

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON TUESDAY, JANUARY 7, 2024
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. DISCUSSION:

1. AN ORDINANCE TO PROVIDE THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 2025. – PER COUNCIL PRESIDENT SALVATORE.
2. DRONE LEGISLATION-COUNCILMAN TROYER – PER COUNCIL PRESIDENT SALVATORE.
3. DEPARTMENT OF LIQUOR CONTROL- PLATTEN INDUSTRIES INC. 14500 BROOKPARK RD, BROOK PARK, OH 44135, C NEW 6958884 POSTMARK DATE: 1/18/2025. – PER COUNCIL PRESIDENT SALVATORE.
4. BOXCAST 2025 12 MONTHS LIVESTREAM SUBSCRIPTION FOR A TOTAL OF \$2,388.00. – PER COUNCIL PRESIDENT SALVATORE.

IV. FINANCE COMMITTEE: CHAIRMAN SCOTT

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT OR CONTRACTS, WITHOUT PUBLIC BIDDING, WITH NEOGOV FOR HUMAN RESOURCES AND PAYROLL MANGEMENT SOFTWARE AND RELATED SERVICES FOR A PERIOD NOT TO EXCEED THREE YEARS, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

V. ADJOURNMENT:

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
HELD ON TUESDAY, JANUARY 7, 2025**

The meeting was called to order by Council President Salvatore at 7:00 p.m., the clerk called the roll and the following Members of Council answered:

TROYER, ROBERTS, POINDEXTER, MENCINI, McCORKLE, SCOTT

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Recreation Director Wetmore, Service Director Beyer, Human Resources Rednour. Councilman Dufour excused.

DISCUSSION:

1. AN ORDINANCE TO PROVIDE THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 2025. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is a very strong budget that includes 3.25 raises for all employees; strong capital budget; engineering documents to be created for Wengler Drive and a retention basin at the municipal campus. The capital budget is for \$4.2 million-dollars and are paying down past debt services on vehicles. The big item for this budget is seeing three (3) new funds for fire, police and service departments to have their own funds for vehicle acquisitions. May not purchase a vehicle for that year but would like to add dollars for replacement of vehicles.

Mr. McGann gave the key budget points starting with fund balance for January 1, 2025 the projected General Fund balance is \$11,318,033.40. The 2025 Fund Balance Reserve Policy is \$5,342,358.00. Moving to revenues the projected 2025 General Fund revenues is \$28.77 million-dollars; the projected Income Tax revenues is \$23.77 million-dollars, that shows an increase of \$.04% from 2024 as projected actual income tax revenue of \$23,323.76. Automotive sector projected decrease of 4.9% due to 2024 being a contract year larger one-time payments were made in 2024 and the Economic sector projected increase is 1.94%. The proposed 80%-20% income tax split is \$19,342,858.00 income transfer into the General Fund and \$3,439,484.00 transfer to the Capital Improvement Fund, decrease due to 2024 \$1 million-dollar release for the Work from Home set aside. Projected property tax revenues for the General Fund is \$2,659,655.00 and actual revenues \$2,164,655.00 with an estimated increase of roughly 22.9%, due to reappraisal done in 2024. Projected interest income is \$1,314,125.00 for 2025; projected actual interest income for 2024 was \$1,719,404.00, with an estimated decrease of 23.6% attributed to falling interest rates of the upcoming year. The General Fund is budgeting for \$1,679,632.04 for transfers/advances in. \$1.6 million-dollars from the insurance fund for proceeds the city has received to date.

Discussion: cont.

Additional transfers will be appropriated when remaining insurance proceeds are paid to the city. Then have in Fund 439 - \$79,632.04 for advancement of the Wedo Park retention basin project, second (2nd) of five (5) payments.

Mr. Mencini thanked Mayor Orcutt for bringing the budget early. To Mr. McGann with the automotive sector there was a one-time payment of the 2024 contract. That's all that went into that drop of 1.4%?

Mr. McGann responded yes, there was a sign-in bonus and a strike so the retroactive pay was paid in 2024, for 2023. There was also a record profit sharing even though it was for 2023, it was paid in 2024, contract years are larger than subsequent years but there is a three-percent (3%) increase.

Mr. Mencini continued with the 80-20 split what was that number in 2024?

Mr. McGann responded the income tax transfer into the General Fund was \$20,444,469.00 and the income tax transfer to the Capital Fund was \$39,611.34.

Mr. McGann continued with the expenditures overview salary increases of 3.4% for 2025, for union contracts finalized in 2024. The Police Pension budget is at 22%; there was legislation brought forward that did not pass but there is intention to bring that legislation back so the city is going to hold that percentage. Health insurance costs increased about five-percent (5%) with a natural average of 7.1%. The 2025 General Fund appropriations equal approximately \$29.3 million-dollars with the proposed General Fund transfers as follows: \$250,000.00 into Economic Development Fund for senior services; \$25,000.00 into the Water Park Fund to subsidize the waterpark; \$251,857.61 into the General Bond Retirement Fund for bond payments; \$37,000.00 into Capital Improvement Fund to pay for two (2) police vehicles purchased; \$500,000.00 into the Sound Insulation Fund for the City of Cleveland lawsuit; \$1,250,000.00 into the 2025 Street Improvement Fund for roads; \$1.1 million-dollars into the Recreation Center for continued renovations; \$300,000.00 into the Retirees Benefit Fund for severance payouts for retirees; \$650,000.00 into the Police Pension Fund and \$600,000.00 into the Fire Pension Fund. Total compensation packages are estimated at roughly \$21.0 million-dollars; with police and fire departments accounting for approximately \$12.3 million-dollars of the total General Fund appropriations or about 42% and the Service Department accounts for \$4.8 million of the total proposed General Fund appropriations or 16%. As mentioned three (3) new funds were created for Fund 450 - Fire Vehicle acquisitions; Fund 451 - Police Vehicle acquisitions and Fund 452 - Service Vehicles acquisitions with a transfer of \$100,000.00, \$20,000.00 and \$45,000.00 respectively into those funds. The \$100,000.00 into the Fire Vehicle Fund includes \$50,000.00 from last

Discussion: cont. year that was asked to be set aside. These funds will be transferred from the Capital Improvement Fund and the Balance Reserve Policy has been met.

Mr. Salvatore mentioned this legislation will also be introduced at the Council meeting under letter J.

Motion by Mr. Mencini, supported by Mr. Poindexter, to place on next Caucus agenda of January 14th.

ROLL CALL: AYES: Mencini, Poindexter, Roberts, Troyer, Scott, McCorkle
NAYS: Unanimous.

2. DRONE LEGISLATION - Councilman Troyer.

Mr. Troyer stated this has been in the news recently with no report of what those drones were. Years ago did introduced existing legislation from the City of Aurora that was brought forward as well as presenters for both the negative and positive. The problem with drones is the way is there's no legislation on this except for FAA. Drones are legal in Brook Park but there are areas where they are not legal should think about doing something along these lines.

Mr. Mencini stated the representatives that appeared before Council were very knowledgeable and made great points. With the recent things that happened in New Jersey and New Orleans do believe there should have something on this matter. Most people using Drones are very knowledgeable but Brook Park is near an airport and hopefully fortunate with an upcoming dome facility.

Mayor Orcutt asked for clarification of giving city ability as to has drones and identify them.

Mr. Troyer responded somewhere where the city can in convene instead of contacting the Federal Aviation Administration (FAA) after the fact.

Mayor Orcutt interjected there are detection systems that have been seen where the drone can be detected a monitoring service can tell the city exactly where the drone is being controlled from. That will be need to be addressed in this city when there are 70,000 people in one building. The service director and I have seen this how this system operates and works and is something that will be need to be put in place.

Motion by Mr. Troyer, supported by Mr. Mencini, discussed.

ROLL CALL: AYES: Troyer, Mencini, McCorkle, Scott, Roberts, Poindexter
NAYS: Unanimous.

Discussion: cont.

3. DEPARTMENT OF LIQUOR CONTROL - PLATTEN INDUSTRIES INC., 14500 BROOKPARK ROAD, BROOK PARK, OH 44142; C NEW 6958884; POSTMARK DATE: 1/18/2025. **(Former Gigi's Lounge).**

Madam Horvath asked for this to be placed on next Caucus agenda in order to do due diligence of questions that need to be answered and speak with the new owner of their intentions.

Mr. Troyer asked this business has been closed for over six-months?

Mayor Orcutt commented over a year.

Mr. Troyer continued over six-months cannot open as the same type of business that was there.

Madam Horvath concurred and one (1) of the reasons for the due diligence.

Mayor Orcutt commented did try to reopen and was shut down by several city personnel officials.

Motion by Mr. Troyer, supported by Mr. McCorkle, to place on next Caucus agenda.

ROLL CALL: AYES: Troyer, McCorkle, Scott, Mencini, Poindexter, Roberts

NAYS: Unanimous.

4. BOXCAST 2025 FOR 12 MONTHS OF LIVESTREAM SUBSCRIPTION - TOTAL \$2,388.00.

Motion by Mr. Poindexter, supported by Mr. Roberts, to place on the Council agenda following, under verbal approval.

ROLL CALL: AYES: Poindexter, Roberts, Troyer, Scott, McCorkle, Mencini

NAYS: Unanimous.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT OR CONTRACTS, WITHOUT PUBLIC BIDDING, WITH NEOGOV FOR HUMAN RESOURCES AND PAYROLL MANAGEMENT SOFTWARE AND RELATED SERVICES FOR A PERIOD NOT TO EXCEED THREE YEARS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this will be utilized by the Human Resources and Finance Departments to streamline and make operations more efficient.

Finance Committee - Chairman, Scott: cont.

Mr. Troyer thanked Mr. Rednour for the conversation earlier and want to clarify that there is no other company to perform these duties; that's the reason for not going out to bid.

Mr. Rednour stated per our conversation earlier that is correct did check with other companies that were interfaced with CMI, city's fund balance software, but those companies couldn't give 100% certainty of interfacing with the financial software.

Mr. Troyer stated due to the amount of information in the contract not ready to suspend until reading the contract.

Mr. Poindexter concurred with not suspending the rules, will move forward to first reading on the Council agenda.

Motion by Mr. Troyer, supported by Mr. Mencini, to place on tonight's Council agenda, for first reading.

ROLL CALL: AYES: Troyer, Mencini, McCorkle, Scott, Roberts, Poindexter

NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-1 as Ordinance No. 11452-2025

There being no further business to come before this meeting a **motion** by Mr. Mencini, supported by Mr. Roberts, to adjourn.

ROLL CALL: AYES: Mencini, Roberts, Troyer, Poindexter, McCorkle, Scott

NAYS: Unanimous.

Council President Salvatore declared this meeting adjourned at 7:31 p.m.

RESPECTFULLY SUBMITTED



Carol Johnson
Clerk of Council

APPROVED February 4, 2025

THESE MEETING MINUTES APPROVED BY BROOK PARK CITY COUNCIL ARE A SYNOPSIS, NOT TRANSCRIBED IN THEIR ENTIRETY, ALTHOUGH ACCURATE.

