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345 Tuxedo Avenue Brooklyn Heights, Ohio 44131 ♦ Office: (216) 749-4300 ♦ Fax: (216) 741-3753

**April 29, 2016**

**NOTICE**

Council will take action on the following legislation at their **REGULAR MEETING OF COUNCIL** held on **TUESDAY May 03, 2016** in Council Chambers at 345 Tuxedo Avenue, Brooklyn Heights, Ohio:

**ORDINANCE 36-2016** - AN ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE/CLERK TO ENTER INTO A CONTRACT WITH THE VILLAGE OF CUYAHOGA HEIGHTS FOR DISPATCH SERVICES

**ORDINANCE 37-2016** - AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO A CONTRACT WITH CROSS ROADS ASPHALT RECYCLING, INC. FOR THE 2016 BROOKLYN HEIGHTS ASPHALT PROGRAM

**ORDINANCE 38-2016** - AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO A CONTRACT WITH TC CONSTRUCTION COMPANY INC. FOR THE 2016 BROOKLYN HEIGHTS CONCRETE PROGRAM

**ORDINANCE 39-2016** - AN EMERGENCY ORDINANCE TO CHANGE THE MUNICIPAL BOUNDARY LINE BETWEEN THE VILLAGE OF BROOKLYN HEIGHTS AND THE CITY OF SEVEN HILLS AS IT RELATES TO ONE PARCEL OF LAND

**ORDINANCE 40-2016** - AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO A CONTRACT WITH SELECTIVE INSURANCE COMPANY FOR INSURANCE FOR THE VILLAGE OF BROOKLYN HEIGHTS

**ORDINANCE 41-2016** - AN ORDINANCE ENACTING SECTION 1444.14 PERMIT FEES TO THE CODIFIED ORDINANCES OF THE VILLAGE OF BROOKLYN HEIGHTS

**ORDINANCE 42-2016** - AN EMERGENCY ORDINANCE AMENDING SECTION 6.05(D), (F) AND (G) OF THE ORGANIZATIONAL POLICIES OF THE VILLAGE OF BROOKLYN HEIGHTS

This notice is in accordance with Section 30 of the Codified Ordinances of the Village of Brooklyn Heights.

Timothy D. Clymer  
Clerk/Treasurer

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The following meetings will be held **Tuesday May 03, 2016** in the Council Chambers of the Municipal Center, 345 Tuxedo Avenue, Brooklyn Heights, Ohio 44131:

There will be a **Wage and Salary Committee** meeting at **6:00pm** to discuss the employee health insurance renewal.

There will be a **Streets Committee** meeting at **6:15pm** to discuss tree lawn trees and bids for 2016 asphalt and concrete programs.

There will be a **Safety Committee** meeting at **6:30pm** to discuss park security and usage of the basketball courts.

There will be a **Regular Meeting** of Council at **7:30pm**.

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A Planning Commission meeting will be held on Monday, May 2, 2016 at 7:00 P.M. in the Caucus Room of the Brooklyn Heights Municipal Center to discuss the following:

The changing of the boundary line between the City of Seven Hills and the Village of Brooklyn Heights on the property owned by Dennis Derbin at the end of Belmont Drive. The property is currently in both municipalities. After annexation, the former Seven Hills parcels would be consolidated into the existing Brooklyn Heights parcel.

Permanent parcel numbers: 531-25-024, 551-10-087 and 551-10-081

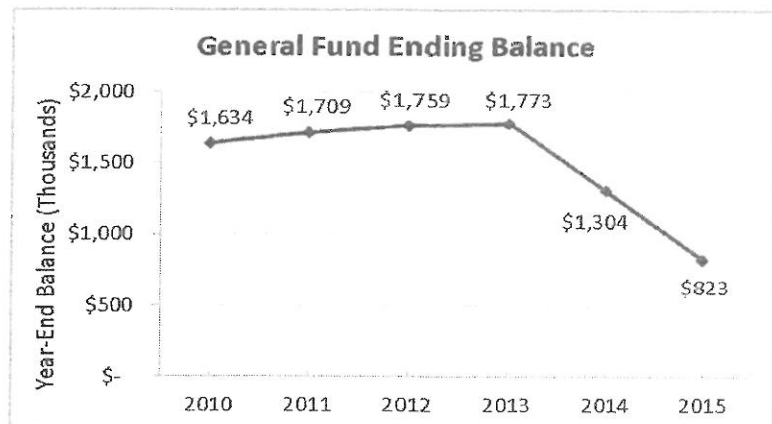


Patricia Lesnick  
Secretary, Planning Commission

## Annual Clerk/Treasurer's Update for 2015

In 2015, the General Fund (the Village's main operating fund) operated at a loss of \$480,282, decreasing the fund's balance to \$823,442. This marked the second year of operating losses after three consecutive years of positive activity in the fund. The graph below demonstrates the recent changes in the fund.

General Fund spending in 2015 came in at 3.27% below budget. However, the budgeted expenditures exceeded budgeted receipts, so an operating deficit was expected. Exacerbating that scenario, actual receipts were approx. \$211k below budget, due to an income tax receipt projected for late-2015 being received in 2016. So even though spending was kept in-line with the budget, the receipts simply were not high enough to fund all of the services provided.



From 2010 to 2012, the Village had imposed several cuts on services and employee compensation which were restored in 2013. In the time since, a settlement was reached on the refunding of a significant net profit tax deposit, negotiated contracts have awarded raises commensurate with comparable communities, General Fund dollars were allocated for capital expenditures, and health insurance has increased approximately 13% per year (which is a compounding increase of approximately \$50,000 per year). Due to these factors and several others, the Village has been forced to utilize roughly half of its General Fund surplus over the past two years.

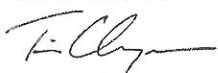
There is reason for some optimism in 2016 for our General Fund. Income tax receipts are up \$447,612 through April, which is partially attributed to a large net profit tax payment which was expected in late-2015. If this level of income tax collections continues for 2016, our General Fund will likely see a small operating surplus which will help reverse the course of the past couple years.

While the Village's operations fund is indicating signs of stabilizing this year, the Village is starting to run out of funding sources for capital projects. In 2016, the Village has budgeted \$1,099,191 in capital expenditures, with \$550,420 covered by grants and \$218,408 by a 20-year 0% interest loan. The Village has been very successful in recent history with extending capital dollars, however the funds used for a matching share or non-grant projects are nearly depleted. This means that in order to perform future major road resurfacing projects, to purchase emergency vehicles and street maintenance trucks, maintain our municipal buildings, etc., we will be faced with a difficult decision. This decision will likely include a choice between increasing taxes, decreasing services or utilizing debt financing. This topic has been broached in finance committee meetings over the past couple years, and will likely be revisited after several neighboring communities consider tax increase ballot measures this fall.

On the back of this page you'll find an informational sheet listing the highest-paid vendors in 2015. Monthly financial statements, as well as my contact information, can be found at [www.brooklynhts.org](http://www.brooklynhts.org) on the Clerk/Treasurer's page.

I appreciate the opportunity to serve you as your Clerk/Treasurer – please feel free to contact me with any questions or comments.

Best wishes,

  
Tim Clymer

**2015 Top Vendors & Amounts Paid**

Vendor	Amount	Description
COSE/MEDICAL MUTUAL HEALTH CAR	427,509	Employee Health Insurance
CUYAHOGA HEIGHTS BOARD OF EDUC	204,199	Revenue Sharing Agreement
ILLUMINATING CO.	143,019	Street Lights, Building Electricity, Park Lights, etc.
REGIONAL INCOME TAX AGENCY	133,592	Fee for Collection Services
TREASURER, VILLAGE OF CUYAHOGA	105,417	Dispatch Fees
KIMBLE RECYCLING & DISPOSAL	89,656	Waste Collection
CHAGRIN VALLEY ENGINEERING, LT	86,409	Engineering Services
TC CONSTRUCTION COMPANY	84,005	Concrete Repairs
WICHERT INSURANCE SERVICES, IN	58,601	Property & Liability Insurance
SIRNA CONSTRUCTION	55,929	Assorted Minor Street Repairs
OHIO BUREAU OF WORKERS' COMPEN	50,950	Workers' Comp Premiums
CUYAHOGA LANDMARK, INC.	48,759	Gasoline
FERNO	37,839	Fire Equipment (Reimbursed by FEMA Grant)
BOB GILLINGHAM FORD	36,681	F350 Service Truck
SHELDON SOCOLOFF	30,638	Building Official Contract
CARGILL, INCORPORATED	29,106	Road Salt
LISCO HEATING & COOLING	26,667	Building HVAC
LEBANON FORD	25,821	Ford Explorer for Police Department
GBJ LANDSCAPING	23,014	Senior Snow & Lawn Contractor
ASSURANT EMPLOYEE BENEFITS	21,773	Employee Dental Insurance
TREASURER STATE OF OHIO	21,710	ODOT Payment for Tuxedo & Granger Project
ARP HEATING & AIR CONDITIONING	17,875	New Boiler in Community Center
DOMINION EAST OHIO	17,274	Natural Gas
P.J. ELLIS ELECTRIC CO. INC.	16,820	Lighting Installation for Service Garage
SIGNAL SERVICE CO.	16,448	Traffic and Street Light Repairs
BRICKER & ECKLER LLP	15,537	Legal Services for Building & Zoning Issues
SHUTTLE'S	15,380	Clothing/Uniforms
MANSOUR, GAVIN, GERLACK & MANOS	15,069	Legal Services for Zoning & Nuisance Issues on Schaaf
SOUTHWEST COUNCIL OF GOVERNMENT	15,000	Regional Association for SWAT & HAZMAT
WEST CREEK PRESERVATION COMMIT	15,000	Dues and Pass-Through Payment for Land Acquisition
CITY OF PARMA	13,783	Parma Court Fees
NINO MONACO	13,598	Building Official Contract
TOPSS	13,098	Computers and IT Support
AT&T	12,870	Phone Lines/Transmitter Equipment
OTIS ELEVATOR CO.	12,588	Building Elevator Maintenance
LEFF ELECTRIC	12,424	Lights for Service Garage and Other Electrical Supplies
PRESOT MASONRY & CONSTRUCTION	12,345	Various Masonry Repairs
NATIONWIDE INSURANCE COMPANY	11,356	Firefighter Disability Insurance
COX COMMUNICATION	11,341	Phone and Internet Service
FIREHAWK AUTOMOTIVE	11,177	Vehicle Maintenance & Repairs
SOFTWARE SOLUTIONS, INC.	10,305	Accounting Software
CUYAHOGA COUNTY TREASURER	10,142	Property Tax Collection Fees
OHIO TREASURER, JOSH MANDEL	10,010	Debt Service (OPWC Loans)
STAPLES ADVANTAGE	9,544	Office Supplies
STAN'S TREE SERVICE	9,045	Tree Trimming, Cutting and Removal
WARWICK COMMUNICATIONS	8,865	Communications Equipment Maintenance Contract
G. GIFFORD DYER	8,506	Plans Examiner
HALL PUBLIC SAFETY	8,307	Police Vehicle Equipment
NEED A DOOR & MORE, LLC	8,000	Fire Department Garage Doors
ADLER TEAM SPORTS, INC.	7,796	Recreation Uniforms & Supplies
CITY OF BEDFORD HEIGHTS	7,058	Prisoner Housing
KEY BANK MASTER CARD	6,703	Miscellaneous Purchases
VALLEY FORD TRUCK SALES, INC.	6,035	Vehicle Maintenance & Repairs
UNION EYE CARE CENTERS INC	5,978	Employee Vision Insurance
-A & S ANIMAL CONTROL	5,860	Animal Warden Services
GREAT LAKES BILLING ASSOCIATES	5,697	Ambulance Billing Services
CUYAHOGA COUNTY AUDITOR	5,520	Property Taxes/Sanitary Engineer Fees
BANKS MANUFACTURING COMPANY, I	5,396	Vehicle Maintenance & Repairs
YC POWER & ASSOCIATES, LLC	4,200	Lawn Mower Equipment