

BRUNSWICK CITY FINANCE COMMITTEE

Agenda

JULY 24, 2023

5:55 PM

or Immediately Following
Planning & Zoning Committee

1. Discussion Items

RES. NO. 56-2023 - An emergency resolution authorizing the City Manager to enter into an agreement with Stifel, Nicolaus & Company, Inc. for underwriting services in an amount not to exceed \$60,000.00. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

ORD. NO. 57-2023 - An emergency ordinance amending ordinances #103-2022, #9-2023, #19-2023 and #34-2023 to include amendments to the Appropriation Budget for the year ending December 31, 2023 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

ORD. NO. 58-2023 - An emergency ordinance to advance funds. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

RES. NO. 61-2023 - An emergency resolution declaring the official intent and reasonable expectation of the City of Brunswick on behalf of the State of Ohio (the borrower) to reimburse the City's OPWC Magnolia Drive Improvement Fund #374 for the Magnolia Drive Phase II improvements (OPWC Project #CI06AA) with the proceeds of tax-exempt debt of the State of Ohio - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*).

2. General Discussion

3. Adjournment

PROPOSED LEGISLATION



DATE: 7/24/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 56-2023** - An emergency resolution authorizing the City Manager to enter into an agreement with Stifel, Nicolaus & Company, Inc. for underwriting services in an amount not to exceed \$60,000.00. - **1st Reading** (To be brought from Finance Committee, Administration/Todd Fischer)

BACKGROUND: On May 2, 2023, the electorate approved Issue 7 (4,033 Votes For - 2,233 votes against) to issue \$12 million in bonds for the purpose of constructing, furnishing, equipping and otherwise improving a new fire station and preparing, equipping and otherwise improving its site.

On May 8, 2023, City Council authorized the City Manager to obtain Requests for Proposals or "RFQs" for municipal underwriting services.

The official election results, including Issue 7, were certified by the Board of Elections on May 23, 2023.

On June 1, 2023, the RFQ packet for underwriting Services was officially published.

On June 16, 2023, the City received 11 different RFQs for underwriting services by the deadline.

The City's team subsequently met, discussed and scored the 11 RFQs. The City's team also shared and received verbal and independent input from the City's municipal advisor, Sudsina & Associates LLC. during this process.

Stifel, Nicolaus & Company, Inc. received the highest and best score based on the 11 qualifications received. Therefore, the Administration is now requesting City Council's authorization for the City Manager to enter into an agreement with Stifel, Nicolaus & Company, Inc. for underwriting services not to exceed \$60,000 on the \$12 million proposed bond issue for a new fire station. Although the bonds are not expected to be issued until sometime in 2024, the Administration would like to secure an agreement at least 6 months in advance of any bond issue. This additional time will help the City better

meet its timeline and goals to release an official statement, present up-to-date financial and economic information to credit agencies, seek a potential credit rating increase, market the bonds, etc.

PURPOSE AND EXPLANATION:

See background and reason for emergency above.

IMPLEMENTATION SCHEDULE:

See Recommendation for emergency above.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

Not to exceed a total cost of \$60,000 for underwriting services performed. Underwriting services will be associated with the \$12 million of bonds for the construction of a new fire station as approved by the electorate.

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?

Recommendation for emergency and suspension of the rules in order to enter into an agreement asap. The reason for the emergency is to give the Administration as much time as possible to synch up the financial package for the construction of a new fire station and when the money is needed.

ADDITIONAL INFORMATION:

Underwriting costs are expected to be charged at the time of the bond sale and taken directly from the proceeds. The issuance of bonds is also not expected to occur until sometime in 2024, after the construction manager at risk is secured and around the time that the architectural design of the building is completed with construction timelines and anticipated draws.

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 56-2023

BY: Mr. Hanek, Mr. Abella, Mr. Lambert

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH STIFEL, NICOLAUS & COMPANY, INC. FOR UNDERWRITING SERVICES IN AN AMOUNT NOT TO EXCEED \$60,000.00.

WHEREAS: On May 2, 2023, the electorate of the City of Brunswick approved Issue 7 (4,033 to 2,233) for the issuance of \$12,000,000.00 in bonds for the purpose of constructing, furnishing, equipping and otherwise improving a new fire station and the site associated therewith;

WHEREAS: On May 8, 2023, City Council authorized the City Manager to obtain Requests for Proposals (RFQs) for municipal underwriting services;

WHEREAS: On May 23, 2023, the official election results for Issue 7 were certified by the Medina County Board of Elections;

WHEREAS: On June 1, 2023, the RFQ packet for underwriting services was officially published;

WHEREAS: On June 16, 2023, the City received eleven (11) RFQs for underwriting services;

WHEREAS: Consistent with applicable law and per review and input from the City's independent municipal advisor Sudsina & Associates LLC, the City's ranking team met, discussed and scored the received RFQs; and

WHEREAS: Stifel, Nicolaus & Company, Inc. received the highest and best score based upon the eleven (11) RFQs received.

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

SECTION 1: That the City Manager, with the approval of the Assistant Law Director, is hereby authorized and directed to enter into an Agreement with Stifel, Nicolaus & Company, Inc. for underwriting services in an amount not to exceed \$60,000.00.

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 to allow the Administration sufficient time to finalize the financial package (including presentment of updated financial and economic information to credit agencies, seek potential credit rating increases, and market the bonds) to meet applicable construction timelines and goals. 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
Laura E. Timura

**REQUEST FOR QUALIFICATIONS
FOR
UNDERWRITING SERVICES**

**City of Brunswick
4095 Center Road
Brunswick, Ohio 44212**

**Carl DeForest
City Manager**

**RFQ Number: 2023-001
Release Date: June 1, 2023**

REQUEST FOR QUALIFICATIONS
UNDERWRITING SERVICES
THE CITY OF BRUNSWICK, OHIO

I. INTRODUCTION

The City of Brunswick, Ohio (the “City”) is requesting STATEMENTS OF QUALIFICATIONS for the purpose of evaluating qualified bond underwriters to meet current and future debt financing requirements.

The City currently has one anticipated bond issue identified. On May 2, 2023, the electorate, through an affirmative vote, approved the issuance of bonds for the purpose of constructing, furnishing, equipping and otherwise improving a fire station and preparing, equipping and otherwise improving its site in the principal amount of \$12,000,000 to be repaid annually over a maximum of twenty years through an annual levy of property taxes outside of the ten-mill limitation. The issuance of bonds is currently anticipated to be needed in early 2024 after the design is completed and around the time construction documents are being developed.

II. SCOPE OF SERVICES

The underwriter will assist the City in the structuring, marketing and sale of negotiated bonds to meet the financing requirements of specific projects. The sale of the bonds will coincide with the financing needs of specific projects. The underwriter will report to the City’s internal financing team that consists of the Finance Director, City Manager, Law Director and other City staff or members of the City’s financing team, as required.

Services expected of the underwriter will include the following:

1. Assist in the structuring of the bond issue, including critical areas such as capitalizing interest, redemption provisions, and serial versus term bonds. Also advise on the issuance of short-term debt during initial construction phase.
2. Marketing and underwriting of the bonds or any related short-term debt. The City will expect the underwriter to recommend a marketing plan that results in the most favorable bond terms to the City, and to prepare a pre-pricing analysis document for timely discussion prior to the bond sale. A marketing plan would address current outstanding market conditions. The marketing plan would also address the merits of retail versus institutional sale, given market preferences at the time of the sale.
3. Analyze and advise as to the possibility of credit enhancing the bonds, or having the bonds rated by the rating services, depending on the financing.
4. Assist in preparation of the Official Statement, Continuing Disclosure Agreement and other necessary bond disclosure documents.
5. Participate in meetings as requested, including due diligence, presentations to City Council, and other strategic planning meetings.

III. REQUEST FOR QUALIFICATIONS QUESTIONS

The response should emphasize services or comparative transactions that will be relevant to the City of Brunswick. The underwriter shall provide a clear, concise Statement of Qualifications that will address the underwriter’s ability and experience in complying with the scope of services requirements set forth above.

1. Give a brief description of the firm. Please indicate your firm's commitment to the municipal industry and demonstrate your firm's performance in Ohio.
2. List by name and title the senior finance person, the person from trading/underwriting, and also the principal associates who would work with the City. Identify the contact person who will have primary account responsibility. Provide qualifications, experience, and office location and phone number for each.
3. Describe your firm's particular expertise in structuring and underwriting bonds of the types referenced in the introduction of this Request for Qualifications. Give examples of how this expertise has been utilized to the advantage of issuers and how it may relate to the City.
4. Describe your firm's retail and institutional distribution capabilities and geographic areas of distribution. Describe any industry surveys or recent reports that support your claims of capital market penetration relative to your firm's competitors. Describe the firm's underwriting committee approval procedure within your firm.
5. Briefly describe any attributes that distinguish your firm from others offering similar services that would prove helpful to the City in our selection process.
6. Describe the level and types of insurance carried, including the deductible amount, to cover errors and omissions, improper judgments, or negligence.
7. Describe any pending investigation of the firm or enforcement or disciplinary actions taken within the past three years by the SEC or other regulatory bodies.
8. Provide a list of three municipal references, including name, address, telephone number, and type of financing completed for these clients during the past three years.
9. Describe your firms' process and involvement in the preparation of your client's Official Statement and other necessary bond documents.
10. Provide a list (as an exhibit) of issues relevant to the City of Brunswick for which the firm has participated in underwriting since January 2021. Please provide the following information: date of issue, issue ratings, type of financing, your firm's role in the transaction, and a breakdown of the underwriters' gross spread components and management fee splits.

IV. STATEMENT OF QUALIFICATIONS SUBMITTAL

- ◆ Firms desiring to respond should submit three copies of the Statement of Qualifications not to exceed ten pages. Item #10 can be in addition to the ten pages of the Statement of Qualifications. Statements of Qualifications must be in a sealed envelope marked "Underwriter Request for Qualifications" and be received by the City of Brunswick's Office of Administrative Services no later than **10:00 a.m., local time on Friday June 16, 2023**. Please send to:

Office of Administrative Services
City of Brunswick
4095 Center Road
Brunswick, Ohio 44212

Reference: Underwriter Request for Qualifications

- ◆ Responding firms will be reviewed for conformance to the above requirements and each vendor will be evaluated based on their qualifications to provide the requested professional services. The selection committee's recommendation will be forwarded to City Council for final approval. As part of this evaluation, the City may request and hold interviews with individual firms. The City expects to enter into contract negotiations with the firm ranked most qualified to perform the services needed. The City reserves

the right to enter into more than one contract or use a team of underwriters to best fit the needs and circumstances of each financing. Statements of Qualifications received in response to this request will be placed on file by the City, and firms submitting a statement of qualifications shall be deemed a pre-qualified firm for consideration for any future bond issuances over the next five years.

- ◆ General questions may be directed to Todd R. Fischer, Finance Director at 330-273-8003.

PROPOSED LEGISLATION



DATE: 7/24/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 57-2023** - An emergency ordinance amending ordinances #103-2022, #9-2023, #19-2023 and #34-2023 to include amendments to the Appropriation Budget for the year ending December 31, 2023 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705, any and all activity of the City must be included in the budget. As actual information is obtained and compared to estimates or new items are requested to be added or deleted by the respective departments, it is necessary and required to present the proposed budget amendments to Council for approval. This process is required by law and audited under the direction of the Auditor of State for compliance every year.

PURPOSE AND EXPLANATION: See the fiscal section and related attachments for additional information.

IMPLEMENTATION SCHEDULE: Discuss at the July 24, 2023, Finance Committee meeting and move to the July 24, 2023, Council agenda as an emergency with the suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The total financial impact of this legislation is a net **decrease** to the overall City appropriation budget by \$175,381.73. The largest components of the net decrease, in no particular order, relate to:

- 1) Reduction of \$362,810.50 in available capital improvement fund appropriations so that these funds can later be appropriated next year for the U.S. Army Corp of Engineers Section 219 Grant if funded by Congress in 2024 or beyond. Currently, the City has been awarded a \$4,510,000 grant for stormwater and water quality projects that will also require a match of 25% or \$1,503,333.33. The grant has been awarded. However, it has not yet been funded through Congress. Regardless of when the grant funding at the

federal level will occur, the City is working on a funding plan package for 2024 and beyond that will ultimately identify and set aside the needed local match and provide additional funds to cover some of the grant expenditures until reimbursed. A large portion of the financial package needed is expected to be included in the City Manager's 2024 budget proposal and this is the first step to identify some available funds for that process.

2) Reduction of \$70,804 in combined appropriations in the Police and Fire funds due to House Bill 512 not being adopted by the State Legislature. H.B. 512 would have increased employer contribution rates for the Ohio Police & Fire Pension Fund over several years. The estimated costs of H.B. 512 were originally included in the 2023 budget proposal but are now no longer needed.

3) Reduction of \$56,928.67 in local cost appropriations relating to the OPWC Old Eagle Project. The project has been completed and the remaining appropriations are no longer needed.

4) Increase of \$121,500 relating to a CDBG Grant Award received through Medina County for the resurfacing of McKinley & Garfield roads. The actual construction costs, excluding engineering and inspection costs, are expected to be limited to the grant award. A corresponding estimated receipt will also be included in the City's Certificate of Estimated Resources.

5) \$100,000 increase in capital set-aside funds for the Division of Fire as a result of increased estimates for emergency medical billing revenues. Set aside funds are not expenditures but rather moving cash from one purpose to another to plan for a future event. The movement of these funds from one purpose to another is required to be budgeted and will be offset with a corresponding transfer-in receipt included on the City's Certificate of Estimated Resources Form. These capital set asides will help departments with their financial planning and be an added tool in helping them achieve their 5-year goals/planned capital purchases. Please note: the majority of set aside funds for the Division of Fire originate from emergency billing revenues.

6) \$75,000 increase for professional and ongoing legal services not included in the original 2023 budget.

All other items not specifically listed in this summary are detailed with a description and listed amounts in the attached Exhibit B.

Exhibit A is the legal document required to be reviewed and adopted by Council pursuant to Ohio Revised Code Section 5705 for these budget amendments to be adopted.

Exhibit B is provided for informational and review purposes only.

It's important to note that this legislation only has a budgetary impact and actual expenditures are still subject to state and local laws.

**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 the suspension of the rules. The emergency clause is necessary in order to remain in compliance with the Ohio Revised Code, allow for the daily operations of the City of Brunswick to continue without interruptions, meet various deadlines and keep the budget as up-to-date as possible in order to provide accurate accountability to the City's financial readers and interested parties.

**ADDITIONAL
INFORMATION:**

EXHIBIT A

July 24, 2023

Fund Number	Fund Name / Department	Personal Service	Other	Total
General Fund				
001	General Fund			
	City Council	189,566.00	85,435.00	\$ 275,001.00
	Mayor	106,422.00	94,727.00	\$ 201,149.00
	City Manager	196,467.00	138,877.00	\$ 335,344.00
	Information Technologies	181,122.00	507,410.86	\$ 688,532.86
	Engineering	24,972.00	674,285.00	\$ 699,257.00
	Building Department	353,822.00	271,710.00	\$ 625,532.00
	Cemetery Maintenance	-	22,765.00	\$ 22,765.00
	Janitorial Contract	-	21,627.00	\$ 21,627.00
	City Hall Building & Grounds	5,673.00	64,649.00	\$ 70,322.00
	Administrative Services	93,566.00	59,366.69	\$ 152,932.69
	Economic Development	116,999.00	248,776.00	\$ 365,775.00
	Animal Control	78,667.00	71,440.00	\$ 150,107.00
	Law Department	196,271.00	350,392.00	\$ 546,663.00
	Finance Department	266,697.00	230,195.86	\$ 496,892.86
	Income Tax Department	209,648.00	258,327.00	\$ 467,975.00
	Parks & Recreation Director	78,925.00	63,674.00	\$ 142,599.00
	General Fund Administration	-	1,338,126.63	\$ 1,338,126.63
	Planning Division/Community Development	73,269.00	73,746.00	\$ 147,015.00
	Board of Building Appeals	501.00	1,220.00	\$ 1,721.00
	Board of Zoning Appeals	1,196.00	4,597.00	\$ 5,793.00
	Board of Civil Service	11,468.00	66,335.00	\$ 77,803.00
	Board of Ethics	5,600.00	4,645.00	\$ 10,245.00
	Board of Charter Review	-	-	\$ -
	Board of Commemorative Affairs	-	18,270.00	\$ 18,270.00
	General Fund Transfers / Advances	-	27,732,507.65	\$ 27,732,507.65
001	Total General Fund	\$ 2,190,851.00	\$ 32,403,104.69	\$ 34,593,955.69
Special Revenue Funds:				
110	Court Computerization Fund	5,539.00	14,670.00	\$ 20,209.00
111	FEMA Grant Fund	-	-	\$ -
114	Police Fund	4,707,518.00	4,998,151.37	\$ 9,705,669.37
115	Fire Fund	2,668,467.00	6,874,258.40	\$ 9,542,725.40
117	Street Repair & Maintenance Fund	1,310,904.00	2,840,468.27	\$ 4,151,372.27
118	State Highway Fund	-	131,000.00	\$ 131,000.00
119	Law Enforcement Fund	-	33,449.92	\$ 33,449.92
120	Brunswick Transit Alternative (BTA) Fund	-	45,000.00	\$ 45,000.00
123	Brunswick Area Television (BAT) Fund	171,916.00	271,607.42	\$ 443,523.42
127	Parks Fund	206,930.00	502,217.86	\$ 709,147.86
129	Department of Justice Federal Grant Fund	-	229,109.09	\$ 229,109.09
130	DUI Enforcement & Education Fund	-	10,800.00	\$ 10,800.00
131	Recreation Center Fund	401,731.00	631,456.05	\$ 1,033,187.05
133	Home Improvement Grant Fund (CDBG)	-	43,131.46	\$ 43,131.46
140	Local Fiscal Recovery Fund	186,625.00	114,426.15	\$ 301,051.15
141	Opioid Settlement Fund	-	32,634.08	\$ 32,634.08
Enterprise Funds:				
223	Refuse Fund	73,185.00	2,995,329.00	\$ 3,068,514.00
224	Storm Water Management Fund	34,196.00	1,252,357.24	\$ 1,286,553.24
Capital Improvement Funds:				
300	General Permanent Improvement Fund	-	4,019,541.60	\$ 4,019,541.60
332	Road Levy Fund	-	2,671,609.05	\$ 2,671,609.05
333	Road Improvement Fund	-	4,093,819.84	\$ 4,093,819.84
334	Traffic Control Fund	-	-	\$ -

335	Public Square Fund	-	-	\$	-
336	City Building Improvement Fund	-	268,616.00	\$	268,616.00
337	EPA Grant Fund	-	1,500,000.00	\$	1,500,000.00
339	Fire Improvement Fund	-	-	\$	-
341	Park Improvement Fund	-	1,061,040.00	\$	1,061,040.00
347	North Carpenter Road Improvement Fund	-	1,877,351.06	\$	1,877,351.06
348	Boston Road Improvement Fund	-	93,519.24	\$	93,519.24
353	I-71 / Rt. 303 Enhancement Fund	-	-	\$	-
360	Brunswick Lake Improvement Fund	-	600,762.05	\$	600,762.05
371	OPWC Laurel Road Improvement Fund	-	-	\$	-
372	OPWC Old Eagle Drive Improvement Fund	-	508,785.17	\$	508,785.17
373	OPWC Skyview Drive Improvement Fund	-	904,396.98	\$	904,396.98
374	OPWC Magnolia Drive Improvement Fund	-	1,650,000.00	\$	1,650,000.00
Self Insurance Fund:					
600	Self Insurance Fund	-	3,618,628.00	\$	3,618,628.00
Debt Service Funds:					
771	General Obligation Bond Retirement Fund	-	-	\$	-
782	Special Assessment BRF: Laurel Road (2006)	-	37,037.50	\$	37,037.50
783	Special Assessment BRF: Brunswick Lake - Dam	-	18,948.83	\$	18,948.83
784	Special Assessment BRF: Brunswick Lake - Dredging	-	11,826.19	\$	11,826.19
Agency Funds:					
881	General Trust Agency Fund	-	777,112.50	\$	777,112.50
882	Unclaimed Money Agency Fund	-	20,000.00	\$	20,000.00
885	Flexible Spending Agency Fund	-	140,000.00	\$	140,000.00
886	Non-Residential 3% Building Permit Agency Fund	-	35,000.00	\$	35,000.00
887	Residential 1% Building Permit Agency Fund	-	10,000.00	\$	10,000.00
Grand Total				\$	89,299,027.01

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #4 - For informational purposes only

For the Budget Year Ending December 31, 2023

7/24/2023

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
General (#001)			
CBO	001-0430-51000	(15,818.00)	The costs associated with a 2 month overlap plan to fill and train a CBO replacement was not needed. Costs were included in the Original 2023 budget.
PERS	001-0430-52223	(3,797.00)	The costs associated with a 2 month overlap plan to fill and train a CBO replacement was not needed. Costs were included in the Original 2023 budget.
MEDITAX	001-0430-52226	(230.00)	The costs associated with a 2 month overlap plan to fill and train a CBO replacement was not needed. Costs were included in the Original 2023 budget.
WORKER'S COMP - BUILDING	001-0430-52274	(475.00)	The costs associated with a 2 month overlap plan to fill and train a CBO replacement was not needed. Costs were included in the Original 2023 budget.
E.D. INDUCEMENT PROGRAM	001-0490-54285	(30,000.00)	Expiration of an Economic Inducement Grant in 2023.
PROFESSIONAL SERVICES	001-0600-54233	75,000.00	Increased legal services for ongoing and various issues not included in the original budget and as estimated as of July 14, 2023. Subject to change.
REPAIR AND MAINTENANCE	001-0880-54243	15,500.00	Anticipated costs to raze damaged barn on City property - North Carpenter.
STREET LIGHTS	001-0880-54271	13,600.00	30% cost increases incurred starting June 2023 for bypass generation charges. City may be able to add traffic lights to consortium to bring costs down.
TRANSFER OUT TO FUND #333	001-0999-99909	(4,339.27)	Budgeted transfer no longer needed after fund balance reserve calculation was completed.
TRANSFER OUT TAX ALLOCATION	001-0999-99950	8,750.00	Increase distribution to the Capital Improvement Fund based on current income tax revenue estimate being 2.5% above Prior Year.
General Fund Total		58,190.73	
Court Computer Fund (#110)			
INSURANCE	110-0210-54272	(1,500.00)	Original insurance cost estimate was too high. Costs allocated to other accounts.
Court Computer Fund Total		(1,500.00)	
Police Fund (#114)			
LIEUTENANT PS	114-0520-51113	960.00	8 week overlap plan in 2023 for Police Chief's position.
SERGEANTS PS	114-0520-51114	800.00	8 week overlap plan in 2023 for Acting Lieutenant assistance per CBA \$2.50/hour.
DEFERRED COMP	114-0520-52222	48.00	8 week overlap plan in 2023 for Police Chief's position & Acting Lieutenant assistance.
MEDITAX	114-0520-52226	26.00	8 week overlap plan in 2023 for Police Chief's position & Acting Lieutenant assistance.
POLICE OP&F PENSION	114-0520-52227	559.00	8 week overlap plan in 2023 for Police Chief's position & Acting Lieutenant assistance.
POLICE OP&F PENSION	114-0520-52227	(57,117.00)	H.B. 512 to increase employer contribution rates to OP&F did not pass. Costs were included in the 2023 original budget proposal.
WORKER'S COMP	114-0520-52274	53.00	8 week overlap plan in 2023 for Police Chief's position & Acting Lieutenant assistance.
EQUIPMENT SERVICE CONTRACT	114-0520-54253	10,995.00	Gray Key License subscription renewal costs reimbursed at 100% by Medina County (Intergovernmental Revenue offset). \$0 effect on fund balance.
Police Fund Total		(43,676.00)	
Fire Fund (#115/952)			
OHIO POLICE & FIRE PENSION	115-0510-52227	(13,687.00)	H.B. 512 to increase employer contribution rates to OP&F did not pass. Costs were included in the 2023 original budget proposal.
NO MEDICAL COVERAGE	115-0510-52232	300.00	Qualifying event for employee in Jan 2023 and did not take family health insurance until a different qualifying event occurred in July 2023.
HOSPITALIZATION	115-0510-52275	9,584.01	Employee elected family insurance after qualifying event occurred in July 2023.
RESCUE COLLECTION FEES	115-0510-54260	4,306.25	Increase appropriations for collection fees to match increase in estimated revenue. Current contract is for 6.625% of revenue collected.
EMS SUPPLY GRANT	115-0510-55255	755.10	EMS Grant award July 1, 2023 - Dec 31, 2023 received. Rec = Exp.
FIRE PREVENTION SUPPLIES	115-0510-55289	1,500.00	\$1,500 donation received for Fire related supplies.
TRANSFER OUT TO CAPITAL #952	115-0510-99999	100,000.00	Increase transfer Out line for future capital purchases as a result of increased EMS billing revenue estimates.
Fire Fund Total		102,758.36	
Opioid Settlement Fund (#141)			
JANSEN OPIOID SETTLEMENT PURCH SERVICES	141-0439-54254	7,084.35	Opioid Settlement #3 recently received from Jansen and related disbursement for recovery/support not included in the original 2023 budget.
Total Opioid Settlement Fund		7,084.35	
Capital Projects Improvement Fund (#300)			
CAPITAL BUILDING/PROPERTY IMPROVEMENTS	300-0522-56250	(362,810.50)	Reduce appropriations in 2023 so these funds can be later appropriated for US Army Corp Grant if funded by Congress in 2024 or beyond. The available excess appropriated funds comes after setting aside a contingency for the trails Phases II & III projects and local match for EPA Grant.
Capital Projects Improvement Fund Total		(362,810.50)	
Road Capital Projects Fund (#333)			
CONSTRUCTION- MCKINLEY/GARFIELD	333-0318-56881	121,500.00	County CDBG Contribution to McKinley/Garfield resurfacing Project. Gross-up receipt and expense to occur up to grant max of \$121,500.
ENGINEERING -OLD EAGLE DR	333-0489-56883	(52,202.62)	Reduce 2023 current appropriations for local costs since the project has been completed.
CONTINGENCY - OLD EAGLE DR	333-0489-56884	(4,726.05)	Reduce 2023 current appropriations for local costs since the project has been completed.
Road Capital Projects Fund Total		64,571.33	

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 57-2023

By: Mr. Hanek, Mr. Abella, Mr. Lambert

AN EMERGENCY ORDINANCE AMENDING ORDINANCES #103-2022, #9-2023, #19-2023 AND #34-2023 TO INCLUDE AMENDMENTS TO THE APPROPRIATION BUDGET FOR THE YEAR ENDING DECEMBER 31, 2023 AS INCORPORATED IN EXHIBIT “A” ATTACHED HERETO.

WHEREAS: Ordinance #103-2022 adopted appropriations for 2023; and Ordinances #9-2023, #19-2023 and #34-2023 regarding amendments to the 2023 appropriation budget, were previously adopted by Council; and

WHEREAS: “Exhibit A” reflects the appropriations as required by the Ohio Revised Code Section 5705.38(C); and

WHEREAS: The amendments are described in detail and attached hereto as “Exhibit B” for informational purposes only; and

WHEREAS: In order to properly budget in accordance with State law for expenditures presently anticipated it is necessary to amend Ordinances #103-2022, #9-2023, #19-2023 and #34-2023.

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

SECTION 1: Ordinances #103-2022, #9-2023, #19-2023 and #34-2023 are hereby amended to reflect the appropriations as attached hereto and incorporated herein as Exhibit “A.”

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 maintain accurate appropriations. 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
Laura E. Timura

PROPOSED LEGISLATION



DATE: 7/24/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 58-2023** - An emergency ordinance to advance funds. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

BACKGROUND: In order to comply with the Ohio Revised Code Section 5705 advances may become necessary as certain financial situations arise. 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 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. Advance legislation is generally presented two to three times a year or more, if deemed necessary.

PURPOSE AND EXPLANATION: Refer to background section.

IMPLEMENTATION SCHEDULE: Discuss at the July 24, 2023 Finance Committee meeting and move to the July 24, 2023 Council agenda as an emergency with suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Advances do not have a financial impact on the City funds as a collective whole. Advances are merely the movement of money from one fund to another and are defined in Ohio Revised Code Section 5705 and in the Auditor of State Compliance Supplement. 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. 58-2023

By: Mr. Hanek, Mr. Abella, Mr. Lambert

AN EMERGENCY ORDINANCE TO ADVANCE FUNDS.

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 2021-JG-A02-6712 Community Engagement grant has been completed and all grant reimbursements have been received, and;

WHEREAS: The City of Brunswick wishes to return previously advanced monies from the OPWC Old Eagle Drive Improvement Fund #372 to the General Fund #001 since the Old Eagle Drive OPWC improvement project has been completed and all grant reimbursements have been received.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the following funds are hereby advanced:

FROM: Department of Justice Federal Grant Fund (#129)
TO: General Fund (#001)
AMOUNT: \$10,000.25

FROM: OPWC Old Eagle Drive Improvement Fund (#372)
TO: General Fund (#001)
AMOUNT: \$497,165.00

SECTION 2: 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 advanced. 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
Laura E. Timura

PROPOSED LEGISLATION



DATE: 7/24/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 61-2023** - An emergency resolution declaring the official intent and reasonable expectation of the City of Brunswick on behalf of the State of Ohio (the borrower) to reimburse the City's OPWC Magnolia Drive Improvement Fund #374 for the Magnolia Drive Phase II improvements (OPWC Project #CI06AA) with the proceeds of tax-exempt debt of the State of Ohio - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*).

BACKGROUND: The City of Brunswick has received a \$665,000 OPWC Grant award and a \$160,000, 0% OPWC Loan to help offset costs for the improvement of Magnolia Drive Phase II. OPWC generally requests that City Council approve a resolution declaring the official intent to use proceeds of tax-exempt debt of the State of Ohio for the 0% loan portion. The loan, once finalized, is expected to be repaid over 20 years.

PURPOSE AND EXPLANATION: Same as background

IMPLEMENTATION

SCHEDULE: Recommended with emergency and suspension of the rules on July 24, 2023, so that the Finance Director can file a copy of this Resolution with OPWC. Once filed, the City will then be eligible for reimbursement of certain project expenditures from the State of Ohio tax exempt debt. The grant portion is accessed first and the loan portion second after the grant portion has been exhausted.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The City of Brunswick has received a \$665,000 OPWC Grant award and a \$160,000, 0% OPWC Loan to help offset costs for the improvement of Magnolia Drive Phase II. OPWC generally requests that City Council approve a resolution declaring the official intent to use proceeds of tax-exempt debt of the State of Ohio for the 0% loan portion. The loan amount, once finalized and supported by eligible project costs, is expected to be repaid over the subsequent 20 years and comes from the City's Road Improvement Fund

#333. The OPWC portion of expenditures will be reported in the City's OPWC Magnolia Drive Improvement Fund #374. Any matching local costs and loan repayments will be paid from the City's Road Improvement Fund #333. Posted expenditures are subject to sufficient Council appropriations being in place annually pursuant to ORC 5705.

**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 with emergency and suspension of the rules on July 24, 2023, so that the Finance Director can file a timely copy of this Resolution with OPWC. Once filed, the City will then be eligible for reimbursement of certain project expenditures from the State of Ohio tax exempt debt. The grant portion is accessed first and the loan portion second after the grant portion has been exhausted.

**ADDITIONAL
INFORMATION:**



CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 61-2023

By: Mr. Hanek, Mr. Abella, Mr. Lambert

AN EMERGENCY RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF BRUNSWICK ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE THE CITY'S OPWC MAGNOLIA DRIVE IMPROVEMENT FUND #374 FOR THE MAGNOLIA DRIVE PHASE II IMPROVEMENTS (OPWC PROJECT #CI06AA) WITH THE PROCEEDS OF TAX-EXEMPT DEBT OF THE STATE OF OHIO.

WHEREAS: The City of Brunswick wishes to improve Magnolia Drive approximately 2,650 lineal feet from approximately 50 feet east of Judita Drive to Sunflower Drive.

THE COUNCIL OF THE CITY OF BRUNSWICK ON BEHALF OF THE STATE OF OHIO RESOLVES:

SECTION 1: The City of Brunswick reasonably expects to receive a reimbursement for the Magnolia Drive Phase II Improvements as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.

SECTION 2: The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the City of Brunswick is \$160,000.

SECTION 3: The Fiscal Officer of the City of Brunswick is hereby directed to file a copy of this Resolution with the Ohio Public Works Commission and ensure its available for inspection and examination of all persons interested therein.

SECTION 4: The City of Brunswick finds and determines that all formal actions concerning and relating to the adoption of this Resolution were taken in an open meeting and that all deliberations of this City and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

SECTION 5: This resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety, welfare, and for the further reason to comply with the State of Ohio Public Works Commission guidelines. 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
Laura E. Timura