

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda

DECEMBER 15, 2025

6:30 PM

or Immediately Following
Services, Utilities, Technology & Cable Committee

1. Discussion Items
2. Motion Items
 - (a) Motion to reappoint Kevin Ball and Rich Kassouf to the Community Reinvestment Area Housing Council (CRA)
 - (b) Motion authorizing the City Council to approve proposed Fourth Amendment to License Agreement between the City and the Brunswick Area Historical Society.
 - (c) Motion to approve a 36-ft. variance to allow Unit 19 of the Westway Small Business Park, 2964 Westway Drive, to be located 164 feet from the 200' setback required by Section 1266.05 of the Zoning Code when adjacent to a residential district.
 - (d) A motion for the City Manager to enter into a three contract with Valsoft Corporation Inc. d/b/a Hyper-Reach Technology for an amount not to exceed \$22,600
3. Review Legislation
 - (a) **RES. NO. 109-2025** - A resolution commending Teresa Beno for her years of service to the City of Brunswick. - **1st Reading** (To be brought from Committee-of-the-Whole, *Council/Nicholas Hanek*)
 - (b) **RES. 111-2025** - An emergency ordinance to approve the editing and inclusion of certain ordinances as components of the codified ordinances; to provide for the adoption of new legislation in the updated revised codified ordinances; and to repeal ordinances in conflict therewith.- **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Laura Timura*)
4. General Discussion
5. Executive Session
 - (a) Motion to go into Executive Session to discuss the appointment, employment, dismissal, discipline, demotion, or compensation of a public employee
6. Adjournment

THE CITY OF BRUNSWICK

PROPOSED MOTION



DATE: 12/15/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Taylor Petkovsek

COPY: Mayor Ron Falconi

MOTION: Motion authorizing the City Council to approve proposed Fourth Amendment to License Agreement between the City and the Brunswick Area Historical Society.

BACKGROUND: On or about June 8, 2000, the City and Historical Society entered into a License Agreement where the Historical Society leased a portion of property owned by the City of Brunswick know as Heritage Farm. On or about January 28, 2016, the City and the Historical Society entered into a First Amendment to the License Agreement which amended the area of the premises to include the cross-hatched area. On or around April 9, 2019, the City and the Brunswick Area Historical Society entered into an Second Amendment to License Agreement. In the Third Amendment, on or around October 20, 2023 The Premises shall be expanded to include an additional 1.0000 acres, as depicted on Exhibit "A" and further identified thereon as "Proposed Lease Area 1.0000 Acre" and as further described in the legal description attached hereto as Exhibit "B" and incorporated herein by reference.

PURPOSE AND EXPLANATION: In the Fourth Amendment the premises subject to agreement shall consist of 4.1470 acres, as depicted in black outline on Exhibit "A". The Fourth Amendment includes an additional proposed lease area 1 acre more to the North than the Third Amendment. Subject to annual appropriations by Brunswick City Council as required by applicable law, the City shall reimburse the Brunswick Area Historical Society for utility expenses incurred in an amount not to exceed \$5,000.00 per annum.

IMPLEMENTATION SCHEDULE:

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: If motion is approved, the City's Finance Director will request a budget amendment to include utility expenses in an amount not to exceed \$5,000.00 per annum. Since the budget amendment is not expected to occur until after the fiscal year and this lease begins, a "Then & Now" Certificate pursuant to ORC 5705.41D may be required to be executed prior to payment.

RECOMMENDED

ACTION:

**ADDITIONAL
INFORMATION:**

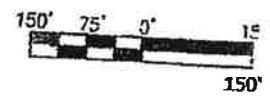
12/2/25

N



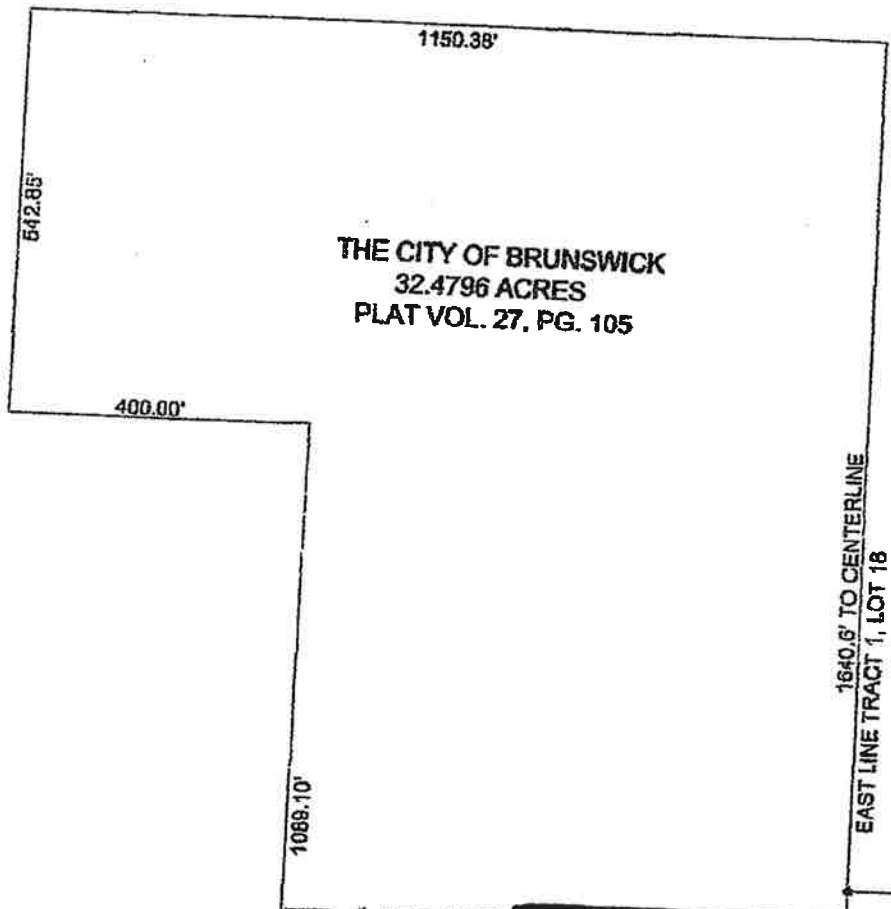
Susan L. Eichhorn
SUSAN L. EICHORN P.S. 7265

EXHIBIT A
ORIGINAL BRUNSWICK TOWNSHIP TRACT 1, LOT 18
NOW IN THE CITY OF BRUNSWICK, MEDINA COUNTY,
OHIO



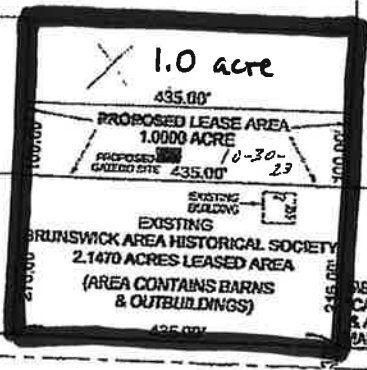
1" = 150'
SCALE

SUSAN L. EICHORN P.S. 7265
OCTOBER 11, 2023 23117



Z
Y

#4613 LAUREL RD.



#4623 LAUREL

TRUE PLAC. OF BEGINNING

15" BAR CAMPBELL & ASSOC. MARKED WITH STIFFI

POST

FOURTH AMENDMENT TO LICENSE AGREEMENT

THIS FOURTH AMENDMENT TO LICENSE AGREEMENT (the “Fourth Amendment”) is entered into by and between the City of Brunswick, a chartered municipal corporation (the “City” or “Licensor”) and the Brunswick Area Historical Society, Inc., an Ohio non-profit corporation formerly known as The Historical Society of the Brunswick Area, Inc. (the “Historical Society” or “Licensee”).

WHEREAS, on or about June 8, 2000, the City and Historical Society entered into a License Agreement wherein the Historical Society leased a portion of real property owned by the City known as Heritage Farm located at 4613 Laurel Road, Brunswick, Ohio and further identified as Medina County PPN 003-18C-05-002 (the “Property”), including the buildings located thereon (the “Buildings”) (collectively the “Premises”), for the Term commencing June 8, 2000 up to and including December 31, 2002;

WHEREAS, on or about July 24, 2012, the City and Historical Society entered into a Consent and Indemnification Agreement which provided, among other things, that the parties would negotiate an amendment to the License Agreement whereby the Historical Society would lease and maintain all Heritage Farm Buildings;

WHEREAS, on or about January 28, 2016, the City and Historical Society entered into a First Amendment to License Agreement (the “First Amendment”) which, among other things: (a) expanded the area of the Premises to include the cross-hatched area detailed on Exhibit “A” thereto; (b) extended the Term up to and including December 31, 2025; and (c) granted the Historical Society an option to extend the Term for a single additional period of ten (10) years from January 1, 2026 up to and including December 31, 2035 (the “Renewal Term”).

WHEREAS, on or about April 9, 2019, the City and Historical Society entered into a

Second Amendment to License Agreement (the “Second Amendment”) wherein the area of the Premises was amended per Exhibit “A” thereto.

WHEREAS, on or about October 30, 2023, the City and Historical Society entered into a Third Amendment to License Agreement (the “Third Amendment” and together with the License Agreement, the First Amendment and the Second Amendment, collectively the “Agreement”) wherein the area of the Premises was amended per Exhibit “A” thereto.

WHEREAS, on or about December ____, 2025, the Historical Society formally exercised the Renewal Term as provided in the First Amendment.

NOW, THEREFORE, in consideration of the mutual promises, covenants and obligations contained herein, the City and Historical Society hereby agree as follows:

1. It is hereby confirmed that the area of the Premises subject to the Agreement shall consist of 4.1470 acres, as depicted in black outline on Exhibit “A” attached hereto and incorporated herein by reference.
2. Subject to annual appropriations by Brunswick City Council as required by applicable law, the City shall reimburse the Historical Society for utility expenses incurred in an amount not to exceed \$5,000.00 per annum. Such reimbursement shall be made within sixty (60) days of receipt of paid utility bills from the Historical Society for the previous calendar year.
3. The terms and provisions of the Agreement, as amended by this Fourth Amendment, shall remain in full force and effect except as otherwise modified by this Fourth Amendment. In the event of a conflict between the terms of the Agreement and this Fourth Amendment, the terms of this Fourth Amendment shall control.

IN WITNESS WHEREOF, the undersigned have caused this Fourth Amendment to License Agreement to be executed as of the dates indicated below.

Brunswick Area Historical Society, Inc.,
formerly known as The Historical Society
of the Brunswick Area, Inc.

City of Brunswick, Ohio

By: _____
Title: _____
Date: _____

Carl S. DeForest, City Manager
Date: _____

Approved as to form:

Dennis A. Nevar, Law Director

PROPOSED MOTION



DATE: 12/15/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Grant Aungst

COPY: Mayor Ron Falconi

MOTION: Motion to approve a 36-ft. variance to allow Unit 19 of the Westway Small Business Park, 2964 Westway Drive, to be located 164 feet from the 200' setback required by Section 1266.05 of the Zoning Code when adjacent to a residential district.

BACKGROUND: At their meeting on December 4, 2025, the Planning Commission, as permitted by Section 1244.04(b)(1) of the Zoning Code, subject to City Council approval, granted a 36-ft. variance to allow Unit 19 of the Westway Small Business Park, 2964 Westway Drive, to be located 164 feet from the 200' setback required by Section 1266.05 of the Zoning Code when adjacent to a residential district.

PURPOSE AND EXPLANATION: As permitted by Section 1244.04(b)(1) of the Zoning Code, during the course of exercising its site plan review powers under Chapter 1278, the Planning Commission granted a 36-ft. variance, as shown on the site plan dated December 3, 2025, whereby they found that both (1) such variance or exception will not violate the spirit or intent of Chapter 1266 and (2) that a more harmonious and compatible development will result. There is an existing wooded area that will provide screening between the existing residential home and the proposed industrial complex.

IMPLEMENTATION SCHEDULE: December 15, 2025.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

RECOMMENDED ACTION: Recommend approval of the variance.

ADDITIONAL INFORMATION:

PROPOSED MOTION



DATE: 12/15/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Robert Marok

COPY: Mayor Ron Falconi

MOTION: A motion for the City Manager to enter into a three contract with Valsoft Corporation Inc. d/b/a Hyper-Reach Technology for an amount not to exceed \$22,600

BACKGROUND: The city in evaluating a replacement for Code Red determined that there was a better and more cost-effective software service available. Hyper Reach had the best solution for the cost offered.

PURPOSE AND EXPLANATION: The city in evaluating the options to replace Code Red found that Hyper-reach SAAS offered a three solution for nearly identical price that Code Red was charging for 1 year. Other options were available at the same price but without some of the features offered by Hyper-reach

IMPLEMENTATION SCHEDULE: January 1, 2026 for terms of service. immediately for operations conversion

FINANCIAL INFORMATION: Budget Code Red - 1/1/2026 - 114-0520-54284 - - - \$24,000

FINANCIAL SUMMARY: The proposed three-year contract at \$22,600 would be less than the budgeted 1-year contract for Code Red at \$24,000.

These services and related costs of \$22,600 are budgeted in the Police Fund #114 account#114-0520-54284.

RECOMMENDED ACTION:

ADDITIONAL INFORMATION:

PROPOSED LEGISLATION



DATE: 12/15/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Nicholas Hanek

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 109-2025** - A resolution commending Teresa Beno for her years of service to the City of Brunswick. - **1st Reading** (To be brought from Committee-of-the-Whole, *Council/Nicholas Hanek*)

BACKGROUND: Clerk of Courts, Teresa Beno, has announced her retirement from the City after more than twenty-six years of service.

PURPOSE AND EXPLANATION: Council wishes to recognize her for her dedication and exemplary service.

IMPLEMENTATION SCHEDULE: One reading.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

RECOMMENDED ACTION:

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

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

ADDITIONAL INFORMATION:



CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 109-2025

By: Committee-of-the-Whole

A RESOLUTION COMMENDING TERESA BENO FOR HER YEARS OF SERVICE TO THE CITY OF BRUNSWICK.

WHEREAS: Teresa Beno has faithfully served the City of Brunswick and its residents for more than twenty-six years; and

WHEREAS: Teresa Beno has served with dedication, kindness, and discernment, earning the respect and gratitude of colleagues and community members alike; and

WHEREAS: During her tenure, she served as a part-time Assistant Clerk of Courts, later advanced to full-time Clerk II for the Division of Fire, and ultimately assumed her current role as full-time Clerk of Courts, carrying out each position with professionalism and care.

SECTION 1: Brunswick City Council hereby extends its heartfelt appreciation to Teresa Beno for her exemplary service and the thoughtful manner in which she has fulfilled her responsibilities.

SECTION 2: City Council extends its best wishes to Teresa and her family for continued health, happiness, and success in all future endeavors.

SECTION 3: That this Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laura E. Timura, MMC

THE CITY OF BRUNSWICK
PROPOSED LEGISLATION



DATE: 12/15/2025

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Nicholas Hanek

COPY: Mayor Ron Falconi

LEGISLATION: **RES. 111-2025** - An emergency ordinance to approve the editing and inclusion of certain ordinances as components of the codified ordinances; to provide for the adoption of new legislation in the updated revised codified ordinances; and to repeal ordinances in conflict therewith.- **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Laura Timura*)

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

PURPOSE AND EXPLANATION: American Legal Publishing has completed its updating and revision of the Codified Ordinances of the City. Various ordinances of a general and permanent nature that have been enacted by Council since the date of the last updating and revision of the Codified Ordinances need to be included in the Codified Ordinances of the City. Updates to the Codified Ordinances bring City law into conformity with State law.

IMPLEMENTATION SCHEDULE: One reading with emergency and suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: As of November 30, 2025, \$13,829.53 remained on the American Legal Publishing P.O. #2025-60598A for services related to keeping the Codifieds up to date. This P.O. is encumbered to account #001-0100-54279 and the original amount of the purchase order was \$20,000.00.

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?

That it is immediately necessary to have an up-to-date codification of the laws of the City, pursuant to Section 3.18b of the City Charter, that is in conformity with State Law and to preserve law and order of the City.

**ADDITIONAL
INFORMATION:**

ORDINANCE NUMBER 111-2025

BY: Committee-of-the-Whole

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

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

WHEREAS: American Legal Publishing has completed its updating and revision of the Codified Ordinances of the City; and

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

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

THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

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

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

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

- (a) The enactment of such matter shall not be construed to affect a right of liability accrued or incurred under any legislative provision prior to the effective date of such enactment, or any action or proceeding for the enforcement of such right or liability. Such enactment shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision or to affect an indictment or prosecution therefor. For such purposes, any such legislative provision shall continue in full force notwithstanding its repeal for the purposes of revision and recodification.
- (b) The repeal provided above shall not affect any legislation enacted subsequent to November 10, 2025.

SECTION 4: That a copy of this ordinance shall be posted as set forth in Section 222.01 of the Codified Ordinances. A copy shall also be furnished to City Officers, Medina County Law Library and the Brunswick Public Library.

SECTION 5: That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, safety and welfare and for the additional reason that it is immediately necessary to have an up-to-date codification of the laws of the City, pursuant to Section 3.18b. of the City Charter, that is in conformity with State Law, where such conformity is required by Article XVIII, Section 3, of the Ohio Constitution, with which to administer the affairs of the City and to preserve law and order of the City. Therefore, this Ordinance and the November 2025 Replacement Pages for the Codified Ordinances, hereby approved, adopted and enacted, shall be in full force and effect from and after its passage by the required number of votes, as set forth in Section 3.16 of the City Charter.

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
Clerk of Council
Laura E. Timura, MMC

EXHIBIT "A"

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
41-2025	7-14-25	432.49
56-2025	6-23-25	May 2025 Replacement Pages

EXHIBIT “B”

Traffic Code

402.02	Agricultural tractor and traction engine. (Added)
402.03	Alley. (Added)
402.04	Arterial street or highway. (Added)
402.05	Autocycle. (Added)
402.06	Beacon. (Added)
402.07	Bicycle. (Added)
402.08	Bicycle box. (Added)
402.09	Bicycle lane. (Added)
402.10	Bicycle signal face. (Added)
402.11	Bicycle signal sign. (Added)
402.12	Bikeway. (Added)
402.13	Bus. (Added)
402.14	Business district. (Added)
402.15	Busway. (Added)
402.16	Cab-enclosed motorcycle. (Added)
402.17	Chauffeured limousine. (Added)
402.18	Child care center. (Added)
402.19	Commercial tractor. (Added)
402.20	Controlled-access highway. (Added)
402.21	Crosswalk. (Added)
402.22	Driver or operator. (Added)
402.23	Driveway. (Added)
402.24	Electric bicycle. (Added)
402.25	Electronic. (Added)
402.26	Emergency vehicle. (Added)
402.27	Explosives. (Added)
402.28	Expressway. (Added)
402.29	Farm machinery. (Added)
402.30	Flammable liquid. (Added)
402.31	Freeway. (Added)
402.32	Funeral escort vehicle. (Added)
402.33	Gross weight. (Added)
402.34	Highway maintenance vehicle. (Added)
402.35	Highway traffic signal. (Added)
402.36	Hybrid beacon. (Added)
402.37	In-road warning light. (Added)
402.38	Intersection. (Added)
402.39	Lane-use control signal. (Added)
402.40	Laned highway. (Added)
402.41	Limited driving privileges. (Added)
402.42	Local authorities. (Added)
402.43	Low-speed micromobility device. (Added)
402.44	Median. (Added)
402.45	Motor-driven cycle or motor scooter. (Added)
402.46	Motor vehicle. (Added)
402.47	Motorcycle. (Added)
402.48	Motorized bicycle or moped. (Added)

Traffic Code (Cont.)

402.49	Motorized wheelchair. (Added)
402.50	Multi-wheel agricultural tractor. (Added)
402.51	Natural resources officer. (Added)
402.52	Operate. (Added)
402.53	Parked or parking. (Added)
402.54	Pedestrian. (Added)
402.55	Person. (Added)
402.56	Pole trailer. (Added)
402.57	Police officer. (Added)
402.58	Predicate motor vehicle or traffic offense. (Added)
402.59	Private road. (Added)
402.60	Public safety vehicle. (Added)
402.61	Railroad. (Added)
402.62	Railroad sign or signal. (Added)
402.63	Residence district. (Added)
402.64	Ridesharing arrangement. (Added)
402.65	Right-of-way. (Added)
402.66	Road service vehicle. (Added)
402.67	Roadway. (Added)
402.68	Roundabout. (Added)
402.69	Rural mail delivery vehicle. (Added)
402.70	Safety zone. (Added)
402.71	School bus. (Added)
402.72	Semitrailer. (Added)
402.73	Shared-use path. (Added)
402.74	Shoulder. (Added)
402.75	Sidewalk. (Added)
402.76	Site roadway open to public travel. (Added)
402.77	Standing. (Added)
402.78	State. (Added)
402.79	State highway. (Added)
402.80	State route. (Added)
402.81	Stop. (Added)
402.82	Stop intersection. (Added)
402.83	Stopping. (Added)
402.84	Street or highway. (Added)
402.85	Through highway. (Added)
402.86	Thruway. (Added)
402.87	Traffic. (Added)
402.88	Traffic control device. (Added)
402.89	Traffic control signal. (Added)
402.90	Trailer. (Added)
402.91	Train. (Added)
402.92	Truck. (Added)
402.93	Two-stage bicycle turn box. (Added)
402.94	Type A family child care home. (Added)
402.95	Urban district. (Added)
402.96	Vehicle. (Added)
402.97	Waste collection vehicle. (Added)
402.98	Wildlife officer. (Added)

Traffic Code (Cont.)

(Amended)	414.02	Through Highways; Stop and Yield Right-of-Way Signs.
	414.03	Traffic Signal Indications. (Amended)
	414.04	Lane-Use Control Signal Indications. (Amended)
	414.09	Driver's Duties Upon Approaching Ambiguous or Non-Working Traffic Signal. (Amended)
	414.10	Unlawful Purchase, Possession or Sale. (Amended)
	414.11	Portable Signal Preemption Devices Prohibited. (Amended)
	414.12	Bicycle Symbol Signal Indications. (Added)
(Amended)	432.33	Obstructing Intersection, Crosswalk or Grade Crossing.
	432.381	School Bus Operator to Report Violations. (Amended)
	432.39	Driving Across Grade Crossing. (Amended)
	432.401	Slow-Moving Vehicles or Equipment Crossing Railroad Tracks.
(Amended)	(Amended)	
(Amended)	434.03	Maximum Speed Limits; Assured Clear Distance Ahead.
	436.09	Display of License Plates or Validation Stickers; Registration. (Amended)
	438.24	Motor Vehicle Stop Lights. (Amended)
	472.01	Right of Way in Crosswalk. (Amended)
	472.03	Crossing Roadway Outside Crosswalk; Diagonal Crossings at Intersections. (Amended)
	472.11	Persons Operating Motorized Wheelchairs. (Deleted)
	472.12	Electric Personal Assistive Mobility Devices. (Amended)