

**BEREA CITY COUNCIL**  
*City of Berea, Ohio*

**RESOLUTION NO. 2024-55**

By: Councilwoman Mary K. Brown Sponsor: Mayor Cyril M. Kleem

**A RESOLUTION**

**CONFIRMING THE MAYOR'S APPOINTMENT OF SCOTT OVERBAUGH TO THE MUNICIPAL PLANNING COMMISSION TO FILL THE UNEXPIRED TERM OF DANIEL SMITH AND FOR A FIVE-YEAR TERM COMMENCING JANUARY 1, 2025, AND DECLARING AN EMERGENCY.**

**WHEREAS**, Item X-2(a)(2) requires that the Mayor appoint the members of the Municipal Planning Commission, subject to the confirmation of City Council; and

**WHEREAS**, the Mayor has appointed Scott Overbaugh, a Berea resident with many years of experience in real estate; and

**WHEREAS**, the Mayor requests that the Council of the City of Berea confirm the appointment of Scott Overbaugh to the Municipal Planning Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Berea, State of Ohio:

**SECTION 1.** That after a review of the resume of Scott Overbaugh, attached hereto as Exhibit A, and incorporated herein by reference, this Council finds that he is qualified to serve, and hereby confirms his appointment to the Municipal Planning Commission.

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

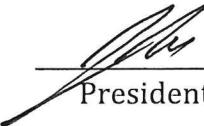
**SECTION 3.** That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare, or providing for the usual daily operation of a municipal department, and for the further reason that it is necessary to have members appointed to the Commission in order that they may continue their work. Therefore, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

# BEREA CITY COUNCIL

*City of Berea, Ohio*

RESOLUTION NO. 2024-55

PASSED: December 16, 2024

  
President of Council

ATTEST:   
Acting Clerk of Council

APPROVED: December 23, 2024

  
Mayor

APPROVED AS TO FORM:

  
Director of Law

## EDUCATION

06/2000

**Hondros College Of Real Estate** | *Independence OH, US*  
Real Estate License: Real Estate

## SKILLS

- Safety Processes
- Overseeing Daily Activities
- Client Support
- Attention to Detail
- Effective Customer Service
- Guest Satisfaction
- Leadership

## CERTIFICATIONS

- Professional Real Estate License

# SCOTT OVERBAUGH

 (440) 263-2127

 scottoverbaugh56@gmail.com

 Berea, OH 44017

## PROFESSIONAL SUMMARY

Hardworking, highly motivated professional eager to lend combined knowledge and skills to enhance business performance. Operates well in both individual and team capacities, leveraging seasoned work ethic to quickly adapt to different processes and drive company objectives. Resourceful and results-driven with a passion for growth and efficiency to meet company needs and increase service value.

## EXPERIENCE

04/2022 - Present

**MetroParks Team Leader Emerald Necklace Marina**

**Cleveland MetroParks** | Cleveland MetroParks, Cleveland, OH

- Assigned, prioritized, and delegated tasks and responsibility to departmental employees.
- Coached and motivated team, driving sales and delivering exceptional customer service.
- Offered constructive feedback to team members, boosting overall job performance.
- Oversaw multiple projects simultaneously and ensured tasks were efficiently completed.
- Fostered positive relationships with clients through proactive communication tactics.
- Collaborated with staff to develop and carry out processes.
- Analyzed and resolved quality and customer service issues, recommending system improvements.

01/2000 - 10/2023

**Licensed Professional Realtor**

**Jason Mitchell Group** | Jason Mitchell Group, Middleburg Heights, OH

- Provided excellent customer service to clients throughout the entire real estate transaction process.
- Facilitated smooth transitions between buyers and sellers by coordinating move-in dates, closing documents and inspections.

- Attended regular continuing education classes to stay up-to-date on changing laws, regulations and industry trends.
- Organized open house events which served as an effective way of introducing new listings into the marketplace.
- Assisted buyers in finding suitable homes by providing detailed tours of available properties and negotiating offers on their behalf.
- Accompanied buyers and sellers to home inspections and appraisals.

01/2015 - 07/2022

**Sales Manager**

**Greater Cleveland Auto Auction** | Greater Cleveland Auto Auction, Brookpark, OH

- Established relationships with key customers, providing personalized service and support.
- Analyzed sales data to identify trends and make recommendations for improvement.
- Interfaced directly with customers when necessary in order to resolve issues quickly and efficiently.
- Developed and implemented sales strategies to increase market share and profitability.
- Monitored competitor activity to stay ahead of the competition in terms of products, services, and pricing.
- Participated in customer meetings and worked closely with team to resolve customer satisfaction issues.
- Identified potential new markets for products and services offered by the organization.

**REFERENCES**

References available upon request