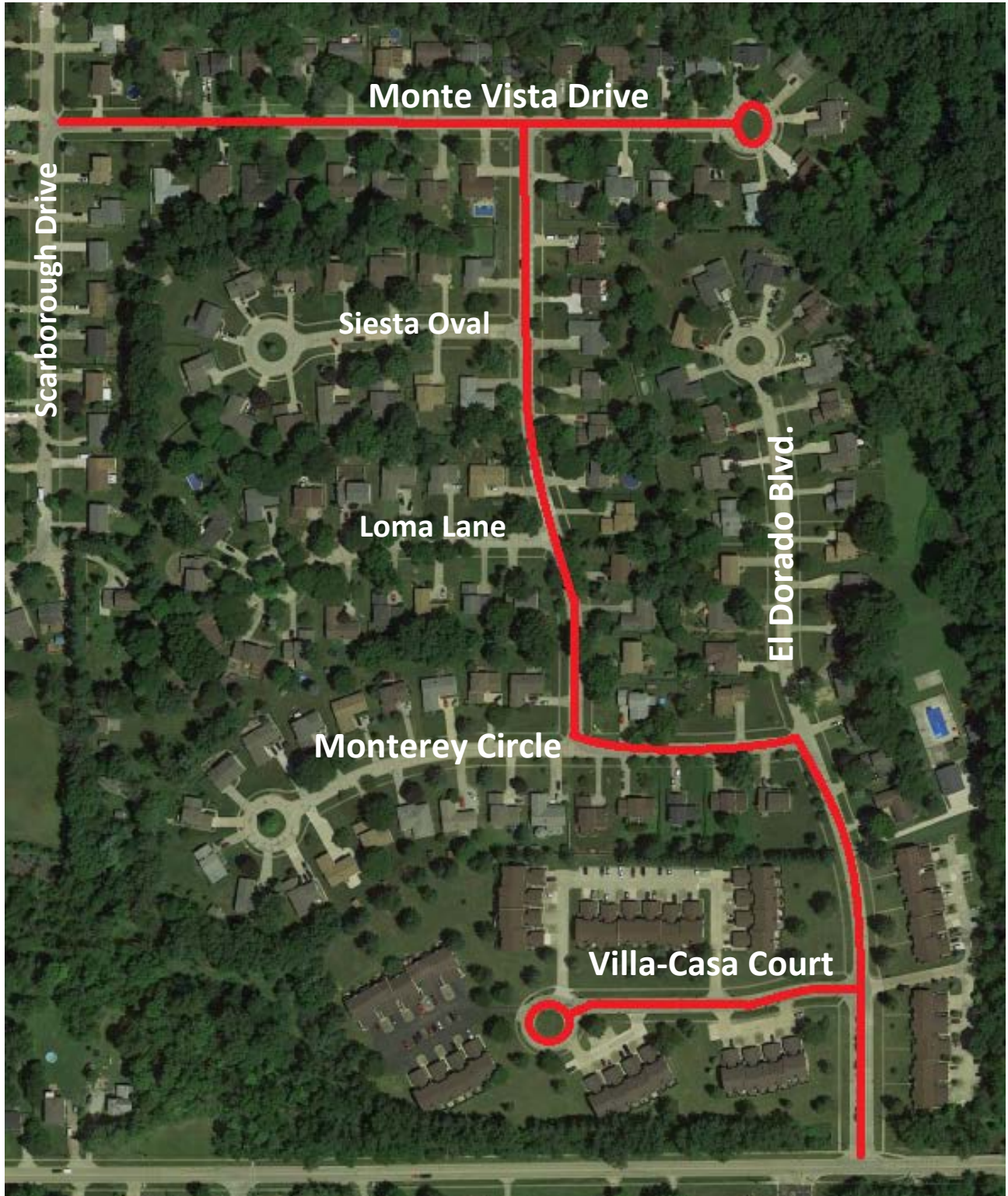
ITEM	DESCRIPTION	UNIT	QTY.	SPECIALIZED CONSTRUCTION, INC.		BARBICAS PAVING LLC	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	ODOT 254 PAVEMENT PLANING, PORTLAND CEMENT CONCRETE	SY	52,400	\$5.20	\$272,480.00	\$4.35	\$227,940.00
2	ODOT 255 FULL DEPTH PAVEMENT REMOVAL AND RIGID REPLACEMENT, CLASS QC MS	SY	7,400	\$76.00	\$562,400.00	\$83.00	\$614,200.00
3	ODOT 251 PARTIAL DEPTH PAVEMENT REPAIR (BASE REPAIR)	SY	4,750	\$37.00	\$175,750.00	\$22.00	\$104,500.00
4	SUBBASE REPLACEMENT	CY	350	\$15.00	\$5,250.00	\$35.00	\$12,250.00
5	ODOT 301 ASPHALT CONCRETE BASE, PG 64-22	CY	2,900	\$158.00	\$458,200.00	\$145.00	\$420,500.00
6	ODOT 882 SINGLE CHIP SEAL	SY	104,800	\$2.47	\$258,856.00	\$3.00	\$314,400.00
7	MASTIC SURFACE SEAL	SY	52,400	\$2.47	\$129,428.00	\$3.00	\$157,200.00
8	ODOT 423 CRACK SEALING	LUMP	1	\$9,900.00	\$9,900.00	\$6,000.00	\$6,000.00
9	CONCRETE WALK	SF	1,500	\$7.00	\$10,500.00	\$7.00	\$10,500.00
10	CURB RAMP	SF	800	\$15.00	\$12,000.00	\$17.00	\$13,600.00
11	MANHOLE CASTING ADJUSTED TO GRADE	EACH	25	\$500.00	\$12,500.00	\$500.00	\$12,500.00
12	CATCH BASIN ADJUSTED TO GRADE	EACH	125	\$550.00	\$68,750.00	\$600.00	\$75,000.00
13	VALVE/MONUMENT BOX ADJUST TO GRADE	EACH	65	\$40.00	\$2,600.00	\$250.00	\$16,250.00
14	MISCELLANEOUS METAL	LBS	15,000	\$0.75	\$11,250.00	\$1.30	\$19,500.00
TOTAL PROJECT COST				TOTAL	\$1,989,864.00	TOTAL	\$2,004,340.00
				DAYS TO COMPLETE: 120		DAYS TO COMPLETE: 90	
				EARLIEST START DATE: 5-1-2020		EARLIEST START DATE: 14 days & NTP	

				KARVO COMPANIES, INC.			
ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	ODOT 254 PAVEMENT PLANING, PORTLAND CEMENT CONCRETE	SY	52,400	\$4.90	\$256,760.00		\$0.00
2	ODOT 255 FULL DEPTH PAVEMENT REMOVAL AND RIGID REPLACEMENT, CLASS QC MS	SY	7,400	\$75.00	\$555,000.00		\$0.00
3	ODOT 251 PARTIAL DEPTH PAVEMENT REPAIR (BASE REPAIR)	SY	4,750	\$38.00	\$180,500.00		\$0.00
4	SUBBASE REPLACEMENT	CY	350	\$83.00	\$29,050.00		\$0.00
5	ODOT 301 ASPHALT CONCRETE BASE, PG 64-22	CY	2,900	\$133.00	\$385,700.00		\$0.00
6	ODOT 882 SINGLE CHIP SEAL	SY	104,800	\$2.55	\$267,240.00		\$0.00
7	MASTIC SURFACE SEAL	SY	52,400	\$2.55	\$133,620.00		\$0.00
8	ODOT 423 CRACK SEALING	LUMP	1	\$13,900.00	\$13,900.00		\$0.00
9	CONCRETE WALK	SF	1,500	\$17.00	\$25,500.00		\$0.00
10	CURB RAMP	SF	800	\$44.00	\$35,200.00		\$0.00
11	MANHOLE CASTING ADJUSTED TO GRADE	EACH	25	\$850.00	\$21,250.00		\$0.00
12	CATCH BASIN ADJUSTED TO GRADE	EACH	125	\$1,000.00	\$125,000.00		\$0.00
13	VALVE/MONUMENT BOX ADJUST TO GRADE	EACH	65	\$700.00	\$45,500.00		\$0.00
14	MISCELLANEOUS METAL	LBS	15,000	\$1.50	\$22,500.00		\$0.00
TOTAL PROJECT COST				TOTAL	\$2,096,720.00	TOTAL	\$0.00
				DAYS TO COMPLETE: 120		DAYS TO COMPLETE:	
				EARLIEST START DATE: May 1, 2020		EARLIEST START DATE:	

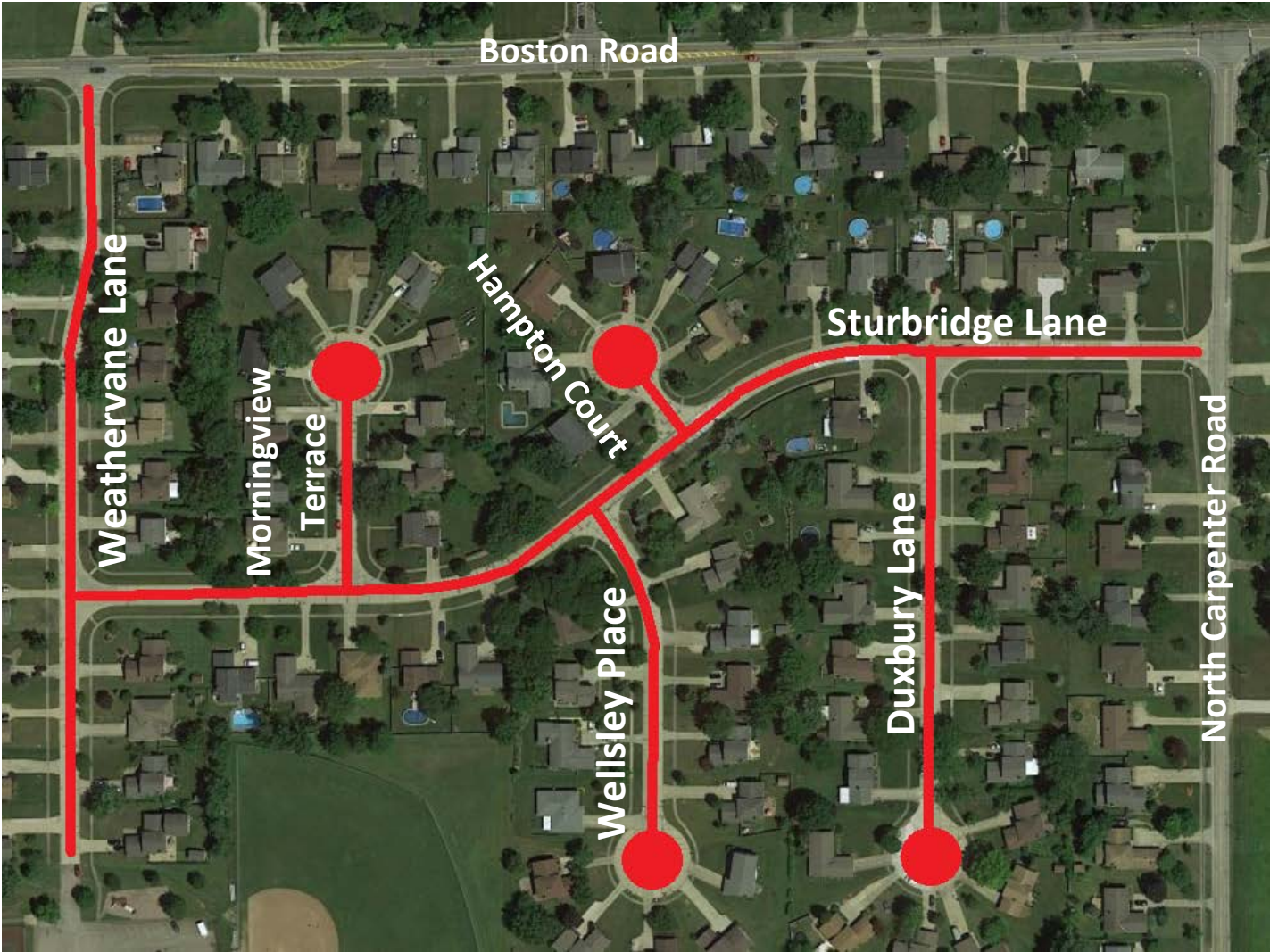
Ward 1 Proposed 2020 Concrete Milling with Asphalt Overlay Program



Ward 2 Proposed 2020 Concrete Milling with Asphalt Overlay Program



**Ward 3 Proposed 2020
Concrete Milling with Asphalt Overlay Program**



**Ward 4 Proposed 2020
Concrete Milling with Asphalt Overlay Program**



THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 17-2020** - An emergency resolution authorizing the City Manager to enter into an agreement with Konstruction King, Inc. for the South Industrial-Westway Improvement Project in an amount not to exceed \$737,995.00. - **1st Reading** (To be brought from Committee-of-the-Whole, Administration/Matt Jones)

BACKGROUND: Authorization for public bid granted by City Council motion on February 10, 2020.

PURPOSE AND EXPLANATION: The project will seek to completely reconstruct South Industrial Parkway from Center Road to just south of the Medina Supply entrance, and to perform joint, slab and catch basin repairs on the remaining portion of South Industrial Parkway and Westway Drive.

Recommendation is to accept the lowest and best bid received.

IMPLEMENTATION SCHEDULE: The project will commence in May and will take approximately 90 days to complete.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Eligible project costs up to grant maximums are to be split 25% through Ohio Jobs and Commerce Grant (333-0313-56881), 25% through Medina County Transportation Improvement District Grant (333-0313-56781), and 50% funded by the City's Road Improvement Fund #333 (333-0313-56881).

Any costs not otherwise covered by the grants are expected to come from the City's Road Improvement Fund #333, provided budgeted by City Council. Appropriations (Budget) approved by City Council for this project matches the Engineer's cost estimate dated May 22, 2019.

Costs for this contract are expected to be broken down as follows: \$184,498.75 (333-0313-56881) + \$184,498.75 (333-0313-56781) + \$368,997.50 (333-0313-56881).

Grant funding is limited to a \$200,000 grant from Ohio Jobs and Commerce and an additional \$200,000 grant from the Medina County Transportation Improvement District (TID) for this project.

**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?

It is requested that legislation is passed by emergency measure with suspension of the rules for the immediate preservation of the public peace, property, health, safety, or welfare, and providing for the usual daily operation of a municipality, and for the further reason that this project may be completed during the 2020 construction season.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 17-2020

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH KONSTRUCTION KING, INC. FOR THE SOUTH INDUSTRIAL-WESTWAY IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$737,995.00.

WHEREAS: The City of Brunswick received seven (7) bids for the South Industrial-Westway Improvements Project (the "Project"), in accordance with public bidding requirements; and

WHEREAS: The seven (7) received public bids were opened on March 18, 2020, with Konstruction King, Inc. determined to be the lowest and best bidder.

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

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into an Agreement with Konstruction King, Inc. for the South Industrial-Westway Improvements Project in an amount not to exceed \$737,995.00.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary for completion of the Project during the 2020 construction season. Therefore, the same shall be in full force and effect 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 Julie-Gallam, CMC

MEMO

Engineering Department



TO: City Council
FROM: Matthew M. Jones, P.E.
DATE: March 19, 2020
RE: South Industrial – Westway Improvements

On March 18, 2020, public bids were opened for the South Industrial – Westway Improvements project. A tabulation of the bid results is attached for your reference. Seven companies submitted bids for the project. The low bidder for the project was Konstruction King, Inc. at \$737,995.00. The Engineer's estimate was \$900,000.00. Tri-Mor Corp. was the second low bidder with a bid of \$767,533.00.

This project will facilitate the complete removal and replacement of the concrete pavement and base on South Industrial Parkway from Center Road to just south of the Medina Supply entrance. Work on this section of the project will also include sidewalk removal/replacement where required, and replacement of all drive aprons. Additionally, concrete joint, slab, and catch basin repairs will be performed on the remaining portion of South Industrial Parkway and all of Westway Drive.

This project is being partially funded by a \$200,000 grant from Ohio Jobs and Commerce, and an additional \$200,000 grant from the Medina County Transportation Improvement District (TID). The remainder of the costs will come from the City's Road Improvement Fund #333.

CVE staff has contacted a sampling of municipal references provided by Konstruction King. The reference check did not find any reoccurring issues with Konstruction King. Two municipalities were contacted regarding three separate projects, and all characterized them as an above average contractor. Additionally, Konstruction King was the contractor on the City's 2017, 2018, and 2019 Concrete Repair Programs and performed all three contracts to the City's satisfaction.

Based upon a review of the bid documents and other municipal references, it is my opinion that Konstruction King has the needed experience, personnel and equipment to successfully complete the work as bid and should be considered the lowest and best bidder for this project.

Therefore, I respectfully request that City Council consider emergency legislation to award a contract in the amount of \$737,995.00 to Konstruction King, Inc. to complete the South Industrial – Westway Improvements project.

If you have any questions or require any additional information please contact me at your convenience.

Attachments

C: Carl DeForest, City Manager
Paul Barnett, Service Director
Todd Fischer, Finance Director
Ken Fisher, Law Director

**BID TABULATION
SOUTH INDUSTRIAL - WESTWAY IMPROVEMENTS
CITY OF BRUNSWICK**

DATE: MARCH 6, 2020

CVE JOB NO. 19381 Engineer's Estimate \$900,000

ITEM	DESCRIPTION	UNIT	QTY.	KONSTRUCTION KING, INC.		TRI MOR CORP.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	CLEARING AND GRUBBING	LUMP	1	\$7,000.00	\$7,000.00	\$5,000.00	\$5,000.00
2	PAVEMENT REMOVED	SY	3,900	\$15.00	\$58,500.00	\$11.00	\$42,900.00
3	SUBGRADE COMPACTION	SY	3,900	\$1.00	\$3,900.00	\$0.50	\$1,950.00
4	CONCRETE PAVEMENT w/FIBROUS REINFORCING	SY	3,900	\$78.00	\$304,200.00	\$85.00	\$331,500.00
5	ODOT 255 FULL DEPTH RIGID PAVEMENT REMOVAL & REPLACEMENT	SY	1,475	\$105.00	\$154,875.00	\$100.00	\$147,500.00
6	SUBGRADE REMOVAL AND REPLACEMENT (SLAB & JOINT REPAIR AREAS)	CY	40	\$25.00	\$1,000.00	\$80.00	\$3,200.00
7	CONCRETE CURB REPLACED	LF	60	\$45.00	\$2,700.00	\$40.00	\$2,400.00
8	6" FABRIC WRAPPED UNDERDRAIN	LF	2,200	\$9.50	\$20,900.00	\$9.00	\$19,800.00
9	CONCRETE DRIVE APRON	SF	5,000	\$8.00	\$40,000.00	\$10.00	\$50,000.00
10	BASE STABILIZATION, #2 AGGREGATE	CY	195	\$50.00	\$9,750.00	\$60.00	\$11,700.00
11	BASE STABILIZATION, #4 AGGREGATE	CU	195	\$50.00	\$9,750.00	\$60.00	\$11,700.00
12	CONCRETE SIDEWALK	SF	560	\$7.00	\$3,920.00	\$10.00	\$5,600.00
13	CONCRETE CURB RAMP	SF	95	\$15.00	\$1,425.00	\$25.00	\$2,375.00
14	EXISTING CURB INLET REMOVED	EACH	4	\$700.00	\$2,800.00	\$387.00	\$1,548.00
15	EXISTING STORM MANHOLE REMOVED	EACH	1	\$800.00	\$800.00	\$400.00	\$400.00
16	STORM SEWER REMOVED	LF	75	\$50.00	\$3,750.00	\$20.00	\$1,500.00
17	12" STORM SEWER	LF	40	\$100.00	\$4,000.00	\$100.00	\$4,000.00
18	18" STORM SEWER	LF	35	\$125.00	\$4,375.00	\$116.00	\$4,060.00
19	27" STORM SEWER	LF	5	\$120.00	\$600.00	\$400.00	\$2,000.00
20	ODOT NO. 3A CATCH BASIN	EACH	4	\$3,500.00	\$14,000.00	\$4,000.00	\$16,000.00
21	ODOT NO. 3 CATCH BASIN	EACH	2	\$3,800.00	\$7,600.00	\$5,000.00	\$10,000.00
22	EXISTING CURB INLET ADJUSTED TO GRADE	EACH	26	\$500.00	\$13,000.00	\$300.00	\$7,800.00
23	EXISTING CURB INLET RECONSTRUCTED TO GRADE	EACH	5	\$700.00	\$3,500.00	\$600.00	\$3,000.00
24	EXISTING MANHOLE ADJUSTED TO GRADE	EACH	4	\$300.00	\$1,200.00	\$300.00	\$1,200.00
25	WATER STOP BOX ADJUSTED TO GRADE	EACH	1	\$50.00	\$50.00	\$200.00	\$200.00
26	MISCELLANEOUS STRUCTURES ADJUSTED TO GRADE	EACH	1	\$100.00	\$100.00	\$400.00	\$400.00
27	MISCELLANEOUS METAL	LBS	2,000	\$1.40	\$2,800.00	\$1.25	\$2,500.00
28	SURVEY MONUMENT AND MONUMENT BOX ASSEMBLY	EACH	5	\$400.00	\$2,000.00	\$500.00	\$2,500.00
29	LINEAR GRADIN, TOPSOIL, SEEDING & MULCHING	LUMP	1	\$5,000.00	\$5,000.00	\$18,000.00	\$18,000.00
30	MAINTAINING TRAFFIC AND DETOUR SIGNING	LUMP	1	\$40,000.00	\$40,000.00	\$36,900.00	\$36,900.00
31	LOOP DETECTOR REMOVAL & REPLACEMENT	EACH	2	\$1,200.00	\$2,400.00	\$1,500.00	\$3,000.00
32	PEDESTRIAN PUSH BUTTON & SIGNAL HEAD RELOCATION	LUMP	1	\$4,000.00	\$4,000.00	\$5,400.00	\$5,400.00
33	EROSION CONTROL	LUMP	1	\$3,100.00	\$3,100.00	\$5,000.00	\$5,000.00
34	SIGNING & PAVEMENT MARKINGS	LUMP	1	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00
TOTAL PROJECT COST				TOTAL	\$737,995.00	TOTAL	\$767,533.00
				NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.	95 DAYS	NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.	95 DAYS

ITEM	DESCRIPTION	UNIT	QTY.	DENES CONCRETE INC.		FABRIZI TRUCKING & PAVING CO., INC.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	CLEARING AND GRUBBING	LUMP	1	\$25,000.00	\$25,000.00	\$5,000.00	\$5,000.00
2	PAVEMENT REMOVED	SY	3,900	\$10.00	\$39,000.00	\$16.00	\$62,400.00
3	SUBGRADE COMPACTION	SY	3,900	\$2.00	\$7,800.00	\$2.00	\$7,800.00
4	CONCRETE PAVEMENT w/FIBROUS REINFORCING	SY	3,900	\$85.00	\$331,500.00	\$83.00	\$323,700.00
5	ODOT 255 FULL DEPTH RIGID PAVEMENT REMOVAL & REPLACEMENT	SY	1,475	\$90.00	\$132,750.00	\$98.00	\$144,550.00
6	SUBGRADE REMOVAL AND REPLACEMENT (SLAB & JOINT REPAIR AREAS)	CY	40	\$75.00	\$3,000.00	\$55.00	\$2,200.00
7	CONCRETE CURB REPLACED	LF	60	\$50.00	\$3,000.00	\$30.00	\$1,800.00
8	6" FABRIC WRAPPED UNDERDRAIN	LF	2,200	\$15.00	\$33,000.00	\$9.00	\$19,800.00
9	CONCRETE DRIVE APRON	SF	5,000	\$9.50	\$47,500.00	\$8.50	\$42,500.00
10	BASE STABILIZATION, #2 AGGREGATE	CY	195	\$55.00	\$10,725.00	\$60.00	\$11,700.00
11	BASE STABILIZATION, #4 AGGREGATE	CY	195	\$55.00	\$10,725.00	\$60.00	\$11,700.00
12	CONCRETE SIDEWALK	SF	560	\$6.50	\$3,640.00	\$6.00	\$3,360.00
13	CONCRETE CURB RAMP	SF	95	\$15.00	\$1,425.00	\$25.00	\$2,375.00
14	EXISTING CURB INLET REMOVED	EACH	4	\$250.00	\$1,000.00	\$150.00	\$600.00
15	EXISTING STORM MANHOLE REMOVED	EACH	1	\$2,500.00	\$2,500.00	\$150.00	\$150.00
16	STORM SEWER REMOVED	LF	75	\$50.00	\$3,750.00	\$5.00	\$375.00
17	12" STORM SEWER	LF	40	\$100.00	\$4,000.00	\$135.00	\$5,400.00
18	18" STORM SEWER	LF	35	\$100.00	\$3,500.00	\$150.00	\$5,250.00
19	27" STORM SEWER	LF	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00
20	ODOT NO. 3A CATCH BASIN	EACH	4	\$3,500.00	\$14,000.00	\$2,365.00	\$9,460.00
21	ODOT NO. 3 CATCH BASIN	EACH	2	\$3,500.00	\$7,000.00	\$4,790.00	\$9,580.00
22	EXISTING CURB INLET ADJUSTED TO GRADE	EACH	26	\$250.00	\$6,500.00	\$900.00	\$23,400.00
23	EXISTING CURB INLET RECONSTRUCTED TO GRADE	EACH	5	\$1,500.00	\$7,500.00	\$1,200.00	\$6,000.00
24	EXISTING MANHOLE ADJUSTED TO GRADE	EACH	4	\$1,500.00	\$6,000.00	\$800.00	\$3,200.00
25	WATER STOP BOX ADJUSTED TO GRADE	EACH	1	\$500.00	\$500.00	\$250.00	\$250.00
26	MISCELLANEOUS STRUCTURES ADJUSTED TO GRADE	EACH	1	\$500.00	\$500.00	\$250.00	\$250.00
27	MISCELLANEOUS METAL	LBS	2,000	\$3.00	\$6,000.00	\$1.50	\$3,000.00
28	SURVEY MONUMENT AND MONUMENT BOX ASSEMBLY	EACH	5	\$500.00	\$2,500.00	\$350.00	\$1,750.00
29	LINEAR GRADING, TOPSOIL, SEEDING & MULCHING	LUMP	1	\$10,000.00	\$10,000.00	\$22,000.00	\$22,000.00
30	MAINTAINING TRAFFIC AND DETOUR SIGNING	LUMP	1	\$30,000.00	\$30,000.00	\$41,585.00	\$41,585.00
31	LOOP DETECTOR REMOVAL & REPLACEMENT	EACH	2	\$1,600.00	\$3,200.00	\$1,400.00	\$2,800.00
32	PEDESTRIAN PUSH BUTTON & SIGNAL HEAD RELOCATION	LUMP	1	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
33	EROSION CONTROL	LUMP	1	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00
34	SIGNING & PAVEMENT MARKING	LUMP	1	\$7,500.00	\$7,500.00	\$6,500.00	\$6,500.00
TOTAL PROJECT COST				TOTAL	\$776,515.00	TOTAL	\$789,935.00
				NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.		NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.	
				45 DAYS		95 DAYS	

ITEM	DESCRIPTION	UNIT	QTY.	PERK COMPANY, INC.		SET IN STONE CONTRACTING, LLC.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	CLEARING AND GRUBBING	LUMP	1	\$6,765.00	\$6,765.00	\$10,000.00	\$10,000.00
2	PAVEMENT REMOVED	SY	3,900	\$13.50	\$52,650.00	\$14.95	\$58,305.00
3	SUBGRADE COMPATION	SY	3,900	\$1.00	\$3,900.00	\$0.90	\$3,510.00
4	CONCRETE PAVEMENT w/FIBROUS REINFORCING	SY	3,900	\$78.00	\$304,200.00	\$92.50	\$360,750.00
5	ODOT 255 FULL DEPTH RIGID PAVEMENT REMOVAL & REPLACEMENT	SY	1,475	\$109.00	\$160,775.00	\$102.50	\$151,187.50
6	SUBGRADE REMOVAL AND REPLACEMENT (SLAB & JOINT REPAIR AREAS)	CY	40	\$100.00	\$4,000.00	\$50.00	\$2,000.00
7	CONCRETE CURB REPLACED	LF	60	\$55.00	\$3,300.00	\$53.00	\$3,180.00
8	6" FABRIC WRAPPED UNDERDRAIN	LF	2,200	\$13.80	\$30,360.00	\$8.45	\$18,590.00
9	CONCRETE DRIVE APRON	SF	5,000	\$9.00	\$45,000.00	\$9.25	\$46,250.00
10	BASE STABILIZATION, #2 AGGREGATE	CY	195	\$60.00	\$11,700.00	\$30.00	\$5,850.00
11	BASE STABILIZATION, #4 AGGREGATE	CU	195	\$60.00	\$11,700.00	\$30.00	\$5,850.00
12	CONCRETE SIDEWALK	SF	560	\$8.50	\$4,760.00	\$10.00	\$5,600.00
13	CONCRETE CURB RAMP	SF	95	\$35.00	\$3,325.00	\$18.50	\$1,757.50
14	EXISTING CURB INLET REMOVED	EACH	4	\$300.00	\$1,200.00	\$500.00	\$2,000.00
15	EXISTING STORM MANHOLE REMOVED	EACH	1	\$300.00	\$300.00	\$500.00	\$500.00
16	STORM SEWER REMOVED	LF	75	\$26.33	\$1,974.75	\$75.00	\$5,625.00 *
17	12" STORM SEWER	LF	40	\$121.75	\$4,870.00	\$85.00	\$3,400.00
18	18" STORM SEWER	LF	35	\$155.44	\$5,440.40	\$110.00	\$3,850.00
19	27" STORM SEWER	LF	5	\$292.09	\$1,460.45	\$510.00	\$2,550.00
20	ODOT NO. 3A CATCH BASIN	EACH	4	\$3,224.00	\$12,896.00	\$4,000.00	\$16,000.00
21	ODOT NO. 3 CATCH BASIN	EACH	2	\$3,284.00	\$6,568.00	\$4,500.00	\$9,000.00
22	EXISTING CURB INLET ADJUSTED TO GRADE	EACH	26	\$780.00	\$20,280.00	\$625.00	\$16,250.00
23	EXISTING CURB INLET RECONSTRUCTED TO GRADE	EACH	5	\$850.00	\$4,250.00	\$1,050.00	\$5,250.00
24	EXISTING MANHILE ADJUSTED TO GRADE	EACH	4	\$800.00	\$3,200.00	\$450.00	\$1,800.00
25	WATER STOP BOX ADJUSTED TO GRADE	EACH	1	\$500.00	\$500.00	\$200.00	\$200.00
26	MISCELLANEOUS STRUCTURES ADJUSTED TO GRADW	EACH	1	\$750.00	\$750.00	\$175.00	\$175.00
27	MISCELLANEOUS METAL	LBS	2,000	\$1.25	\$2,500.00	\$1.35	\$2,700.00
28	SURVEY MONUMENT AND MONUMENT BOX ASSEMBLY	EACH	5	\$800.00	\$4,000.00	\$475.00	\$2,375.00
29	LINEAR GRADING, TOPSOIL, SEEDING & MULCHING	LUMP	1	\$6,000.00	\$6,000.00	\$13,750.00	\$13,750.00
30	MAINTAINING TRAFFIC AND DETOUR SIGNING	LUMP	1	\$60,000.00	\$60,000.00	\$26,400.00	\$26,400.00
31	LOOP DETECTOR REMOVAL & REPLACEMENT	EACH	2	\$1,400.00	\$2,800.00	\$1,500.00	\$3,000.00
32	PEDESTRIAN PUSH BUTTON & SIGNAL HEAD RELOCATION	LUMP	1	\$4,950.00	\$4,950.00	\$7,000.00	\$7,000.00
33	EROSION CONTOL	LUMP	1	\$7,500.00	\$7,500.00	\$3,000.00	\$3,000.00
34	SIGNING & PAVEMENT MARKING	LUMP	1	\$5,750.00	\$5,750.00	\$6,500.00	\$6,500.00
TOTAL PROJECT COST				TOTAL	\$799,624.60	TOTAL	\$804,155.00
				NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.		NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.	

KARVO COMPANIES, INC.

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
1	CLEARING AND GRUBBING	LUMP	1	\$2,100.00	\$2,100.00
2	PAVEMENT REMOVED	SY	3,900	\$11.00	\$42,900.00
3	SUBGRADE COMPATION	SY	3,900	\$1.40	\$5,460.00
4	CONCRETE PAVEMENT w/FIBROUS REINFORCING	SY	3,900	\$75.00	\$292,500.00
5	ODOT 255 FULL DEPTH RIGID PAVEMENT REMOVAL & REPLACEMENT	SY	1,475	\$108.00	\$159,300.00
6	SUBGRADE REMOVAL AND REPLACEMENT (SLAB & JOINT REPAIR AREAS)	CY	40	\$140.00	\$5,600.00
7	CONCRETE CURB REPLACED	LF	60	\$49.00	\$2,940.00
8	6" FABRIC WRAPPED UNDERDRAIN	LF	2,200	\$12.00	\$26,400.00
9	CONCRETE DRIVE APRON	SF	5,000	\$10.00	\$50,000.00
10	BASE STABILIZATION, #2 AGGREGATE	CY	195	\$71.00	\$13,845.00
11	BASE STABILIZATION, #4 AGGREGATE	CU	195	\$71.00	\$13,845.00
12	CONCRETE SIDEWALK	SF	560	\$9.00	\$5,040.00
13	CONCRETE CURB RAMP	SF	95	\$22.45	\$2,132.75
14	EXISTING CURB INLET REMOVED	EACH	4	\$350.00	\$1,400.00
15	EXISTING STORM MANHOLE REMOVED	EACH	1	\$700.00	\$700.00
16	STORM SEWER REMOVED	LF	75	\$10.00	\$750.00
17	12" STORM SEWER	LF	40	\$160.00	\$6,400.00
18	18" STORM SEWER	LF	35	\$205.00	\$7,175.00
19	27" STORM SEWER	LF	5	\$245.00	\$1,225.00
20	ODOT NO. 3A CATCH BASIN	EACH	4	\$2,700.00	\$10,800.00
21	ODOT NO. 3 CATCH BASIN	EACH	2	\$3,450.00	\$6,900.00
22	EXISTING CURB INLET ADJUSTED TO GRADE	EACH	26	\$1,140.00	\$29,640.00
23	EXISTING CURB INLET RECONSTRUCTED TO GRADE	EACH	5	\$1,320.00	\$6,600.00
24	EXISTING MANHILE ADJUSTED TO GRADE	EACH	4	\$675.00	\$2,700.00
25	WATER STOP BOX ADJUSTED TO GRADE	EACH	1	\$400.00	\$400.00
26	MISCELLANEOUS STRUCTURES ADJUSTED TO GRADW	EACH	1	\$400.00	\$400.00
27	MISCELLANEOUS METAL	LBS	2,000	\$1.25	\$2,500.00
28	SURVEY MONUMENT AND MONUMENT BOX ASSEMBLY	EACH	5	\$825.00	\$4,125.00
29	LINEAR GRADING, TOPSOIL, SEEDING & MULCHING	LUMP	1	\$35,000.00	\$35,000.00
30	MAINTAINING TRAFFIC AND DETOUR SIGNING	LUMP	1	\$67,000.00	\$67,000.00
31	LOOP DETECTOR REMOVAL & REPLACEMENT	EACH	2	\$1,200.00	\$2,400.00
32	PEDESTRIAN PUSH BUTTON & SIGNAL HEAD RELOCATION	LUMP	1	\$3,700.00	\$3,700.00
33	EROSION CONTOL	LUMP	1	\$3,000.00	\$3,000.00
34	SIGNING & PAVEMENT MARKING	LUMP	1	\$5,750.00	\$5,750.00
TOTAL PROJECT COST				TOTAL	\$820,627.75
				NUMBER OF DAYS TO COMPLETE (Substantial Completion Required Within 95 Days of Issuance of Notice to Proceed.	
				95 DAYS	

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Brian Ohlin

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 18-2020** - An emergency resolution authorizing the Division of Police, upon approval of the Safety Director, to provide Police Protection Mutual Aid pursuant to Ohio Revised Code Section 737.041. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Brian Ohlin*)

BACKGROUND: There is a need to update the police mutual aid legislation from 1985 (78-85) to more efficiently provide for Brunswick Police Officers providing mutual aid to any political subdivision in the State of Ohio in accordance with ORC 737.041. The 1985 ordinance limits mutual aid to 11 political subdivisions in Medina County and these are undefined. With our proximity to other counties having this cover the state as a whole would be more efficient.

PURPOSE AND EXPLANATION: ORC 737.041 allows for municipal police officers to provide police protection to other political subdivisions when requested.

IMPLEMENTATION SCHEDULE: Enacted as soon as authorized.

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?

It is recommended that this be passed as an emergency with suspension of the rules so it can be made effective immediately for the safety of our collective communities.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 18-2020

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE DIVISION OF POLICE, UPON APPROVAL OF THE SAFETY DIRECTOR, TO PROVIDE POLICE PROTECTION MUTUAL AID PURSUANT TO OHIO REVISED CODE SECTION 737.041.

WHEREAS: Ohio Revised Code Section 737.041 permits the Brunswick Division of Police, without a contract, to provide police protection to any county, municipal corporation, township, township police district, or joint police district of this state, to a park district created pursuant to section 511.18 or 1545.01 of the Revised Code, to a port authority, to any multijurisdictional drug, gang, or career criminal task force, or to a governmental entity of an adjoining state without a contract to provide police protection, upon the approval, by resolution, of the legislative authority of the municipal corporation in which the department is located and upon authorization by an officer or employee of the police department providing the police protection who is designated by title of office or position, pursuant to the resolution of the legislative authority of the municipal corporation, to give the authorization.

WHEREAS: Ohio Revised Code Section 737.041 further provides that Chapter 2744 of the Ohio Revised Code (political subdivision tort immunity), insofar as it applies to the operation of police departments, shall apply to any municipal corporation and to members of its police department when the members are rendering police services pursuant to this section outside the municipal corporation by which they are employed.

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

SECTION 1: That the Brunswick Division of Police is hereby authorized to provide police protection mutual aid pursuant to Ohio Revised Code Section 737.041 upon authorization of the Safety Director or his/her designee.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary to allow for immediate provision of police mutual aid. Therefore, the same shall be in full force and effect 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

CITY OF BRUNSWICK, OHIO
ORDINANCE NUMBER 99-89

By Mr. Staurisky, Mrs. Malinak, Mr. Adamsky

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A POLICE MUTUAL AID AGREEMENT WITH OTHER POLITICAL SUBDIVISIONS IN THE COUNTY AND THE COUNTY OF MEDINA

WHEREAS: Ohio Revised Code Section 737.041 allows Municipal Corporation police officers to provide police protection to other political subdivisions within its mandates; and

WHEREAS: The City of Brunswick wishes to be able to exercise the authority granted under Ohio Revised Code Section 737.041; and

WHEREAS: The Medina County Sheriff and eleven (11) County political subdivisions have agreed to provide police mutual aid in accordance with Ohio Revised Code Section 737.041.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the City Manager is hereby authorized to enter into a police mutual aid agreement attached hereto as Exhibit "A" as though fully written herein.

SECTION 2: Therefore, the same shall be in full force and effect from and after its passage by the required number of votes or from the earliest time allowed by law.

APPROVED: *Judith A. Beadell*
Judith A. Beadell, Mayor

DATE: *October 9, 1989*

PASSED: 1st reading September 11, 1989
2nd reading September 25, 1989
3rd reading October 9, 1989

ADOPTED: October 9, 1989 AYES 7 NAYS 0

ATTEST: *Betty J. Taller*
Clerk of Council
Betty J. Taller

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 19-2020** - An emergency resolution authorizing participation in the Ohio Department of Transportation Winter Contract for road salt for the 2020-2021 Winter Season. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: The ODOT Office of Contracts Purchasing Services provides the opportunity for municipal corporations to participate in the State's purchase of sodium chloride(road salt) for snow and ice removal.

PURPOSE AND EXPLANATION: This agreement would allow the City to purchase sodium chloride(road salt) through the ODOT contract. This provides an economy of scale that typically provides lower prices than the City can receive on its own and helps the City keep salt costs as low as possible. The City of Brunswick has participated in this program in the past years with benefit.

IMPLEMENTATION SCHEDULE: The participation agreement was received from ODOT on March 13, 2020 with a deadline to have submitted completed legislation and the committed quantity of sodium chloride no late than April 24, 2020.

FINANCIAL INFORMATION: ODOT sodium chloride - - - Salt & Cinders - 117-0420-55300 - 3000 tons -

FINANCIAL SUMMARY: Per ton salt price and purchasing requirements would be based on the new ODOT contract that is yet to be determined. Purchases will be limited to Council adopted budget and the certified purchase order amounts in accordance with the Ohio Revised Code Section 5705.41D.

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?

It is requested that legislation is passed by emergency measure with suspension of the rules for the immediate preservation of the public peace, property, health, safety, or welfare, and so that the legislation will be enacted and delivered to ODOT prior to their April 24, 2020 deadline.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 19-2020

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING PARTICIPATION IN THE OHIO DEPARTMENT OF TRANSPORTATION WINTER CONTRACT FOR ROAD SALT FOR THE 2020-2021 WINTER SEASON.

WHEREAS: Ohio Revised Code Section 5513.01(B) provides the opportunity for political subdivisions to participate in contracts of the Ohio Department of Transportation (“ODOT”) for purchase of supplies, including road salt; and

WHEREAS: The City has participated in ODOT contracts for road salt in past years, which participation minimizes road salt costs and price increases.

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

SECTION 1: The City Manager is hereby authorized and directed, upon the approval of the Law Director, to enter into all necessary agreements with ODOT for the purchase of road salt for the 2020-2021 winter season upon the following terms:

- a) The City agrees to be bound by all terms and conditions established by ODOT in the Winter Contract for Road Salt (the “Contract”) and acknowledges that upon award of the Contract by the Director of ODOT, the City will be bound by all such terms and conditions contained therein.
- b) The City hereby acknowledges that upon formal execution of the Contract by the Director of ODOT, a contract between the City and the awarded road salt supplier (the “Supplier”) shall be created.
- c) The City hereby agrees to be solely responsible for resolving all claims or disputes arising out of the participation in the Contract and agrees to hold ODOT harmless from any claims, actions, expenses or other damages arising therefrom.
- d) The City hereby requests a total of 3,000 tons of Sodium Chloride (road salt), which the City agrees to purchase from the Supplier at the delivered price per ton as per the Contract.
- e) The City hereby agrees to purchase a minimum of 90% of the above requested road salt quantity from Supplier during the effective period of the Contract from September 1, 2020 through April 30, 2021.
- f) The City hereby agrees to place orders with and directly pay the Supplier on a net 30 basis for all road salt delivered pursuant to the Contract.
- g) The City hereby acknowledges that should the City wish to rescind its election to participate under the Contract, the City will do so no later than Thursday, June 1, 2020 by sending a written email request to ODOT Office of Contract Sales, Purchase Section at

Contracts.Purchasing@dot.ohio.gov. Upon receipt, ODOT shall respond that it has received the rescission request and confirm removal of the City's request to participate in the Contract. The City hereby acknowledges that it is the sole responsibility of the City to ensure that ODOT has timely received this Resolution and/or any rescission request and ODOT shall not be held responsible or liable for failure to timely receive the City's request to participate in the Contract and/or any rescission request.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that this Resolution must be submitted to ODOT by April 24, 2020 to allow for participation in the Contract for the 2020-2021 winter season. Therefore, the same shall be in full force and effect 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

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 20-2020** - An emergency ordinance amending Council's Ordinance Number 90-17 and the City's Fund Balance Reserve Policy - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: Over the past two decades, the compounded impacts of the economy, political environment, and increasing demand for services and capital needs have presented challenges in maintaining adequate cash reserves for the City of Brunswick. From 2002 through 2009, the City expended significantly more money than it was taking in, thus draining the cash reserves to levels that were unacceptable to the City and the Brunswick Citizens' Financial Audit Review and Advisory Committee. The most significant factor or identified cause of these practices was the implementation of long-term financial commitments without a corresponding long-term funding stream in place.

During mid 2010 through the date of this proposal, City Council, City Administration and the Committee have taken measures to restore the City's fiscal infrastructure, rebuild its cash reserves and revamp various fiscal and budgeting practices. As a part of these revamped practices, City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee established a fund balance reserve policy.

During a review and discussion of the fund balance reserve policy during 2017 with the City's Finance Committee on September 25, 2017, it was the desire of City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee to systematically increase the reserve levels and thus amend the fund balance reserve policy.

in March of 2020, the City Council and City Administration recommended additional changes to this policy as a result of the recent health pandemic and emergency situation. The changes to this policy include increases to the City's fund balance reserve levels. Approved increases will provide more financial flexibility for the City in the future to deal with the unknown impacts of this emergency situation.

PURPOSE AND EXPLANATION: See background and the attached Fund Balance Reserve Policy - Exhibit A for proposed amendments.

IMPLEMENTATION

SCHEDULE:

Proposed schedule: Place on Council agenda on March 23, 2020 with emergency and suspension of the rules consideration.

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

If this legislation is passed, it would increase the City's ability to deal with this emergency situation and unknown effects involving this health pandemic. If certain events were to arise that would allow the cash reserves to either fall below the minimum reserve or go above the maximum reserves, then certain conditions and actions as outlined in the amended policy would be required.

**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?

Emergency with suspension of the rules is recommended to allow for more financial flexibility to deal with the unknown impacts of this emergency situation.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 20-2020

By: Committee-of-the-whole

AN EMERGENCY ORDINANCE AMENDING COUNCIL'S ORDINANCE
NUMBER 90-17 AND THE CITY'S FUND BALANCE RESERVE POLICY.

WHEREAS: City Council and City Administration recommend additional changes to the Fund Balance Reserve Policy as a result of the recent health pandemic and emergency situation.

WHEREAS: Approved increases to the reserve levels will provide more financial flexibility for the City to deal with the unknown impacts of this emergency situation.

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

SECTION 1: That the Fund Balance Reserve Policy, as attached hereto as Exhibit "A", is amended and hereby adopted.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare, and for the usual daily operation of a municipal government and for the additional reason that Council wishes to better prepare for the unknown impacts of this emergency situation. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading __

RULES SUSPENDED: AYES ____ NAYS ____

ADOPTED: _____ AYES ____ NAYS ____

ATTEST: _____
Clerk of Council
Fijabi Julien-Gallam, CMC

CITY OF BRUNSWICK



FUND BALANCE RESERVE POLICY

Established October 2012 (Ordinance #96-12)-

Amended by Council 2017 (Ordinance #90-17), and March 23, 2020
(Ordinance #) effective December 13, 2018

BACKGROUND:

-Over the past two decades, the compounded impacts of the economy, political environment, and increasing demand for services and capital needs have presented challenges in maintaining adequate cash reserves for the City of Brunswick. From 2002 through 2009, the City expended significantly more money than it was taking in, thus draining the cash reserves to levels that were unacceptable to the City and the Brunswick Citizens' Financial Audit Review and Advisory Committee. The most significant factor or identified cause of these practices was the implementation of long-term financial commitments without a corresponding long-term funding stream in place.

During mid 2010 through the date of this proposal, City Council, City Administration and the Committee have taken measures to restore the City's fiscal infrastructure, rebuild its cash reserves and revamp various fiscal and budgeting practices. As a part of these revamped practices, City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee established a fund balance reserve policy. ~~Upon the most recent review and discussion of the fund balance reserve policy during 2017, it is the desire of The~~ City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee decided to systematically increase the reserve levels and thus amend the fund balance reserve policy during 2017. Furthermore, in March of 2020, the City Council and City Administration recommended additional changes to this policy as a result of the recent health pandemic and emergency situation. The changes to this policy include increases to the City's fund balance reserve levels. Any approved increases will provide more financial flexibility for the City in the future to deal with the unknown impacts of this emergency situation.

OBJECTIVE:

It shall be the objective of the City to achieve a sound financial condition and to maintain appropriate levels of unencumbered cash reserves in the General Fund to:

- 1) Ensure the timely payment of all financial obligations.
 - 2) Reduce susceptibility to downturns in the economy or revenue shortfalls.
 - 3) Provide financial resources to pay for unanticipated emergencies.
 - 4) Comply with and meet debt covenants and obligations.
 - 5) Secure and maintain investment grade credit ratings.
-

RESERVE POLICY:

The City's General Fund accounts for all financial resources except those required to be accounted for in another fund. These financial resources are available for any purpose, provided they are expended or transferred according to the general laws of Ohio and the Charter of the City of Brunswick. The City shall attempt to maintain a minimum General Fund unreserved undesignated cash fund balance reserve of no less than \$2,750,000 as of December 31, 2017. The minimum reserve shall ~~systematically~~ increase to \$3,000,000 as of December 31, 2018, \$3,750,000 as of December 31, 2019 and \$4,500,000 as of December 31, 2020. ~~by an additional \$250,000 as of December 31 of each subsequent year, for an additional four years.~~ As of December 31, 2021, the City shall attempt to maintain a minimum General Fund unreserved undesignated cash fund balance reserve of no less than \$34,750,000.

Council may legislatively designate the use of the General Fund unreserved undesignated cash reserves below the established minimum. If at the end of a fiscal year, the General Fund unreserved undesignated cash fund balance reserve falls below \$ the minimum, the City Manager shall prepare and submit his/her plan for expenditure reductions and/or revenue adjustments to City Council. City Council shall take action necessary to restore the unreserved, undesignated General Fund cash reserve fund balance reserve back to the minimum level, preferably within one year, but no more than three years after the last day of the fiscal year in which the minimum reserve level was breached.

In the event the General Fund unreserved, undesignated cash fund balance reserve exceeds \$4,250,000 as of December 31, 2017; \$4,500,000 as of December 31, 2018; ~~\$6,150,000~~\$4,750,000 as of December 31, 2019; ~~\$7,250,000~~\$5,000,000 as of December 31, 2020; and ~~\$5,250,000~~\$7,500,000 as of December 31, 2021 and each fiscal year thereafter on the last day of the fiscal year, the excess may be used in one of or a combination of the following ways:

- One-time expenditures or set aside for future one time expenditures, including but not limited to debt principal reductions or capital improvements, which do not increase recurring operating costs;
- Other one-time costs, or the establishment of or increase in legitimate reservations or designations of any fund balance under the authority of Council;
- Start-up expenditures for new programs provided such action is accompanied by an approved multi-year projection of revenues and expenditures. The program shall not be authorized unless the projections are both reasonable and include revenue streams sufficient to cover the expenditures.

This policy and reserve requirements should be reviewed on an annual basis and, if appropriate, amended accordingly.

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

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

Recommendation is for emergency and suspension of the rules with passage on March 23, 2020.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 21-2020

BY: Committee-of-the-Whole

AN EMERGENCY ORDINANCE REPEALING ORDINANCE NO. 8-2020.

WHEREAS: City Council previously adopted Ordinance No. 8-2020 to transfer and advance funds to comply with the City's then current Fund Balance Reserve Policy.

WHEREAS: Due to the recent health pandemic and emergency situation, the City anticipated amending its Fund Balance Reserve Policy retroactive to December 31, 2019 to provide more financial flexibility and liquidity in the General Fund. Additional financial flexibility and General Fund reserves will allow the City to better address unknown impacts of this emergency situation moving forward.

WHEREAS: In order to provide additional financial flexibility and liquidity in the General Fund, it is necessary to repeal Ordinance No. 8-2020.

WHEREAS: The City anticipates introduction of a new transfer and advance Ordinance to comply with any amended Fund Balance Reserve Policy.

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

SECTION 1: That Ordinance No. 8-2020 is hereby repealed in its entirety.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate approval is necessary to allow for additional financial flexibility and liquidity to address unknown impacts of the current emergency situation. Therefore, the same shall be in full force and effect 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

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 3/23/2020

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

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 22-2020** - An emergency ordinance to transfer and advance funds. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705 transfers and advances may become necessary as certain financial situations arise. Transfers and Advances may also occur as a result of the City's Fund Balance Reserve Policy. A transfer is the permanent movement of money from one fund to another. An advance is the temporary movement of money from one fund to another fund that will be repaid upon the completion of an anticipated event. The process of transferring and advancing funds is required by law in certain financial situations and is audited under the direction of the Auditor of State for compliance every year. Transfers and Advance legislation is generally presented two to three times a year or more, if deemed necessary.

The City of Brunswick Administration is recommending Council to amended its fund balance reserve policy and repeal Ord#8-2020 that previously transferred and advance funds. If both occur, it should allow for more financial flexibility in the General Fund to deal with the unknowns relating to the recent health pandemic and emergency situation.

As a result of anticipated changes made to the fund balance reserve policy and repealing of Ord #8-2020, the City of Brunswick now wishes to transfer funds and advance funds. The only difference between this new transfer and advance Ordinance from the anticipated repealed Ord #8-2020 is: \$1,400,000 less will be transferred from the General Fund to the Road Improvement Fund than originally planned. This is being done to provide the City with more financial flexibility and General Fund liquidity to better deal with the unknowns relating to health pandemic and emergency situation.

PURPOSE AND EXPLANATION: See background section

IMPLEMENTATION SCHEDULE: Place on the March 23, 2020, Council agenda as an emergency with suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL

SUMMARY:

Transfers and advances do not have a financial impact on the City funds as a collective whole. Transfers and advances are merely the movement of money from one fund to another and are defined in the Ohio Revised Code Section 5705 and in the Auditor of State Compliance Supplement. Transfers and advances are required to be included in the City’s adopted budget and are also required to be approved by City Council.

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. Emergency clause necessary to allow funding to be in place to administer plans and/or purchase orders for various projects, grants, etc.

ADDITIONAL INFORMATION:

None.



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 22-2020

By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE TO TRANSFER AND ADVANCE FUNDS

- WHEREAS: The City of Brunswick Administration is recommending Council amend the City's fund balance reserve policy and repeal Ord#8-2020 to provide more financial flexibility to deal with the unknowns relating to the recent health pandemic and emergency situation.
- WHEREAS: The City of Brunswick wishes to transfer funds and advance funds pending anticipated changes to the City's fund balance reserve policy and repealing of Ord #8-2020.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Road Capital Projects Fund #333 to set aside funds for current and future road improvement projects.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Road Capital Projects Fund #333 to designate video service provider fees per Resolution #49-12 and other available monies towards road improvements.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Capital Projects Improvement Fund #300 for various capital improvements as determined or may be authorized by Council.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Recreation Center Fund #131 to help subsidize operational, contractual and capital expenses.
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Brunswick Area Television (Cable TV) Fund #123 to cover anticipated internet expenses.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Road Levy Improvement Fund (#332) to the General Fund #001 since the 2019 road levy projects are near completion.
- WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to the Road Levy Improvement Fund #332 to allow for a 2020 neighborhood road improvement program to occur during the upcoming construction season versus otherwise waiting for all levy proceeds to be received.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the OPWC Multi Roads Improvement Fund #370 to the General Fund #001 since the OPWC project is



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 22-2020

completed and all grant reimbursements and 0% interest loan proceeds have been received.

WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Flex Spending Agency Fund #885 to the General Fund #001 since all payroll withholdings from the previous year have been contributed and the flexible spending IRS Section 125 program year has been completed.

WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Department of Justice Federal Grant Fund #129 to the General Fund #001 since the 2015-JG-A02-6712A Edward Byrne Memorial Justice Grant (Communication) grant is completed and federal grant reimbursements have been received.

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to OPWC Laurel Road Improvement Fund #371 to temporarily fund the anticipated Laurel Road Phase III OPWC improvement project until OPWC grant reimbursements are received.

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to City Hall Expansion Fund #336 to temporarily fund the 2020 NOPEC grant expenses until the 2020 NOPEC grant reimbursements are received.

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to City-Wide Parks Capital Improvement Fund #341 to temporarily fund the ODNR Plum Creek Flood Control grant until the grant reimbursements are received.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the following funds are hereby transferred:

FROM: General Fund (#001)
TO: Road Capital Projects Fund (#333)
AMOUNT: \$2,594,470.19

FROM: General Fund (#001)
TO: Capital Projects Improvement Fund (#300)
AMOUNT: \$750,000.00

FROM: General Fund (#001)
TO: Recreation Center Fund (#131)
AMOUNT: \$215,000.00

FROM: General Fund (#001)
TO: Brunswick Area Television (Cable TV) Fund (#123)
AMOUNT: \$32,000.00



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 22-2020

SECTION 2: That the following funds are hereby advanced:

FROM: Road Levy Improvement Fund (#332)
TO: General Fund (#001)
AMOUNT: \$830,000.00

FROM: General Fund (#001)
TO: Road Levy Improvement Fund (#332)
AMOUNT: \$830,000.00

FROM: OPWC Multi Roads Improvement Fund (#370)
TO: General Fund (#001)
AMOUNT: \$728,800.00

FROM: Flex Spending Agency Fund (#885)
TO: General Fund (#001)
AMOUNT: \$30,000.00

FROM: Department of Justice Federal Grant Fund (#129)
TO: General Fund (#001)
AMOUNT: \$10,735.20

FROM: General Fund (#001)
TO: OPWC Laurel Road Improvement Fund (#371)
AMOUNT: \$623,000.00

FROM: General Fund (#001)
TO: City Hall Expansion Fund (#336)
AMOUNT: \$117,302.00

FROM: General Fund (#001)
TO: City-Wide Parks Capital Improvement Fund (#341)
AMOUNT: \$200,000.00

SECTION 3: This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety, welfare, and providing for the usual daily operation of a municipal department, and for the further reason that proper funding sources be transferred and advanced. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 22-2020

PASSED: 1st Reading ___
Rules Suspended: AYES ___ NAYS ___

ADOPTED: _____ AYES ___ NAYS ___

ATTEST: _____
Clerk of Council
Fijabi Julien-Gallam, CMC