



BRUNSWICK CITY COUNCIL AGENDA

Brandon Lambert Ward 3	Kristy Piper At-Large	Tim Smith At-Large	Kenneth Fisher Law Director	Carl S. DeForest City Manager	Ron Falconi Mayor	Laura Timura Clerk of Council	Nicholas Hanek Ward 2	Michael Abella Jr. Ward 1	Joseph Delsanter At-Large	Keith Kuczma Ward 4
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Administration Representatives

OCTOBER 9, 2023

1. Prayer and Pledge of Allegiance
2. Roll Call of Members
3. Correspondence
4. Approval of Regular Council Meeting Minutes dated September 25, 2023.
5. Mayor's Report:
 - (a) Mayor's Court Financial Report for the month ending September 2023 will be posted on the website and added to the minutes for the record
 - (b) Mayor's Update
6. Clerk of Council's Report
7. Council Committee Reports:

Economic Development Committee.....Mr. Lambert

Services, Utilities, Technology & Cable Committee.....Mr. Smith

Services, Utilities, Technology & Cable Committee Minutes dated September 25, 2023

Finance Committee.....Mr. Hanek

Finance Committee Minutes dated September 25, 2023

Safety & Environment Committee.....Mr. Kuczma

Safety & Environment Committee Minutes dated September 25, 2023

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

Planning & Zoning Committee Minutes dated September 25, 2023

Parks, Recreation & Community Committee.....Mrs. Piper

Building & Building Code Committee.....Mr. Abella
8. Other Committees, Boards and Commissions

- (a) Committee-of-the-Whole Minutes dated September 25, 2023
9. Petitions from the Public on Legislation
10. Reading of Legislation and Action on Legislation:

a. 3rd Reading(s)

RES. NO. 69-2023 - A resolution authorizing the City Manager to enter into a municipal engineering consulting services agreement with Chagrin Valley Engineering, LTD. for the provision of professional municipal engineering services and designating Matthew M. Jones, P.E., as Consulting Municipal Engineer. - **3rd Reading** (Services, Utilities, Technology & Cable Committee, *Administration/Paul Barnett*)

b. 2nd Reading(s)

ORD. NO. 76-2023 - An ordinance approving the final plat for the Market Highlands Glenmont Drive extension in the Market 42 Special Planning District No. 8, subject to final engineering approval and any other conditions imposed by Council. - **2nd Reading** (Planning & Zoning Committee, *Administration/Grant Aungst*)

c. 1st Reading(s)

RES. NO. 83-2023 - An emergency resolution detailing Council's current intention as to the annual expenditure of proceeds received from the road levy renewal. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

RES. NO. 84-2023 - An emergency resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

ORD. NO. 85-2023 - An emergency ordinance creating the United States Army Corp of Engineers Grants Fund (#345) - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

RES. NO. 86-2023 - An emergency resolution authorizing the City Manager to purchase a Unitrends Backup Solution from CDW-G in an amount not to exceed \$45,829.50. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Rob Marok*)

ORD. NO. 87-2023 - An emergency ordinance amending ordinances #103-2022, #9-2023, #19-2023, #34-2023 and #57-2023 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. 88-2023 - An emergency ordinance to approve the editing and inclusion of certain ordinances as components of the codified ordinances; to provide for the adoption of new legislation in the updated revised codified ordinances; and to repeal ordinances in conflict therewith. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Laura Timura*)

11. City Manager's Report
12. Open Forum
13. Unfinished Business
14. New Business
 - (a) A liquor permit request from DBA The Grounded Bean, at 1050 Pearl Road, Brunswick, OH 44212
15. Adjournment

SERVICES, UTILITIES, TECHNOLOGY & CABLE COMMITTEE

September 25, 2023

IN ATTENDANCE: Committee Member Michael Abella Jr., Committee Member Keith Kuczma, Nicholas Hanek, Kristy Piper, Brandon Lambert, City Manager/Safety Director Carl DeForest, Acting Law Director Dennis Nevar, Community & Economic Development Director Grant Aungst, Finance Director Todd Fischer, City Engineer Matt Jones, Information Technology & Security Officer Robert Marok, Clerk of Council Laura Timura, News Media.

The meeting convened at 5:54 p.m.

Mr. Kuczma moved to excuse Mr. Smith for just cause. Vote – 2 Ayes, 0 Nays.

DISCUSSION ITEMS:

- a) Motion to excuse Councilman Tim Smith for just cause
- b) **RES. NO. 82-2023** - An emergency resolution authorizing the City Manager to enter into an agreement with TEC Communications for the purchase of a primary Quantum SAN solution from TEC Communications in an amount not to exceed \$61,959.00. – **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Robert Marok*)

Mr. Marok noted that the City has been trying to replace the primary SAN since last year. The City ran into some pricing and supply chain issues.

Mr. Marok added that Quantum is a higher-speed SAN. All of the servers in the City are run in a virtual environment. This SAN is the lowest-priced and best of the solutions that were presented—prices for the SAN range from \$61,959 to \$156,000.

Mr. Kuczma moved Resolution Number 82-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 2 Ayes, 0 Nays.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Kuczma moved to adjourn at 5:55 p.m. Vote – 2 Ayes, 0 Nays.

Respectfully submitted,



Tim Smith
Chairman

FINANCE COMMITTEE

September 25, 2023

IN ATTENDANCE: Chairman Nicholas Hanek, Committee Member Brandon Lambert, Committee Member Michael Abella Jr., Keith Kuczma, Kristy Piper, City Manager/Safety Director Carl DeForest, Acting Law Director Dennis Nevar, Community & Economic Development Director Grant Aungst, Finance Director Todd Fischer, City Engineer Matt Jones, Information Technology & Security Officer Robert Marok, Clerk of Council Laura Timura, News Media

The meeting convened at 5:50 p.m.

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

Mr. Abella arrived at 5:51 p.m.

DISCUSSION ITEMS:

- a) **ORD. NO. 80-2023** - An emergency ordinance to formally close the Ohio Environmental Infrastructure Program Section 594 Federal Grant Fund (#345). - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

Mr. Fischer revealed that this is a bookkeeping matter. The Infrastructure Program Section 594 Federal Grant ended years ago. The City did not close the fund because the City was still under several different grant applications to receive Section 594 Grant money. The Section 594 funds were never awarded, but the City received some Section 219 Grant money, but the U.S. Congress has yet to fund the Section 219 Grant. The Administration wants to close this fund to prepare to receive the Section 219 funding. Once the fund is closed, another ordinance will be presented to Council to establish a new U.S. Army Corps of Engineers Grant Fund.

Mr. Lambert moved Ordinance Number 80-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Abella moved to adjourn at 5:54 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,



Nicholas Hanek
Chairman

SAFETY & ENVIRONMENT COMMITTEE

September 25, 2023

IN ATTENDANCE: Chairman Keith Kuczma, Committee Member Kristy Piper, Committee Member Joseph Delsanter, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., City Manager/Safety Director Carl DeForest, Acting Law Director Dennis Nevar, Community & Economic Development Director Grant Aungst, Fire Chief Greg Glauner, City Engineer Matt Jones, Clerk of Council Laura Timura, News Media

The meeting convened at 6:14 p.m.

DISCUSSION ITEMS:

- a) **RES. NO. 77-2023** - An emergency resolution authorizing the City Manager to purchase two (2) LUCAS 3 Chest Compression Systems from Stryker Medical in an amount not to exceed \$39,492.44. - **1st Reading** (To be brought from Safety & Environment Committee, *Administration/Greg Glauner*)

Chief Glauner reminded that he came before Council to ask permission to accept a Bureau of Workers Compensation Grant of \$29,619.33, representing three-quarters of the price of purchasing 2 LUCAS 3 Chest Compression Systems. This resolution is to get permission to spend the grant money.

Chief Glauner revealed that he has witnessed this machine convert people in full cardiac arrest.

Mr. Delsanter moved Resolution Number 77-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays.

- b) Tobacco Retail License (TRL)

Mr. Kuczma disclosed that he and Mrs. Piper met with a representative who discussed what the Tobacco Retail License (TRL) would entail. The TRL will give the City the right to limit the amount of permits the City can provide and also gives jurisdiction to the Medina County Department of Health, which already has a grant waiting. No one in Medina County has the TRL yet, so Brunswick could be the first to have it. Several cities across Ohio have already approved this. The Department of Health would do inspections to ensure regulations are being met. They also hire undercover agents who are young children who go into smoke shops and try to buy illegal drugs and vapes. If they are allowed to be purchased, the Department of Health will enforce the violations. He noted that the City would be able to regulate the whole process.

Mrs. Piper added that only combustible products are investigated by undercover agents, so no checks are happening on vapes currently. The TRL would be at no cost to the taxpayers because it would go through the Health Department, and they would get the licensing fees the City would set to pay for these inspections.

Mr. Hanek explained that there is no legislation currently on the TRL. The Administration is looking at different ways to resolve this issue. He added that he thinks the TRL has a lot of promise. He advised that there should be a background check element, as he is concerned about products being targeted towards children. He noted that there are tobacco retailers that are very upstanding and above board, but there needs to be a close look at how this is handled.

Mr. Kuczma disclosed that major retailers in the City are pushing to move forward with this TRL because it gives them confidence that fringe retailers will be eliminated.

Mr. Lambert questioned whether the TRL would affect vape sales.

Mrs. Piper responded that the TRL would factor in vape sales to be enforced.

Mr. Hanek explained that, currently, officers can only look at the combustibles, not the vapes. The TRL would factor in vapes.

Mr. Lambert inquired whether businesses would be grandfathered in if the TRL passes.

Mr. Kuczma responded that they would not be.

Mr. Lambert asked what would happen to a business that fails the background check due to not being grandfathered in.

Mr. Hanek replied that those are good questions and discussions to be had.

Mr. Kuczma noted that the City can use its discretion to decide how many permits are given out.

Mr. Lambert cautioned that Council should proceed correctly as attempts to curb this problem have been unsuccessful.

Mr. Delsanter stated that the Health Department has been regulating the tobacco industry. He continued that proceeding with the TRL would put cigars and vapes in the same category.

Mr. Kuczma responded that the TRL is a tool to enforce against vape stores selling to people under 21 years old.

Mr. Hanek concluded that the nature of these types of shops is to get around regulations, and discussing the TRL is one option of the next steps to regulate this issue. He noted that Council wants whatever action it takes next to have teeth and be effective.

c) Ordinance amending Codified Ordinance 636.19

Mr. Kuczma inquired about the language prohibiting the sale of flavored tobacco products.

Mr. Nevar explained that this ordinance is a prohibition on flavored tobacco products.

Mr. Hanek mentioned that this legislation is not enumerated, and the purpose of it being on the agenda is so that Council can discuss it. He added that many other cities have passed similarly worded ordinances at the recommendation of Governor DeWine.

Mr. Delsanter rebutted that this is not the route Council should take as many adults use flavored tobacco products. He divulged that Council is here to stop the sale of tobacco and vape products to underage buyers. He continued that this ordinance would mandate businesses with a license to clear out their flavored tobacco product inventory.

Mr. Lambert inquired why Mr. Delsanter is okay with the TRL but not okay with the ordinance prohibiting the sale of flavored tobacco products.

Mr. Delsanter replied that the ordinance makes the issue a product issue, while the TRL addresses the sale of vape products to those who are underage.

Mr. Hanek reasoned that the moratorium is being placed on vapes and other smoke products so that Council can develop what makes the most sense. He quoted Governor DeWine saying banning tobacco, including menthol, is the State of Ohio's preferred approach as a ban would reduce access to flavored tobacco and nicotine alternative products and interrupt the cycle of addiction. Removing this legislation would encourage youth nicotine addictions and undo years of progress to improve public health.

Mr. Hanek revealed that he agreed with Governor DeWine's comments on the issue.

Mr. Nevar added that existing businesses would have, according to this ordinance, 180 days to remove flavored tobacco products. He concluded that there would have to be a time period in place to phase in a regulation like this for existing businesses.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Delsanter moved to adjourn at 6:33 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,



Keith Kuczma
Chairman

PLANNING & ZONING COMMITTEE

September 25, 2023

IN ATTENDANCE: Chairman Joseph Delsanter, Committee Member Brandon Lambert, Committee Member Kristy Piper, Nicholas Hanek, Keith Kuczma, Michael Abella Jr., City Manager/Safety Director Carl DeForest, Acting Law Director Dennis Nevar, Community & Economic Development Director Grant Aungst, Fire Chief Greg Glauner, City Engineer Matt Jones, Clerk of Council Laura Timura, News Media

The meeting convened at 5:58 p.m.

DISCUSSION ITEMS:

- a) **ORD. NO. 75-2023** - An emergency ordinance terminating the temporary moratorium on the acceptance and processing of applications for zoning, occupancy and/or permit approvals for electric vehicle charging stations in all zoning districts of the City and the issuance of such approvals. - **1st Reading** (To be brought from Planning & Zoning Committee, *Administration/Grant Aungst*)

Mr. Aungst commented that this ordinance would remove the moratorium for electric vehicle (EV) charging stations. All the automotive dealers, retail entities, and medical facilities in the City are ready to put EV charging stations on their properties. The code is in place, which the City can follow. Aspects of the code will be approved administratively or through the Planning Commission.

Mr. Delsanter noted that this effort is proactive. He offered that having charging stations in automobile dealer lots will add more stationary clutter to an already cluttered environment.

Mr. Aungst responded that automobile dealers are in the car business. Hence, parking cars on their lots is a part of their business. The City did not want an individual charging their car late at night in an empty lot, so businesses with EV charging stations will have to shut down their chargers every day at the close of their business.

Mr. Delsanter inquired about EV chargers with regard to multi-family housing.

Mr. Aungst disclosed that multi-family is included in the plan.

Mrs. Piper asked what happens when someone parks in an EV charging space that is not charging their vehicle.

Mr. Aungst replied that a fine is listed in the code for these violations.

Mr. Delsanter questioned if vehicles parking in EV charging spaces for an extended period of time without charging can be removed at the discretion of the Division of Police.

Mr. Aungst answered that if the charger is on private property, then the property owner can take action.

Mr. Kuczma inquired about the provision that EV chargers must be turned off at the end of business hours. He questioned how this fits in with multi-family homes.

Mr. Delsanter followed up, asking how the provision works with 24-hour gas stations.

Mr. Aungst responded that these cases would have to go before the Planning Commission for conditional approval.

Mrs. Piper moved Ordinance Number 75-2023 to tonight's Council Agenda of September 25, 2023, as a non-emergency with suspension of the rules and 1 reading. Vote – 3 Ayes, 0 Nays.

- b) **ORD. NO. 76-2023** - An ordinance approving the final plat for the Market Highlands Glenmont Drive extension in the Market 42 Special Planning District No. 8, subject to final engineering approval and any other conditions imposed by Council. - **1st Reading** (To be brought from Planning & Zoning Committee, *Administration/Grant Aungst*)

Mr. Aungst revealed that nothing has changed with the plat since the Division of Engineering did their reviews. This was reported on during the last Planning Commission meeting.

Mr. Lambert questioned if this ordinance would be indicative of moving residential districts to commercial.

Mr. Aungst answered that it would not. This ordinance is regarding approving the plat so that they can be sold.

Mrs. Piper moved Ordinance Number 76-2023 to tonight's Council Agenda of September 25, 2023, for 3 readings. Vote – 3 Ayes, 0 Nays.

- c) **ORD. NO. 79-2023** - An emergency ordinance establishing a temporary moratorium on the acceptance and processing of applications for zoning, occupancy and/or building permit approvals for establishments that intend to engage in retail sales and/or distribution of tobacco products, vapor products, alternative nicotine products and/or electronic smoking devices in all zoning districts of the City and the issuance of such approvals. - **1st Reading** (To be brought from Planning & Zoning Committee, *Administration/Grant Aungst*)

Mr. Aungst disclosed that there is high interest in the community for stores that would not add a lot of value to the City, which sell various smoke-type products.

Mr. Hanek added that the City previously put a moratorium on stores primarily selling smoke products. As a result, these stores are marketing themselves differently so they can move around

the moratorium. He continued that this is happening in various cities that pass this type of moratorium. This ordinance will put a pause on what is a rapidly developing problem. Vaping is rampant in the City's schools and is a tremendous issue. The Governor has called local jurisdictions to take steps such as this ordinance, allowing for more discussion on the next steps.

Mr. Delsanter stated that he started his career on Council because of his anger at the mishandling of a sexually oriented business being legally allowed to appear in the community within the line of sight of children. There are messages a community sends depending on how that community develops its corridors and the tenants of its corridors. He asserted that there has to be a balance in the community, which is growing out of balance. The Administration has a right, legally, to manage this. He divulged that there is a lot of greed in the smoke industry, as evidenced by the mis-marketing of various stores. He concluded that this is not about restricting businesses but more about the quality of the City's commercial community.

Mr. Lambert moved Ordinance Number 79-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mrs. Piper moved to adjourn at 6:14 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joseph Delsanter".

Joseph Delsanter
Chairman



COMMITTEE OF THE WHOLE

September 25, 2023

IN ATTENDANCE: Nicholas Hanek, Joseph Delsanter, Keith Kuczma, Michael Abella Jr., Kristy Piper, Brandon Lambert, City Manager/Safety Director Carl DeForest, Acting Law Director Dennis Nevar, City Engineer Matt Jones, Clerk of Council Laura Timura, News Media

The meeting convened at 6:33 p.m.

Mr. Lambert moved to excuse Mr. Smith for just cause. Vote – 6 Ayes, 0 Nays.

MOTION ITEMS:

- a) Motion authorizing a final change order to Set in Stone Contracting, LLC in the amount of \$4,190.84 for the Skyview Drive Phase 2 Project.

Mr. Jones explained that the project is substantially completed, and the Administration wants to close it out. The final quantities on the project came in slightly above what was in the contract, as shown in the \$4,190.84 overage. The overage resulted from increased concrete repair quantities and the removal and replacement of a sidewalk, which was beyond what was planned.

Mr. Delsanter questioned if the cost of this project has taken up almost all of the road levy money.

Mr. Jones corrected that most of this project was an Ohio Public Works Commission (OPWC) project, and the \$4,190.84 is coming from the general fund.

Mr. Delsanter asked if the Division of Engineering is finding that there may be a problem with the base under the roads in the project area.

Mr. Jones replied that the process used on this particular road was that the City kept the existing concrete and repaired and overlayed it where needed. More repairs that were outside the contract needed to be done. A few areas get a little worse as the process goes through, which is what happened in this case. The City is aware of sub-base issues in various roads, but they are included in the contract costs.

Mr. Delsanter inquired about the Magnolia Drive Project's start time.

Mr. Jones responded that the Magnolia Drive Project will start sometime next summer to avoid conflicts with the school.

Mr. Delsanter moved to authorize a final change order to Set in Stone Contracting, LLC in the amount of \$4,190.84 for the Skyview Drive Phase 2 Project. Vote – 6 Ayes, 0 Nays.

REVIEW LEGISLATION:

- a) **RES. NO. 78-2023** - An emergency resolution in support of the proposed repealment of Ohio Revised Code Section 5501.60 as contemplated by S.B. No. 155 and H.B. No. 276. - **1st Reading** (To be brought from Committee of the Whole, *Administration/Kenneth Fisher*)

Mr. Hanek revealed that the City's State Representative Melanie Miller, Representative Sharon Ray, and the City's State Senator Mark Romanchuk introduced companion bills in the Ohio Senate and House of Representatives to repeal the Ohio Revised Code Section 5501.60. He added that Council and the Administration are in support of this. He disclosed that the Medina County Commissioners have a companion motion to be voted on tomorrow to support the House and Senate bills.

Mr. Kuczma moved Resolution Number 78-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 6 Ayes, 0 Nays.

- b) **RES. NO. 81-2023** - An emergency resolution authorizing the City Manager to enter into an agreement with Deborah A. Hite for the purchase of a 0.0754 acre perpetual easement for the Plum Creek Greenway Phase 2 Project in the amount of \$15,000.00. - **1st Reading** (To be brought from Committee of the Whole, *Administration/Matt Jones*)

Mr. Jones divulged that this resolution would authorize the City to purchase an easement from a private property owner on the south side of Laurel Road, where Laurel Road crosses Plum Creek. This is the location of the future bridge over Plum Creek that will be addressed in the Phase 2 Project of the Greenway Trail. The trail was initially planned to be located in another easement closer to the road. However, the Administration had to shift the trail fifteen feet farther from the road to avoid a gas line conflict, which would have cost the City more than \$100,000 to relocate. Purchasing the easement is much more cost-effective.

Mr. Lambert moved Resolution Number 81-2023 to tonight's Council Agenda of September 25, 2023, as an emergency with suspension of the rules. Vote – 6 Ayes, 0 Nays.

GENERAL DISCUSSION:

There was none.

EXECUTIVE SESSION:

Mr. Lambert moved to go into Executive Session to discuss the subject of pending or imminent court action, seconded by Mr. Delsanter. Roll Call – Ayes – 6, Mr. Hanek, Mr. Lambert, Mr. Abella, Mr. Delsanter, Mr. Kuczma, Mrs. Piper. Nays – 0

Mr. Delsanter moved to adjourn from Executive Session. – Vote – 6 Ayes, 0 Nays.

The Committee-of-the-Whole reconvened.

ADJOURNMENT:

Being no further business, Mr. Lambert moved to adjourn the Committee of the Whole Meeting at 6:56 p.m. Vote – 6 Ayes, 0 Nays.

Submitted Respectfully,



Irene Jayapandian
Assistant Clerk of Council

PROPOSED LEGISLATION



DATE: 10/9/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 69-2023** - A resolution authorizing the City Manager to enter into a municipal engineering consulting services agreement with Chagrin Valley Engineering, LTD. for the provision of professional municipal engineering services and designating Matthew M. Jones, P.E., as Consulting Municipal Engineer. - **3rd Reading** (Services, Utilities, Technology & Cable Committee, *Administration/Paul Barnett*)

BACKGROUND: Chagrin Valley Engineering currently holds this agreement which expires December 31, 2023 as per Resolution 69-2020.

PURPOSE AND EXPLANATION: The purpose of this action is to acquire the services of a Professional Engineer to act as the Cities Consulting Municipal Engineer and to have under contract an engineering firm to provide professional support for all engineering functions.

IMPLEMENTATION SCHEDULE: This agreement commences January 1, 2024.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: If this contract is approved, expenses associated with this contract and/or each individual project would be required to be submitted in a purchase order request and follow the contract terms. All purchase orders cannot be certified unless there are sufficient Council appropriations in place at the time. For additional financial information, refer to the proposed contract for rate structure.

RECOMMENDED ACTION:

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No

Suspension of Rules No

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

**ADDITIONAL
INFORMATION:**

**PROPOSAL FOR THE PROVISION OF
MUNICIPAL ENGINEERING CONSULTING SERVICES
TO THE CITY OF BRUNSWICK, OHIO**

This agreement is set between the City of Brunswick, Ohio (City) and Chagrin Valley Engineering, Ltd. (CVE), for the provision of Municipal Engineering Consulting Services.

Section 1. Chagrin Valley Engineering, Ltd. (CVE) with Matthew M. Jones P.E., a Partner of Chagrin Valley Engineering Ltd., duly licensed as a Professional Engineer, is hereby designated as the Consulting Municipal Engineer for the City of Brunswick, Ohio for a term beginning January 1, 2024 and ending December 31, 2025 at the pleasure of the City Manager, upon the terms, provisions and conditions thereafter set forth herein and ratified by the City Council.

Section 2. That said Consulting Municipal Engineer in conjunction with Chagrin Valley Engineering, Ltd. shall furnish services to this City, as required by the City, through the City Council or its designee, including the following services covered by the compensation as described in Section 4 of this Agreement. Services involving the use of additional staff members shall be compensated as described with Section 3 of this agreement:

- (A) Act as a technical consultant and advisor on engineering matters referred by the City Manager.
- (B) Advise the City in matters relating to resident's problems pertaining to engineering as they may relate to public sewers, public water supplies, drainage patterns and building grades.
- (C) Assist the City on municipal engineering matters. The Consulting Municipal Engineer shall also act as the Floodplain Administrator of the National Flood Insurance Program for the City of Brunswick.
- (D) Attend Council meetings and other meetings as requested by the City Manager or City Council. The monthly retainer amount presented in Section 4 is based upon the regular attendance of the Consulting Municipal Engineer or a designated CVE staff member at Planning Commission meetings and City Council Work Session meetings. Attendance by a designated CVE staff member in place of the Municipal Consulting Engineer at meetings will not be billed in addition to the retainer amount.
- (E) Preparation of preliminary sketches and estimates, concerning the advisability of proceeding with public improvements such as pavement improvements, storm water collection, water distribution, or other infrastructure improvements contemplated by the City Manager.
- (F) Performing such other duties as is normally required of Consulting Municipal Engineers not requiring the use of additional staff members such as field crews, etc.

Section 3. For services in connection with the construction of public improvements as described above, Chagrin Valley Engineering, Ltd., shall receive compensation as a percentage of the actual cost of construction of all improvements authorized by City Council and under its control. The percentages paid shall be as follows:

<u>COST OF CONSTRUCTION</u>	<u>FEE</u>
\$ 0 - \$150,000	Hourly
\$ 150,001 - \$250,000	\$ 18,750 plus 8.7% of the amount over \$150,001
\$ 250,001 - \$500,000	\$ 26,000 plus 7.6% of the amount over \$250,001
\$ 500,001 - \$1,000,000	\$ 45,000 plus 6.7% of the amount over \$500,001
\$1,000,001 - \$5,000,000	\$ 78,000 plus 6.1% of the amount over \$1,000,001
\$5,000,001 - \$10,000,000	\$322,000 plus 5.5% of the amount over \$5,000,001

The fees provided in this subsection shall cover engineering services including complete detailed plans and specifications, preparation of monthly and final estimates for contractor's payments and providing an Engineer for construction management to administer the construction contract. The above schedule of fees does not cover various supplementary services. Supplemental services not included within the presented fee schedule are, but not limited to: wetland delineations, stream quality assessments, preparation and acquisition of U.S. Army Corps of Engineers / Ohio Environmental Protection Agency wetland or stream fill permits, property, boundary, or right-of-way surveys, topographic surveys, profile surveys, grade stakes for construction, inspection of construction, laboratory inspection of materials, review of material submittals for use in construction, cost of test borings, or other subsurface exploration, traffic studies, or calculations of special assessments. These supplementary services may be provided by the Chagrin Valley Engineering, Ltd. on an hourly basis in accordance with the schedule of rates hereinafter set forth below or upon invoice submitted by the entity providing such supplemental services. Any such supplemental services performed by CVE cannot therefore be included in any municipal contract nor subject to an additional percentage of contracts nor be included in the cost of construction of any contract or this contract. The Engineer shall at all times notify the Service Director, in writing, of any supplementary services associated with a proposed public improvement at the time that a preliminary estimate, covered under Section 2 of this contract, is submitted for consideration or approval. Additionally, inspection and contract administration costs are not to be included in the cost of construction for purposes of calculating the engineering fee for projects covered under this section.

Chagrin Valley Engineering, Ltd. shall be entitled to progress payments in proportion to services performed on monthly basis. Upon authorization by City Council and until such time as bids are taken and contracts awarded, compensation shall be determined by the following percentages and the Engineer's estimated construction cost. As the work is constructed, Chagrin Valley Engineering, Ltd. shall receive additional compensation equal to the balance of the fee based upon a percentage of the certificates of payment to the contractor, provided said payment is authorized by City Council. As soon as the final certificate of payment to the contractor is issued, any adjustment shall be made so the total fee shall be a sum equal to the schedule percentage. The compensation for basic services shall be based upon the following percentages of the total fee attributable to various phases of the work:

1. Preliminary Report Phase	15%
2. Preliminary Design Phase	20%
3. Final Design Phase	45%
4. Bidding and Project Award Phase	10%
5. Contract Administration	10%

In the event proceedings for work are abandoned or postponed and then revived and actively pressed either by this or by a succeeding City Council within five (5) years of the date of said abandonment or postponement, Chagrin Valley Engineering, Ltd. shall credit against the total compensation the payment previously made hereunder, providing that Chagrin Valley Engineering, Ltd. is at that time employed by this or by a succeeding City Council to provide Municipal Engineering Consulting Services. In the event of the revival of a project within the time frame specified above, Chagrin Valley Engineering, Ltd. could, at its discretion, elect to negotiate additional fees with the City of Brunswick. Additional fees would address conditions that have incurred solely as a result of changes in existing conditions since the abandonment or postponement of the project, or design parameters that have been established by governmental review and approval subsequent to such delay.

Engineering charges for federally funded work must be in accordance with Federal Regulations and are set and approved as part of the funding procedure, and therefore are not part of this document.

HOURLY RATE SCHEDULE: For additional services for which the Engineer shall have been authorized to prepare material or work not let by Contract or for the performance of any of the following tasks:

- Special Surveys
- Preparation of Reports
- Preparation of Special Assessments
- Field Elevation Checks of Walks, Basements, Sewers, etc.
- Storm Water Management Inventory Assistance
- Storm Water Drainage: Plan / Calculation Review
- Erosion and Sediment Control: Plan Review / Site Inspections
- Sanitary "Tap-In" Reviews and Fee Determinations
- Residential / Commercial / Industrial Site Plan and or Subdivision Review
- Survey Plat Review
- Development / Implementation of Phase II Storm Water Management Program

Compensation shall be made on the basis of time spent by the Engineer or his employees and associates at the rates set forth in the following schedule of hourly rates, plus reimbursable expenses.

2024-25 Hourly Rates

Engineer - Partner	\$106.00 per hour
Professional Traffic Operations Engineer (PTOE)	\$145.00 per hour
Engineer	\$98.00 per hour
Contract Administrator	\$76.00 per hour
Storm Water Specialist	\$82.00 per hour
Professional Surveyor	\$95.00 per hour
Designer / Technician	\$85.00 per hour
Geographic Information Systems (GIS) Technician	\$88.00 per hour
Clerical	\$42.00 per hour
1 Man Survey Field Crew	\$124.00 per hour
2 Man Survey Field Crew	\$136.00 per hour
3 Man Survey Field Crew	\$152.00 per hour

August 23, 2023

Environmental Scientist	\$90.00 per hour
Inspector	\$55.00 per hour
Landscape Architect	\$85.00 per hour
Prints, Materials, Supplies and Services provided or performed by others at Cost.	

Section 4. The Consulting Municipal Engineer and Chagrin Valley Engineering, Ltd., as appointed by the City Manager, shall receive as compensation for the services described in Section 2 hereof, the annual sum of \$61,000.00, commencing January 1, 2024; said sums shall be pro-rated on a per month basis and payable to Chagrin Valley Engineering, Ltd., on the last day of each month.

Section 5. The Chagrin Valley Engineering, Ltd. agrees that for the duration of this contract no member of Chagrin Valley Engineering, Ltd. or employee thereof, will accept any private engineering or surveying work that requires their review and/or approval unless such work is approved by the City Manager; however, work for Federal, State County or Regional Governments is not prohibited.

Section 6. Documents and Files: All engineering documents and project files created for the purposes serving the City of Brunswick shall be the property of the City of Brunswick.

Section 7. The contract provided herein with Chagrin Valley Engineering, Ltd. may be terminated by either party on thirty (30) days advance written notice to the other, provided that such determination shall not affect the duty of the Consulting Municipal Engineer or Chagrin Valley Engineering, Ltd., to render service, nor the obligation of the City to pay for such service rendered, before the effective date of termination.

Matthew M. Jones P.E., Partner, Chagrin Valley Engineering, Ltd.

Date

Accepted this _____ day of _____, 2023 by the City of Brunswick, Ohio, pursuant to
Ordinance of Council No. _____ adopted on _____.

BY: _____

City of Brunswick, Ohio

Attest:

The legal form of the within instrument is hereby approved.

Director of Law

Date

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 69-2023

BY: Mr. Smith, Mr. Abella, Mr. Kuczma

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MUNICIPAL ENGINEERING CONSULTING SERVICES AGREEMENT WITH CHAGRIN VALLEY ENGINEERING, LTD. FOR THE PROVISION OF PROFESSIONAL MUNICIPAL ENGINEERING SERVICES AND DESIGNATING MATTHEW M. JONES, P.E., AS CONSULTING MUNICIPAL ENGINEER.

WHEREAS: The City has received a proposal from Chagrin Valley Engineering, Ltd. for the provision of professional municipal engineering consulting services wherein Matthew M. Jones, P.E. has been designated at the Consulting Municipal Engineer; and

WHEREAS: The current Agreement with Chagrin Valley Engineering, Ltd. expires as of December 31, 2023.

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

SECTION 1: That the City Manager, upon approval of the Law Director, is authorized and directed to enter into a Municipal Engineering Consulting Services Agreement with Chagrin Valley Engineering, Ltd., as attached hereto as Exhibit "A", for the provision of professional municipal engineering services upon such terms and conditions as provided therein.

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

PASSED: 1st Reading _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____

AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laura E. Timura

PROPOSED LEGISLATION



DATE: 10/9/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Grant Aungst

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 76-2023** - An ordinance approving the final plat for the Market Highlands Glenmont Drive extension in the Market 42 Special Planning District No. 8, subject to final engineering approval and any other conditions imposed by Council. - **2nd Reading** (Planning & Zoning Committee, *Administration/Grant Aungst*)

BACKGROUND: The Planning Commission, at their meeting on September 7, 2023, voted to recommend approval to City Council of the Market Highlands SPD-8 final plat, subject to final engineering approval, as per attached Exhibit "A".

PURPOSE AND EXPLANATION: Pursuant to Sections 1224.04(a)(3) and 1226.04 of the City of Brunswick Codified Ordinances, approval of the Market Highlands final plat, as part of Market 42 SPD-8, is required by City Council.

IMPLEMENTATION SCHEDULE: Immediately.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

RECOMMENDED ACTION:

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

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

Recommend approval.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 76-2023

BY: Mr. Delsanter, Mr. Lambert, Mrs. Piper

AN ORDINANCE APPROVING THE FINAL PLAT FOR THE MARKET HIGHLANDS GLENMONT DRIVE EXTENSION IN THE MARKET 42 SPECIAL PLANNING DISTRICT NO. 8, SUBJECT TO FINAL ENGINEERING APPROVAL AND ANY OTHER CONDITIONS IMPOSED BY COUNCIL.

WHEREAS: On September 8, 2023, the Brunswick City Planning Commission recommended approval to City Council of the final plat for the Market Highlands Glenmont Drive Extension in the Market 42 SPD-8, subject to final engineering approval.

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

SECTION 1: That the final plat for the Market Highlands Glenmont Drive Extension in the Market 42 SPD-8, as attached hereto as Exhibit "A", is hereby approved subject to final engineering approval and any other conditions imposed by this Council.

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

PASSED: 1st Reading _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laure E. Timura

APPROVALS

This Plat was duly accepted by the Brunswick City Council at its regular meeting held on the _____ day of _____, 20____.

Ordinance No. _____.

Clerk of Council

This Plat was duly accepted by the Brunswick City Planning Commission at its regular meeting held on the _____ day of _____, 20____.

Secretary

This Plat was duly accepted by the Brunswick City Engineer this ____ day of _____, 20____.

City Engineer

All required central wastewater disposal facilities have been satisfactorily installed or adequate financial guarantees have been approved by the Medina County Sanitary Engineer on this ____ day of _____, 20____.

Medina County Sanitary Engineer

Approved for transfer this ____ day of _____, 20____.

Tax Map Draftsman

Received for transfer this ____ day of _____, 20____.

Medina County Auditor

Received and recorded this ____ day of _____, 20____.

At _____ A.M./P.M recorded in Plat Document No. _____.

Fee: _____.

Medina County Recorder

COVENANTS, RESTRICTIONS & EASEMENTS

The Subdivision shown on this plat is subject to the covenants, restrictions and easements contained in the declaration or restrictions, covenants and easements, filed for record on the _____ of _____, 20____ and recorded in Document No. _____ in the Medina County Recorders Records, State of Ohio.

SURVEYOR CERTIFICATION

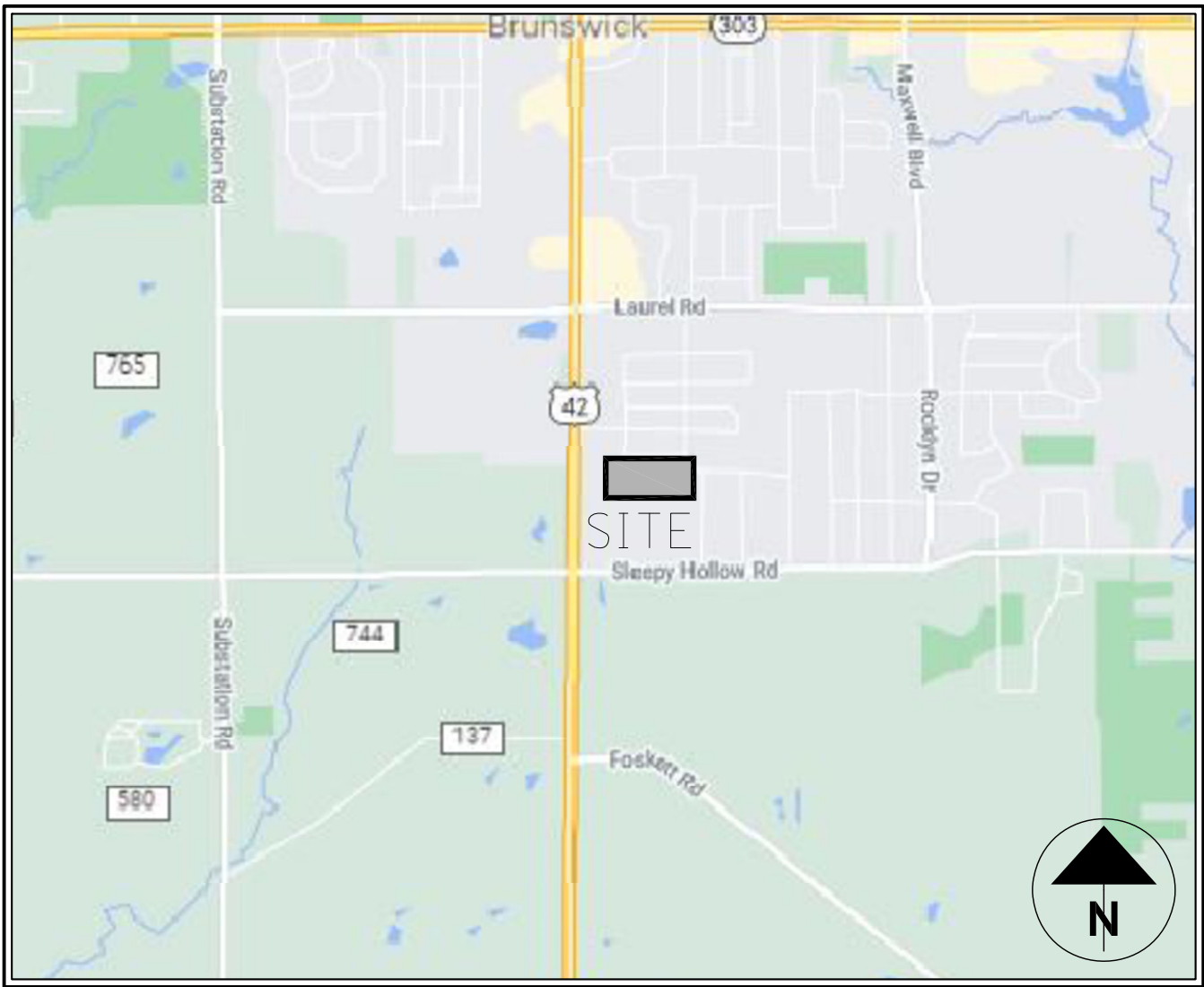
This Plat was prepared from a field survey, analysis of recorded plats, recorded deeds, and survey records, as applicable. Distances are given in feet and decimal parts thereof. All dimensional and geodetic details are correct and the survey balances and closes to the best of my knowledge. All monuments shown hereon exist or shall be set as shown.

Jeremy M. Sack P.S. No. S-8557 _____
Date



Market Highlands
Creating Sublots 1 through 10, Blocks 'A' and 'B' and dedicating a portion of Glenmont Drive

Situated in the City of Brunswick, County of Medina and State of Ohio and known as being part of Original Brunswick Township Lot No. 16, Tract No. 1, further known as being a all of a 5.7517 acre parcel of land conveyed to Market 42 LLC by deed dated March 29, 2023 and recorded in Document No. 2023OR004285 of the Medina County Recorder's Records and all of Block 'D' as shown on Cherryshire Woods Phase 2, recorded in Document No. 2000PL000102 of the Medina County Recorder's Records.



LOCATION MAP

NOTES

* Wetlands delineated by The Department of the Army, Corps of Engineers in a letter dated February 25, 2022

REFERENCES:

Deed & Plat documents as referenced by survey, Medina County Recorder's records.

"Survey for Howard J. & Lucille Lammermeier" by T.J. Hood, P.S. 3455, on file in Survey Book 9, Page 102a of the Medina County Engineer's Survey Records.

"Plat of Survey for Emilie Mateyka" by Charles A. Rolling, P.S. 5569, on file in Survey Book 14, Page 16b of the Medina County Engineer's Survey Records.

"Plat of Survey and Property Split" by Robert E. Knight, P.S. 6448, on file in Survey Book 32, Page 189 of the Medina County Engineer's Survey Records.

BASIS OF BEARINGS:

Centerline bearing of Pearl Road (S.R. 42) was calculated to be North 00°03'07" West, based upon Ohio State Plane Coordinate System, North Zone, NAD 1983, Ground.

SURVEY CONTROL NOTE:

All iron pins set at property corners are 5/8 inch by 30 inch and affixed with cap "DAVEY RESOURCE GROUP"

All iron pins set in centerline monument boxes are 3/4 inch and affixed with cap "DAVEY RESOURCE GROUP"

All iron pins found are 5/8 inch and affixed with caps "DRG ENG 7631-8557" unless otherwise noted

ACCEPTANCE

Know all men by these presents that _____, (Print Name/Title)

owner/agent of Market 42 LLC and the lands embraced within this subdivision hereby acknowledge this plat and subdivision to be my/their free act and deed and hereby dedicate to the public use forever the streets shown hatched as Glenmont Drive and grant all easements to the City of Brunswick as shown. I certify that there are no delinquent taxes or assessments against the lands embraced within this subdivision,

Owner/Agent _____
Date

County of Medina SS
State of Ohio

Before me a notary public in and for said county and state, personally appeared the above named _____
Owner/Agent

who acknowledged the making of the foregoing instrument and the signing of this plat to be their own free act and deed. In testimony whereof I

have hereunto set my hand and official seal at _____, Ohio this day of _____, 20____.

Notary public _____
My commission expires

Witness

Know all men by these presents that _____, (Print Name/Title)

representative/agent of The City of Brunswick and the lands embraced within this subdivision hereby acknowledge this plat and subdivision to be my/their free act and deed and hereby dedicate to the public use forever the streets shown hatched as Glenmont Drive. I certify that there are no delinquent taxes or assessments against the lands embraced within this subdivision,

Representative/Agent _____
Date

County of Medina SS
State of Ohio

Before me a notary public in and for said county and state, personally appeared the above named _____
Representative/Agent

who acknowledged the making of the foregoing instrument and the signing of this plat to be their own free act and deed. In testimony whereof I

have hereunto set my hand and official seal at _____, Ohio this day of _____, 20____.

Notary public _____
My commission expires

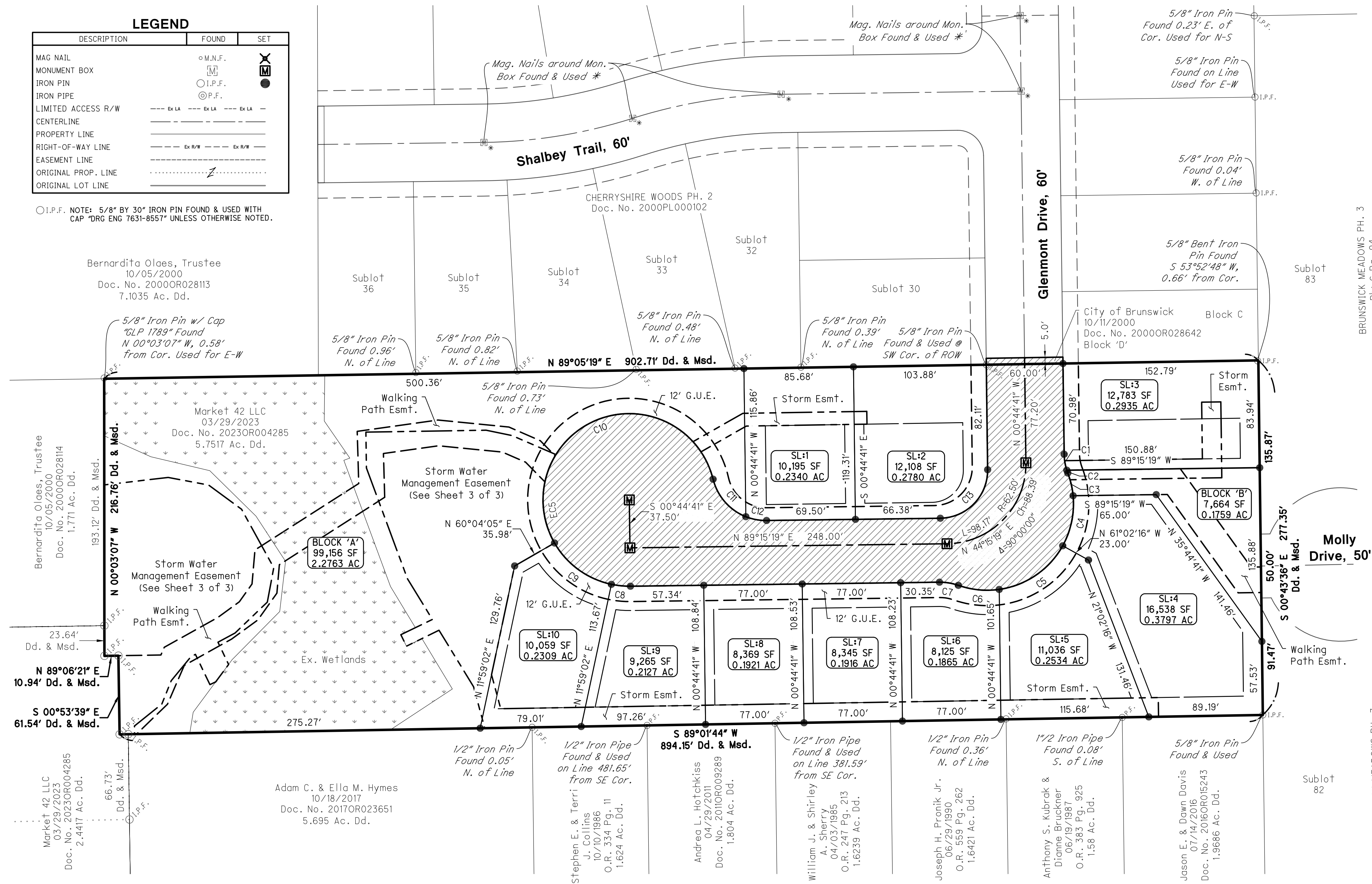
Witness

Sheet List Table	
Sheet Number	Sheet Title
1	TITLE
2	PLAN
3	EASEMENTS

AREA TABLE	
NAME	ACRES
SUBLOTS 1-10	2.4524
BLOCK 'A'	2.2763
BLOCK 'B'	0.1759
DEDICATED ROW	0.8540
TOTAL	5.7586

DESCRIPTION	FOUND	SET
MAG NAIL	○ M.N.F.	⊗
MONUMENT BOX	⊞	⊞
IRON PIN	○ I.P.F.	⊗
IRON PIPE	⊙ P.F.	⊗
LIMITED ACCESS R/W	--- Ex LA --- Ex LA --- Ex LA ---	
CENTERLINE	---	
PROPERTY LINE	---	
RIGHT-OF-WAY LINE	--- Ex R/W --- Ex R/W ---	
EASEMENT LINE	---	
ORIGINAL PROP. LINE	 Z	
ORIGINAL LOT LINE	---	

○ I.P.F. NOTE: 5/8" BY 30" IRON PIN FOUND & USED WITH CAP "DRG ENG 7631-8557" UNLESS OTHERWISE NOTED.



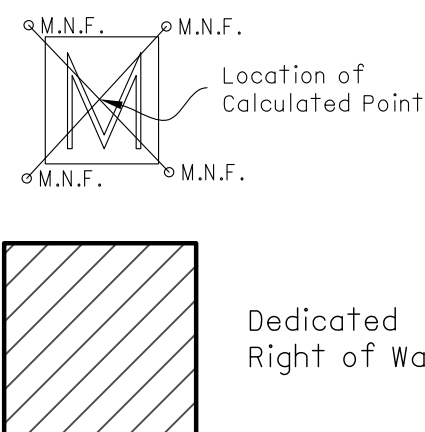
SURVEY CONTROL NOTE:

All iron pins set at property corners are 5/8 inch by 30 inch and affixed with cap "DAVEY RESOURCE GROUP"

All iron pins set in centerline monument boxes are 3/4 inch and affixed with cap "DAVEY RESOURCE GROUP"

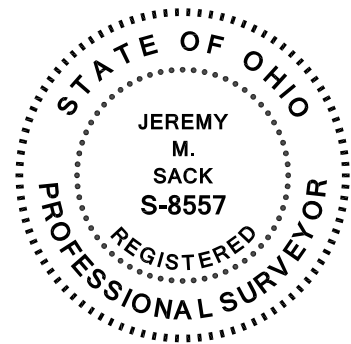
All iron pins found are 5/8 inch and affixed with caps "DRG ENG 7631-8557" unless otherwise noted

*Monument Boxes found stuck closed. Points calculated from four Mag Nails found around each box:



GENERAL CURVE TABLE					
SEGMENT	LENGTH	RADIUS	CHORD	CHORD BEARING	DELTA
C1	12.71'	42.50'	12.67'	N 09°18'50" W	17°08'18"
C2	2.33'	42.50'	2.33'	N 19°27'17" W	3°08'35"
C3	18.28'	67.50'	18.23'	N 13°16'02" W	15°31'04"
C4	40.61'	67.50'	40.00'	N 11°43'37" E	34°28'14"
C5	62.49'	67.50'	60.28'	N 55°29'04" E	53°02'41"
C6	32.43'	67.50'	32.12'	S 84°13'42" E	27°31'47"
C7	15.04'	42.50'	14.97'	S 80°36'15" E	20°16'53"

GENERAL CURVE TABLE					
SEGMENT	LENGTH	RADIUS	CHORD	CHORD BEARING	DELTA
C8	15.00'	67.50'	14.96'	S 84°22'50" E	12°43'43"
C9	56.65'	67.50'	55.00'	S 53°58'27" E	48°05'03"
C10	230.97'	67.50'	133.68'	S 68°05'36" W	196°03'02"
C11	40.41'	42.50'	38.91'	N 41°07'25" W	54°29'04"
C12	16.60'	42.50'	16.49'	N 79°33'19" W	22°22'45"
C13	58.90'	37.50'	53.03'	S 44°15'19" W	90°00'00"



MARKET HIGHLANDS

PLAN

PROJECT NUMBER

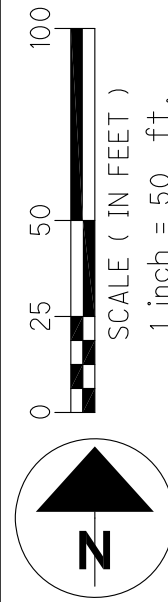
2454

DATE

2023-08-08

2
4

Davey Resource Group
1310 SHARON COPLEY ROAD, P.O. BOX 37
SHARON-CENTER, OHIO 44274
(PHONE) 330.590.8004 (FAX) 888.820.8423



EASEMENT LINE TABLE		
SEGMENT	LENGTH	DIRECTION
E1	50.34'	N 83°19'43" E
E2	32.15'	S 79°19'23" E
E3	32.01'	S 53°42'28" E
E4	52.16'	S 28°51'08" E
E5	27.42'	S 10°37'28" W
E6	34.91'	S 46°14'17" W
E7	15.20'	S 61°40'45" W
E8	19.29'	S 25°35'41" E
E9	16.95'	S 36°33'43" W
E10	5.01'	S 64°24'19" W
E11	26.25'	N 25°35'41" W
E12	4.06'	S 61°40'45" W

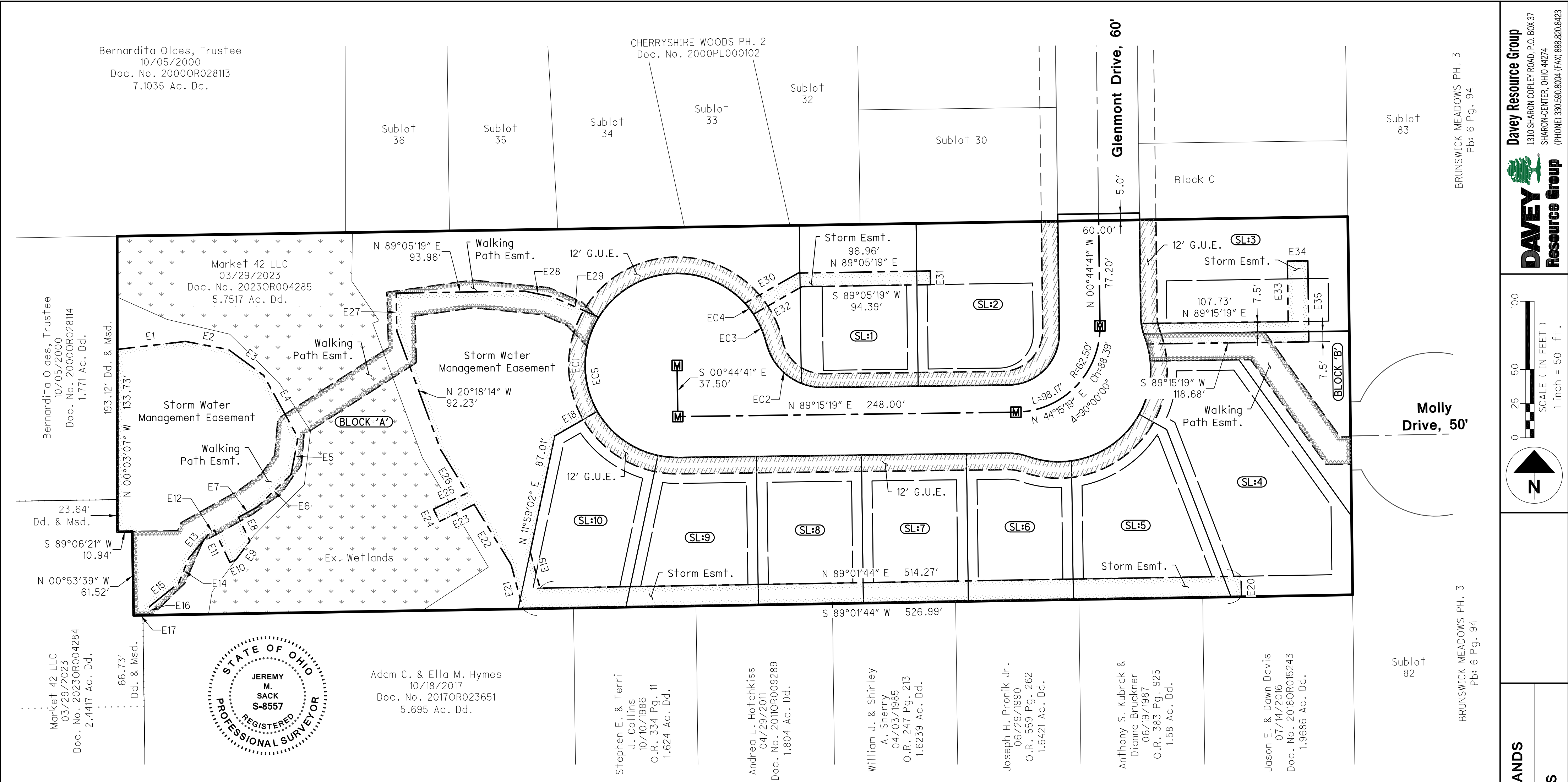
EASEMENT LINE TABLE		
SEGMENT	LENGTH	DIRECTION
E13	24.18'	S 39°23'56" W
E14	19.62'	S 21°55'16" W
E15	27.51'	S 51°11'17" W
E16	6.30'	S 00°58'16" E
E17	11.69'	S 89°06'21" W
E18	35.98'	N 60°04'05" E
E19	27.50'	S 15°06'54" E
E20	15.00'	S 00°58'16" E
E21	33.56'	N 15°06'54" W
E22	51.81'	N 31°28'36" W
E23	28.35'	N 63°53'52" E
E24	10.00'	S 25°54'30" E

EASEMENT LINE TABLE		
SEGMENT	LENGTH	DIRECTION
E25	27.39'	N 64°15'20" E
E26	37.50'	N 31°28'36" W
E27	28.05'	N 00°54'41" W
E28	20.71'	S 78°26'16" E
E29	37.45'	S 66°34'41" E
E30	44.83'	N 60°22'23" E
E31	10.00'	S 00°49'41" E
E32	40.77'	S 60°22'23" W
E33	44.36'	N 00°43'27" W
E34	15.00'	N 89°16'33" E
E35	59.35'	S 00°43'27" E

EASEMENT CURVE TABLE					
SEGMENT	LENGTH	RADIUS	CHORD	CHORD BEARING	DELTA
EC1	72.63'	67.50'	69.17'	S 00°53'29" W	61°38'48"
EC2	40.41'	42.50'	38.91'	N 41°07'25" W	54°29'04"
EC3	23.53'	67.50'	23.41'	N 23°52'08" W	19°58'30"
EC4	10.12'	67.50'	10.11'	N 38°09'07" W	8°35'28"

LEGEND		FOUND	SET
DESCRIPTION			
MAG NAIL		○ M.N.F.	⊗
MONUMENT BOX		⊞	⊞
IRON PIN		○ I.P.F.	●
IRON PIPE		⊙ P.F.	⊙
LIMITED ACCESS R/W	---	Ex LA	---
CENTERLINE	---	Ex LA	---
PROPERTY LINE	---	Ex LA	---
RIGHT-OF-WAY LINE	---	Ex R/W	---
EASEMENT LINE	---	Ex R/W	---
ORIGINAL PROP. LINE	---	Ex R/W	---
ORIGINAL LOT LINE	---	Ex R/W	---

○ I.P.F. NOTE: 5/8" BY 30" IRON PIN FOUND & USED WITH
CAP "DRG ENG 7631-8557" UNLESS OTHERWISE NOTED.

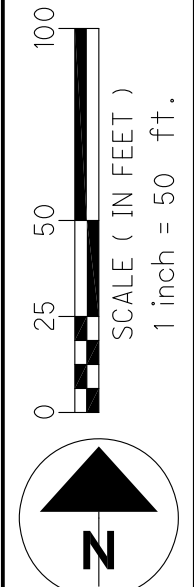


MARKET HIGHLANDS
EASEMENTS

PROJECT
NUMBER
2454
DATE
2023-08-08

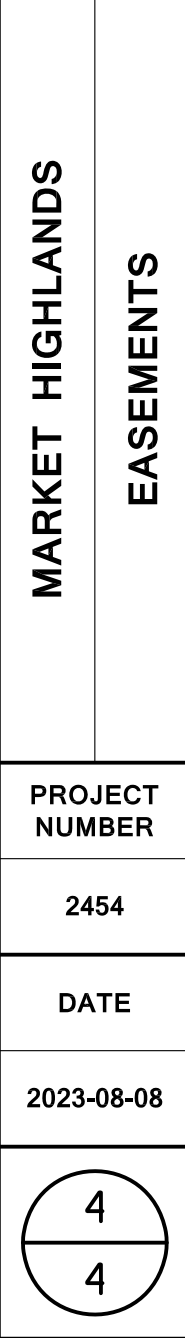
3
4

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BRUNSWICK MEADOWS PH. 3
Pb: 6 Pg. 94

BRUNSWICK MEADOWS PH. 3
Pb: 6 Pg. 94



○I.P.F. NOTE: 5/8" BY 30" IRON PIN FOUND & USED WITH
CAP "DRG ENG 7631-8557" UNLESS OTHERWISE NOTED.

PROPOSED LEGISLATION



DATE: 10/9/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Carl DeForest

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 83-2023** - An emergency resolution detailing Council's current intention as to the annual expenditure of proceeds received from the road levy renewal. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: On May 6, 2014, voters approved a 1.2-mill tax levy pursuant to Sections 5705.19(G) and 5705.191 of the Revised Code for the purpose of providing for the general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in the City, for a period of ten (10) years. The authority to levy that 1.2-mill tax will expire with the levy on the 2023 duplicate for collection in calendar year 2024. In preparation for the passage of the May 6, 2014 levy, Council passed Resolution 3-14 on March 10, 2014 which states Council's intention to earmark 100% of the proceeds of the proposed levy to City projects on publicly dedicated residential streets.

PURPOSE AND EXPLANATION: The purpose of this Resolution is to formally state that if the proposed annual ten (10) year 1.2-mil tax levy renewal passes in the November 7, 2023 election, Council's current intention is that 100% of the annual proceeds of the levy shall be utilized for City projects on publicly dedicated residential streets. In the event earmarked proceeds that are not utilized during any given year, it is Council's current intention that such excess proceeds shall roll-over to the following year and be used solely for the purpose earmarked.

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

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?

This Resolution is a commitment to the voters and must be made prior to the November 7, 2023 election. Early voting will provide opportunities prior to the election day and this commitment is necessary for any citizens that wish to utilize their right of early voting.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 83-2023

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION DETAILING COUNCIL’S CURRENT INTENTION AS TO THE ANNUAL EXPENDITURE OF PROCEEDS RECEIVED FROM THE ROAD LEVY RENEWAL.

WHEREAS: On July 24, 2023, City Council adopted Resolution No. 60-2023 submitting an additional ten (10) year 1.2 mill renewal tax levy for the general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in the City to the electors at the November 7, 2023 election; and

WHEREAS: In the event of passage of the road levy renewal at the November 7, 2023 election, this Council desires to detail the annual expenditure of proceeds therefrom.

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

SECTION 1: That in the event of passage of the road levy renewal at the November 7, 2023 election, it is Council’s current intention that annual proceeds therefrom shall be earmarked and expended as follows:

A) 100% of the annual road levy renewal proceeds shall be utilized for City projects on publicly dedicated residential streets.

SECTION 2: In the event earmarked proceeds are not utilized during any given year, it is Council’s current intention that such excess proceeds shall roll-over to the following year to be used solely for the purpose earmarked.

SECTION 3: 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 confirm Council’s current intention to utilize annual proceeds from the road levy renewal prior to the November 7, 2023 election. 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

PROPOSED LEGISLATION



DATE: 10/9/2023

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. 84-2023** - An emergency resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. - **1st Reading** (To be brought from Finance Committee, *Administration/Todd Fischer*)

BACKGROUND: An emergency resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor.

On May 2, 2023, the electorate passed a 0.82 mill twenty year property tax levy to repay principal and interest on a \$12,000,000 bond issue for the purpose of constructing, furnishing, equipping and otherwise improving a new fire station and preparing, equipping and otherwise improving its site. The current property tax revenue estimate from the Medina County Auditor's Office is \$890,400 annually.

Furthermore, the 2023 tax year, (2024 collection year), marks the 10th and final year of the ten year 1.2 mill road levy. This levy has been estimated by the Medina County Auditor's Office to generate \$857,800 for 2024. This levy is also up for renewal on the November 7, 2023 ballot.

PURPOSE AND

EXPLANATION: In order to comply with Ohio Revised Code Section 5705.34 and the County Auditor extension letter, City Council is required to accept the amounts and rates as determined by the budget commission and authorize the necessary tax levies and certify them to the County Auditor. This action will allow the County Auditor to bill these rates on the property tax bills for the succeeding year.

On May 2, 2023, the electorate passed a 0.82 mill twenty year property tax levy to repay principal and interest on a \$12,000,000 bond issue for the purpose of constructing, furnishing, equipping and otherwise improving a new fire station and preparing, equipping and otherwise improving its site. The current property tax revenue estimate from the Medina County Auditor's Office is \$890,400 annually. Furthermore, the 2023 tax year, (2024 collection year), marks the 10th and final year of the ten year 1.2 mill road

levy. This levy has been estimated by the Medina County Auditor's Office to generate \$857,800 for 2024. This levy is also up for renewal on the November 7, 2023 ballot.

IMPLEMENTATION

SCHEDULE:

To be adopted on October 9, 2023, with an emergency clause. The emergency clause is necessary in order to remain in compliance with the Ohio Revised Code, the County Auditor's extension letter and allows for the daily operations of the City of Brunswick to continue without interruptions and to ensure timely billing of property taxes due to the City of Brunswick.

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

The County Auditor's most recent estimate for the 2024 property tax collections, including homestead and rollback distributions, to be received by the City of Brunswick equals \$4,572,000 in total. This includes the new 0.82 mill property tax levy for the construction of a new fire station estimated at \$890,400 annually. The remaining property tax revenue estimate for all other listed rates equals \$3,681,600 and is 2.11% more than the initial revenue estimate from last year's certificate. The City has two voted property tax levies in existence, the Fire Station bond levy and the road levy.

The 0.82 mill fire station bond levy equals \$890,400, the 1.2 mill road levy portion equals \$857,800 (tenth year of collections) and the 2.6 inside mills equal \$2,823,800. The County Auditor typically updates these property tax estimates again once the property values and tax rates are certified. The 2024 property tax collections for the City of Brunswick can only occur if this legislation is passed and filed with the County Auditor's Office by the extended deadline. Once certified and filed, the property tax rates will be billed by the County Auditor pursuant to State Law. The tax rate of 0.82 mills was approved by the voters for a twenty-year collection period (2024-2043), the tax rate of 1.2 mills was approved by the voters for a ten-year collection period (2015-2024) and the 2.6 mills has been approved by City Charter Section 7.11(a).

**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?

The emergency clause is necessary in order to remain in compliance with the Ohio Revised Code, the County Auditor's extension letter and allow for the daily operations of

the City of Brunswick to continue without interruptions and to ensure timely billing of property taxes due to the City of Brunswick.

**ADDITIONAL
INFORMATION:**

Discuss at the October 9, 2023 Committee meeting and move to the October 9, 2023 Council agenda as an emergency. Recommended action for approval on October 9, 2023 with emergency clause (suspension of the rules).

SCHEDULE B TAX YEAR 2023 COLLECTION YEAR 2024 2023 ESTIMATED VALUES AND YIELDS

LEVIES INSIDE & OUTSIDE THE 10 MILL LIMITATION

SUBDIVISION: BRUNSWICK CITY

1. RES/AG

2. OTHER REAL

3. PUCO PERSONAL

4. RES/AG NEW CONSTR.

5. OTHER NEW CONSTR.

6. TOTAL

\$906,515,730

\$193,669,410

\$13,387,080

\$5,946,340

\$122,120

\$1,119,640,680

FUND TYPE	PURPOSE	LAST YR. VOTED	NO. # YEARS	TAX YEAR FIRST/LAST	COLL. YEAR FIRST/LAST	FULL MILLAGE	REDUCTION RES/AG OTHER	EFFECTIVE RES/AG OTHER	RES/AG	OTHER	PUCO PERSONAL	NEW CONSTRUCTION	TOTAL
GENERAL FUND						2.30	0.000000 0.000000	2.300000 2.300000	\$2,022,400	\$432,100	\$29,900	\$13,600	\$2,498,000
SPECIAL REVENUE	POLICE PENSION					0.30	0.000000 0.000000	0.300000 0.300000	\$263,800	\$56,400	\$3,900	\$1,700	\$325,800
	ROAD LEVY	2014	10	2014/2023	2015/2024	1.20	0.374325 0.212000	0.750810 0.945600	\$660,200	\$177,600	\$15,600	\$4,400	\$857,800
2023	BOND FIRE STATION	2023 2023 ADD'L	20	2023/2052	2024/2053	0.82	0.000000 0.000000	0.820000 0.820000	\$721,000	\$154,000	\$10,600	\$4,800	\$890,400

2.60

2.02

4.62

INSIDE MILLAGE

OUTSIDE MILLAGE

TOTAL MILLAGE

\$3,667,400

\$820,100

\$60,000

\$24,500

\$4,572,000

4.170810

4.365600

RES/AG EFFECTIVE

OTHER EFFECTIVE

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 84-2023

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

AN EMERGENCY RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED
BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR

(CITY COUNCIL)
Revised Code, Secs. 5705.34-5705.35

The Council of the City of BRUNSWICK, MEDINA
County, Ohio, met in _____ session on the _____ day of _____
(Regular Or Special)
20____, at the office of _____ with the following members
present:

Mr./Mrs. _____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously
adopted a Tax Budget for the next succeeding fiscal year commencing **January 1st, 2024**
and

WHEREAS, The Budget Commission of MEDINA County, Ohio, has
certified its action thereon to this Council together with an estimate by the County Audi
of each tax necessary to be levied by this Council, and what part thereof is without, and
within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Council of the City of BRUNSWICK,
MEDINA County, Ohio, that the amounts and rates, as determined
by the Budget Commission in its certification, be and the same are hereby accepted; and

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the
of each tax necessary to be levied within and without the ten mill limitation as follow

tor of the rate

l what part

l be it further

rate

rs:

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount to Derived from Levies Outside 10 M. Limit	Amount Approved by Budget Commission Inside 10 M. Limit	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column	Column	V	VI
General Fund		\$2,498,000	2.30	
General Bond Retirement Fund (G.O. Bond Fire Station Sub-Fund)	\$890,400			0.82
Police Pension		\$325,800	0.30	
Road Levy	\$857,800			1.20
TOTAL	\$1,748,200	\$2,823,800	2.60	2.02

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Auditor's Est of Yield of Lev (Carry to Schedu A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on for not to exceed _____ years.		,20
Current Expense Levy authorized by voters on for not to exceed _____ years.		,20
Current Expense Levy authorized by voters on for not to exceed _____ years.		,20
Total General Fund outside 10m. Limitation.		
Road Levy authorized by voters on for not to exceed 10 years.	1.20	\$857,800
Levy authorized by voters on for not to exceed _____ years.		,20
Fund: Levy authorized by voters on for not to exceed _____ years.		
Fund: Levy authorized by voters on for not to exceed _____ years.		,20
Fund: Levy authorized by voters on for not to exceed _____ years.		,20
THIS RESOLUTION 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 MUNICIPALITY, AND FOR THE ADDITIONAL REASON THAT THIS RESOLUTION MUST BE FILED WITH THE MEDINA COUNTY AUDITOR AS SOON AS POSSIBLE. THEREFORE, THE SAME SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE BY THE REQUIRED NUMBER OF VOTES.		

and be it further

RESOLVED, That the Clerk of this Council be and he is hereby directed to

Resolution to the County Auditor of Said County.

Mr./Mrs. _____ seconded the Resolution and the

upon its adoption the vote resulted as follows:

Adopted the _____, 20 ____.

Attest:

President of Council

Clerk of Council

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, _____ County, ss.

I, _____, Clerk of the Council of the City
of _____ within and for said County, and in whose custody the Fi
and Records of said Council are required by the Laws of the State of Ohio to be kept, do h
certify that the foregoing is taken and copied from the original _____

now on file, that the foregoing has been compared by me with said original document,
and that the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20____

Clerk of Council

No. _____

COUNCIL OF THE CITY OF

_____ County, Ohio.

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES
AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE
NECESSARY TAX LEVIES AND CERTIFYING
THEM TO THE COUNTY AUDITOR

(City Council)

Adopted _____, 20 ____

Clerk of Council

Filed _____, 20 ____

County Auditor

By _____
Deputy



ANTHONY P. CAPRETTA

Medina County Auditor

144 North Broadway St. • Medina, Ohio 44256

Date: September 27, 2023

To: Township Fiscal Officers
Village Fiscal Officers/Clerks
City Finance Directors
Library Treasurers

From: Kristen Johnson, Tax Settlements *KJ*
Medina County Auditor's Office

Re: Resolution Accepting Amounts & Rates

Attached please find your copies of the:

1. Extension Letter from the Ohio Department of Taxation
2. Resolution Accepting Amounts and Rates

The Extension Letter is for your audit next year. It indicates the reason for extending the dates for the Resolution Accepting Rates.

This Resolution must be approved and returned to our office by **November 1, 2023**.

If you have an additional levy, a replacement levy or a renewal levy with an increase on the ballot for November and it passes, you will be sent another Resolution Accepting Amounts and Rates after the election. The updated resolution must be approved and returned to our office by **November 30, 2023**.

If you have any questions please call me at 330-725-9766 or email at kjohnson@medinaco.org. Thank you!

PROPOSED LEGISLATION



DATE: 10/9/2023

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. 85-2023** - An emergency ordinance creating the United States Army Corp of Engineers Grants Fund (#345) - **1st Reading** (To be brought from Finance Committee, Administration/Todd Fischer)

BACKGROUND: Ohio Revised Code Section 5705.09(F) requires the City to establish a special fund for each class of revenues derived from a source other than the general property tax, which the law requires to be used for a particular purpose; and

The United States Army Corp of Engineers Grants Fund #345 will be created and used to account for United States Army Corp of Engineers Grants awarded to the City of Brunswick for improvement projects.

PURPOSE AND EXPLANATION: Ohio Revised Code Section 5705.09(F) requires the City to establish a special fund for each class of revenues derived from a source other than the general property tax, which the law requires to be used for a particular purpose; and

The United States Army Corp of Engineers Grants Fund #345 will be created and used to account for United States Army Corp of Engineers Grants awarded to the City of Brunswick for improvement projects.

IMPLEMENTATION SCHEDULE: The requested timeline is for this legislation to be moved to the October 9, 2023, Council agenda as an emergency with suspension of the rules for one reading to prepare for the 2024 budget to allow the accounting structure to be in place when the grant is funded.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: There are no costs associated with establishing the fund. A separate piece of legislation establishing the appropriations will occur at a later date.

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?

The requested timeline is for this legislation to be moved to the October 9, 2023, Council agenda as an emergency with suspension of the rules for one reading to allow the accounting structure to be in place when the grant is funded.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 85-2023



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

AN EMERGENCY ORDINANCE CREATING THE UNITED STATES ARMY CORP OF ENGINEERS GRANTS FUND (#345)

WHEREAS: Ohio Revised Code Section 5705.09(F) requires the City to establish a special fund for each class of revenues derived from a source other than the general property tax, which the law requires to be used for a particular purpose; and

WHEREAS: The United States Army Corp of Engineers Grants Fund #345 will be created and used to account for United States Army Corp of Engineers Grants awarded to the City of Brunswick for improvement projects; and

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

SECTION 1: That a United States Army Corp of Engineers Grants Fund (#345) is hereby created.

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 further reason that proper fund accounting measures be created.

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Laura Timura

PROPOSED LEGISLATION



DATE: 10/9/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Robert Marok

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 86-2023** - An emergency resolution authorizing the City Manager to purchase a Unitrends Backup Solution from CDW-G in an amount not to exceed \$45,829.50. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, Administration/Rob Marok)

BACKGROUND: The City of Brunswick has been using Unitrends for both on-site and cloud-hosted storage. The current unit and hosting is at the end of the contract and renewing the off-site backup contract and purchasing the new appliance will maintain the computer backup compliancy of the City of Brunswick

PURPOSE AND EXPLANATION: To maintain back-up and continuity of city information

IMPLEMENTATION SCHEDULE: Upon passage

FINANCIAL INFORMATION: Budget - 11/06/2023 - General Fund #001 (IT Dept Cap Sub Fund #904) - 904-0302-56252 - - \$45,829.50

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?

Suspension of the rules to allow for computer equipment ordering due to continuing supply chain issues in the electronic's market

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 86-2023

BY: Mr. Smith, Mr. Abella, and Mr. Kuczma

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A UNITRENDS BACKUP SOLUTION FROM CDW-G IN AN AMOUNT NOT TO EXCEED \$45,829.50.

WHEREAS: The City of Brunswick is a member of the Sourcewell joint purchasing program as authorized by this Council and Ohio Revised Code Section 9.48; and

WHEREAS: The proposed purchase of a Unitrends Backup Solution from CDW-G is through the Sourcewell joint purchasing program.

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

SECTION 1: That the City Manager is hereby authorized to purchase a Unitrends Backup Solution from CDW-G through the Sourcewell joint purchasing program in an amount not to exceed \$45,829.50.

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 placement of the order and timely delivery. 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

PROPOSED LEGISLATION



DATE: 10/9/2023

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. 87-2023** - An emergency ordinance amending ordinances #103-2022, #9-2023, #19-2023, #34-2023 and #57-2023 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 the City 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 October 9, 2023, Finance Committee meeting and move to the October 9, 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 \$260,213.22. The decreases all relate to updates to the 2023 budget for plans that are no longer anticipated or for projects that have been completed or to prepare for 2024 and beyond. The individual increases included in the Exhibits are: 1) related to an additional opioid settlement received, ongoing legal services pertaining to planning and zoning items, and to better solidify capital set aside funding in preparation of the 2024 budget proposal and the upcoming 5 year capital plan presentation..

All items and accounts being amended are detailed with a description and listed amounts in the attached Exhibit B. Exhibit B is however, provided for informational and review

purposes only.

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.

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:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 87-2023

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

AN EMERGENCY ORDINANCE AMENDING ORDINANCES #103-2022, #9-2023, #19-2023, #34-2023 AND #57-2023 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, #34-2023 and #57-2023 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, #34-2023 and #57-2023.

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

SECTION 1: Ordinances #103-2022, #9-2023, #19-2023, #34-2023 and #57-2023 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

EXHIBIT A

October 9, 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	341,630.00	244,466.67	\$ 586,096.67
	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	218,976.00	\$ 335,975.00
	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	83,246.00	\$ 156,515.00
	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	\$ 2,178,659.00	\$ 32,355,561.36	\$ 34,534,220.36
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	4,973,151.37	\$ 9,680,669.37
115	Fire Fund	2,668,467.00	6,916,011.40	\$ 9,584,478.40
117	Street Repair & Maintenance Fund	1,310,904.00	2,878,058.27	\$ 4,188,962.27
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	263,574.42	\$ 435,490.42
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	-	43,604.60	\$ 43,604.60
Enterprise Funds:				
223	Refuse Fund	73,185.00	2,970,329.00	\$ 3,043,514.00
224	Storm Water Management Fund	34,196.00	1,167,357.24	\$ 1,201,553.24
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	-	3,946,061.43	\$ 3,946,061.43
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				\$	89,038,813.79

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #5 - For informational purposes only

For the Budget Year Ending December 31, 2023

10/9/2023

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
General (#001)			
CLERK PT PS	001-0430-51173	(12,192.00)	Part-time building adm asst position remained vacant for first 9 months of year. Remove the budgeted costs associated with unfilled position.
PERS	001-0430-52223	(1,706.88)	Part-time building adm asst position remained vacant for first 9 months of year. Remove the budgeted costs associated with unfilled position.
MEDITAX	001-0430-52226	(170.69)	Part-time building adm asst position remained vacant for first 9 months of year. Remove the budgeted costs associated with unfilled position.
WORKER'S COMP - BUILDING	001-0430-52274	(365.76)	Part-time building adm asst position remained vacant for first 9 months of year. Remove the budgeted costs associated with unfilled position.
CAPITAL	908-0430-56252	(25,000.00)	Capital purchase of a vehicle being delayed to future years due to ongoing supply chain issues and departmental priority to improve software in 2024.
E.D. INDUCEMENT PROGRAM	001-0490-54285	(29,800.00)	Not anticipated to be needed. Reduce budget to leave approx. \$50,000 unencumbered for 4th quarter 2023.
PROFESSIONAL SERVICES	001-0900-54218	9,500.00	Increased and ongoing legal costs pertaining to planning and zoning matters.
General Fund Total		(59,735.33)	
Police Fund (#114)			
TRANSFER TO CAPITAL	114-0520-99999	(25,000.00)	Reduce capital set aside/transfer in as a result of less fines & forfeitures revenue collected. Revised estimate = \$300,000.
Police Fund Total		(25,000.00)	
Fire Fund (#115/952)			
TRANSFER OUT TO CAPITAL SUBFUND #952	115-0510-99999	41,753.00	Increase capital set aside due to increased rescue billing EMS receipts used for future capital purchases.
Fire Fund Total		41,753.00	
Street R & M Fund (#117)			
ERI-LEAVE PAYOUT (PER ORC)	117-0420-52280	(12,410.00)	Reduce appropriations since no longer anticipated to be needed in FY 2023.
TRANSFER OUT TO CAP #953	117-0420-99999	50,000.00	Increase capital set aside for the Streets Department by an additional \$50,000
Street R & M Fund Total		37,590.00	
Cable TV Fund (#123/#956)			
RET LEAVE PAYOUT	123-0460-52280	(6,033.00)	Reduce appropriations since no longer anticipated to be needed in FY 2023.
INSURANCE	123-0460-54272	(2,000.00)	Reduce appropriations as insurance costs not as high as originally projected on equipment, etc.
Cable TV Fund Total		(8,033.00)	
Opioid Settlement Fund (#141)			
ONEOHIO OPIOID SETTLEMENT PURCH SERV	141-0439-54253	10,970.52	Opioid Settlement recently received not included in the original budget.
Total Opioid Settlement Fund		10,970.52	
Refuse Fund (#223)			
CONTRACTED REFUSE COLLECTION SERVICES	223-0710-54260	(25,000.00)	Reduce appropriations since no longer anticipated to be needed in FY 2023.
Total Refuse Fund		(25,000.00)	
Stormwater Management Fund (#224)			
STORMWATER AREA PLANS	224-0420-54349	(85,000.00)	Per Service Director email dated 09/21/2023 Goodyear Creek & Lower Plum Creek Study Pos no longer needed since part of project purchase orders.
Stormwater Management Enterprise Fund Total		(85,000.00)	
Road Capital Projects Fund (#333)			
OPWC LOAN - SKYVIEW DR PH II	333-0001-58831	(8,372.60)	Project not yet completed and as a result final loan paperwork has not been finalized. Loan payments not expected to occur until 2024 now.
OPWC LOAN - MAGNOLIA DR PH II	333-0001-58832	(8,000.00)	Project not yet completed and as a result final loan paperwork has not been finalized. Loan payments not expected to occur until 2024 now.
CONSTRUCTION-CITY SHARE JEFFERSON/LINCOLN	333-0443-56881	(18,775.50)	No pos outstanding as of September 30, 2023. Project is closed.
ENG/INSP-CITY SHARE JEFFERSON/LINCOLN	333-0443-56883	(12,610.31)	No pos outstanding as of September 30, 2023. Project is closed.
CONCRETE/ ASPHALT REPAIR	333-0474-56870	(100,000.00)	Reduce 2023 appropriations and make available for 2024 and future year projects.
Road Capital Projects Fund Total		(147,758.41)	

PROPOSED LEGISLATION



DATE: 10/9/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Nicholas Hanek

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 88-2023** - An emergency ordinance to approve the editing and inclusion of certain ordinances as components of the codified ordinances; to provide for the adoption of new legislation in the updated revised codified ordinances; and to repeal ordinances in conflict therewith. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Laura Timura*)

BACKGROUND: This is the bi-annual codification update.

PURPOSE AND EXPLANATION: To approve the editing and inclusion of ordinances as components of the Codified Ordinances; to provide for the adoption of new legislation in the updated revised Codified Ordinances; and to repeal ordinances in conflict therewith.

IMPLEMENTATION SCHEDULE: To adopt as an emergency with suspension of the rules on October 9, 2023 to allow for the updates to be effective immediately.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: As of October 5, 2023, \$4,682.02 remained on the Walter Drane P.O. #2023-56280A for services related to keeping Codifieds up to date. This P.O. is encumbered to account #001-0100-54279.

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?

Recommend adopting as an emergency with the suspension of the rules, so they may be effective immediately.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NUMBER 88-2023

BY: Committee-of-the-Whole

AN EMERGENCY ORDINANCE TO APPROVE THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS COMPONENTS OF THE CODIFIED ORDINANCES; TO PROVIDE FOR THE ADOPTION OF NEW LEGISLATION IN THE UPDATED REVISED CODIFIED ORDINANCES; AND TO REPEAL ORDINANCES IN CONFLICT THEREWITH.

WHEREAS: Section 3.18b. of the City Charter provides for the general codification of all City ordinances and resolutions having the force and effect of law and requires that such codification be kept current; and

WHEREAS: The Walter H. Drane Co. has completed its updating and revision of the Codified Ordinances of the City; and

WHEREAS: Various ordinances of a general and permanent nature that have been enacted by Council since the date of the last updating and revision of the Codified Ordinances need to be include in the Codified Ordinances of the City; and

WHEREAS: Certain changes made in the Codified Ordinances to bring City law into conformity with State law.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the editing, arrangement and numbering or renumbering of the ordinances and parts of ordinances attached hereto as "Exhibit "A" as though fully herein written, are hereby approved as parts of the various component codes of the Codified Ordinances of the City of Brunswick, Ohio, so as to conform to the classification and numbering system of the Codified Ordinances.

SECTION 2: That the sections of the Traffic and General Offenses Codes, as amended and attached hereto as Exhibit "B" as though fully herein written, are hereby approved and adopted as amended or enacted so as to conform to enactments of the Ohio General Assembly.

SECTION 3: That all ordinances and resolutions and parts thereof that are in conflict with any of the provisions of the new matter approved, adopted and listed on Exhibit "A" and in Section 1 are hereby repealed, except as follows:

- (a) The enactment of such matter shall not be construed to affect a right of liability accrued or incurred under any legislative provision prior to the effective date of such enactment, or any action or proceeding for the enforcement of such right or liability. Such enactment shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision or to affect an indictment or prosecution therefor. For such purposes, any such legislative provision shall continue in full force notwithstanding its repeal for the purposes of revision and recodification.
- (b) The repeal provided above shall not affect any legislation enacted subsequent to December 16, 2019

SECTION 4: That a copy of this ordinance shall be posted in the five public places set forth in Section 222.01 of the Codified Ordinances, together with notice as to where copies of the August 2023 Replacement Pages for the Codified Ordinances of the City, hereby approved, adopted and enacted, may be viewed and inspected by the public. A copy shall also be furnished to City Officers, Medina County Law Library and the Brunswick Public Library.

SECTION 5: 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 additional reason that it is immediately necessary to have an up-to-date codification of the laws of the City, pursuant to Section 3.18b. of the City Charter, that is in conformity with State Law, where such conformity is required by Article XVIII, Section 3, of the Ohio Constitution, with which to administer the affairs of the City and to preserve law and order of the City. Therefore, this Ordinance and the August 2023 Replacement Pages for the Codified Ordinances, hereby approved, adopted and enacted, shall be in full force and effect from and after its passage by the required number of votes, as set forth in Section 3.16 of the City Charter.

PASSED: 1st Reading _____

Rules Suspended: AYES _ NAYS _

ADOPTED: _____ AYES _ NAYS _

ATTEST: _____
 Clerk of Council
 Laura Timura

EXHIBIT “A”

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
23-2023	3-27-23	February 2023 Replacement Pages
44-2023	7-10-23	432.47
48-2023	6-26-23	416.01, 416.02
51-2023	7-24-23	1072.03
53-2023	7-24-23	1060.01 to 1060.06, 1060.99

EXHIBIT “B”

Traffic Code

404.081	Impounding Vehicles on Private Residential or Agricultural Property. (Amended)
404.082	Private Tow-Away Zones. (Amended)
404.083	Impounding Vehicles on Public Property. (Amended)
404.11	Leaving Junk and Other Vehicles on Private or Public Property Without Permission or Notification. (Amended)
404.991	Committing an Offense While Distracted Penalty. (Amended)
432.35	Occupying Travel Trailer, Fifth Wheel Vehicle or Manufactured or Mobile Home While in Motion. (Amended)
434.01	OVI; Willful Misconduct; Speed. (Amended)
434.03	Maximum Speed Limits; Assured Clear Distance Ahead. (Amended)
436.07	Driving Under Suspension or License Restriction. (Amended)
436.071	Driving Under OVI Suspension. (Amended)
436.072	Driving Under Financial Responsibility Law Suspension or Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)
436.073	Driving Without Complying With License Reinstatement Requirements. (Amended)
436.074	Driving Under License Forfeiture or Child Support Suspension. (Amended)
438.22	Windshield and Windshield Wiper; Sign or Poster Thereon. (Amended)
442.01	Commercial Drivers Definitions. (Amended)
452.04	Parking Near Curb; Handicapped Locations on Public and Private Lots and Garages. (Amended)

General Offenses Code

606.01	General Provisions and Penalty Definitions. (Amended)
606.12	Failure to Report a Crime, Injury or Knowledge of Death. (Amended)
608.06	Coloring Rabbits or Baby Poultry; Sale or Display of Poultry. (Amended)
612.02	Sales to and Use By Underage Persons; Securing Public Accommodations. (Amended)
612.07	Open Container Prohibited. (Amended)
618.051	Cruelty to Companion Animals. (Amended)

EXHIBIT “B” (CONT.)

General Offenses (Cont.)

624.01	Drug Abuse Control Definitions. (Amended)
624.03	Drug Abuse; Controlled Substance Possession or Use. (Amended)
624.04	Possessing Drug Abuse Instruments. (Amended)
624.12	Drug Paraphernalia. (Amended)
630.08	Raffles. (Amended)
636.02	Assault. (Amended)
636.05	Menacing. (Amended)
636.10	Endangering Children. (Amended)
636.17	Temporary Protection Order. (Amended)
642.02	Misdemeanor Theft. (Amended)
648.13	Impeding Public Passage of an Emergency Service Responder. (Added)
660.02	Spreading Contagion. (Added)
666.01	Obscenity and Sex Offenses Definitions. (Amended)
666.06	Voyeurism. (Amended)
666.08	Procuring; Engagement in Sexual Activity for Hire. (Amended)
672.02	Carrying Concealed Weapons. (Amended)
672.04	Improperly Handling Firearms in a Motor Vehicle. (Amended)
698.02	Penalties for Misdemeanors. (Amended)

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43088-9005
(614)644-2360 FAX(614)644-3166

TO

7031992		NEW		PORTER COFFEE COMPANY LTD DBA THE GROUNDED BEAN 1050 PEARL RD BRUNSWICK OH 44212	
PERMIT NUMBER		TYPE			
ISSUE DATE					
09 14 2023					
FILING DATE					
D5		PERMIT CLASSES			
52	022	C	D91484		
TAX DISTRICT		RECEIPT NO.			

FROM 09/20/2023

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 09/20/2023

RESPONSES MUST BE POSTMARKED NO LATER THAN. 10/23/2023

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

C NEW 7031992

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF BRUNSWICK CITY COUNCIL
4095 CENTER RD
BRUNSWICK OHIO 44212