



BRUNSWICK CITY COUNCIL AGENDA

Brandon Lambert Ward 3	Kristy Piper At-Large	Tim Smith At-Large	Dennis Nevar 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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NOVEMBER 10, 2025

1. Prayer and Pledge of Allegiance
2. Roll Call of Members
3. Correspondence
4. Approval of Regular Council Meeting Minutes
 - (a) Regular Council Meeting Minutes dated October 27, 2025
5. Mayor's Report:
 - (a) Mayor's Court Financial Report for the month ending October 2025 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 October 27, 2025

Finance Committee.....Mr. Hanek

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

Safety & Environment Committee Minutes dated October 27, 2025

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

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

Parks, Recreation & Community Committee Minutes dated October 8, 2025

Building & Building Code Committee.....Mr. Abella

Building & Building Code Committee Minutes dated October 27, 2025
8. Other Committees, Boards and Commissions

- (a) Committee-of-the-Whole Minutes dated October 27, 2025
9. Petitions from the Public on Legislation
10. Reading of Legislation and Action on Legislation:

a. 3rd Reading(s)

RES. NO. 84-2025 - A resolution amending Resolution No. 65-2023 by extending the days of operation of the Designated Outdoor Refreshment Area (DORA). - **3rd Reading** (Planning & Zoning Committee, *Administration/Grant Aungst*)

RES. NO. 87-2025 - An emergency resolution requesting an advance release of property tax revenue funds from the Medina County Treasurer collected for the benefit of the City of Brunswick. - **3rd Reading** (Finance Committee, *Administration/Todd Fischer*)

RES. NO. 88-2025 - 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 Jennifer R. Zoldak, P.E., as Consulting Municipal Engineer and Matthew M. Jones, P.E., as Assistant Consulting Municipal Engineer. - **3rd Reading** (Services, Utilities, Technology & Cable Committee, *Administration/Paul Magovac*)

b. 2nd Reading(s)

RES. NO. 92-2025 - A resolution authorizing the City Manager to enter into a three (3) year agreement with All Care Automotive for the provision of vehicle maintenance for the Division of Police. - **2nd Reading** (Safety & Environment Committee, *Administration/Robert Safran*)

ORD. NO. 94-2025 - An ordinance repealing and replacing Sections 1468.04 and 1468.05 of the City of Brunswick Codified Ordinances. - **2nd Reading** (Building & Building Code Committee, *Administration/Grant Aungst*)

c. 1st Reading(s)

ORD. NO. 95-2025 - An emergency ordinance adopting the Annual Appropriation Budget for Expenditures of the City of Brunswick for the year beginning January 1, 2026, and ending December 31, 2026. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

ORD. NO. 96-2025 - An emergency ordinance amending Section 1 of Ordinance No. 80-2025 to provide for a Revised Allocation of Municipal Income Tax receipts during the period from January 1, 2026 through December 31, 2026. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

ORD. NO. 97-2025 - An emergency ordinance amending Ordinance No. 106-2024 and the City's Fund Balance Reserve Policy. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

ORD. NO. 98-2025 - An emergency ordinance creating an OPWC Nationwide Parkway Improvement Fund (#370). - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

RES. 99-2025 - An emergency resolution permitting the City Administration to sell, through public internet auctions, personal property, including motor vehicles acquired for the use of municipal officers and departments, and road machinery, equipment, tools, or supplies, which are not needed for public use, or are obsolete or unfit for the use for which it was acquired, for the year 2026. **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

RES. NO. 100-2025- An emergency resolution amending Resolution No. 113-2021 to reallocate EMS revenues collected between 2010–2020 to the new centralized fire station with any remaining amounts, if any, to be allocated to capital equipment, building improvements and other capital needs of the Division of Fire and Rescue. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

RES. NO. 101-2025 - An emergency resolution authorizing the City Manager to enter into all necessary documents to acquire real property for municipal purposes in an amount not to exceed \$950,000.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

11. City Manager's Report
12. Open Forum
13. Unfinished Business
14. New Business
15. Adjournment

CITY OF BRUNSWICK, OHIO

MINUTES OF COUNCIL

Monday, October 27, 2025

Prayer and Pledge of Allegiance The regular meeting of Brunswick City Council was called to order by Mayor Ron Falconi at 7:01 p.m. at the Municipal Complex.

Roll Call of Members showed the following Council Members present: Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper.

Others Present: Mayor Ron Falconi, City Manager/Safety Director Carl DeForest, Law Director Dennis Nevar, Clerk of Council Laura Timura.

Correspondence There was none.

Approval of Regular Council Meeting Minutes

Regular Council Meeting Minutes dated October 14, 2025:

Nicholas Hanek moved to approve the Regular Council Meeting Minutes dated October 14, 2025, as written, seconded by Michael Abella Jr. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Mayor's Report:

Proclamation declaring October 2025 Sudden Unexpected Death in Epilepsy Awareness Month:

Mayor Falconi presented a proclamation proclaiming October SUDEP Awareness Month. Nick Brossard expressed his gratitude and explained his family's desire to increase awareness of SUDEP as well as seizure detection devices.

Proclamation proclaiming November CRPS/RSD Awareness Month:

Victoria Coffey accepted a proclamation from Mayor Falconi in recognition of CRPS/RSD Awareness Month. She detailed the symptoms of the disease and referred to it as the Suicide Disease, which involves a highly debilitating level of pain.

Motion to reappoint Steven Girard to the Ethics Board retroactive to October 24, 2025:

Joseph Delsanter moved to reappoint Steven Girard to the Ethics Board retroactive to October 24, 2025, seconded by Brandon Lambert. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Clerk of Council's Report Mrs. Timura had no report this evening.

Council Committee Reports:

Economic Development Committee.....Mr. Lambert:

Mr. Lambert had no formal reports this evening.

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

Services, Utilities, Technology & Cable Committee Minutes dated October 14, 2025:

Tim Smith moved to approve the Services, Utilities, Technology & Cable Committee Minutes dated October 14, 2025, as written, seconded by Michael Abella Jr. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Finance Committee.....Mr. Hanek:

Finance Committee Minutes dated October 14, 2025:

Nicholas Hanek moved to approve the Finance Committee Minutes dated October 14, 2025, as written, seconded by Tim Smith. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

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

Safety & Environment Committee Minutes dated October 14, 2025:

Keith Kuczma moved to approve the Safety & Environment Committee Minutes dated October 14, 2025, as written, seconded by Joseph Delsanter. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

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

Planning & Zoning Committee Minutes dated October 14, 2025:

Joseph Delsanter moved to approve the Planning & Zoning Committee Minutes dated October 14, 2025, as written, seconded by Keith Kuczma. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

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

Parks, Recreation & Community Committee Minutes dated October 8, 2025:

Kristy Piper moved to approve the Parks, Recreation, & Community Committee Minutes dated October 8, 2025, as written, seconded by Keith Kuczma. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Building & Building Code Committee.....Mr. Abella:

Mr. Abella had no formal reports this evening.

Other Committees, Boards and Commissions

Committee-of-the-Whole Minutes dated October 14, 2025:

Nicholas Hanek moved to approve the Committee-of-the-Whole Minutes dated October 14, 2025, as written, seconded by Joseph Delsanter. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Petitions from the Public on Legislation There were none.

Reading of Legislation and Action on Legislation:

3rd Reading(s)

RES. NO. 79- 2025 - A resolution in support of the Medina County Park District Operating Levy (Renewal and Increase). - **3rd Reading** (Committee-of-the-Whole, *Council/Nicholas Hanek*):

Nicholas Hanek moved to adopt Resolution Number 79-2025, seconded by Kristy Piper. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

RES. NO. 82-2025 - An emergency resolution authorizing the City Manager to enter into an agreement with Air Force One for the replacement of HVAC #8 in the Brunswick Community Recreation & Fitness Center in an amount not to exceed \$35,663.00. - **3rd Reading** (Parks, Recreation & Community Committee, *Administration/Taylor Petkovsek*):

Kristy Piper moved to adopt Resolution Number 82-2025, seconded by Keith Kuczma. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

2nd Reading(s)

RES. NO. 84-2025 - A resolution amending Resolution No. 65-2023 by extending the days of operation of the Designated Outdoor Refreshment Area (DORA). - **2nd Reading** (Planning & Zoning Committee, *Administration/Grant Aungst*):

Mr. Delsanter moved this resolution to third reading.

RES. NO. 87-2025 - An emergency resolution requesting an advance release of property tax revenue funds from the Medina County Treasurer collected for the benefit of the City of Brunswick. - **2nd Reading** (Finance Committee, *Administration/Todd Fischer*):

Mr. Hanek moved this resolution to third reading.

RES. NO. 88-2025 - 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 Jennifer R. Zoldak, P.E., as Consulting Municipal Engineer and Matthew M. Jones, P.E., as Assistant Consulting Municipal Engineer. - **2nd Reading** (Services, Utilities, Technology & Cable Committee, *Administration/Paul Magovac*):

Tim Smith moved this resolution to third reading.

1st Reading(s)

RES. NO. 90-2025 - An emergency resolution authorizing the City Manager to enter into an agreement with HM Miller Construction Co. for the Center Road Water Main Replacement Project in an amount not to exceed \$630,000.00. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Jenny Zoldak*):

Tim Smith moved to suspend the rules, seconded by Kristy Piper. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Mr. Hanek noted that Resolutions 90-2025 and 91-2025 are related to a water main replacement on 303 between Garfield and Troon. Council and the Administration are hopeful that this will rectify the water main break issues. The Administration has worked with Cleveland Water for several months. Cleveland Water will reimburse the costs associated with Resolution Number 90-2025 with the City covering the paving costs reflected in Resolution Number 91-2025. Mr. Hanek was thankful for all the Administration's hard work.

Tim Smith moved to adopt Resolution Number 90-2025, seconded by Keith Kuczma. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

RES. NO. 91-2025 - An emergency resolution authorizing the City Manager to enter into an agreement with Specialized Construction, Inc. for the Center Road Resurfacing Project in an amount not to exceed \$292,272.00. - **1st Reading** (To be brought from Services, Utilities, Technology & Cable Committee, *Administration/Jenny Zoldak*):

Tim Smith moved to suspend the rules, seconded by Michael Abella Jr. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Tim Smith moved to adopt Resolution Number 91-2025, seconded by Michael Abella Jr. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

RES. NO. 92-2025 - A resolution authorizing the City Manager to enter into a three (3) year agreement with All Care Automotive for the provision of vehicle maintenance for the Division of Police. - **1st Reading** (To be brought from Safety & Environment Committee, *Administration/Robert Safran*):

Mr. Kuczma moved this resolution to second reading.

RES. NO. 93-2025 - An emergency resolution authorizing the City Manager to purchase one (1) 2025 Ford Maverick crew cab pickup with spray liner for the Division of Building from Liberty Ford in an amount not to exceed \$31,288.00. - **1st Reading** (To be brought from Building & Building Code Committee, *Administration/Grant Aungst*):

Michael Abella Jr. moved to suspend the rules, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

Michael Abella Jr. moved to adopt Resolution Number 93-2025, seconded by Nicholas Hanek. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

ORD. NO. 94-2025 - An ordinance repealing and replacing Sections 1468.04 and 1468.05 of the City of Brunswick Codified Ordinances. - **1st Reading** (To be brought from Building & Building Code Committee, *Administration/Grant Aungst*):

Mr. Abella moved this ordinance to second reading.

City Manager's Report Mr. DeForest thanked everyone who volunteered to help with the Veteran's Breakfast that was held at St. Ambrose. He revealed that approximately 115 veterans participated. He reminded that the ribbon cutting and Open House for the new fire station would occur on Saturday,

November 8 from noon to 3 p.m. Those interested in attending were asked to park behind the Brunswick High School and utilize the shuttle buses. Subsequent open houses will occur to show the community appreciation for their support. Mr. DeForest added that the American Legion and VFW will host a Veteran's Day Ceremony at City Hall on November 11 at 11 a.m. Leaf pickup will be starting this week. He asked residents to refer to the City's website for pickup updates. Trick or Treat will occur rain or shine on Friday, October 31 from 6 p.m. to 8 p.m. The Police Department's Pumpkin Patrol will be in residential areas. Mr. DeForest asked residents to drive slowly and watch for children.

Open Forum There was none.

Unfinished Business Tim Smith congratulated City Manager DeForest on the Community Advocate Award he received from the Medina County Economic Development Corporation.

New Business

Consideration of a new liquor permit request from Saied Restaurants LLC DBA Nikos to Go at 3840 Center Road, Brunswick, Ohio 44212:

There were no objections from the Administration.

Adjournment Nichoals Hanek moved to adjourn, seconded by Brandon Lambert. Roll Call - Ayes - 7, Nicholas Hanek, Brandon Lambert, Michael Abella Jr., Keith Kuczma, Joseph Delsanter, Tim Smith, Kristy Piper. Nays - 0. Motion Carried.

There being no further business, the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Laura Timura, MMC
Clerk of Council

Mayor Ron Falconi

Adopted

November 3, 2025

TO: CITY COUNCIL
FROM: CLERK OF COURTS
RE: MONTHLY REPORT TO COUNCIL PER O.R.C.
FOR THE MONTH OF OCTOBER 2025

WAIVERS/COURT/BONDS

DEPOSITS (October) 25,321.43

DEBITS (October) (28,406.43)

Checks to be written in October:

Treasurer State of Ohio	\$ 4,500.50
City of Medina MIATF	\$ 25.00
City of Medina IDATF	\$ 127.50
City of Brunswick Finance Dept/Police Fund *	\$20,458.43
Misc.Checks (bond refunds & transfers/restitution)	<u>\$ 3,295.00</u>
TOTAL for the month	\$28,406.43

*Check includes amounts to: Court Computer Fund and Education & Enforcement Fund

Service Charges/Fees for prior month	\$337.57
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MAYOR RONALD FALCONI



TERESA BENO, CLERK OF COURTS

Services, Utilities, Technology, and Cable Committee
October 27, 2025

IN ATTENDANCE: Chairman Tim Smith, Committee Member Michael Abella Jr., Committee Member Kristy Piper, Joseph Delsanter, Nicholas Hanek, Keith Kuczma, Law Director Dennis Nevar, City Manager/Safety Director Carl DeForest, Community & Economic Director Grant Aungst, Consulting Engineer Jenny Zoldak, Police Chief Robert Safran, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:25 p.m.

DISCUSSION ITEMS:

(a) RES. NO. 90-2025 - An emergency resolution authorizing the City Manager to enter into an agreement with HM Miller Construction Co. for the Center Road Water Main Replacement Project in an amount not to exceed \$630,000.00. - 1st Reading (To be brought from Services, Utilities, Technology & Cable Committee, Administration/Jenny Zoldak)

Ms. Zoldak was present to provide information and respond to questions. She explained that the project involves the replacement of a section of the water main along Center Road, with construction costs fully funded by the Cleveland Division of Water. The City has already received the pre-reimbursement for the project, which also covers a portion of the design and inspection work.

Mr. Smith inquired as to the source of the funding. Ms. Zoldak clarified that the construction portion of the water main project is entirely funded by Cleveland Water, emphasizing that the City will not bear those direct costs.

Mr. Delsanter asked when this work would take place. Ms. Zoldak stated that work is expected to begin in mid-November, weather permitting. The contractor will begin with hydrant replacements, which typically take the longest, but efforts are underway to expedite delivery to ensure timely completion. She noted that asphalt work will follow, with the final resurfacing scheduled for the spring season.

Mr. Kuczma requested information on the project boundaries. Ms. Zoldak explained that the work area extends approximately 400 feet along Center Road, from Garfield Drive eastward.

Mr. Kuczma queried how traffic will be maintained. Ms. Zoldak assured that traffic will be maintained throughout construction. Flaggers will be present to manage brief delays at intersections and connection points, but full closures are not anticipated.

Mr. Kuczma noted that residents in the Presidential Estates area have experienced limited access during past projects and expressed concern about potential inconvenience. Ms. Zoldak acknowledged this and stated that every effort will be made to minimize disruption.

Mr. Smith questioned the need for emergency passage. Ms. Zoldak explained that approval as an emergency measure is necessary so that construction can begin before the onset of adverse weather conditions and to prevent further breaks in the existing water line.

Mr. Abella moved Resolution Number 90-2025 to tonight's Council Agenda of October 27, 2025 as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays

(b) RES. NO. 91-2025 - An emergency resolution authorizing the City Manager to enter into an agreement with Specialized Construction, Inc. for the Center Road Resurfacing Project in an amount not to exceed \$292,272.00. - 1st Reading (To be brought from Services, Utilities, Technology & Cable Committee, Administration/Jenny Zoldak)

Mr. Smith remarked that the two projects combined represent nearly a \$1 million investment. Ms. Zoldak confirmed that, unlike the water main project, the resurfacing portion will be paid for by the City.

Mrs. Piper moved Resolution Number 91-2025 to tonight's Council Agenda of October 27, 2025 as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays

GENERAL DISCUSSION:

Mr. Hanek thanked the Administration for their diligence and ongoing coordination with the Cleveland Division of Water over the past several months. He acknowledged that the collaboration has been a lengthy and complex process, but one aimed at resolving the recurring water main issues that have affected residents. He expressed appreciation for the Administration's persistence in ensuring the project's progress and for bringing these resolutions forward to address long-standing infrastructure concerns.

ADJOURNMENT:

Being no further business, Mr. Abella moved to adjourn at time 6:31 p.m. Vote – 3 Ayes, 0 Nays

Submitted Respectfully,



Timothy Smith
Chairman

Safety and Environment
October 27, 2025

IN ATTENDANCE: Chairman Keith Kuczma, Committee Member Joseph Delsanter, Committee Member Kristy Piper, Nicholas Hanek, Tim Smith, Michael Abella, Jr., Law Director Dennis Nevar, City Manager/Safety Director Carl DeForest, Community & Economic Director Grant Aungst, Police Chief Robert Safran, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:31 p.m.

DISCUSSION ITEMS:

(a) RES. NO. 92-2025 - A resolution authorizing the City Manager to enter into a three (3) year agreement with All Care Automotive for the provision of vehicle maintenance for the Division of Police. - 1st Reading (To be brought from Safety & Environment Committee, Administration/Robert Safran)

Chief Safran provided background and context for the resolution. He reminded the Committee that in August, the City's previous service provider, TPS, unexpectedly went out of business and notified the City that it would no longer service police vehicles. As an interim measure, on September 9, Council approved the temporary use of All Care Automotive as an emergency provider through the end of the year to ensure continuity of vehicle maintenance services.

Chief Safran further explained that on October 8, the City issued a public bid for ongoing maintenance services. Only one bid was received — from All Care Automotive — whose proposal, including pricing and service details, was included in the Committee's packet. He noted that All Care Automotive has a longstanding history of providing reliable service to the City and previously handled police vehicle maintenance in past years.

Chief Safran requested that Resolution No. 92-2025 proceed to City Council for three readings, as there was no need for emergency passage.

Mr. Delsanter moved Resolution Number 92-2025 to tonight's Council Agenda of October 27, 2025 for three readings. Vote – 3 Ayes, 0 Nays

GENERAL DISCUSSION:

Chief Safran added that operations within the Division of Police were running smoothly and thanked the Committee for their support.

Mr. Smith inquired about the ribbon-cutting ceremony for the new Fire Station. Mrs. Piper confirmed that the event is scheduled for November 8.

ADJOURNMENT:

Being no further business, Mr. Delsanter moved to adjourn at 6:34 p.m. Vote – 3 Ayes, 0 Nays

Submitted respectfully,

A handwritten signature in black ink, appearing to read "Keith A. Kuczma". The signature is written in a cursive, flowing style.

Keith Kuczma
Chairman

Parks Recreation and Community Committee
October 8, 2025

IN ATTENDANCE: Chairwoman Kristy Piper, Committee Member Keith Kuczma, Parks & Recreation Director Taylor Petkovsek, Jackie Boewe, Parma Disc Golf Representative PK Deaner, Stefan Mueller

The meeting convened at 5:30 p.m.

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

DISCUSSION ITEMS:

a) Disc Golf

Mr. Deaner from the Parma Disc Golf Club began his presentation to the committee with a proposal to establish a nine-hole disc golf course in Pumpkin Ridge Park. He explained that the course would be named the Manfred Boewe Disc Golf Course in memory of a former club member. The course would feature a sign displaying the course title along with a map of the nine-hole layout. Mr. Deaner noted that the Parma Disc Golf Club often supplies baskets to local communities and recently received a donation of ten disc golf baskets, which they would like to use for the Brunswick course.

Mr. Deaner described several options for the tee signs, which mark the start of each hole. These could be installed using temporary poles that can be moved in and out of the ground, permanent poles cemented into place, or 2x4 wooden markers laid flush with the ground—allowing for easy mowing. Mrs. Piper asked who is responsible for mowing the grass in the area around the first three holes, and Mrs. Petkovsek stated she would verify who maintains that section of the park.

The group then walked through the wooded path where the next two holes could be located. Mr. Deaner asked whether a few trees could be cleared to accommodate this portion of the course. Mr. Kuczma inquired about the ownership of the wooded property, noting that this information would be necessary before any trees could be removed.

Mr. Deaner proceeded to outline the locations of the remaining holes. One of the proposed holes would include an island feature, which could be marked with bricks or a painted boundary line. He emphasized that the course layout was designed with player and public safety in mind, with careful attention to the direction of the tees and baskets.

The tour concluded near a small creek, where the final holes would be located. Mr. Deaner explained that the baskets would be installed into three-foot cemented holes, making them sturdy yet removable if needed. Mr. Kuczma asked whether small bridges could be added to cross the creeks, and Mr. Deaner confirmed that the organization could construct bridges as part of the project.

Mrs. Piper then spoke with Mrs. Boewe, whose late husband, Mr. Manfred Boewe, had been an active member of the Parma Disc Golf Club before passing away from cancer approximately two years ago. Mrs. Boewe shared that her husband was passionate about disc golf and had helped design and build community courses, making this project a fitting tribute to his memory.

Mrs. Petkovsek asked whether the Parma Disc Golf Club would require any financial contribution from the City of Brunswick. Mr. Deaner responded that the club would not need city funding, as they already have all necessary equipment and volunteers to install the baskets and complete the work.

Mr. Kuczma requested an aerial map of the proposed course layout. Mrs. Petkovsek asked about the project's timeline, and Mr. Deaner stated that the club is ready to begin immediately. He will prepare and share a formal proposal with Mrs. Petkovsek to present to City Council.

Finally, Mrs. Piper asked whether the Parma Disc Golf Club had installed courses in other communities. Mr. Deaner confirmed that they have completed installations in Parma, Parma Heights, and Bedford.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Kuczma moved to adjourn at time 6:05 p.m. Vote – 2 Ayes, 0 Nays

Submitted respectfully,



Kristy Piper
Chairwoman

Building and Building Code Committee
October 27, 2025

IN ATTENDANCE: Chairman Michael Abella Jr., Committee Member Nicholas Hanek, Committee Member Joseph Delsanter, Tim Smith, Kristy Piper, Keith Kuczma, Law Director Dennis Nevar, City Manager/Safety Director Carl DeForest, Community & Economic Director Grant Aungst, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:35 p.m.

DISCUSSION ITEMS:

(a) RES. NO. 93-2025 - An emergency resolution authorizing the City Manager to purchase one (1) 2025 Ford Maverick crew cab pickup with spray liner for the Division of Building from Liberty Ford in an amount not to exceed \$31,288.00. -1st Reading (To be brought from Building & Building Code Committee, Administration/Grant Aungst)

Mr. Aungst explained that the purchase is necessary to replace the Department's existing vehicle, which has accumulated high mileage and is in poor condition. The new vehicle, sourced through Liberty Ford, a local company utilizing a state purchasing program, will better support the Division's ongoing field inspections and redevelopment work throughout the city.

Mr. Delsanter moved Resolution Number 93-2025 to tonight's Council Agenda of October 27, 2025 as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays

(b) ORD. NO. 94-2025 - An ordinance repealing and replacing Sections 1468.04 and 1468.05 of the City of Brunswick Codified Ordinances. - 1st Reading (To be brought from Building & Building Code Committee, Administration/Grant Aungst)

Mr. Aungst explained that the changes are part of an ongoing effort to modernize the City's building code in response to redevelopment and increasing construction activity. He noted that portions of the existing code had become outdated and that the updates would align local standards with current building and demolition practices, ensuring consistency and improved enforcement.

Mr. Abella asked whether the ordinance addresses both commercial and residential property uses, particularly in cases where structures are left standing after fires or extended vacancy. Mr. Nevar responded that the ordinance applies to all property types and clarified that specific timelines are included for demolition and cleanup. For example, once a demolition permit is issued, property owners have three months to complete the work, and once a building is raised, site restoration must occur within a set timeframe.

Mr. Abella referenced a property in his ward that had remained unrepaired for over two years following a fire, emphasizing resident frustration and safety concerns. Mr. Aungst acknowledged the situation, explaining that delays often result from external factors such as banks, insurance companies, or state-level approvals beyond the City's direct control.

Mr. Aungst continued that while the City's authority is limited, the updated ordinance strengthens local enforcement options. In cases posing public safety risks, the City can contract to have a property secured or stabilized, with costs attachable to the property upon transfer. He noted that while such actions must be used judiciously, they provide an important tool for maintaining safety and community standards.

Mr. Hanek moved Ordinance Number 94-2025 to tonight's Council Agenda for three readings.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Hanek moved to adjourn at 6:42 p.m. Vote – 3 Ayes, 0 Nays

Submitted respectfully,

A handwritten signature in black ink, appearing to read "Michael Abella Jr.", with a stylized flourish at the end.

Michael Abella Jr.
Chairman



Committee of the Whole
October 27, 2025

IN ATTENDANCE: Vice Mayor/President Nicholas Hanek, Pro Tem Joseph Delsanter, Brandon Lambert, Keith Kuczma, Kristy Piper, Tim Smith, Michael Abella Jr., Mayor Ron Falconi, Law Director Dennis Nevar, City Manager/Safety Director Carl DeForest, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:43 p.m.

DISCUSSION ITEMS:

There were none.

MOTIONS:

There were none.

REVIEW LEGISLATION:

There were none.

GENERAL DISCUSSION:

Mr. Hanek reminded all elected officials to complete the required cybersecurity training by November 15, emphasizing that this is a compliance requirement for all city officials. He noted that the training does not take long to complete and can be accessed on the City's computers if needed. Members experiencing technical issues were advised to contact the Clerk of Council, Laura, for assistance.

Mr. Hanek also informed Council that notification had been sent regarding the upcoming I-71 Area Study public meetings, part of the NOACA corridor improvement initiative. He explained that these meetings will focus on traffic conditions, potential improvements, and implementation strategies along the I-71 corridor. The first meeting will take place in Strongsville on November 19, followed by a second meeting in Brunswick on November 20. He encouraged all Council Members and elected officials to attend, noting that this joint representation was a key component in establishing the study. Mr. Hanek stated that he plans to attend both sessions and that Mayor and staff participation is also anticipated.

Finally, Mr. Hanek commended Mr. DeForest for being honored with the Community Advocate Award from the Medina County Economic Development Corporation. He congratulated Mr. DeForest for his dedication and ongoing contributions to the Brunswick community.

EXECUTIVE SESSION:

Mr. Hanek moved to go into Executive Session at 6:46 p.m. to discuss the subject of the sale, lease, or acquisition of real property, seconded by Mr. Smith. Roll Call - Ayes – 7, Mr. Hanek, Mrs. Piper, Mr. Delsanter, Mr. Smith, Mr. Kuczma, Mr. Abella Jr., Mr. Lambert. Nays – 0

Those in attendance were Mr. Hanek, Mrs. Piper, Mr. Kuczma, Mr. Lambert, Mr. Smith, Mr. Delsanter, Mr. Abella, Mr. DeForest, Mr. Nevar and Mayor Falconi.

Mr. Smith moved to adjourn Executive Session at 6:58 p.m.

The Committee-of-the-Whole reconvened.

ADJOURNMENT:

Being no further business, Mr. Lambert moved to adjourn at 6:58 p.m. Vote – 7 Ayes, 0 Nays

Submitted Respectfully,

A handwritten signature in dark ink, appearing to read "Deborah M. Mullen". The signature is fluid and cursive, with the first name "Deborah" being more prominent.

Deborah Mullen
Assistant Council Clerk

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 84-2025** - A resolution amending Resolution No. 65-2023 by extending the days of operation of the Designated Outdoor Refreshment Area (DORA). - **3rd Reading** (Planning & Zoning Committee, *Administration/Grant Aungst*)

BACKGROUND: On September 11, 2023, City Council adopted Resolution No. 65-2023 wherein a Designated Outdoor Refreshment Area (DORA) was established over approximately 32.79 acres of property located within the Brunswick Town Center Special Planning District No. 2. As part of the establishment of the DORA, Council limited its hours and days of operation to between 12:00 noon to 10:00 p.m. on Thursdays to Sundays. Resolution No. 65-2023 is hereby amended to extend the days of operation of the DORA to between 12:00 noon to 10:00 p.m. on all days of the week.

PURPOSE AND EXPLANATION: The Ohio Division of Liquor Control has confirmed that municipalities that have duly adopted a DORA are authorized to manage the DORA at their discretion pursuant to duly adopted legislation, which would include hours and days of operation.

IMPLEMENTATION SCHEDULE: October 14, 2025.

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 adoption of the Resolution.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 84-2025

BY: Mr. Delsanter, Mr. Lambert, and Mr. Kuczma

A RESOLUTION AMENDING RESOLUTION NO. 65-2023 BY EXTENDING THE DAYS OF OPERATION OF THE DESIGNATED OUTDOOR REFRESHMENT AREA (DORA).

WHEREAS: Pursuant to Ohio Law, on September 11, 2023, this Council adopted Resolution No. 65-2023 wherein a Designated Outdoor Refreshment Area (DORA) was established over approximately 32.79 acres of property located within the Brunswick Town Center Special Planning District No. 2;

WHEREAS: As part of the establishment of the DORA, this Council limited its hours and days of operation to between 12:00 noon to 10:00 p.m. on Thursdays to Sundays; and

WHEREAS: The Ohio Division of Liquor Control has confirmed that municipalities that have duly adopted a DORA are authorized to manage the DORA at their discretion pursuant to duly adopted legislation, which would include hours and days of operation.

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

SECTION 1: That Resolution No. 65-2023 is hereby amended to extend the days of operation of the DORA to between 12:00 noon to 10:00 p.m. on all days of the week.

SECTION 2: This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Resolution were taken in an open meeting of this Council or its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law.

SECTION 3: 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, MMC

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 87-2025** - An emergency resolution requesting an advance release of property tax revenue funds from the Medina County Treasurer collected for the benefit of the City of Brunswick. - **3rd Reading** (Finance Committee, *Administration/Todd Fischer*)

BACKGROUND: Each year, the City of Brunswick requests an advance release of the maximum amount allowed by law of property taxes collected by the Treasurer. This request is for the 2026 collection year.

PURPOSE AND EXPLANATION: To allow the City to maximize the interest to be earned on available monies and improve the cash flows of the City. If the City did not execute this legislation then Medina County would be able to reap the interest and cash flow benefits from this otherwise "available" City money.

IMPLEMENTATION SCHEDULE: Consideration for passage as an emergency after 3 readings - Projected 3rd reading - November 10, 2025.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The total financial impact of this legislation is determined by a few variables that cannot be measured at this time. However, the impact of this legislation is positive for the City of Brunswick as it will allow for the City to obtain financial resources earlier than what it would be if it was not passed. This legislation merely changes the timing of when property tax money is received, thus allowing for better interest earning potential and improving cash flows. The actual amount of each advancement of property taxes received and the actual interest rates available when the advancements are received cannot be measured or determined at the time this legislation is presented.

RECOMMENDED ACTION:

One Reading	No
Two Readings	No

Three Readings	Yes
Emergency	Yes
Suspension of Rules	No

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

Recommendation for passage as an emergency to timely file of paperwork with Medina County Auditor's Office. The emergency is deemed necessary in order for the City to be prepared and allow it to receive its property tax revenues in advance of the semi-annual settlement and maximize its interest revenue potential. Once the paperwork is received from the Medina County Auditor's Office, it must be completed and filed with this Resolution to receive the property taxes in advance of the normal settlement times defined by law.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO

RESOLUTION NUMBER 87-2025



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

AN EMERGENCY RESOLUTION REQUESTING AN ADVANCED RELEASE OF PROPERTY TAX REVENUE FUNDS FROM THE MEDINA COUNTY TREASURER COLLECTED FOR THE BENEFIT OF THE CITY OF BRUNSWICK

WHEREAS: The City Council of the City of Brunswick wishes to receive advance release of property tax revenues collected by the Medina Country Treasurer for the benefit of the City of Brunswick.

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That the City of Brunswick hereby requests advance release payment of the maximum amount allowed by law from the taxes collected for the benefit of said City credited to the General, Police Pension (Police Fund), Road Levy Improvement and Fire Station Construction Funds of said City, said release payment to be made from prior years, but not collected until 2026 on any and all levies pertaining to the City of Brunswick.

SECTION 2: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this Resolution were conducted in an open meeting of the Council and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with legal requirements including Section 121.22 of the Ohio Revised Code.

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 and welfare of the City, and for the further reason that it is necessary to provide for the City of Brunswick, the necessary funds for the operation of the City; wherefore, this Resolution shall be in full force and effect immediately after its passage by the required number of votes; otherwise, the earliest time permitted by law.

PASSED: 1st Reading _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____

AYES _____

NAYS _____

ATTEST: _____

Clerk of Council

Laura E. Timura, MMC

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 88-2025** - 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 Jennifer R. Zoldak, P.E., as Consulting Municipal Engineer and Matthew M. Jones, P.E., as Assistant Consulting Municipal Engineer. - **3rd Reading** (Services, Utilities, Technology & Cable Committee, *Administration/Paul Magovac*)

BACKGROUND: Chagrin Valley Engineering currently holds this agreement which expires on December 31, 2025 as per Resolution 69-2023 and Resolution Amendment 98-2024.

PURPOSE AND EXPLANATION: The purpose of this action is to acquire the services of a Professional Engineer to act as the City's 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, 2026.

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:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 88-2025

BY: Mr. Smith, Mr. Abella, and Mrs. Piper

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 JENNIFER R. ZOLDAK, P.E., AS CONSULTING MUNICIPAL ENGINEER AND MATTHEW M. JONES, P.E., AS ASSISTANT 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 Jennifer R. Zoldak, P.E., has been designated as the Consulting Municipal Engineer and Matthew M. Jones, P.E. has been designated as the Assistant Consulting Municipal Engineer; and

WHEREAS: The current Agreement with Chagrin Valley Engineering, Ltd. expires as of December 31, 2025.

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. 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, MMC

**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 Jennifer R. Zoldak P.E., an Engineer with Chagrin Valley Engineering Ltd., duly licensed as a Professional Engineer, is hereby designated as the Consulting Municipal Engineer for the City of Brunswick, Ohio, and Matthew M. Jones P.E., a Partner of Chagrin Valley Engineering Ltd., duly licensed as a Professional Engineer, is hereby designated as Assistant Consulting Municipal Engineer for the City of Brunswick, Ohio, for a term beginning January 1, 2026 and ending December 31, 2027 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/Assistant 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 (other than the Consulting Municipal Engineer or Assistant Consulting Municipal Engineer), 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, Assistant 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 or Assistant Consulting Municipal 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/Assistant 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:

September 18, 2025

<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.

	2026 Rate	2027 Rate
Municipal Engineer/Partner	\$115.00	\$120.00
Professional Traffic Operations Engineer (PTOE)	\$156.00	\$162.00
Engineer	\$106.00	\$111.00
Stormwater Specialist	\$90.00	\$94.00
Surveyor	\$104.00	\$108.00
CAD Designer	\$92.00	\$96.00

September 18, 2025

	2026 Rate	2027 Rate
Geographic Information Systems (GIS) Technician	\$95.00	\$99.00
Clerical	\$45.00	\$47.00
One-Person Field Crew	\$134.00	\$139.00
Two-Person Field Crew	\$148.00	\$155.00
Three-Person Field Crew	\$165.00	\$172.00
Environmental Scientist	\$96.00	\$100.00
Landscape Architect	\$91.00	\$94.00

Prints, Materials, Supplies and Services provided or performed by others at Cost.

Section 4. 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 \$65,000, commencing January 1, 2026; 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, Assistant 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.


Jennifer R. Zoldak, Chagrin Valley Engineering, Ltd. 9/18/2025
Date


Matthew M. Jones P.E., Partner, Chagrin Valley Engineering, Ltd. 9/18/2025
Date

September 18, 2025

Accepted this _____ day of _____, 2025 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. 92-2025

BY: Mr. Kuczma, Mr. Delsanter, and Mrs. Piper

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR AGREEMENT WITH ALL CARE AUTOMOTIVE FOR THE PROVISION OF VEHICLE MAINTENANCE FOR THE DIVISION OF POLICE.

WHEREAS: The City of Brunswick received one (1) for the provision of vehicle maintenance for the Division of Police in accordance with public bidding requirements; and

WHEREAS: The one (1) public bid was opened on October 8, 2025, with All Care Automotive determined to be the lowest and best bidder.

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

SECTION 1: That the City Manager, with the approval of the Law Director, is hereby authorized and directed to enter into a three (3) year Agreement with All Care Automotive for the provision of vehicle maintenance for the Division of Police.

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, MMC

Bid No. 2025-012

VEHICLE REPAIR & MAINTENANCE FOR DIVISION OF POLICE

First Year Contract							
Proponent	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return
All Care Automotive \$500 cashier's check received	\$75.00	\$95.00	55.00%	All Data	\$95.00	55.00%	\$0.00
Second Year Contract							
	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return
	\$75.00	\$95.00	60.00%	All Data	\$95.00	60.00%	\$0.00
Third Year Contract							
	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return
	\$75.00	\$95.00	65.00%	All Data	\$95.00	65.00%	\$0.00

Bid No. 2024-002

VEHICLE REPAIR & MAINTENANCE FOR DIVISION OF POLICE

First Year Contract							
Proponent	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return
Second Year Contract							
	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return
Third Year Contract							
	GENERAL SERVICE	GENERAL MAINTENANCE AND REPAIRS			SPECIALTY REPAIRS		VEHICLE PICKUP/ DELIVERY SERVICE
	Flat Rate/General Service Rate/Vehicle	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Name of flat rate manual used	Hourly Labor Rate	% Mark-up on Vendor Cost of parts	Flat rate for combination pickup and return

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 94-2025** - An ordinance repealing and replacing Sections 1468.04 and 1468.05 of the City of Brunswick Codified Ordinances. - **2nd Reading** (Building & Building Code Committee, *Administration/Grant Aungst*)

BACKGROUND: An ordinance to repeal and replace Sections 1468.04 and 1468.05 regarding razing of primary buildings and accessory buildings, respectively, of the Codified Ordinances of the City of Brunswick is proposed to increase the amount of bond and permit fees for demolition of a building in keeping with comparable fee amounts. The last update to this section was Ordinance No. 5-16 passed on February 8, 2016. Additionally, this legislation will ensure that upon razing of a building or accessory building, if no new structure is proposed, the site shall be returned to a vegetation state requiring the planting of grass and trees.

PURPOSE AND EXPLANATION: The proposed legislation to repeal and replace Sections 1468.04 and 1468.05 will ensure appropriate bond and permit fees will be collected. Additionally, this ordinance will eliminate sites that are in disrepair after the demolition of a building or accessory structure.

IMPLEMENTATION SCHEDULE: First reading on October 27, 2025.

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 adoption.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 94-2025

BY: Mr. Abella, Mr. Delsanter, and Mr. Hanek

AN ORDINANCE REPEALING AND REPLACING SECTIONS 1468.04 AND 1468.05 OF THE CITY OF BRUNSWICK CODIFIED ORDINANCES.

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

SECTION 1: That Sections 1468.04 and 1468.05 of the Codified Ordinances are hereby repealed in their entirety and replaced with the following:

“1468.04 RAZING OF BUILDINGS.

(a) Primary Commercial and Industrial Buildings. Any person desiring to raze any primary commercial or industrial building in the City shall deposit with the Division of Building: (1) an application in such form as prescribed by the Division of Building; (2) a razing and site restoration plan containing such information as required by the Division of Building; and (3) the sum of one thousand five hundred dollars (\$1,500.00), which shall consist of two certified checks drawn in favor of the City in the amount of one thousand dollars (\$1,000.00) and five hundred dollars (\$500.00), respectively, which shall be conditioned upon the faithful, prompt, complete and satisfactory performance of such razing as per the approved razing and site restoration plan. Upon inspection and certification by the Division of Building that the razing and site restoration has been properly and satisfactorily completed, the sum of one thousand dollars (\$1,000.00) shall be returned to the depositor with the remaining five hundred dollars (\$500.00) to be retained by the City for inspection services.

(b) Primary Residential Buildings. Any person desiring to raze any primary residential building in the City shall deposit with the Division of Building: (1) an application in such form as prescribed by the Division of Building; (2) a razing and site restoration plan containing such information as required by the Division of Building; and (3) the sum of two hundred fifty dollars (\$250.00), which shall consist of two certified checks drawn in favor of the City in the amount of two hundred dollars (\$200.00) and fifty dollars (\$50.00), respectively, which shall be conditioned upon the faithful, prompt, complete and satisfactory performance of such razing as per the approved razing and site restoration plan. Upon inspection and certification by the Division of Building that the razing and site restoration has been properly and satisfactorily completed, the sum of two hundred dollars (\$200.00) shall be returned to the depositor with the remaining fifty dollars (\$50.00) to be retained by the City for inspection services.

(c) Accessory Buildings. Any person desiring to raze any accessory building in the City shall deposit with the Division of Building: (1) an application in such form as prescribed by the Division of Building; (2) a razing and site restoration plan containing such information as required by the Division of Building; and (3) the sum of thirty dollars (\$30.00), which shall be retained by the City for inspection services to ensure that the razing and site restoration have been properly and satisfactorily completed per the approved razing and site restoration plan.

(d) Razing by Means of Division of Fire and Rescue Training. Any person requesting that any primary or accessory building in the City be razed by the Division of Fire and Rescue as part of training exercises shall deposit with the Division of Building: (1) an application in such form as prescribed by the Division of Building; (2) a razing and site restoration plan containing such information as required by the Division of Building; and (3) the sum of five hundred dollars (\$500.00), which shall be retained by the City for inspection services to ensure that the site restoration has been properly and satisfactorily completed per the approved razing and site restoration plan. No razing of any building shall be completed by the Division of Fire and Rescue unless and until an agreement, in such form as approved by the Law Director, has been executed by and between the property owner and the City and such other information as required by the City has been received to its sole and absolute satisfaction.

(e) Razing Requirements; Restoration. The razing of any primary or accessory building in the City shall include the removal of such improvements and/or installations as required by the Division of Building per the approved razing plan, which may include, without limitation, footers, utilities lines and connections, and all impervious surfaces or materials to include, without limitation, asphalt and concrete under the building and/or on the site. Upon completion of the razing, the site shall be restored as required by the Division of Building per the approved site restoration plan, which may include, without limitation, deposit and compaction of fill material to level the site, deposit of topsoil, and planting of grass seed with straw to return the site to a natural vegetative state. All razing and site restoration shall be completed within three months of the issuance of a razing permit, which may be extended by the Division of Building for an additional three months to account for unforeseen circumstances and/or weather issues that result in delays. In determining the requirements of any razing and/or site restoration plan, the Division of Building shall consider whether the site is proposed to remain in its vacant vegetative state or whether same will be utilized for redevelopment, including the time period upon which redevelopment is proposed to commence.

(f) Security. Until such time as the site is fully restored as required herein and/or new construction commences thereon, the site shall be enclosed by construction fencing at least six feet in heights for safety and security purposes.”

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
Laura E. Timura, MMC

THE CITY OF BRUNSWICK
PROPOSED LEGISLATION



DATE: 11/10/2025

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. 95-2025** - An emergency ordinance adopting the Annual Appropriation Budget for Expenditures of the City of Brunswick for the year beginning January 1, 2026, and ending December 31, 2026. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: Each year and in accordance with Ohio Revised Code Section 5705.38 (A) Council is required to adopt an annual appropriation budget.

PURPOSE AND EXPLANATION: 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, budget amendments can become necessary for City Council's consideration. This process is required by law and audited under the direction of the Auditor of State for compliance every year.

IMPLEMENTATION SCHEDULE: The 2026 Budget proposal was presented and discussed with the Committee-of-the-Whole on November 3, 2025. The Administration's request is to move this legislation to the November 10, 2025, Council agenda as an emergency for 2 readings with suspension of the rules.

The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, allowing for the daily operations of the City of Brunswick to continue without interruptions, allowing for the process involving capital purchases with any supply chain issues to begin as soon as possible and allowing for a more timely and seamless transition into 2026.

FINANCIAL INFORMATION: Schedule of Fund Appropriations - See Exhibit A - 1/1/2026 - See Exhibit A - Various - - \$99,592,239.54

FINANCIAL SUMMARY: The total 2026 appropriation budget for all funds (including all book internal transfers, self-insurance, agency funds, etc.) equals \$99,592,239.54.

**RECOMMENDED
ACTION:**

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

If emergency or suspension of the rules, why the request?
The 2026 Budget proposal was presented and discussed with the Committee-of-the-Whole on November 3, 2025. The Administration's request is to move this legislation to the November 10, 2025, Council agenda as an emergency for 2 readings with suspension of the rules.

The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, allowing for the daily operations of the City of Brunswick to continue without interruptions, allowing for the process involving capital purchases with any supply chain issues to begin as soon as possible and allowing for a more timely and seamless transition into 2026.

**ADDITIONAL
INFORMATION:**

See Exhibit A.

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 95-2025



By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE ADOPTING THE ANNUAL APPROPRIATION BUDGET FOR EXPENDITURES OF THE CITY OF BRUNSWICK FOR THE YEAR BEGINNING JANUARY 1, 2026 AND ENDING DECEMBER 31, 2026.

WHEREAS: The City of Brunswick Charter requires that an annual budget be prepared and submitted as provided by the laws of the State of Ohio;

WHEREAS: Ohio Revised Code Section 5705.38(A) requires this Council to adopt an annual appropriation budget; and

WHEREAS: City Council has publicly reviewed the 2026 Operating and Capital Program Budget and is desirous to comply with local and State Laws.

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

SECTION 1: That to provide for expenditures of the City of Brunswick, Ohio during the fiscal year beginning January 1, 2026 and ending December 31, 2026, the 2026 Operating and Capital Program Appropriation Budget, as attached hereto and incorporated herein as Exhibit "A", is hereby adopted.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare, and for the further reason that Ohio law prescribes time limitations on the adoption and certification of the 2026 Operating and Capital Appropriation Budget. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading _____

2nd Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council

Laura E. Timura, MMC

City of Brunswick, Ohio
Departmental Budget Worksheet
For the Budget Year Ending, December 31, 2026

EXHIBIT A

Fund Number	Fund Name / Department	Personal Service	Other	Total
General Fund				
001	General Fund			
	City Council	208,241.00	108,848.00	\$ 317,089.00
	Mayor	119,636.00	106,982.00	\$ 226,618.00
	City Manager	211,977.00	140,220.00	\$ 352,197.00
	Information Technologies	201,631.00	490,432.00	\$ 692,063.00
	Engineering	26,772.00	588,930.00	\$ 615,702.00
	Building Department	421,600.00	278,985.00	\$ 700,585.00
	Cemetery Maintenance	-	32,160.00	\$ 32,160.00
	Janitorial Contract	-	23,087.16	\$ 23,087.16
	City Hall Building & Grounds	6,320.00	66,853.00	\$ 73,173.00
	Administrative Services	103,942.00	67,617.00	\$ 171,559.00
	Economic Development	130,351.00	235,422.33	\$ 365,773.33
	Animal Control	84,236.00	125,656.00	\$ 209,892.00
	Law Department	200,067.00	327,123.00	\$ 527,190.00
	Finance Department	307,616.00	289,277.00	\$ 596,893.00
	Income Tax Department	241,818.00	298,504.00	\$ 540,322.00
	Parks & Recreation Director	94,173.00	74,674.00	\$ 168,847.00
	General Fund Administration	-	1,435,521.00	\$ 1,435,521.00
	Planning Division/Community Development	91,263.00	91,166.00	\$ 182,429.00
	Board of Building Appeals	795.00	1,272.00	\$ 2,067.00
	Board of Zoning Appeals	1,391.00	4,680.00	\$ 6,071.00
	Board of Civil Service	12,821.00	46,445.00	\$ 59,266.00
	Board of Ethics	3,680.00	4,585.00	\$ 8,265.00
	Board of Charter Review	-	-	\$ -
	Board of Commemorative Affairs	-	39,900.00	\$ 39,900.00
	General Fund Transfers / Advances	-	31,178,958.00	\$ 31,178,958.00
001	Total General Fund	\$ 2,468,330.00	\$ 36,057,297.49	\$ 38,525,627.49
Special Revenue Funds:				
110	Court Computerization Fund	6,171.00	15,767.00	\$ 21,938.00
112	Local CoronaVirus Relief Fund	-	-	\$ -
113	CDBG Grant Fund	-	-	\$ -
114	Police Fund	5,492,098.00	5,648,283.00	\$ 11,140,381.00
115	Fire Fund	3,101,458.00	6,374,538.64	\$ 9,475,996.64
117	Street Repair & Maintenance Fund	1,483,975.00	2,763,395.95	\$ 4,247,370.95
118	State Highway Fund	-	146,800.00	\$ 146,800.00
119	Law Enforcement Fund	-	5,104.00	\$ 5,104.00
120	Brunswick Transit Alternative (BTA) Fund	-	45,000.00	\$ 45,000.00
123	Brunswick Area Television (BAT) Fund	175,611.00	264,611.00	\$ 440,222.00
127	Parks Fund	232,030.00	489,868.02	\$ 721,898.02
129	Department of Justice Federal Grant Fund	-	-	\$ -
130	DUI Enforcement & Education Fund	-	14,600.00	\$ 14,600.00
131	Recreation Center Fund	480,217.00	730,825.00	\$ 1,211,042.00
133	Home Improvement Grant Fund (CDBG)	-	5,329.00	\$ 5,329.00
Enterprise Funds:				
223	Refuse Fund	83,638.00	3,502,242.00	\$ 3,585,880.00
224	Storm Water Management Fund	38,284.00	1,015,526.60	\$ 1,053,810.60
Capital Improvement Funds:				
300	General Permanent Improvement Fund	-	3,841,014.33	\$ 3,841,014.33
332	Road Levy Fund	-	2,622,200.00	\$ 2,622,200.00
333	Road Improvement Fund	-	5,856,182.84	\$ 5,856,182.84
334	Traffic Control Fund	-	-	\$ -
335	Public Square Fund	-	-	\$ -
336	City Building Improvement Fund	-	82,202.00	\$ 82,202.00
337	EPA Grant Fund	-	2,272,800.00	\$ 2,272,800.00
339	Fire Improvement Fund	-	319,482.66	\$ 319,482.66
341	Park Improvement Fund	-	1,017,538.20	\$ 1,017,538.20
345	U.S. Army Corp of Engineer's Grant Fund	-	2,255,000.00	\$ 2,255,000.00
347	North Carpenter Road Improvement Fund	-	-	\$ -
348	Boston Road Improvement Fund	-	-	\$ -

City of Brunswick, Ohio
 Departmental Budget Worksheet
 For the Budget Year Ending, December 31, 2026

EXHIBIT A

Fund Number	Fund Name / Department	Personal Service	Other	Total
353	I-71 / Rt. 303 Enhancement Fund	-	-	\$ -
359	Fire Station Construction Fund	-	-	\$ -
360	Brunswick Lake Improvement Fund	-	-	\$ -
361	Highland Drive Storm Sewer Improvement Fund	-	-	\$ -
362	OPWC North Carpenter Road Improvement Fund	-	-	\$ -
363	OPWC El Dorado Storm Water Improvement Fund	-	-	\$ -
364	OPWC Grafton/Hadcock Road Improvement Fund	-	-	\$ -
365	OPWC Hadcock Rd Reconstruction Phase II Fund	-	-	\$ -
366	OPWC Pearl Rd Improvement Fund	-	-	\$ -
367	OPWC Hadcock Rd Reconstruction Fund	-	-	\$ -
368	OPWC Grafton Road Improvement Fund	-	-	\$ -
369	OPWC Center Road Resurfacing Fund	-	-	\$ -
370	OPWC Nationwide Parkway Improvement Fund		2,048,000.00	\$ 2,048,000.00
371	OPWC Laurel/Maxwell Intersection Improvement Fund		1,390,395.10	\$ 1,390,395.10
372	OPWC Old Eagle Drive Improvement Fund		-	\$ -
373	OPWC Skyview Drive Improvement Fund	-	-	\$ -
374	OPWC Magnolia Drive Improvement Fund	-	-	\$ -
375	OPWC Pepperwood Drive Improvement Fund		887,691.22	\$ 887,691.22
Self Insurance Fund:				
600	Self Insurance Fund	-	4,357,146.00	\$ 4,357,146.00
Debt Service Funds:				
771	General Obligation Bond Retirement Fund	-	-	\$ -
772	General Obligation Fire Station Bond Retirement Fund	-	988,500.00	\$ 988,500.00
782	Special Assessment BRF: Laurel Road (2006)	-	27,312.50	\$ 27,312.50
783	Special Assessment BRF: Brunswick Lake - Dam	-	18,948.81	\$ 18,948.81
784	Special Assessment BRF: Brunswick Lake - Dredging	-	11,826.18	\$ 11,826.18
Agency Funds:				
880	Recreation Programs Agency Fund	-	-	\$ -
881	General Trust Agency Fund	-	750,000.00	\$ 750,000.00
882	Unclaimed Money Agency Fund	-	20,000.00	\$ 20,000.00
883	Twelve Step Agency Fund	-	-	\$ -
884	Family Violence Agency Fund	-	-	\$ -
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	\$ 99,592,239.54

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 96-2025** - An emergency ordinance amending Section 1 of Ordinance No. 80-2025 to provide for a Revised Allocation of Municipal Income Tax receipts during the period from January 1, 2026 through December 31, 2026. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: Per Codified Ordinance Section 880.01.1 (e), the Council is required to pass an Ordinance when amending the distribution of municipal income taxes to various funds. Generally, this process occurs at the beginning of the year when the new annual appropriation measure is being considered or “as needed”. The estimated income tax collections and distribution of net income taxes, as written, have also been set to comply with the levy language of the City’s two income tax-specific safety levies in place for 2026.

PURPOSE AND EXPLANATION: In accordance with Section 880.01.1 (e) of the Brunswick Codified Ordinances, this Council will be required to pass ordinances from time to time to provide for the allocation of income tax receipts as required and permitted by Section 880.01; and

The City Council has determined that the allocation formula during the period from January 1, 2026, through December 31, 2026, should maximize the amounts provided for municipal services and improvements; and

In order to carry out that purpose subject to and consistent with the requirements of Section 880.01 of the Codified Ordinances, this Council has determined that it is necessary to amend Section 1 of Ordinance No. 80-2025;

IMPLEMENTATION SCHEDULE: The proposed 2026 income tax allocation draft legislation and 2026 appropriation budget were presented to the Committee-of-the-Whole on November 3, 2025.

This 2026 income tax allocation legislation is anticipated to be moved to the November 10, 2025, Council agenda as an emergency for 2 readings with suspension of the rules. The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, synch up similar 2026 budget legislation together at the same time, allowing for the daily operations of the City of Brunswick to continue without interruptions, and allowing for a more seamless transition into 2026.

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

This piece of legislation adopts the distribution requirements for municipal income taxes and imposes a ceiling or maximum of income tax dollars that can be received in specifically listed funds. The estimated income tax collections and distribution of net income taxes as written have also been set to comply with the levy language of the City’s two income tax specific safety levies. Note: The actual income taxes received ultimately relate to the fiscal impact. Actual income tax receipt amounts will become known at the completion and closure of the fiscal year.

**RECOMMENDED
ACTION:**

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

If emergency or suspension of the rules, why the request?
The proposed 2026 income tax allocation draft legislation and 2026 appropriation budget were presented to the Committee-of-the-Whole on November 3, 2025.

This 2026 income tax allocation legislation is anticipated to be moved to the November 10, 2025, Council agenda as an emergency for 2 readings with suspension of the rules. The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, synch up similar 2026 budget legislation together at the same time, allowing for the daily operations of the City of Brunswick to continue without interruptions, and allowing for a more seamless transition into 2026.

**ADDITIONAL
INFORMATION:**

None.

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 96-2025



By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 80-2025 TO PROVIDE FOR A REVISED ALLOCATION OF MUNICIPAL INCOME TAX RECEIPTS DURING THE PERIOD FROM JANUARY 1, 2026 THROUGH DECEMBER 31, 2026.

WHEREAS: In accordance with Section 880.01.1 (e) of the City of Brunswick Codified Ordinances, this Council is required to pass Ordinances from time to time to provide for the allocation of income tax receipts as required and permitted by Codified Ordinance Section 880.01.1; and

WHEREAS: This Council has determined that the allocation formula during the period from January 1, 2026 through December 31, 2026 should maximize the amounts provided for municipal services and improvements; and

WHEREAS: In order to carry out such purpose, subject to and consistent with the requirements of Section 880.01.1 of the Codified Ordinances, this Council has determined that it is necessary to amend Section 1 of Ordinance No. 80-2025;

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

SECTION 1: That Section 1 of Ordinance No. 80-2025, adopted on September 22, 2025, be and is hereby amended to read as follows:

“SECTION 1. Subject to and consistent with the provisions of Section 880.01.1 of the Codified Ordinances, during the period from January 1, 2026 through December 31, 2026, the income tax receipts collected under the provisions of Chapter 880 of the Codified Ordinances each month, after provision for costs of administering and enforcing the provisions of that Chapter (the “Net Income Tax Receipts”), shall be allocated to and deposited in or transferred to the following funds at the close of each month in the following percentage allocations notwithstanding the tax year to which they are attributable:

Fund	Allocation
Police Fund	37.50%
Fire Fund	24.50%
Street Repair & Maintenance Fund	7.00%
BTA Fund	0.25%
Parks Fund	2.25%
Capital Improvement Fund	3.50%
General Fund	25.00%

Provided that when amounts allocated to a fund reach the designated annual maximum for that fund for 2026 set forth below, no additional net income tax receipts will be deposited into that fund in 2026.

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 96-2025



The annual maximum allocations for the various funds for 2026 shall be as follows:

(A) As to the Police Fund and the Fire Fund, the greater of:

(i) The aggregate amount set forth in the following table:

Fund	Allocation
Police Fund	\$10,150,000
Fire Fund	<u>\$6,575,000</u>
Aggregate Police & Fire Funds Total	\$16,725,000

or

(ii) As to the Police Fund, 60.69% of the aggregate amount of Net Income Tax Receipts from the taxes levied pursuant to Section 880.005.1(b) and (c) of the Codified Ordinances in that year, and as to the Fire Fund, 39.31% of the aggregate amount of Net Income Tax Receipts from the taxes levied pursuant to Section 880.005.1(b) and (c) of the Codified Ordinances in that year.

Any amounts in excess of such annual maximum allocations shall be allocated to the General Fund.

(B) As to the Street Repair & Maintenance Fund, the BTA Fund and the Parks Fund, the amounts set forth in the following table:

Fund	Maximum Allocation
Street Repair & Maintenance Fund	\$1,650,000
BTA Fund	\$35,000
Parks Fund	\$610,000

Any amounts in excess of such annual maximum allocations shall be allocated to the General Fund.

(C) There shall be no annual maximum applicable to the allocation of Net Income Tax Receipts to the General Fund or to the Capital Improvement Fund in 2026.

This Council finds and determines that, based on the City's estimated income tax receipts for 2026, the allocation percentages and maximum allocations set forth in this Section are consistent with the requirements of paragraphs (b), (c) and (d) of Section 880.01.1 of the Codified Ordinances. This Council shall act promptly to revise the foregoing allocation percentages and or maximum allocations if, as and when such revisions are necessary to ensure continuing compliance with the requirements of Section 880.01.1 of the Codified Ordinances.

The Finance Director/Income Tax Administrator shall prepare monthly financial reports reflecting amounts of the prior month's allocations to the various funds and

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 96-2025



year to date allocations to the various funds and confirming the City's continuing compliance with the requirements of Section 880.01.1 of the Codified Ordinances.

SECTION 2: That Section 1 of Ordinance No. 80-2025, as adopted on September 22, 2025, be and is hereby repealed.

SECTION 3: The Council finds and determines that all formal actions of this Council and of any of its committees concerning and relating to the passage of this Ordinance were taken, and all deliberations of this Council and of any of its committees that resulted in such formal action were held, in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare of the City, and for the additional reason that this Ordinance is necessary for the usual daily operation of a municipal government. Therefore, the same shall be in full force and effect immediately after its passage by the required number of votes; otherwise, the earliest time permitted by law.

PASSED: 1st Reading _____

2nd Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council

Laura E. Timura, MMC

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 97-2025** - An emergency ordinance amending Ordinance No. 106-2024 and the City's Fund Balance Reserve Policy. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: Over the past two decades, the compounded impacts of the economy, political environment, global pandemic, and increasing demand for services and capital needs have presented challenges in maintaining adequate cash reserves for the City of Brunswick.

From 2002 through 2009, the City expended significantly more money than it was taking in, thus draining the cash reserves to levels that were unacceptable to the City and the Brunswick Citizens' Financial Audit Review and Advisory Committee. The most significant factor or identified cause of these practices was the implementation of long-term financial commitments without a corresponding long-term funding stream in place.

From mid 2010 through the date of this proposal, the City Council, City Administration and the Committee have taken systematic and incremental measures to restore the City's fiscal infrastructure, rebuild its cash reserves and revamp various fiscal and budgeting practices. As a part of these revamped practices, the City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee established a fund balance reserve policy. The City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee decided to systematically increase the reserve levels and thus amend the fund balance reserve policy during 2017. Additional increases to the fund balance reserves were recommended each year beginning in 2020 through 2025 to better prepare and react to the health pandemic, future economic downturns, inflationary pressures, or any other emergency situation.

As part of the City Manager's 2026 budget proposal and five-year capital program, additional increases to this policy are recommended. All the amendments made to this policy include increases to the fund balance reserve levels. Approved increases provide more financial flexibility for the City in the future to react to secure more grant funding and react to various situations, including, but not limited to, economic downturns or address emergency situations and keep up with inflation.

PURPOSE AND EXPLANATION:

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

IMPLEMENTATION SCHEDULE:

This legislation to amend the City's Fund Balance Reserve Policy. This draft legislation and the 2026 appropriation budget were presented and discussed with the Committee-of-the-Whole on November 3, 2025. This legislation is anticipated to be moved to the November 10, 2025, Council agenda as an emergency with suspension of the rules for 2 readings. The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, allowing for the daily operations of the City of Brunswick to continue without interruptions, syncing up various pieces of legislation with the 2026 appropriation budget and allowing for a more seamless transition into 2026.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

If this legislation is passed, it would increase the City's ability to receive larger grant awards and better deal with future economic impacts, inflation, pandemics or other emergency situations. If certain events were to arise that would allow the cash reserves to either fall below the minimum reserve or go above the maximum reserves, then certain conditions and actions as outlined in the amended policy would be required.

RECOMMENDED ACTION:

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

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

This legislation to amend the City's Fund Balance Reserve Policy. This draft legislation and the 2026 appropriation budget were presented and discussed with the Committee-of-the-Whole on November 3, 2025. This legislation is anticipated to be moved to the November 10, 2025, Council agenda as an emergency with suspension of the rules for 2 readings. The emergency clause is considered necessary in order to remain in compliance with the Ohio Revised Code, allowing for the daily operations of the City of Brunswick to continue without interruptions, syncing up various pieces of legislation with the 2026 appropriation budget and allowing for a more seamless transition into 2026.

ADDITIONAL INFORMATION:

CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 97-2025

By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE AMENDING ORDINANCE NO. 106-2024
AND THE CITY'S FUND BALANCE RESERVE POLICY.

WHEREAS: Per determination by this Council, the City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee, the City adopted a Fund Balance Reserve Policy per Ordinance No. 96-12, as amended by Ordinance Nos. 90-17, 20-2020, 101-2020, 115-2021, 106-2022, 100-2023 and 106-2024, to detail the City's objective to achieve a sound financial condition and to maintain appropriate levels of unencumbered cash reserves in the General Fund; and

WHEREAS: It has been determined to further amend the Fund Balance Reserve Policy to provide additional financial flexibility as may be required to respond to future economic downturns, health pandemics, inflationary pressures or any other unknown emergency.

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

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

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

PASSED: 1st Reading _____

2nd Reading _____

Rules Suspended:

AYES _____

NAYS _____

ADOPTED: _____

AYES _____

NAYS _____

ATTEST: _____

Clerk of Council

Laura E. Timura, MMC

CITY OF BRUNSWICK



FUND BALANCE RESERVE POLICY

Established October 2012 (Ordinance #96-12)

**Amended by City Council - (Ordinance #90-17), (Ordinance #20-2020),
(Ordinance #101-2020), (Ordinance #115-2021), (Ordinance #106-2022),
(Ordinance #100-2023), (Ordinance # 106-2024) and (Ordinance #)**

BACKGROUND:

Over the past two decades, the compounded impacts of the economy, political environment, global pandemic, and increasing demand for services and capital needs have presented challenges in maintaining adequate cash reserves for the City of Brunswick.

From 2002 through 2009, the City expended significantly more money than it was taking in, thus draining the cash reserves to levels that were unacceptable to the City and the Brunswick Citizens' Financial Audit Review and Advisory Committee. The most significant factor or identified cause of these practices was the implementation of long-term financial commitments without a corresponding long-term funding stream in place.

During mid 2010 through the date of this proposal, City Council, City Administration and the Committee have taken systematic and incremental measures to restore the City's fiscal infrastructure, rebuild its cash reserves and revamp various fiscal and budgeting practices. As a part of these revamped practices, City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee established a fund balance reserve policy. The City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee decided to systematically increase the reserve levels and thus amend the fund balance reserve policy as necessary to better prepare and react to the health pandemic, future economic downturns, inflationary pressures, or any other emergency situation.

OBJECTIVE:

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

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

RESERVE POLICY:

The City's General Fund accounts for all financial resources except those required to be accounted for in another fund. These financial resources are available for any purpose, provided they are expended or transferred according to the general laws of Ohio and the Charter of the City of Brunswick. The City shall attempt to maintain a minimum General Fund unencumbered cash fund balance reserve of no less than \$9,000,000 as of December 31, 2025 and \$9,500,000 as of December 31, 2026. As of December 31, 2027, and each fiscal year thereafter, the City shall attempt to maintain a minimum General Fund unencumbered cash fund balance of no less than \$10,000,000.

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

In the event the General Fund unencumbered cash fund balance reserve exceeds \$15,000,000 as of December 31, 2025, \$16,000,000 as of December 31, 2026; and \$17,000,000 as of December 31, 2027 and each fiscal year thereafter on the last day of the fiscal year, the excess may be used in one of or a combination of the following ways:

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

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

CITY OF BRUNSWICK



FUND BALANCE RESERVE POLICY

Established October 2012 (Ordinance #96-12)

**Amended by City Council - (Ordinance #90-17), (Ordinance #20-2020),
(Ordinance #101-2020), (Ordinance #115-2021), (Ordinance #106-2022),
(Ordinance #100-2023), (Ordinance # 106-2024) and (Ordinance # _____)**

BACKGROUND:

Over the past two decades, the compounded impacts of the economy, political environment, global pandemic, and increasing demand for services and capital needs have presented challenges in maintaining adequate cash reserves for the City of Brunswick.

From 2002 through 2009, the City expended significantly more money than it was taking in, thus draining the cash reserves to levels that were unacceptable to the City and the Brunswick Citizens' Financial Audit Review and Advisory Committee. The most significant factor or identified cause of these practices was the implementation of long-term financial commitments without a corresponding long-term funding stream in place.

During mid 2010 through the date of this proposal, City Council, City Administration and the Committee have taken systematic and incremental measures to restore the City's fiscal infrastructure, rebuild its cash reserves and revamp various fiscal and budgeting practices. As a part of these revamped practices, City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee established a fund balance reserve policy. The City Council, City Administration and the Brunswick Citizens' Financial Audit Review and Advisory Committee decided to systematically increase the reserve levels and thus amend the fund balance reserve policy as necessary to better prepare and react to the health pandemic, future economic downturns, inflationary pressures, or any other emergency situation.

OBJECTIVE:

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

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

RESERVE POLICY:

The City's General Fund accounts for all financial resources except those required to be accounted for in another fund. These financial resources are available for any purpose, provided they are expended or transferred according to the general laws of Ohio and the Charter of the City of Brunswick. The City shall attempt to maintain a minimum General Fund unencumbered cash fund balance reserve of no less than ~~\$8,500,000~~ \$9,000,000 as of December 31, 2025 and ~~\$9,000,000~~ \$9,500,000 as of December 31, 2026. As of December 31, ~~2027~~ 2026, and each fiscal year thereafter, the City shall attempt to maintain a minimum General Fund unencumbered cash fund balance of no less than ~~\$9,000,000~~ \$10,000,000.

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

In the event the General Fund unencumbered cash fund balance reserve exceeds ~~\$14,250,000~~ \$15,000,000 as of December 31, 2025, ~~and \$15,000,000~~ \$16,000,000 as of December 31, 2026; ~~and \$17,000,000 as of December 31, 2027~~ and each fiscal year thereafter on the last day of the fiscal year, the excess may be used in one of or a combination of the following ways:

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

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

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 98-2025** - An emergency ordinance creating an OPWC Nationwide Parkway Improvement Fund (#370). - **1st Reading** (To be brought from Committee-of-the-Whole, Administration/Todd Fischer)

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

The OPWC Nationwide Parkway Improvement Fund (#370) will be created and used to account for any OPWC monies awarded to the City of Brunswick for this improvement project as outlined in the OPWC application(s).

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

The OPWC Nationwide Parkway Improvement Fund (#370) will be created and used to account for any OPWC monies awarded to the City of Brunswick for this improvement project as outlined in the OPWC application(s).

IMPLEMENTATION SCHEDULE: The requested timeline is for this legislation to be moved to the November 10, 2025, Council agenda as an emergency with suspension of the rules for 2 readings.

This will sync up with other 2026 budget legislation and related timetables for a seamless transition into 2026.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The establishment of a fund allows for the accounting structure to be in place if and when a grant is awarded. There are no costs associated with the act of establishing a fund.

A separate piece of legislation establishing the appropriations and/or authorization comes separately.

**RECOMMENDED
ACTION:**

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

If emergency or suspension of the rules, why the request?
The emergency and suspension clause is considered 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, synch up 2026 budget-related legislation together and allow for a timely and seamless transition into 2026 by having the accounting structure in place.

**ADDITIONAL
INFORMATION:**

None.

CITY OF BRUNSWICK, OHIO

ORDINANCE NUMBER 98-2025



By: Committee-of-the-Whole

AN EMERGENCY ORDINANCE CREATING AN OPWC NATIONWIDE PARKWAY IMPROVEMENT FUND (#370)

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 OPWC Nationwide Parkway Improvement Fund #370 will be created and used to account for any OPWC monies awarded to the City of Brunswick for Nationwide Parkway improvement project as outlined in the OPWC application(s).

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That an OPWC Nationwide Parkway Improvement Fund #370 is hereby created.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety, welfare, and providing for the usual daily operation of a municipal department, and for the further reason that proper fund accounting measures be created. Therefore, the same shall be in full force and effect from and after its passage by the required number of votes.

PASSED: 1st Reading _____

2nd Reading _____

Rules Suspended:

AYES _____

NAYS _____

ADOPTED: _____

AYES _____

NAYS _____

ATTEST: _____

Clerk of Council

Laura E. Timura, MMC

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 99-2025** - An emergency resolution permitting the City Administration to sell, through public internet auctions, personal property, including motor vehicles acquired for the use of municipal officers and departments, and road machinery, equipment, tools, or supplies, which are not needed for public use, or are obsolete or unfit for the use for which it was acquired, for the year 2026. **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: City Council is required to adopt an annual resolution permitting the City to utilize the internet auction provisions of O.R.C. Section 721.15

PURPOSE AND EXPLANATION: In order to allow the City Administration to sell through public internet auctions, personal property, including motor vehicles acquired for the use of municipal offices and departments, and road machinery, equipment, tools or supplies, which are not needed for public use, or are obsolete or unfit for the use for which it was acquired, legislation must be adopted by City Council annually.

IMPLEMENTATION SCHEDULE: As soon as allowed by law.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

RECOMMENDED ACTION:

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

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

Three readings on 11/10, 11/24, and 12/8. Third reading as emergency to be effective on 01/01/2026

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. _____

BY:

AN EMERGENCY RESOLUTION PERMITTING THE CITY ADMINISTRATION TO SELL, THROUGH PUBLIC INTERNET AUCTIONS, PERSONAL PROPERTY, INCLUDING MOTOR VEHICLES ACQUIRED FOR THE USE OF MUNICIPAL OFFICERS AND DEPARTMENTS, AND ROAD MACHINERY, EQUIPMENT, TOOLS, OR SUPPLIES, WHICH ARE NOT NEEDED FOR PUBLIC USE, OR ARE OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, FOR THE YEAR 2026.

WHEREAS: Ohio Revised Code Section 721.15 permits municipalities to sell obsolete/unfit items by internet auction; and

WHEREAS: An annual Resolution adopted by City Council is required to permit the City to utilize the internet auction provision of ORC Section 721.15.

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

SECTION 1: That this Council hereby permits the City Administration to utilize the internet auction for the sale of personal property, including motor vehicles acquired for the use of municipal officers and departments, and road machinery, equipment, tools, or supplies, which are not needed for public use, or are obsolete or unfit for the use for which it was acquired for the year 2026.

SECTION 2: That the Clerk of Council shall cause notice of the adoption of this resolution to be published, in a newspaper of general circulation in the City, of the City's intent to sell unneeded, obsolete or unfit municipal personal property by internet auction. The notice shall include a summary of the information provided in this Resolution and shall be published at least two (2) times. The second and any subsequent notice shall be published not less than ten (10) nor more than twenty (20) days after the previous notice.

SECTION 3: That the Clerk of Council shall cause a notice to be posted continually throughout the calendar year in a conspicuous place in the offices of the Clerk of Council and the City Council and shall cause said notice to be posted continuously throughout the year on the City website.

SECTION 4: That the City shall conduct the internet auction via eBay (or other similar bidding site as long as notice is given) using the parameters provided by the

auction site. Minimum price or reserve may be set, but is not required by law.

SECTION 5: That bidding shall continue for no less than fifteen (15) days, including Saturdays, Sundays and legal holidays, and shall be set for each item as noted on the internet auction site.

SECTION 6: That all terms and conditions of sale, including but not limited to pick-up and delivery, method of payment, sales tax, complete descriptions and/or pictures of the items, shall be specified for each item on the internet auction site.

SECTION 7: That the highest bidder upon the close of the open bidding period will be deemed to be the successful bidder of the internet auction. Upon the close of the auction, the City shall remit an invoice to the successful bidder for the amount of the bid. The successful bidder shall remit the entire payment within ten days of receipt of the invoice. Acceptable forms of payment include cashier's check, certified check, or money order. Other payment arrangements may be made by the City where circumstances warrant. Payment options such as on-line payment systems and PayPal or similar services are acceptable payment options. Notwithstanding the foregoing, all payment options are subject to the approval of the City's Finance Director.

SECTION 8: That all communication with the successful bidder shall occur in writing. Arrangements and costs associated with delivery to the successful bidder shall be the sole responsibility of the successful bidder. Risk of loss will be transferred to the successful bidder upon the tendering of the goods to the shipping company chosen by the successful bidder.

SECTION 9: That all items shall be sold without warranty in "AS IS" condition. All advertisements, listings, and notices shall be subject to the following language:

"The City of Brunswick, its officers, employers and agents offer this item for sale "AS IS" without any warranty or condition, express, implied or statutory. The City of Brunswick, its officers, employers and agents, specifically disclaim any implied warranties of title, merchantability, fitness for a particular purpose and non-infringement."

SECTION 10: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of the Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

SECTION 11: 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 sales of personal property by internet auction effective as of January 1, 2026. 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 _____

2nd Reading _____

3rd Reading _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Laura E. Timura, CMC

THE CITY OF BRUNSWICK
PROPOSED LEGISLATION



DATE: 11/10/2025

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. 100-2025-** An emergency resolution amending Resolution No. 113-2021 to reallocate EMS revenues collected between 2010–2020 to the new centralized fire station with any remaining amounts, if any, to be allocated to capital equipment, building improvements and other capital needs of the Division of Fire and Rescue. - **1st Reading**
(To be brought from Committee-of-the-Whole, *Administration/Todd Fischer*)

BACKGROUND: On December 20, 2021, City Council adopted Resolution No. 113-2021 wherein EMS revenues collected between 2010-2020 in the amount of \$3,505,678.95 were set aside for the purpose of constructing building improvements at the City’s then-existing two (2) decentralized fire stations;

On May 2, 2023, the electorate of the City of Brunswick approved the issuance of \$12,000,000.00 in bonds for the purpose of constructing, furnishing, equipping and otherwise improving a new centralized fire station; and

As a result of such bond issuance and construction of the new centralized fire station, EMS revenues collected between 2010-2020 will not be utilized to improve the decentralized fire stations.

PURPOSE AND EXPLANATION: See previously listed background information.

Furthermore, Resolution No. 113-2021 be amended to reallocate EMS revenues collected between 2010-2020 in the amount of \$3,505,678.95 to the construction of the new centralized fire station with any remaining amounts, if any, to be allocated to capital equipment, building improvements and other capital needs of the Division of Fire and Rescue.

It is important to amend and update the resolution language to be consistent with the electorate's and City Council's support for a new centralized fire station.

IMPLEMENTATION SCHEDULE: As soon as practically possible.

**FINANCIAL
INFORMATION:**

FINANCIAL SUMMARY: No change. The set aside amounts listed in the original Resolution #113-2021 and this amended resolution are the same.

**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 and suspension clause is considered necessary in order to update the resolution language to be consistent with the electorate's and City Council's support for a new centralized fire station.

**ADDITIONAL
INFORMATION:** None.

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 100-2025

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AMENDING RESOLUTION NO. 113-2021 TO REALLOCATE EMS REVENUES COLLECTED BETWEEN 2010-2020 TO THE NEW CENTRALIZED FIRE STATION WITH ANY REMAINING AMOUNTS, IF ANY, TO BE ALLOCATED TO CAPITAL EQUIPMENT, BUILDING IMPROVEMENTS AND OTHER CAPITAL NEEDS OF THE DIVISION OF FIRE AND RESCUE.

WHEREAS: On December 20, 2021, City Council adopted Resolution No. 113-2021 wherein EMS revenues collected between 2010-2020 in the amount of \$3,505,678.95 were set-aside for the purpose of constructing building improvements at the City's then-existing two (2) decentralized fire stations;

WHEREAS: On May 2, 2023, the electorate of the City of Brunswick approved the issuance of \$12,000,000.00 in bonds for the purpose of constructing, furnishing, equipping and otherwise improving a new centralized fire station; and

WHEREAS: As a result of such bond issuance and construction of the new centralized fire station, EMS revenues collected between 2010-2020 will not be utilized to improve the decentralized fire stations.

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

SECTION 1: That Resolution No. 113-2021 is hereby amended to reallocate EMS revenues collected between 2010-2020 in the amount of \$3,505,678.95 to the construction of the new centralize fire station with any remaining amounts, if any, to be allocated to capital equipment, building improvements and other capital needs of the Division of Fire and Rescue.

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 update the permitted use of EMS revenues as a result of the centralized fire station project. 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, MMC

PROPOSED LEGISLATION



DATE: 11/10/2025

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. 101-2025** - An emergency resolution authorizing the City Manager to enter into all necessary documents to acquire real property for municipal purposes in an amount not to exceed \$950,000.00. - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Carl DeForest*)

BACKGROUND: The City has the opportunity to acquire the entirety and/or a portion of five (5) parcels of adjacent real property located on S. Carpenter Road, in Brunswick, consisting of approximately 15.0 acres.

PURPOSE AND EXPLANATION: By purchasing this approximately 15.0 acres, the City of Brunswick will have ownership for municipal purposes.

IMPLEMENTATION SCHEDULE: As soon as allowed by law.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The appropriation budget will need to be amended by City Council in a separate piece of legislation for this purchase. The appropriations for this purchase are planned to come from the Capital Improvement Fund #300, account #300-0522-56000. The appropriation budget amendment legislation is expected to be presented to the Finance Committee and City Council as an emergency and suspension of the rules on Monday November 24, 2025.

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?

To enable the City Administration to proceed with securing the right to purchase the property.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. _____

BY:

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO ALL NECESSARY DOCUMENTS TO ACQUIRE REAL PROPERTY FOR MUNICIPAL PURPOSES IN AN AMOUNT NOT TO EXCEED \$950,000.00.

WHEREAS: The City has the opportunity to acquire the entirety and/or a portion of five (5) parcels of adjacent real property located on S. Carpenter Road, Brunswick, Ohio and further identified as PPNs 003-18D-11-206 and 003-18D-11-210 (1527 S. Carpenter Road), 003-18D-11-211 (V/L S. Carpenter Road) and 003-18D-11-213 (1499 S. Carpenter Road) (collectively the "Property") and consisting of approximately 15.0 acres for a purchase price of \$880,000.00, subject to prorations and expenses identified therein.

WHEREAS: The purchase of the subject Property is for municipal purposes.

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

SECTION 1: That the City Manager, upon approval of the Law Director, is authorized to execute all necessary documents to effectuate the purchase of the subject Property.

SECTION 2: That the Finance Director is authorized to remit payment for the purchase of the subject Property in an amount not to exceed \$950,000.00, such additional amount as may be required to account for expenses to be incurred by the City pursuant to the purchase documents.

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 to secure the City's rights to purchase the Property. 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