

BRUNSWICK CITY COMMITTEE-OF-THE-WHOLE

Agenda

OCTOBER 23, 2017

6:40 PM

or Immediately following Building & Building Code Committee

1. Discussion Items
 - (a) Envision Group to speak about the Comprehensive Plan.
2. Motion Items
 - (a) A motion to allow the City Manager/Safety Director to enter into a contract with DS Benefits Group to provide health care consulting services
 - (b) A motion to allow the City to exercise one (1) of the two (2) one-year options to renew the office supply contract with W. B. Mason.
 - (c) Motion authorizing the City Manager to solicit requests for proposals for construction inspection services.
3. Review Legislation
 - (a) **RES. NO. 96-17** - A 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 2018 - **1st reading** (To be brought from Committee-of-the-Whole, *Administration/Julie Murawski*)
 - (b) **RES. NO. 100-17** - An emergency resolution appointing Fijabi Julien-Gallam as Clerk of Council - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Pat Hanek*)
 - (c) **RES. NO. 104-17** -A Resolution ratifying and confirming the renewal of the existing agreement with the Medina County Public Defender Commission and the Medina County Commissioners for Indigent Defense Services in Medina Municipal Court for Municipal Code Violations from January 1, 2018 through December 31, 2018 - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Ken Fisher*)
4. General Discussion

5. Executive Session
 - (a) Motion to go into an Executive Session for the purpose to discuss the compensation of a public employee.
6. Adjournment

Comprehensive Plan Update

Committee of the Whole Meeting: October 23, 2017



Comprehensive Planning Expertise:

- + Land Use & Zoning
- + Transportation Planning
- + Parks & Recreation
- + Public Engagement
- + Funding Strategies



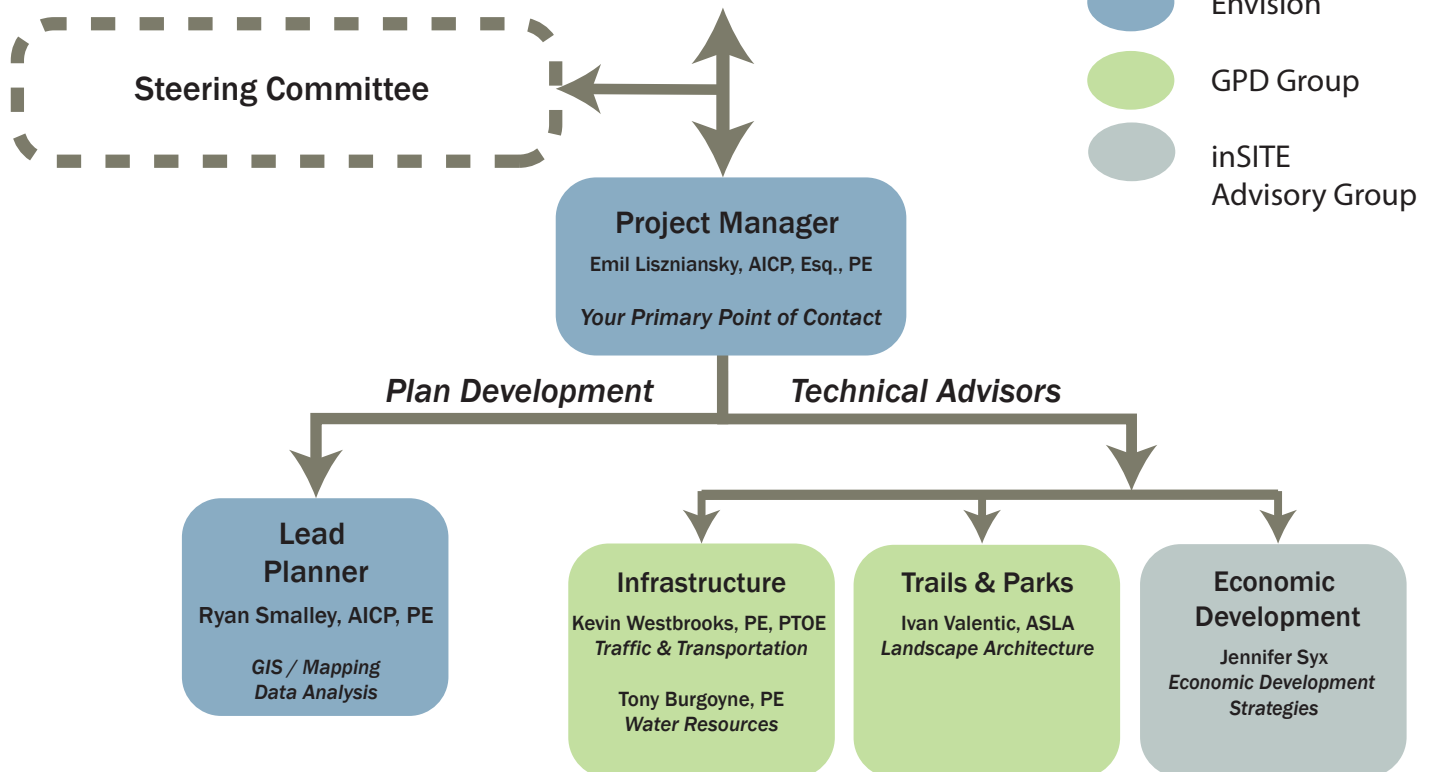
With Complementary Skill Sets:

- + Economic Development
- + Public-Private Partnerships (P3)
- + Tax Credits & Incentives
- + Traffic Engineering
- + Utility Infrastructure
- + Capital Improvement Program



City Council

City Manager/Safety Director
Carl S. DeForest

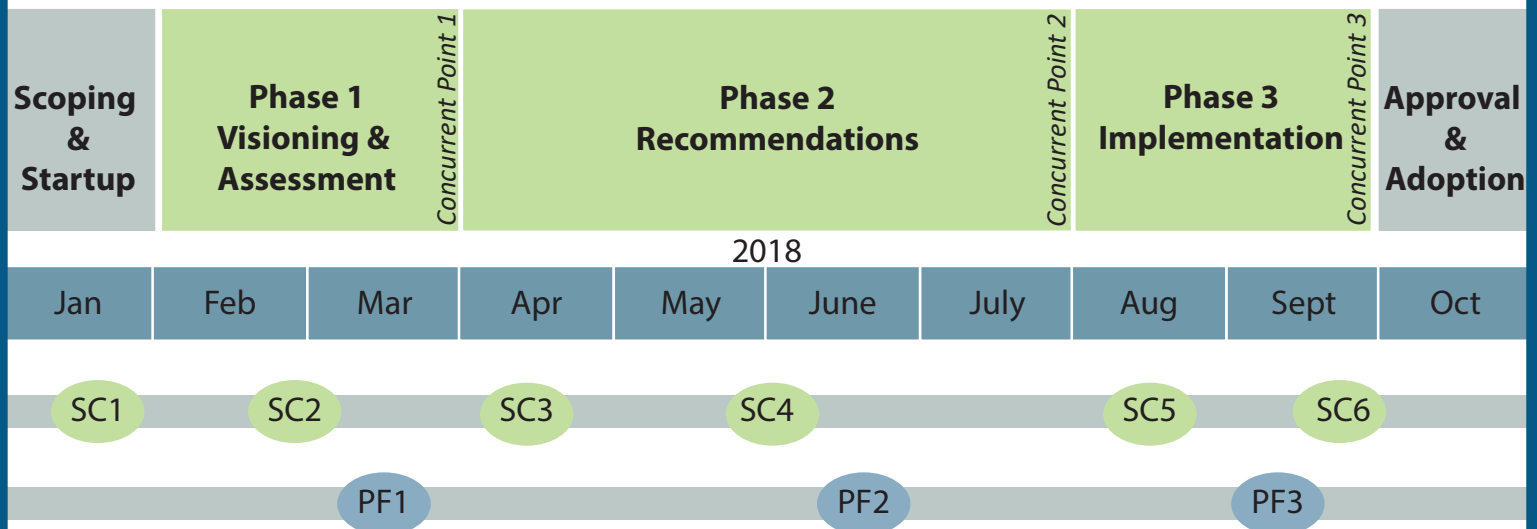


Project Team

Schedule



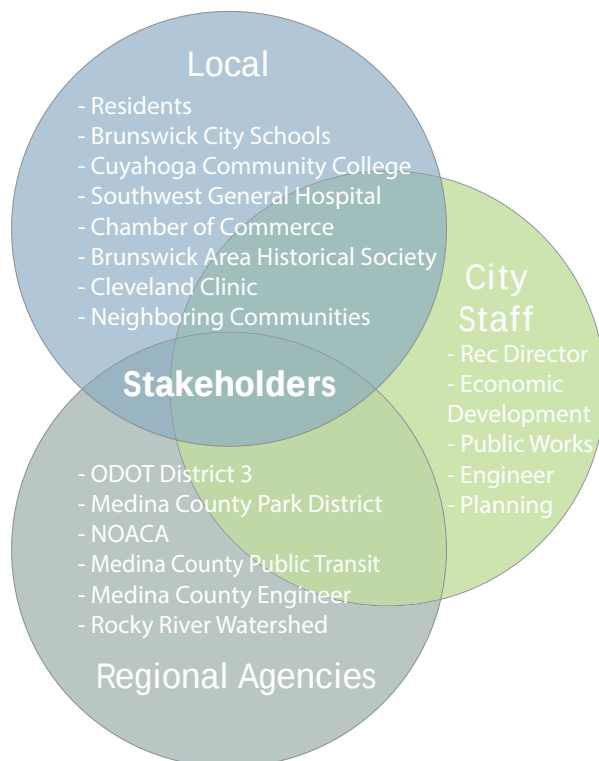
Plan Development Process



SC#
Steering Committee Meeting

Public Engagement Process

PF#
Public Forum



Methods of Outreach

- + Community Survey (Online & Print)
- + Public Forums
- + Stakeholder Meetings
- + Focus Groups
- + Social Media
- + Brunswick Area Television



Planning Issues



Economic Development



Grant Funding:

- ### Public-Private Partnerships:

- ### Regulatory Tools:

- + Overlay Districts
- + Design Guidelines
- + Impact Fees
- + Code Enforcement

Envision's principals have assisted clients in planning & securing funding for parks, trail and highway infrastructure at the **regional, state, and federal** levels.



inSITE **leverages valuable investment** dollars by identifying innovative opportunities for **public-private partnerships**, tax credits, grants and tax incentives that are often overlooked.



\$21.5M



GRANTS & INCENTIVES

\$210M



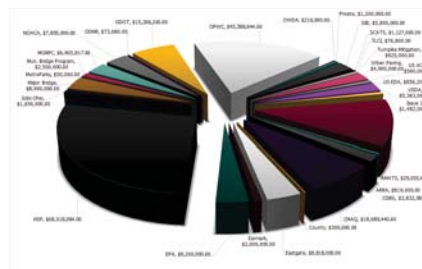
PRIVATE INVESTMENT

3,322



**JOBS
RETAINED &
CREATED**

Over the past **6 years**, GPD has helped clients secure over **\$200 Million** of funding for water, sewer, traffic and roadway projects.



TOTAL COST **\$512.881.063** / **\$214.514.859** AWARDED ASSISTANCE



From Vision to Reality ...

THE CITY OF BRUNSWICK
PROPOSED MOTION



DATE: 10/23/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Paul Barnett

COPY: Mayor Ron Falconi

MOTION: Motion authorizing the City Manager to solicit requests for proposals for construction inspection services.

BACKGROUND: The City currently has a contract with an outside firm to provide construction inspection services for construction projects that are performed through the City Engineer.

PURPOSE AND EXPLANATION: The City does not have staff to perform construction inspection activities on the the projects that we are administering or that developers are constructing. The inspection firm will be inspecting on behalf of the City to assure plans and specifications are being followed.

IMPLEMENTATION SCHEDULE: Goal is to complete the RFP process by the end of the year with award in January 2018.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The cost for inspection will be included with individual projects and subject to sufficient Council adopted appropriations and a properly certified purchase order pursuant to Ohio Revised Code Section 5705.41D.

RECOMMENDED ACTION: Passage of a motion which authorizes the City Manager to advertise for requests for proposal to perform construction inspections.

ADDITIONAL INFORMATION:

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 10/23/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 96-17** - A 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 2018 - **1st reading** (To be brought from Committee-of-the-Whole, *Administration/Julie Murawski*)

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 see, 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: This legislation would be effective January 1, 2018.

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?
This legislation is required to be read three (3) times.

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. _____

BY:

A 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 2018.

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 2018.

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 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
Barbara J. Ortiz

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 96-17

BY: Committee-of-the-Whole

A 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 2018.

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 2018.

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.

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"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 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
Barbara J. Ortiz

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 10/23/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 100-17** - An emergency resolution appointing Fijabi Julien-Gallam as Clerk of Council - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Pat Hanek*)

BACKGROUND: The present Clerk of Council will retire effective November 24, 2017 and the position of Clerk of Council has been offered and accepted.

PURPOSE AND EXPLANATION: Appoint Fijabi Julien-Gallam as Council Clerk of the City of Brunswick effective October 9, 2017.

IMPLEMENTATION SCHEDULE: Adopt on October 23, 2017 as an emergency with suspension of the rules.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: Starting salary is \$50,000/annually with start date as of October 9, 2017 per approved new hire paperwork. Council also adopted budget amendments on October 9, 2017 to allow for cross training and a temporary overlap period with two Council Clerks from October 9, 2017 through November 24, 2017. November 24, 2017 is the anticipated retirement of Council Clerk, Barb Ortiz.

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 adopt on October 23, 2017 as an emergency with the suspension of the rules.

ADDITIONAL INFORMATION:

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. _____

BY:

AN EMERGENCY RESOLUTION APPOINTING FAJABI JULIEN-GALLAM
AS CLERK OF COUNCIL.

WHEREAS: The present Clerk of Council Barbara J. Ortiz will retire effective November 24, 2017; and

WHEREAS: City Council has offered the position of Clerk of Council to Fajabi Julien-Gallam effective as of October 9, 2017.

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

SECTION 1: That Fajabi Julien-Gallam is hereby appointed Clerk of Council effective as of October 9, 2017 under the present salary and benefits Ordinance.

SECTION 2: That Barbara J. Ortiz shall continue to provide primary Clerk of Council services, including the training of Fajabi Julien-Gallam as successor Clerk of Council, until her retirement effective November 24, 2017.

SECTION 3: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary to ensure appointment of a new Clerk of Council by November 24, 2017. 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
Barbara J. Ortiz, CMC

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 100-17

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION APPOINTING FIJABI JULIEN-GALLAM
AS CLERK OF COUNCIL.

WHEREAS: The present Clerk of Council Barbara J. Ortiz will retire effective November 24, 2017; and

WHEREAS: City Council has offered the position of Clerk of Council to Fijabi Julien-Gallam effective as of October 9, 2017.

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

SECTION 1: That Fijabi Julien-Gallam is hereby appointed Clerk of Council effective as of October 9, 2017 under the present salary and benefits Ordinance.

SECTION 2: That Barbara J. Ortiz shall continue to provide primary Clerk of Council services, including the training of Fijabi Julien-Gallam as successor Clerk of Council, until her retirement effective November 24, 2017.

SECTION 3: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety or welfare, and for the additional reason that immediate passage is necessary to ensure appointment of a new Clerk of Council by November 24, 2017. 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
Barbara J. Ortiz, CMC

THE CITY OF BRUNSWICK

PROPOSED LEGISLATION



DATE: 10/23/2017

TO: Vice Mayor Patricia Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 104-17** -A Resolution ratifying and confirming the renewal of the existing agreement with the Medina County Public Defender Commission and the Medina County Commissioners for Indigent Defense Services in Medina Municipal Court for Municipal Code Violations from January 1, 2018 through December 31, 2018 - **1st Reading** (To be brought from Committee-of-the-Whole, Administration/Ken Fisher)

BACKGROUND:

**PURPOSE AND
EXPLANATION:**

**IMPLEMENTATION
SCHEDULE:**

**FINANCIAL
INFORMATION:**

**FINANCIAL
SUMMARY:**

Costs are dependent on the number of appointed Public Defenders. Local budgets are established by City Council and expenses paid out of the Law Department's adopted budget. Amounts paid will be subject to sufficient Council appropriations and certified purchase orders pursuant to Ohio Revised Code Section 5705.41 D.

**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. _____

BY:

A RESOLUTION RATIFYING AND CONFIRMING THE RENEWAL OF THE EXISTING AGREEMENT WITH THE MEDINA COUNTY PUBLIC DEFENDER COMMISSION AND THE MEDINA COUNTY COMMISSIONERS FOR INDIGENT DEFENSE SERVICES IN MEDINA MUNICIPAL COURT FOR MUNICIPAL CODE VIOLATIONS FROM JANUARY 1, 2018 THROUGH DECEMBER 31, 2018.

WHEREAS: The Ohio Public Defender is requiring that the Medina County Public Defender Commission enter into an updated agreement with the City for the provision of indigent defense services in Medina Municipal Court for municipal code violations containing a recognizable term and necessary clauses required by Ohio Administrative Code Section 120-1-09;

WHEREAS: On October 10, 2011, this Council adopted Resolution No. 72-11, which authorized the City Manager to enter into such Agreement from January 1, 2012 through December 31, 2012;

WHEREAS: On October 22, 2012, this Council adopted Resolution No. 100-12, which authorized the renewal of the existing Agreement from January 1, 2013 through December 31, 2013;

WHEREAS: On October 28, 2013, this Council adopted Resolution No. 86-13, which authorized the renewal of the existing Agreement from January 1, 2014 through December 31, 2014;

WHEREAS: On October 27, 2014, this Council adopted Resolution No. 82-14, which authorized the renewal of the existing Agreement from January 1, 2015 through December 31, 2015;

WHEREAS: On November 9, 2015, this Council adopted Resolution No. 88-15, which authorized the renewal of the existing Agreement from January 1, 2016 through December 31, 2016;

WHEREAS: On November 14, 2016, this Council adopted Resolution No. 64-16, which authorized the renewal of the existing Agreement from January 1, 2017 through December 31, 2017; and

WHEREAS: The Agreement must be renewed annually by Resolution of this Council pursuant to the requirements of the Ohio Public Defender's Office.

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

SECTION 1: This Council hereby ratifies and confirms the renewal of the exiting Agreement

with the Medina County Public Defender and the Medina County Commissioners for indigent defense services in Medina Municipal Court for municipal code violations from January 1, 2018 through December 31, 2018.

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
 Barbara J. Ortiz

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 104-17

BY: Committee-of-the-Whole

A RESOLUTION RATIFYING AND CONFIRMING THE RENEWAL OF THE EXISTING AGREEMENT WITH THE MEDINA COUNTY PUBLIC DEFENDER COMMISSION AND THE MEDINA COUNTY COMMISSIONERS FOR INDIGENT DEFENSE SERVICES IN MEDINA MUNICIPAL COURT FOR MUNICIPAL CODE VIOLATIONS FROM JANUARY 1, 2018 THROUGH DECEMBER 31, 2018.

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PASSED: 1st Reading _____

 2nd Reading _____

 3rd Reading _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
 Clerk of Council
 Barbara J. Ortiz, CMC