

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda JANUARY 27, 2025 6:00 PM

1. Motion Items

- (a) Motion to approve payment to Software Solutions Inc. in the amount of \$31,229.53 for initial annual software support for the period of 2/01/2025 through 1/31/2026 and to allow up to an additional \$8,000 for any additional support services requested in 2025. The initial support costs cover various receipts, accounts payable, payroll, remote payroll, refuse billing and storm water billing software support services; but do not include additional annual support fees for any special programming requests, additional modules/products or additional services not already selected for various items such as web payment interfaces.
- (b) Motion authorizing a change order in the amount of \$40,000.00 to Marks Construction for the Plum Creek Phase 3 Project.
- (c) Motion authorizing a change order in the amount of \$100,000.00 to Fabrizi Trucking and Paving Co., Inc., for the North Park Dredging Project.
- (d) Motion to enter into an Agreement with Medicount for EMS transport billing services

2. Review Legislation

- (a) **RES. NO. 7-2025** - A resolution authorizing the City Manager to execute all necessary documents to accept the 2025 Energized Community Grant from NOPEC in the amount of \$82,202.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Grant Aungst*)
- (b) **ORD. NO. 8-2025** - An emergency ordinance amending ordinance #104-2024 to include amendments to the Appropriation Budget for the year ending December 31, 2025 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)
- (c) **RES. NO. 9-2025** - An emergency resolution authorizing the City Manager to enter into a one (1) year contract for property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

- (d) **ORD. NO. 10-2025** - An emergency ordinance to transfer and advance funds.
- **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)
 - (e) **RES. NO. 11-2025** - An emergency resolution authorizing the City Manager to enter into an agreement with Set in Stone Contracting, LLC for the North Industrial Parkway Project in an amount not to exceed \$648,997.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Jenny Zoldak*)
- 3. Discussion Items
 - (a) Parks Master Plan - Designing Local, Ltd.
- 4. General Discussion
- 5. Executive Session
 - (a) Motion to go into Executive Session to discuss the subject of pending or imminent court action.
- 6. Adjournment

PROPOSED MOTION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Todd Fischer

COPY: Mayor Ron Falconi

MOTION: Motion to approve payment to Software Solutions Inc. in the amount of \$31,229.53 for initial annual software support for the period of 2/01/2025 through 1/31/2026 and to allow up to an additional \$8,000 for any additional support services requested in 2025. The initial support costs cover various receipts, accounts payable, payroll, remote payroll, refuse billing and storm water billing software support services; but do not include additional annual support fees for any special programming requests, additional modules/products or additional services not already selected for various items such as web payment interfaces.

BACKGROUND: The City has used Software Solutions Inc. for software and support services for many years. The support costs cover various receipts, accounts payable, payroll, remote payroll, refuse billing and storm water billing software support services; but do not include any special programming requests, additional modules/products or additional services not already selected. The latest quote is a 5% cost increase over the prior period. The stated costs are also historically or generally 3% cheaper to pay annually versus monthly.

The total cost for the 12-month stated period of time is also in excess of \$25,000, thus requiring the City Council's approval to pay. The annual software is proprietary.

**PURPOSE AND
EXPLANATION:**

**IMPLEMENTATION
SCHEDULE:**

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:** For the initial support costs - 2/3 of the cost (for accounts payable & payroll) charged to the General Fund with the other 1/3 (refuse/stormwater billing) being charged 50% to Refuse Fund and 50% to the Stormwater Fund.

Any additional support costs added up to a maximum of \$8,000 would be charged to the respective department involving the request.

**RECOMMENDED
ACTION:**

**ADDITIONAL
INFORMATION:**



Software Solutions

Personal Attention. Public Solutions.

8534 Yankee Street, Suite 2B
Dayton, OH 45458

Bill To:

Brunswick, City of
4095 Center Road
Brunswick, OH 44212

Ship To:

Brunswick, City of
4095 Center Road
Brunswick, OH 44212

INVOICE

Invoice #:	INV-0011197
Invoice Date:	12/19/2024
Term:	Net 30
Due Date:	01/18/2025
PO #:	

Description

Annual Software Support Contract for Visual Intelligence and eGov Professional for period 02/01/2025 thru 1/31/2026

Subtotal	\$31,229.53
Sales Tax	\$0.00
Total	\$31,229.53

PROPOSED MOTION



DATE:	1/27/2025
TO:	Vice Mayor Nicholas Hanek and Members of City Council
FROM:	Carl S. DeForest, City Manager Paul Magovac
COPY:	Mayor Ron Falconi
MOTION:	Motion authorizing a change order in the amount of \$40,000.00 to Marks Construction for the Plum Creek Phase 3 Project.
BACKGROUND:	The original contract in the amount of \$962,758.25 was awarded by City Council on May 13, 2024.
PURPOSE AND EXPLANATION:	The additional funds are an estimated dollar amount that will be needed based on remaining work to be completed. There were several unforeseen site conditions that caused overage in contract quantities. The construction of the trail required an additional 1,500 CY of topsoil removed than originally estimated, due to unsuitable soils and excessive topsoil. There was significantly more clearing work than anticipated, due to the size and nature of the trees when they were dropped. For previous phases these trees were left in place, but this was not possible for the current phase. These two overages accounted for the majority of the over contract costs. The remainder additional work items were additional rock channel to fortify existing stream bank, paying for light load paving, which allowed reduction in the quantity of subbase replacement, and overage on concrete work at Brunswick Lake Parkway in order to bring the entire new crossing into ADA compliance.
IMPLEMENTATION SCHEDULE:	The remaining work items are installation of the concrete boardwalk, installation of railings at stream crossing, and paving and restoration for the trail connection to Eisenhower Drive. The boardwalk should be completed, weather pending, by the end of February. The connection to Eisenhower Drive will be paved in early Spring, 2025.
FINANCIAL INFORMATION:	
FINANCIAL SUMMARY:	The change order will increase the contract amount from \$962,758.25 to a revised amount not to exceed \$1,002,758.25. The change order of \$40,000 is to be charged to the Capital Improvement Fund #300 - account#300-0812-56800.
RECOMMENDED ACTION:	Passage of a motion which authorizes a change order in the amount of \$40,000.00 to Marks Construction for the Plum Creek Phase 3 Project.
ADDITIONAL	Amount not to Exceed \$40,000.00.

INFORMATION:

PROPOSED MOTION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Paul Magovac

COPY: Mayor Ron Falconi

MOTION: Motion authorizing a change order in the amount of \$100,000.00 to Fabrizi Trucking and Paving Co., Inc., for the North Park Dredging Project.

BACKGROUND: The original contract in the amount of \$809,000.00 was authorized by City Council on November 11, 2024. Resolution #93-2024.

PURPOSE AND EXPLANATION: The dredging of North Park Lake is currently ongoing. The design for the dredging volume was based on an estimate of the volume of sediment that could be removed while staying under a designated dollar amount based on grant funding received. The bids for the project came in \$118,000.00 below estimated project costs. During excavation, it was discovered that additional silt and sediment exists beyond what was originally designated for removal; particularly, at the inlet and outlet for the Lake. It is recommended that the project budget be increased in order to allow for the silt and sediment to be removed, as this will provide the maximum benefit to the Lake and finished product of the project. With the additional requested funds, the project still remains under the original project estimate.

IMPLEMENTATION SCHEDULE: Dredging operations are currently underway. The dredging portion of the project will be completed by March 2025.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The change order will increase the total contract amount from \$809,000.00 to an amount not to exceed \$909,000.00. The grant agreement allows for construction costs not to exceed a total of \$927,000.00 . The funding for the change order is also contingent upon City Council adopting budget amendment legislation on Jan 27, 2025 as an emergency with suspension of the rules. If the budget amendment legislation is adopted 80% or \$80,000 of the change order amount will be charged to the EPA grant - account #337-2024-56800 with the remainder or local match of 20% or \$20,000 will be charged to 300-0564-56750.

RECOMMENDED ACTION: Passage of a motion which authorizes a change order in the amount of \$100,000.00 to Fabrizi Trucking and Paving Co., Inc., for the North Park Dredging Project.

ADDITIONAL

INFORMATION:

PROPOSED MOTION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Greg Glauner

COPY: Mayor Ron Falconi

MOTION: Motion to enter into an Agreement with Medicount for EMS transport billing services

BACKGROUND: The Division of Fire has maintained a long-standing partnership with Medicount for our EMS transport billing. Our previous contract concluded in May 2024, and we have successfully negotiated a new four-year contract, effective upon approval and execution. Medicount has demonstrated strong performance in collecting outstanding revenues from our EMS billings, and we have obtained a competitive renewal rate for the duration of the contract.

PURPOSE AND EXPLANATION: Revenues generated from medical transports to receiving facilities are a vital component of the Division of Fire's capital budget, enabling the replacement of ambulances that are no longer serviceable or have reached the end of their expected service life. Medicount offers a comprehensive service, coordinating with private health insurance providers, Medicare, and patients to ensure timely billing and efficient payment collection. Effective transport bill collection is essential for the Division of Fire to operate smoothly and sustainably. Medicount has consistently excelled in meeting our needs over the years. The City of Brunswick, Division of Fire has successfully negotiated a favorable contract for the next four years, ensuring reasonable rates and anticipates exceptional service from Medicount

IMPLEMENTATION SCHEDULE: Upon approval and execution of the proposed contract.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The quoted percentage cost increase would be a 1.89% increase over the previous contract. A separate piece of legislation to amend the budget including this cost increase will be presented to City Council on Jan 27, 2025 for their consideration. All rescue billing fee costs are charged to the Fire Fund #115 - account#115-0510-54260.

RECOMMENDED ACTION:

**ADDITIONAL
INFORMATION:**

PROPOSED LEGISLATION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Grant Aungst

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 7-2025** - A resolution authorizing the City Manager to execute all necessary documents to accept the 2025 Energized Community Grant from NOPEC in the amount of \$82,202.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Grant Aungst*)

BACKGROUND: NOPEC has made available to all of the communities that participate with NOPEC a grant to implement energy efficiency or energy infrastructure projects that will benefit the community. This is the eighth year of the grant program; the 2024 grant was approved by Resolution 26-2024 dated March 25, 2024.

PURPOSE AND EXPLANATION: The purpose of this grant is to allow for the improvement/upgrade of infrastructure to provide energy efficiencies.

IMPLEMENTATION SCHEDULE: January 27, 2025

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: NOPEC 2025 Energized Community Grant is for \$82,202.00. Eligible grant expenditures are to be charged to Account No. 336-2025-56800 provided appropriations for this account are adopted by City Council. A separate piece of legislation for consideration to amend the appropriation budget to account for this grant will be presented to City Council on Jan 27, 2025.

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 adoption.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 7-2025

BY: Committee-of-the-Whole

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE
ALL NECESSARY DOCUMENTS TO ACCEPT THE 2025 ENERGIZED
COMMUNITY GRANT FROM NOPEC IN THE AMOUNT OF \$82,202.00.

WHEREAS: NOPEC has made a grant available to all participating communities to implement energy efficiency or energy infrastructure projects through the 2025 Energized Community Grant Program.

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

SECTION 1: The City Manager is hereby authorized, upon approval of the Law Director, to execute all necessary documents to accept the 2025 Energized Community Grant from NOPEC in the amount of \$82,202.00 to implement energy efficiency or energy infrastructure projects in the City.

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: _____

Laura E. Timura, CMC
Clerk of Council

DR. WILLIAM KOONS
Chairman

CHUCK KEIPER
Executive Director

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CASEY KOZLOWSKI
Ashtabula County

DAVID SCHEFFLER
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Summit County

DOUG FRANKLIN
Trumbull County

January 8, 2025

Carl DeForest
City Manager
Brunswick
4095 Center Road
Brunswick, OH 44212

Dear City Manager DeForest:

Congratulations! Brunswick has been awarded a NOPEC Energized Community (NEC) grant of \$82202 for 2025. NOPEC* and our supply partner NextEra Energy value your community's membership and are awarding this grant to help your community to continue your energy efficiency projects to achieve future savings on your utility bills. Please accept your 2025 NEC Grant award by completing your community profile by June 30, 2025.

Please note important disbursement-related dates below:

2025 NEC Grant –Important Dates			
Year	Amount	Available for Disbursement	Deadline to Disburse
2023 Balance	\$0	Available Now	November 30, 2025
2024 Balance	\$765	Available Now	November 30, 2026
2025 Award	\$82202	Available when 2025 Profile is approved	November 30, 2027

Later this month, you'll receive an e-mail with detailed instructions on how to access your community's grant information. NOPEC's Community Investment Manager, Jessica Renner, is available by email at grants@nopecinc.org or by phone at 440-249-7072.

We look forward to working with you!

Sincerely,



Chuck Keiper
Executive Director

*The NEC grant program is funded and administered by NOPEC, Inc., under agreement with Northeast Ohio Public Energy Council (NOPEC).

NOPEC Energized Community (NEC) Grant

The **NOPEC Energized Community (NEC) Grant Program** provides grants to NOPEC member communities for energy-related projects. Established by NOPEC Inc. and NextEra Energy, the primary goal of providing funds is to help implement energy savings or energy infrastructure measures.



Ideas for 2025 Grant Projects

Grants can be used for **government, residential, and commercial properties**. Here are some examples of what you can do with your grant dollars:

- Lease or purchase of plug-electric vehicles
- Traffic signal upgrades
- Energy-efficient windows
- Solar-powered LED stop signs
- Energy-efficient air conditioner
- Tree canopy restoration
- Electrical upgrades
- Generators
- Door replacement
- LED lighting upgrades
- Service garage insulation
- Energy-efficient metal roof system
- Installation of radius ceiling fans
- Energy efficient kitchen appliances

Secure Your Grant Dollars

Step 1: Submit Profile at nopecgrants.org — Due by June 30th, 2025

- A.** Accept funds by passing community legislation
- B.** Complete grant agreement

Step 2: Draw Funds — Due by November 30th, 2027

- A.** Submit disbursement requests

Questions?

Contact Jessica Renner, Community Investment Manager, at grants@nopecinc.org



PROPOSED LEGISLATION



DATE: 1/27/2025

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. 8-2025** - An emergency ordinance amending ordinance #104-2024 to include amendments to the Appropriation Budget for the year ending December 31, 2025 as incorporated in Exhibit "A" attached hereto. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

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

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

IMPLEMENTATION SCHEDULE: Discuss at the January 27, 2025, Finance Committee meeting and move to the January 27, 2025, 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 increase to the overall City appropriation budget by \$9,322,930.05. The largest components of the net increase, in no particular order, relate to:

- 1) \$2,957,154.85 in proposed increases in appropriations and remaining funds available for the Fire Station. The \$2,957,154.85 represents the funds not previously encumbered as of December 31, 2024, nor included in the 2025 original budget presentation.
- 2) \$1,200,000 in appropriations for future park improvements to be identified through future discussions and the results of the Park Master Study.
- 3) \$551,937.48 in 2025 appropriations to add five new full-time staff members, including benefit costs, anytime after Feb 2, 2025. The recommendation is to add two patrol

officers, two fire/medics and one street laborer. The funding for two of these positions are a direct result of the City's past growth in income tax revenues specifically tied to the safety levy. The other three proposed full-time positions are a result of the City's increased interest revenues and expanding investment portfolio over the past decade. It should be stated that interest revenues are not guaranteed, however, if the City maintains its current long-term investment portfolio principal moving forward, we feel comfortable that the funding for these positions can be sustained moving forward for a reasonable time. Any interest revenues earned above the needed amounts for these three positions should be dedicated towards one-time costs only. For reduction in interest revenues moving forward, reductions should first be applied towards reducing one time capital costs/programs before being applied against these three full-time positions. This recommendation is the next step in the overall controlled growth plan of the City's financial improvements over the past 15 years and to avoid the same pitfalls of those experienced in late 1990s-2009.

4) \$495,889.63 pertains to the remaining unspent grant monies for the ongoing Pearl Road Improvement Project. Various grants were received from the Federal Highway Administration and the State of Ohio for this project. Exhibit B lists the remaining grant amounts by funding source for this project. As the construction work is completed and related invoices are submitted, Chagrin Valley Engineering is expected to continue to identify and breakdown the appropriate and eligible expenditures by grant/funding source. The Finance Department will then record the expenditure activity accordingly. The City has recorded a gross-up receipt and expense for the first 12 pay estimates received. All 12 pay estimates were approved by the State of Ohio and the City to date. Additional pay estimates exist, but are still being analyzed, etc. More pay estimates are expected as we continue through 2025 with the potential that the project will be closed thereafter.

5) \$164,404 in advances out to and from various funds to temporarily fund and cover costs of new grants until grant reimbursements are received. The advances to return the money are also included in this amendment. Advances, albeit appropriated, are not "true" expenditures but are rather a movement of money from one fund to another in the form of a loan.

6) \$3,147,669.79 in transfers from the General Fund to various capital improvement funds to comply with the Fund Balance Reserve Policy and as a result of a expanding investment portfolio and higher interest rates . Transfers, albeit appropriated, are not "true" expenditures but are rather a movement of money from one fund to another.

7) \$852,800 EPA grant award unencumbered as of December 31, 2024 and not included in the original 2025 budget. Remains available in 2025 for eligible projects as determined and authorized by the EPA and City Council.

8) \$80,202 in new NOPEC grant award received.

All other items below, including related reductions, are not specifically listed in this summary, but are detailed with a description with listed amounts in the attached Exhibit B.

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

Exhibit B is provided for informational and review purposes only.

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

**RECOMMENDED
ACTION:**

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

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

Recommended approval as an emergency with the suspension of the rules. The emergency clause is necessary in order to remain in compliance with the Ohio Revised Code, allow for the daily operations of the City of Brunswick to continue without interruptions, meet grant 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. 8-2025

By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE AMENDING ORDINANCE #104-2024 TO INCLUDE AMENDMENTS TO THE APPROPRIATION BUDGET FOR THE YEAR ENDING DECEMBER 31, 2025 AS INCORPORATED IN EXHIBIT "A" ATTACHED HERETO.

WHEREAS: Ordinance #104-2024 adopted appropriations for 2025; 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 Ordinance #104-2024.

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

SECTION 1: Ordinance #104-2024 is 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

January 27, 2025

Fund Number	Fund Name / Department	Personal Service	Other	Total
General Fund				
001	General Fund			
	City Council	201,137.00	104,260.00	\$ 305,397.00
	Mayor	113,063.00	119,910.00	\$ 232,973.00
	City Manager	206,437.00	137,662.00	\$ 344,099.00
	Information Technologies	200,821.00	460,757.00	\$ 661,578.00
	Engineering	26,208.00	622,754.00	\$ 648,962.00
	Building Department	412,499.00	258,989.00	\$ 671,488.00
	Cemetery Maintenance	-	25,690.00	\$ 25,690.00
	Janitorial Contract	-	23,087.16	\$ 23,087.16
	City Hall Building & Grounds	6,077.00	57,358.00	\$ 63,435.00
	Administrative Services	99,935.00	63,374.00	\$ 163,309.00
	Economic Development	125,338.00	288,145.00	\$ 413,483.00
	Animal Control	84,268.00	78,692.00	\$ 162,960.00
	Law Department	192,374.00	326,022.00	\$ 518,396.00
	Finance Department	280,142.00	252,611.00	\$ 532,753.00
	Income Tax Department	226,751.00	290,103.00	\$ 516,854.00
	Parks & Recreation Director	84,551.00	69,973.00	\$ 154,524.00
	General Fund Administration	-	1,423,717.91	\$ 1,423,717.91
	Planning Division/Community Development	86,122.00	104,749.00	\$ 190,871.00
	Board of Building Appeals	764.00	1,266.00	\$ 2,030.00
	Board of Zoning Appeals	1,337.00	4,670.00	\$ 6,007.00
	Board of Civil Service	12,281.00	47,185.00	\$ 59,466.00
	Board of Ethics	3,540.00	4,555.00	\$ 8,095.00
	Board of Charter Review	3,600.00	6,956.00	\$ 10,556.00
	Board of Commemorative Affairs	-	37,500.00	\$ 37,500.00
	General Fund Transfers / Advances	-	31,733,014.79	\$ 31,733,014.79
001	Total General Fund	\$ 2,367,245.00	\$ 36,543,000.86	\$ 38,910,245.86
Special Revenue Funds:				
110	Court Computerization Fund	5,933.00	16,103.00	\$ 22,036.00
114	Police Fund	5,209,012.00	5,272,673.96	\$ 10,481,685.96
115	Fire Fund	3,050,503.00	5,831,711.62	\$ 8,882,214.62
117	Street Repair & Maintenance Fund	1,394,422.00	2,732,139.44	\$ 4,126,561.44
118	State Highway Fund	-	144,491.00	\$ 144,491.00
119	Law Enforcement Fund	-	6,200.00	\$ 6,200.00
120	Brunswick Transit Alternative (BTA) Fund	-	45,000.00	\$ 45,000.00
123	Brunswick Area Television (BAT) Fund	160,969.00	229,449.00	\$ 390,418.00
127	Parks Fund	222,420.00	455,710.00	\$ 678,130.00
129	Department of Justice Federal Grant Fund	-	-	\$ -
130	DUI Enforcement & Education Fund	-	10,500.00	\$ 10,500.00
131	Recreation Center Fund	457,793.00	715,805.00	\$ 1,173,598.00
133	Home Improvement Grant Fund (CDBG)	-	5,329.00	\$ 5,329.00
141	Opioid Settlement Fund	-	98,732.60	\$ 98,732.60
Enterprise Funds:				
223	Refuse Fund	76,516.00	3,416,271.00	\$ 3,492,787.00
224	Storm Water Management Fund	36,633.00	1,016,069.25	\$ 1,052,702.25
Capital Improvement Funds:				
300	General Permanent Improvement Fund	-	2,682,038.39	\$ 2,682,038.39
332	Road Levy Fund	-	2,534,200.00	\$ 2,534,200.00
333	Road Improvement Fund	-	7,689,988.01	\$ 7,689,988.01
336	City Building Improvement Fund	-	336,785.00	\$ 336,785.00
337	EPA Grant Fund	-	2,352,800.00	\$ 2,352,800.00
339	Fire Improvement Fund	-	79,618.16	\$ 79,618.16

341	Park Improvement Fund	-	1,200,000.00	\$	1,200,000.00
345	U.S. Army Corp of Engineer's Grant Fund	-	2,255,000.00	\$	2,255,000.00
347	North Carpenter Road Improvement Fund	-	443,083.44	\$	443,083.44
348	Boston Road Improvement Fund	-	-	\$	-
359	Fire Station Construction Fund	-	1,450,722.93	\$	1,450,722.93
360	Brunswick Lake Improvement Fund	-	-	\$	-
371	OPWC Laurel/Maxwell Intersection Improvement Fund	-	1,440,000.00	\$	1,440,000.00
374	OPWC Magnolia Drive Improvement Fund	-	843,255.96	\$	843,255.96
375	OPWC Pepperwood Drive Improvement Fund	-	887,691.22	\$	887,691.22
Self Insurance Fund:					
600	Self Insurance Fund	-	4,179,516.00	\$	4,179,516.00
Debt Service Funds:					
771	General Obligation Bond Retirement Fund	-	-	\$	-
772	General Obligation Fire Station Bond Retirement Fund	-	987,500.00	\$	987,500.00
782	Special Assessment BRF: Laurel Road (2006)	-	33,887.50	\$	33,887.50
783	Special Assessment BRF: Brunswick Lake - Dam	-	18,948.80	\$	18,948.80
784	Special Assessment BRF: Brunswick Lake - Dredging	-	11,826.18	\$	11,826.18
Agency Funds:					
881	General Trust Agency Fund	-	750,000.00	\$	750,000.00
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	-	47,707.00	\$	47,707.00
887	Residential 1% Building Permit Agency Fund	-	10,000.00	\$	10,000.00
Grand Total				\$	99,915,200.32

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only

For the Budget Year Ending December 31, 2025

1/27/2025

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
General (#001)			
INSURANCE	001-0200-54272	1,500.00	Estimated liability & life insurance costs for the Mayor's Department inadvertently left off the 2025 budget proposal.
PLAN REVIEW	001-0410-54263	53,482.00	Add plan review costs to match plan review revenue estimates for the new Brunswick High School, Maintenance Facility and Board of Education buildings.
REPAIR AND MAINTENANCE	001-0880-54243	4,470.00	Estimated excavation costs relating to waterline break detected underneath the City Hall & Division of Police Building per James Urankar email 1/14/25.
UTILITIES & PHONE	001-0880-54270	6,454.00	Rough estimated \$10K water bill for excess usage for detected water leak under City Hall/Police building. 64.54% to GF & 35.46% Police.
COUNTY EMA PARTICIPATION	001-0880-54341	198.60	Budget additional amount of actual EMA cost allocation over the estimated amount included in the original 2025 budget.
ADVANCE OUT TO FUND #336 (NOPEC GRANT)	001-0999-99899	82,202.00	Advance out to Fund #336 to temporarily cover the \$82,202 NOPEC grant expenditures until reimbursed. Advance will be returned after reimbursement.
TRANSFER OUT TO FUND #333	001-0999-99909	1,137,922.29	Increase transfer Out to the Roads Capital Improv Fund #333 to comply with Fund Balance Reserve Policy for road improvements.
TRANSFER OUT TO #341 CITY-WIDE PARK IMPR FL	001-0999-99922	1,200,000.00	Transfer \$1.2 M transfer from the General Fund to the City-Wide Park Improvement Fund #341 for future capital park improvements (Park Master Plan).
TRANSFER OUT: CAPITAL IMPROV FUND #300	001-0999-99947	800,000.00	Increase transfer Out to the Capital Improv Fund #300 to comply with Fund Balance Reserve Policy for capital improvements.
TRANSFER OUT TAX ALLOCATION	001-0999-99950	9,747.50	Revise Income Tax estimate to be 1% above 2024 actual income tax cash basis receipts with 3.5% due to Fund#300 per Ord#105-2024.
General Fund Total		3,295,976.39	
Police Fund (#114)			
PATROLMEN SALARIES	114-0520-51110	106,500.00	Estimated wage costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
UNIFORM/CLEANING ALLOWANCE	114-0520-52224	510.96	Budget CBA costs to convert uniform allowances from an anniversary date to Jan 1 for the last 2 remaining senior Communication specialists in arrears.
UNIFORM/CLEANING ALLOWANCE	114-0520-52224	1,300.00	To correct an error in which 2 Comm Spec uniform allowance Pos from 2024 were inadvertently closed before all receipts were submitted and paid.
UNIFORM/CLEANING ALLOWANCE	114-0520-52224	5,200.00	Estimated costs of initial uniform issuance for 2 additional patrol officers provided by the Lieutenant.
UNIFORM/CLEANING ALLOWANCE	114-0520-52224	2,600.00	Initial uniform issuance for replacement patrol officer as a current patrol officer resigned.
PROFESSIONAL PAY	114-0520-52225	7,150.00	Estimated professional pay costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
MEDITAX	114-0520-52226	1,679.00	Estimated meditaX costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
POLICE OP&F PENSION	114-0520-52227	36,751.00	Estimated pension costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
WELLNESS	114-0520-52231	2,100.00	Estimated maximum wellness costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
WORKER'S COMP	114-0520-52274	3,184.00	Estimated worker's compensation costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025.
HOSPITALIZATION	114-0520-52275	49,706.00	Estimated maximum medical insurance costs associated with the hiring of 2 additional patrol officers effective anytime after Feb 2, 2025. (April coverage).
HOSPITALIZATION	114-0520-52275	(21,061.00)	Estimated costs of medical insurance plan changes selected by employees from 2024 into 2025 after compilation of budget.
PRE-EMPLOYMENT SERVICES	114-0520-54234	1,900.00	Estimated costs for 2 additional patrol officers and the required new hire screenings and psychological tests
PRE-EMPLOYMENT SERVICES	114-0520-54234	950.00	Estimated costs for replacement patrol officer and the required new hire screenings and psychological tests (current officer resigned).
UTILITIES & PHONES	114-0520-54270	3,546.00	Rough estimated \$10K water bill for excess usage for detected water leak under City Hall/Police building. 64.54% to GF & 35.46% Police.
INSURANCE	114-0520-54272	1,500.00	Estimated general liability/police professional and life insurance costs for 2 additional patrol officers effective anytime after Feb 2, 2025.
POLICE CAPITAL	961-0520-56252	4,800.00	Estimated costs for bullet proof vests for 2 additional patrol officers.
POLICE CAPITAL	961-0520-56252	2,400.00	Initial bullet proof vest for replacement patrol officer as a current patrol officer resigned.
CAPITAL OUTLAY-DONATIONS EAGLES	961-0520-56253	8,000.00	Appropriate \$8,000 donation originally received from the Eagles in Dec 2024. Donation to be used for capital needs of the Division of Police.
Police Fund Total		218,715.96	
Fire Fund (#115/952)			
FIRE RESCUE & FIRE PS	115-0510-51110	106,069.00	Estimated wage costs associated with the hiring of 2 additional Fire Medics effective anytime after Feb 2, 2025.
PROFESSIONAL PAY	115-0510-52225	7,150.00	Estimated professional pay costs associated with the hiring of 2 additional Fire Medics effective anytime after Feb 2, 2025.
MEDITAX	115-0510-52226	1,759.00	Estimated meditaX costs associated with the hiring of 2 additional Fire Medics effective anytime after Feb 2, 2025.
OHIO POLICE & FIRE PENSION	115-0510-52227	43,953.85	Estimated pension costs associated with the hiring of 2 additional FireMedics effective anytime after Feb 2, 2025.
HOLIDAY PAY	115-0510-52229	5,933.00	Estimated maximum holiday pay/costs associated with the hiring of 2 additional FireMedics effective anytime after Feb 2, 2025.
WELLNESS	115-0510-52231	2,100.00	Estimated maximum wellness costs associated with the hiring of 2 additional Fire Medics effective anytime after Feb 2, 2025.
WORKER'S COMP	115-0510-52274	3,335.00	Estimated worker's compensation costs associated with the hiring of 2 additional Fire/Medics effective anytime after Feb 2, 2025.
HOSPITALIZATION	115-0510-52275	49,706.00	Estimated maximum medical insurance costs associated with the hiring of 2 additional Fire/Medics effective anytime after Feb 2, 2025. (April coverage).
HOSPITALIZATION	115-0510-52275	1,908.00	Estimated costs of medical insurance plan changes selected by employees from 2024 into 2025 after compilation of budget.
UNIFORM ALLOWANCES	115-0510-54224	3,000.00	Estimated fatigue/uniform costs associated with the hiring of 2 additional FireMedics effective anytime after Feb 2, 2025. Per Fire Chief
RESCUE COLLECTION FEES	115-0510-54260	1,162.64	Anticipated cost increase in 2025 for our 3rd party EMS billing service organization based on an estimated annual collection of \$930,765.
INSURANCE	115-0510-54272	1,500.00	Estimated general liability and life insurance costs for 2 additional Fire Medics effective anytime after Feb 2, 2025.
INCIDENTALS	115-0510-55239	2,800.00	Estimated costs for 2 additional Fire Medics required new hire screenings and pension physical tests
CAPITAL OUTLAY	952-0510-56252	10,000.00	Estimated turnout gear costs associated with the hiring of 2 additional FireMedics effective anytime after Feb 2, 2025. Per Fire Chief

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only
For the Budget Year Ending December 31, 2025

1/27/2025

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
CAPITAL OUTLAY-DONATIONS EAGLES	952-0510-56253	8,000.00	Appropriate \$8,000 donation originally received from the Eagles in Dec 2024. Donation to be used for capital needs of the Division of Fire.
CONSTRUCTION - FIRE STATION	964-0437-56881	1,772,592.13	Appropriate remaining unencumbered amounts from 2024 that are available for the Fire Station or related improvements in 2025.
Fire Fund Total		2,020,968.62	
Street R & M Fund (#117)			
STREET FOREMAN	117-0420-51081	194.00	To correct 2025 budget spreadsheet error for this position. The 2024 MOU additional 0.25% wage increase was not included in the 2025 rate calculation.
ROAD LABOR PS	117-0420-51160	51,892.00	Estimated wage costs associated with the hiring of 1 additional Streets Laborer effective anytime after Feb 2, 2025 with 6 weeks under winter shift/no CDL.
OPERS	117-0420-52223	12,455.00	Estimated employer pension costs associated with the hiring of 1 additional Streets Laborer effective anytime after Feb 2, 2025.
OPERS	117-0420-52223	47.00	To correct 2025 budget spreadsheet error for Working Foreman affecting this employer provided benefit line.
MEDITAX	117-0420-52226	768.00	Estimated meditatx costs associated with the hiring of 1 additional Streets Laborer effective anytime after Feb 2, 2025.
MEDITAX	117-0420-52226	3.00	To correct 2025 budget spreadsheet error for Working Foreman affecting this employer provided benefit line.
WELLNESS	117-0420-52231	1,050.00	Estimated maximum wellness costs associated with the hiring of 1 additional Streets Laborer effective anytime after Feb 2, 2025.
WORKER'S COMP	117-0420-52274	1,456.00	Estimated worker's comp costs associated with the hiring of 1 additional Streets Laborer effective anytime after Feb 2, 2025.
WORKER'S COMP	117-0420-52274	6.00	To correct 2025 budget spreadsheet error for Working Foreman affecting this employer provided benefit line.
HOSPITALIZATION	117-0420-52275	24,853.00	Estimated maximum medical insurance costs associated with the hiring of 1 additional Streets Laborer anytime after Feb 2, 2025. (April coverage).
HOSPITALIZATION	117-0420-52275	(207.00)	Estimated costs of medical insurance plan changes selected by employees from 2024 into 2025 after compilation of budget.
UNIFORMS	117-0420-54224	272.64	Estimated uniform maintenance agreement costs for 1 additional Streets Laborer effective Feb 2, 2025 per Service Director.
UNIFORMS	117-0420-54224	475.00	Estimated uniform & boots allowance costs for 1 additional Streets Laborer effective anytime after Feb 2, 2025.
UTILITIES & PHONE	117-0420-54270	190.00	Estimated cellphone costs for 1 additional Streets Laborer effective anytime after Feb 2, 2025 per Service Director
INSURANCE	117-0420-54272	750.00	Estimated general liability and life insurance costs for 1 additional Streets Laborer effective anytime after Feb 2, 2025.
Street R & M Fund Total		94,204.63	
Parks Fund (#127/960)			
CONTRACTUAL SERVICES	127-0810-54273	15,000.00	Anticipated tri-City financial commitment for an added Trail Planner Position with the Medina County Parks Trail with a focus on grants, "BMW trail", etc.
Parks Fund Total		15,000.00	
Rec. Center Fund (#131)			
HOSPITALIZATION	131-0830-52275	199.00	Estimated costs of medical insurance plan changes selected by employees from 2024 into 2025 after compilation of budget.
Rec. Center Total		199.00	
Opioid Settlement Fund (#141)			
ONEOHIO OPIOID SETTLEMENT PURCH SERV	141-0439-54253	2,061.24	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
JANSEN OPIOID SETTLEMENT PURCH SERVICES	141-0439-54254	26,559.01	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
NOAT TRUST II (MALLINCRODT) PURCH SERV	141-0439-54255	2,817.06	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
ALLERGAN,TEVA,WALMART,CVS,WALGREGREENS	141-0439-54256	53,393.17	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
MCKINSEY OPIOID SETTLEMENT PURCH SERV	141-0439-54257	8,972.02	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
ENDO OPIOID PURCH SERV	141-0439-54258	4,930.10	To appropriate Opioid Settlement funds received in 2024 that were not spent as of December 31, 2024.
Total Opioid Settlement Fund		98,732.60	
Capital Projects Improvement Fund (#300)			
LOCAL COST SHARE - EPA GRANT	300-0564-56750	(203,894.00)	Update 2025 project appropriations to account for purchase orders submitted in late 2024 after the 2025 budget was compiled.
LOCAL COST SHARE - EPA GRANT	300-0564-56750	97,500.00	Additional bid contingency for upcoming Aster Place Detention Basin Project anticipate to be bid in late 2025.
LOCAL COST SHARE -TRAIL PH 2	300-0812-56700	(300.00)	Update 2025 project appropriations to account for amended purchase orders in late 2024 after the 2025 budget was compiled.
ADDITIONAL LOCAL COST SHARE -TRAIL PH 3	300-0812-56800	40,000.00	Additional contingency to match anticipated change order to be presented to C-O-W on Jan 27, 2025.
Capital Projects Improvement Fund Total		(66,694.00)	
Road Capital Projects Fund (#333)			
SIB LOAN INTEREST	333-0001-58700	(183,672.81)	The City was informed in Jan 2025 that NOACA decided to pay off SIB loan for N. Carp years early saving the City on contractual obligations with SIB Office
CONSTRUCTION- MCKINLEY/GARFIELD	333-0318-56881	(121,500.00)	Reduce 2025 appropriations CDBG/County Grant award for Garfield McKinley road improvement project since completed in late 2024.
GRANT-CWD-WATER MAIN CENTER RD	333-0433-56880	(9,662.97)	Update grant expense estimate based on CVE's breakdown and revised water main replacement project cost estimate dated 01/16/2025.
CENTER RD IMPROV - CITY SHARE	333-0433-56881	12,500.00	Update grant expense estimate based on CVE's breakdown and revised water main replacement project cost estimate dated 01/16/2025.
CENTER RD-ENG/INSP CITY SHARE	333-0433-56883	(43,450.73)	Update grant expense estimate based on CVE's breakdown and revised water main replacement project cost estimate dated 01/16/2025.
CENTER RD-CONTINGENCY-CITY SHA	333-0433-56884	1,250.00	Update grant expense estimate based on CVE's breakdown and revised water main replacement project cost estimate dated 01/16/2025.

City of Brunswick, Finance Office

"Exhibit B" : Schedule of Amendments to the Permanent Budget #1 - For informational purposes only

For the Budget Year Ending December 31, 2025

1/27/2025

Fund Name / Account Name	Account Number	Appropriation Adjustment Amount	Description
CENTER RD-CONTINGENCY-CITY SHA	333-0433-56884	80,000.00	Additional \$40K bid contingency for CWD watermain project and \$40K bid contingency for road replacement City funded project.
FHWA 4TA7 CONSTRUCTION-PEARL RD	333-0464-56251	256,534.70	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
FHWA 4PF7(U) CONSTRUCTION URBAN-PEARL RD	333-0464-56261	12,975.98	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
FHWA LABR(U) INSPECTION URBAN-PEARL RD	333-0464-56263	106,604.10	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
FHWA 4PF7(R) CONSTRUCTION RURAL-PEARL RD	333-0464-56271	66,999.57	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
FHWA LABR(R) INSPECTION RURAL-PEARL RD	333-0464-56273	28,820.31	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
STATE 4PS7(R) CONSTR RURAL - PERAL ROAD	333-0464-56281	16,749.89	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
STATE LABR(R) INSPECTION RURAL-PEARL RD	333-0464-56283	7,205.08	Appropriate remaining grants for the improvement of Pearl Road. Total original Grant Awards from all sources = \$4,072,086.08. State let (gross-up only)
Road Capital Projects Fund Total		231,353.12	
City Hall Expansion Fund (#336)			
NOPEC GRANT 2025	336-2025-56800	82,202.00	Establish appropriations for 2025 NOPEC Grant Award Received. Eligible grant projects must be energy efficient projects for reimbursement.
ADVANCE OUT	336-0999-99900	82,202.00	Advance out to General Fund once \$82,202 in NOPEC grant expenditures are reimbursed and grant is closed.
City Hall Expansion Fund Total		164,404.00	
EPA Grant Fund (#337)			
U.S. EPA GRANT (N PARK DREDGING)	337-2024-56800	279,800.00	Appropriate remaining unencumbered amounts from 2024 that are available for EPA eligible and approved projects in 2025.
U.S. EPA GRANT (ASTER PLACE DET BASIN)	337-2024-56801	573,000.00	Appropriate remaining unencumbered amounts from 2024 that are available for EPA eligible and approved projects in 2025.
Total EPA Grant Fund		852,800.00	
Fire Improvement Fund (#339)			
FIRE STATION	339-0437-56881	79,618.16	Appropriate remaining unencumbered amounts from 2024 that are available for the Fire Station or related improvements in 2025.
Total Fire Improvement Fund		79,618.16	
Park Improvement Fund (#341)			
PARK IMPROVEMENTS	341-0812-57000	1,200,000.00	Appropriation or set-aside of \$1,200,000 for various park improvements from the Park Master Plan Study. Projects and priorities to be discussed later.
Total Park Improvement Fund		1,200,000.00	
Fire Station Construction Fund (#359)			
Construction-Fire Station	359-0437-56881	967,222.24	Remaining \$12M bond proceeds not already encumbered during 2024 but is available for the Fire Station Project in 2025.
Contingency-Fire Station	359-0437-56884	137,722.32	To appropriate 2024 interest earned that was unknown @ time of budget compilation and not already included in the 2025 original budget.
Fire Station Construction Fund Total		1,104,944.56	
Non-Residential (3%) Assessment Fund (#886)			
3% ASSESSMENT STATE FEE	886-0010-53798	12,707.00	Add 3% non-residential state assessment fee estimate for the new Brunswick High School, Maintenance Facility and Board of Education buildings.
Non-Residential (3%) Assessment Fund Total		12,707.00	

PROPOSED LEGISLATION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Gia D'Amico

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 9-2025** - An emergency resolution authorizing the City Manager to enter into a one (1) year contract for property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: Our current insurance policy will expire on January 31, 2025. We must enter into a new contract to insure equipment, property, buildings, etc. from February 1, 2025 through January 31, 2026. Love Insurance Agency obtained proposals for this coverage.

PURPOSE AND EXPLANATION: To provide insurance coverage for equipment, property, facilities, etc. effective February 1, 2025.

IMPLEMENTATION SCHEDULE: As soon as allowed by law.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Total not to exceed estimated costs of insurance+/- net additions/deletions= \$406,711.

The liability, crime & cyber insurance policy covers the period of February 1, 2025, through January 31, 2026, and at an original total premium of \$371,711. The total premium amount includes 1) an annual premium of \$339,884 for various insurance coverage pertaining to property, employer, employee, vehicles, etc, and 2) an annual premium of \$31,827 for crime and cyber coverage.

An additional premium amount not to exceed \$35,000 is also requested for prorated premium adjustments for City property removed from and/or added to coverage during this policy year, which would result in additional premium amounts due from the City.

In order to be paid, expenditures must also be covered by sufficient Council appropriations. Expenditures will be posted to the respective fund and department based on the items or persons being insured. Total not to exceed estimated costs of insurance

+/- net additions/deletions= \$406,711.

**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 current policy expires January 31, 2025. The new policy must be in effect February 1, 2025.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 9-2025

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A ONE (1) YEAR CONTRACT FOR PROPERTY, AUTOMOBILE, INLAND MARINE, GENERAL LIABILITY, PUBLIC OFFICIALS LIABILITY, POLICE LIABILITY, BOILER AND MACHINES, CRIME COVERAGE, CYBER COVERAGE, EMPLOYMENT PRACTICE AND UMBRELLA INSURANCE COVERAGE.

WHEREAS: The City utilized the professional services of Love Insurance Agency to obtain proposals for property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage;

WHEREAS: The annual premium for the lowest and best policy is \$371,711.00 for the package, which amount includes crime and cyber coverage premiums in the amount of \$31,827.00; and

WHEREAS: An additional premium not to exceed \$35,000.00 is necessary to account for potential prorated premium adjustments for City property removed from and/or added to the policy.

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

SECTION 1: That the City Manager is hereby authorized to enter into a one (1) year contract from February 1, 2025 through January 31, 2026 at an annual premium in an amount of \$371,711.00 for the package, which amount includes crime and cyber coverage premiums in the amount of \$31,827.00, effective February 1, 2025 for the following insurance: property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella coverage.

SECTION 2: An additional premium not to exceed \$35,000.00 is hereby authorized to account for potential prorated premium adjustments for City property removed from and/or added to the policy.

SECTION 3: The Finance Director is authorized to issue a warrant for payment of the insurance coverages upon receipt of a proper invoice from the City Manager.

SECTION 4: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare, and for the additional reason that the previous policy and liability insurance coverage expires on January 31, 2025. 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, CMC

One Reading Yes

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

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

Recommended approval as an emergency with suspension of the rules. Emergency clause necessary to allow funding to be in place to administer plans and/or purchase orders for various projects, grants, etc.

**ADDITIONAL
INFORMATION:**

None.



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 10-2025

By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE TO TRANSFER AND ADVANCE FUNDS

- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Road Capital Projects Fund #333 to set aside funds for current and future road improvement projects, and;
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Capital Projects Improvement Fund #300 for various capital improvements or may be authorized by Council, and;
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Recreation Center Fund #131 to help subsidize operational, contractual and capital expenses as a result of aging building and ongoing recovery from the global health pandemic, and;
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Parks City-Wide Capital Improvement Fund #341 for various park capital improvements to be selected from the park master plan study or those that may be authorized by Council, and;
- WHEREAS: The City of Brunswick wishes to transfer funds from the General Fund #001 to the Self Insurance Fund #600 to update the City reserve to 1) keep up with inflation and rising health care costs, 2) help cover timing differences between employee withholdings and medical costs and 3) provide a 1-2 month “premium” reserve from those held by the Jefferson Health Plan.
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the Road Levy Improvement Fund (#332) to the General Fund #001 since the 2024 road levy projects are near completion, and;
- WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to the Road Levy Improvement Fund #332 to allow for the 2025 neighborhood road improvement program to occur during the upcoming construction season versus otherwise waiting for all levy proceeds to be received, and;
- WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to City Hall Expansion Fund #336 to temporarily fund the 2025 NOPEC grant expenses until the 2025 NOPEC grant reimbursements are received, and;
- WHEREAS: The City of Brunswick wishes to return previously advanced monies from the City Hall Expansion Fund #336 to the General Fund since the 2023 NOPEC grant is completed and reimbursements have been received, and;



CITY OF BRUNSWICK, OHIO

ORDINANCE NO. 10-2025

WHEREAS: The City of Brunswick wishes to advance monies from the General Fund #001 to the OPWC Laurel/Maxwell Intersection Improvement Fund #371 to temporarily fund the anticipated Laurel/Maxwell Intersection OPWC improvement project until OPWC grant reimbursements are received, and;

WHEREAS: The City of Brunswick wishes to return previously advanced monies from the North Carpenter Paving Fund #347 to the General Fund #001 since the North Carpenter Improvement Project is completed and the State Infrastructure Bank loan is expected to be repaid by NOACA in January 2025.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the following funds are hereby transferred:

FROM:	General Fund (#001)
TO:	Road Capital Projects Fund (#333)
AMOUNT:	\$5,137,922.29
FROM:	General Fund (#001)
TO:	Capital Projects Improvement Fund (#300)
AMOUNT:	\$3,800,000.00
FROM:	General Fund (#001)
TO:	Recreation Center Fund (#131)
AMOUNT:	\$350,000.00
FROM:	General Fund (#001)
TO:	Parks City-Wide Capital Fund (#341)
AMOUNT:	\$1,200,000.00
FROM:	General Fund (#001)
TO:	Self Insurance Fund (#600)
AMOUNT:	\$324,000.00

SECTION 2: That the following funds are hereby advanced:

FROM:	Road Levy Improvement Fund (#332)
TO:	General Fund (#001)
AMOUNT:	\$861,000.00
FROM:	General Fund (#001)
TO:	Road Levy Improvement Fund (#332)
AMOUNT:	\$861,000.00



CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 10-2025

FROM: General Fund (#001)
TO: City Hall Expansion Fund (#336)
AMOUNT: \$82,202.00

FROM: City Hall Expansion Fund (#336)
TO: General Fund (#001)
AMOUNT: \$91,390.00

FROM: General Fund (#001)
TO: OPWC Laurel/Maxwell Intersection Improvement Fund (#371)
AMOUNT: \$720,000.00

FROM: North Carpenter Paving Fund (#347)
TO: General Fund (#001)
AMOUNT: \$359,688.37

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

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laura E. Timura

PROPOSED LEGISLATION



DATE: 1/27/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Paul Magovac

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 11-2025** - An emergency resolution authorizing the City Manager to enter into an agreement with Set in Stone Contracting, LLC for the North Industrial Parkway Project in an amount not to exceed \$648,997.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Jenny Zoldak*)

BACKGROUND: Authorization for the public bid granted by City Council motion on December 16, 2024. Bids were opened on January 22, 2025. Eight bids were received. Set in Stone Contracting, LLC was the lowest and best bidder with a base bid of \$648,997.00.

PURPOSE AND EXPLANATION: The proposed project included concrete slab and joint base repairs on North Industrial Parkway, beginning at Center Road and proceeding north to the first cul-de-sac. The project continues along North Industrial Parkway with slab and joint base repairs along with an asphalt overlay, starting after the cul-de-sac and proceeding west and north to Nationwide Parkway.

IMPLEMENTATION SCHEDULE: The project is anticipated to commence in February/March (pending weather) and is scheduled for completion in May.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Account: 333-0558-56800
First \$500,000.00 TID Grant share
Account: 333-0558-56700
Remaining \$148,997.00 City share

RECOMMENDED ACTION:

One Reading	Yes
Two Readings	No
Three Readings	No

Emergency	Yes
Suspension of Rules	Yes

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

It is requested that legislation is passed by emergency measure with suspension of the rules for the immediate preservation of the public peace, property, health, safety, welfare, and providing for the usual daily operation of a municipality. And for further reason, this project is being partially funded through an agreement with the Medina County Transportation Improvement District with a required completion date of June 2025.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 11-2025

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SET IN STONE CONTRACTING, LLC FOR THE NORTH INDUSTRIAL PARKWAY PROJECT IN AN AMOUNT NOT TO EXCEED \$648,997.00.

WHEREAS: The City of Brunswick received eight (8) bids for the North Industrial Parkway Project (the "Project"), in accordance with public bidding requirements;

WHEREAS: The eight (8) received public bids were opened on January 22, 2025, with Set in Stone Contracting, LLC determined to be the lowest and best bidder; and

WHEREAS: The Project is being partially funded with a grant from the Medina County Transportation Improvement District (the "TID Grant") in the amount of \$500,000.00 with the remaining cost of the Project to be paid by the City.

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

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into an Agreement with Set in Stone Contracting, LLC for the construction of the North Industrial Parkway Project in an amount not to exceed \$648,997.00.

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary for completion of the Project during the 2025 construction season as required by the TID Grant. 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, CMC