

WOOSTER CITY COUNCIL AGENDA

June 2, 2014

7:30 p.m.

The meeting will be held at City Hall, in Council Chambers, 1st Floor, 538 N. Market Street, Wooster, Ohio.

I. ROLL CALL & ORDERING OF AGENDA

II. APPROVAL OF MINUTES

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

V. COMMITTEE REPORTS; PUBLIC HEARINGS

VI. OLD BUSINESS

1. Third Reading – RESOLUTION NO. 2014-30 A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE WOOSTER TAX INCENTIVE REVIEW COUNCIL WITH RESPECT TO EXISTING ENTERPRISE ZONE AND COMMUNITY REINVESTMENT ACT AGREEMENTS (Ansel)

VII. NEW BUSINESS

1. First Reading – ORDINANCE NO. 2014-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH EKHO KOLE, LLC FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)

2. First Reading – ORDINANCE NO. 2014-19 AN ORDINANCE AMENDING THE TRAFFIC CONTROL FILE TO ENACT THE RECOMMENDATIONS OF THE TRAFFIC COMMISSION, AND DECLARING AN EMERGENCY (Ulbright)

3. First Reading – ORDINANCE NO. 2014-20 AN ORDINANCE ESTABLISHING THE WOOSTER-ASHLAND REGIONAL COUNCIL OF GOVERNMENTS FUND (Ansel)

4. First Reading – RESOLUTION NO. 2014-32 A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WAYNE METROPOLITAN HOUSING AUTHORITY FOR ADMINISTRATIVE CONSULTING SERVICES FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FOR A COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP), AND DECLARING AN EMERGENCY (Ansel)

5. First Reading – RESOLUTION NO. 2014-33 A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WAYNE ECONOMIC DEVELOPMENT COUNCIL FOR ECONOMIC DEVELOPMENT SERVICES (Ansel)

6. First Reading – RESOLUTION NO. 2014-34 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR RESURFACING MORGAN STREET (Ulbright)

7. First Reading – RESOLUTION NO. 2014-35 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO

LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR RESURFACING PORTIONS OF OAK HILL AND MILLTOWN ROADS (Ulbright)

8. First Reading – RESOLUTION NO. 2014-36 A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING SIDEWALKS AND CURB RAMPS ON BEECHWOOD DRIVE, NORTHWESTERN AVENUE AND WESTRIDGE DRIVE, AND DECLARING AN EMERGENCY (Ulbright)
9. First Reading – RESOLUTION NO. 2014-37 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2014 (Ulbright)
10. First Reading – RESOLUTION NO. 2014-38 A RESOLUTION PROVIDING FOR THE ANNUAL TAX BUDGET FOR 2015 (Ansel)
11. First Reading – RESOLUTION NO. 2014-39 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR CONCRETE REPAIRS IN THE VICINITY OF TAYLOR AVENUE (Ulbright)
12. First Reading – RESOLUTION NO. 2014-40 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE CONSTRUCTION OF IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT (Sanders)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

RESOLUTION NO. 2014-30

A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE WOOSTER TAX INCENTIVE REVIEW COUNCIL WITH RESPECT TO EXISTING ENTERPRISE ZONE AND COMMUNITY REINVESTMENT ACT AGREEMENTS

WHEREAS, the state's Enterprise Zone law provides that annually the legislative authority, upon receipt of the written recommendations of the municipal tax incentive review council (TIRC), must vote to accept, cancel or modify all or any part of the TIRC's recommendations as to existing enterprise zone (EZ) and community reinvestment act (CRA) agreements for the past year; and

WHEREAS, the Wooster TIRC, after issuance of the statutorily-required public notice, met on April 30, 2014, and after reviewing existing city EZ and CRA agreements coming within its jurisdiction as of December 31, 2013, has recommended that all such agreements should be continued in effect.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. This City Council, after reviewing the recommendations of the Wooster TIRC (as per the letter attached hereto) as to existing EZ and CRA agreements coming within its jurisdiction, hereby indicates its acceptance and adoption of such recommendations.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

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

1st reading 5-5-14 2nd reading 5-19-14 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon Ansel

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

Description (be as descriptive as possible, given space limitations)

The 2013 City of Wooster's Tax Incentive Review Council convened on April 30, 2014 at 3:00pm to review the performance of each active 2013 Enterprise Zone and Community Reinvestment Area agreement. Based on each participating company's compliance, the TIRC decides whether to recommend Continuation, Modification, or Termination of agreements to Wooster City Council. Please find the TIRC's recommendation for each active agreement for 2013 on the attached memo.

In summary, for 2013, the City of Wooster had 34 agreements generating \$61,761,000 in property investments and the creation or retention of 2,056 jobs with \$39,463,000 in payroll. In foregoing \$2,107,019 in property taxes, \$1,712,911 was generated in property taxes before any of the abatements have even expired, in addition to gaining \$394,463 in City income taxes.

Is there a need for rules suspension or time limitation when this must be passed?

Ohio Revised Code 5709.85 requires that City Council, within sixty-days (60) after receipt of the aforementioned recommendations, hold a meeting to accept, reject, or modify all or any portion of the recommendations.

Manager Requesting

Date

Approved for Agenda

Res # 30



538 N. Market Street * P.O. Box 1128
Wooster, Ohio 44691-3406



Jonathan S. Millea, AICP
Development Coordinator
Phone (330) 263-5250
Fax: (330) 263-5247
Email: jmillea@woosteroh.com

MEMO

To: Members of Council
From: Jonathan Millea, Development Coordinator
CC: Director of Administration, Director of Law, Director of Finance
Date: 5/1/2014
Re: Recommendations from the 2013 Tax Incentive Review Council

Dear Members of Wooster City Council,

The Wooster Tax Incentive Review Council's met April 30th, 2014 at 3:00pm at Wooster City Hall to review the compliance of each recipient of a tax exemption under the City's Enterprise Zone and Community Reinvestment area for the year ended 2013.

In 2013, the City of Wooster had 12 active Enterprise Zone Agreements which had resulted in over \$38,900,000 in real property investments and the creation or retention of 1,851 positions with a payroll of \$31,463,000. While \$394,745 in property taxes were abated, \$342,396 in property taxes were generated along with an additional \$314,000 in income taxes.

The City of Wooster also had 22 commercial Community Reinvestment Area agreements in 2013, securing \$22,861,000 in property investment while retaining and creating a total of 205 jobs with an estimated \$8,000,000 annual payroll. The program has allowed for \$69,069 in tax savings for businesses, however the tax retention or gains for the projects amounted to \$137,364 with another \$80,000 gained in income taxes.

Recommendations were made as followed:

Enterprise Zone Agreements

- 389-04-01 - TECHNIGRAPHICS INC. ET. AL. – Recommended 6-0 to **CONTINUE**
- 389-05-01 - United Titanium Inc. – Recommended 7-0 to **CONTINUE**
- 389-06-01 - Eldorado Stone LLC & Chesterland Estates – Recommended 7-0 to **CONTINUE**
- 389-06-03 - Westerman, Inc. – Recommended 7-0 to **CONTINUE**
- 389-06-04 - COMPAK Inc. – Recommended 7-0 to **CONTINUE**
- 389-07-01 - Bosch Rexroth Corporation & Chesterland Estates – Recommended 7-0 to **CONTINUE**
- 389-08-01 - TECHNIGRAPHICS INC. ET. AL. – Recommended 6-0 to **CONTINUE**
- 389-12-01 - Seaman Corporation – Recommended 7-0 to **CONTINUE**
- 389-12-02 - ABS Materials – Recommended 6-0 to **CONTINUE**
- 389-13-01 - Luk USA – Recommended 7-0 to **CONTINUE**
- 389-13-02 - McConnell Wooster Properties LLC dba Bauer Corporation – Recommended 7-0 to **CONTINUE**

Community Reinvestment Area Agreements

- 05-001 - Wooster Republican Printing Company – Recommended 7-0 to **CONTINUE**
- 06-001 - Michael R. Rose – Recommended 7-0 to **CONTINUE**
- 06-002 - Liberty Market Properties LLC – Recommended 7-0 to **CONTINUE**
- 06-003 - HAYNN Construction Inc. – Recommended 7-0 to **CONTINUE**
- 06-004 - Coyote Group LLC – Recommended 7-0 to **CONTINUE**
- 06-005 - Gold Star Holdings, LLC – Recommended 7-0 to **CONTINUE**
- 07-001 - 544 LLC – Recommended 6-0 to **CONTINUE**
- 07-002 - CCM Real Estate LLC – Recommended 7-0 to **CONTINUE**
- 07-003 - Coyote Group LLC – Recommended 7-0 to **CONTINUE**
- 07-004 - Liberty Market Properties – Recommended 7-0 to **CONTINUE**
- 07-005 - S Properties LLC – Recommended 6-0 to **CONTINUE**
- 07-006 - MRR Properties – Recommended 7-0 to **CONTINUE**
- 10-001 - Coyote Group LLC – Recommended 7-0 to **CONTINUE**
- 10-002 - Merchants Block LLC – Recommended 7-0 to **CONTINUE**
- 11-001 - CM Properties-Wooster LLC – Recommended 7-0 to **CONTINUE**
- 12-001 - Brasfond USA Corp. – Recommended 7-0 to **CONTINUE**
- 12-002 - Just Basic Sports, Inc. and Retail Rentals LLC – Recommended 7-0 to **CONTINUE**
- 12-003 - S & D Realty, LLC – Recommended 6-0 to **CONTINUE**
- 12-004 - G&G Properties of Ohio – Recommended 7-0 to **CONTINUE**
- 13-001 - Condor Pacific Properties, dba Gomaplast Machinery – Recommended 6-0 to **CONTINUE**
- 13-002 - Palm House Apartments II, LLC – Recommended 7-0 to **CONTINUE**
- 13-003 - Xcess Limited – Recommended 7-0 to **CONTINUE**

The **2014 Tax Incentive Review Council Meeting** was tentatively scheduled for Wednesday, 3:00pm April 29th, 2014.

Ohio Revised Code 5709.85 requires that City Council, within sixty-days (60) after receipt of the aforementioned recommendations, hold a meeting to accept, reject, or modify all of any portion of the recommendations. Please feel free to contact us anytime with any questions or if we can provide further detail. (My office phone is 330.263.5250, and you may also call me anytime via cell at 330.439.3339.) Thank you.

Sincerely,

Jonathan Millea, AICP

Development Coordinator

ORDINANCE NO. 2014-18

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH EKHO KOLE, LLC FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY

WHEREAS, Ekho Kole, LLC is a for-profit enterprise which desires to renovate vacant retail facilities located at 120 and 124 E. Liberty Street in the city of Wooster, within the area designated by Wooster City Council as the community reinvestment area (CRA), including a capital investment of approximately \$700,000.00 for improvements to the existing facilities, including façade improvement, renovation of the first-floor commercial space and renovation of the second floor into office space and/or condominiums; and it has requested tax abatement as an incentive to make these improvements; and

WHEREAS, the Wooster Growth Corporation, as the designated community improvement corporation for the City of Wooster, has reviewed the request for CRA tax incentives and has recommended its adoption; and the Wooster City School District board of education has also received the required notice of the pending application.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Mayor is hereby authorized to enter into an agreement on behalf of the City of Wooster with Ekho Kole, LLC, for CRA tax incentives. The terms of such agreement will include, but not be limited to, the following: (1) abatement of real estate taxes of 100%; (2) for a maximum term not to exceed ten (10) years; (3) creation of at least one part-time job and the retention of nineteen full-time jobs; and (4) such other terms as the Mayor, in his/her discretion, deems appropriate.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this ordinance occurred in an open meeting of this Council, in compliance with law.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order to facilitate implementation of the renovation project by the applicant; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading _____ 2nd reading _____ 3rd reading _____

Passed: _____, 2014

Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2014

Mayor

Introduced by: Jon Ansel

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

Description (be as descriptive as possible, given space limitations)

Council's consideration is requested in authorizing the Mayor to enter into a Community Reinvestment Area Agreement (CRA) on the City's behalf with Ekho Kole LLC, a start-up property management company that has recently purchased two downtown properties known as 120 and 124 East Liberty Street. Only 75 feet east of Public Square, and following nearly two years of vacancy and with uninhabitable second and third floors, Ekho Kole's proposed revitalization project is exactly the type of project the CRA Program was designed to encourage.

The small firm, which is owned in part by a managing partner of Weaver Custom Homes Inc., is seeking a 10-year 100 percent CRA tax abatement for improvements to the two downtown buildings, which includes rehabilitating retail space for commercial condominiums while also improving space on the deteriorated upper floors for residential and office use. The improvements will provide a permanent home for Weaver Custom Homes Inc. and Birdeye Design LLC, two growing firms that have been seeking for new space throughout the region. Weaver Custom Homes will retain 13 full-time and one part-time position while also creating one new position. Birdeye Design LLC will retain six full-time positions and also create one new position. In addition to bringing a deteriorated building back to active use, creating value in the area, the project will keep employment within the City and bring 20 persons to work in the heart of Downtown.

After meeting with Ekho Kole LLC's managing partner in March, the City received the original CRA application on April 4, 2014. Notification of this project, with the attached summary packet, was provided to the Wooster City School District and the Wayne County Schools Career Center on April 17, 2014. After a review at its regularly scheduled work session and two regular sessions, the Wooster City School District Board of Education voted in unanimous approval of the CRA request on May 27, 2014. Additionally, the Wooster Growth Corporation has approved the following digital motion: *That the Wooster Growth Corporation provide to Wooster City Council a Recommendation that the City Enter Into a Community Reinvestment Area Agreement with Ekho Kole LLC the 120 and 124 E. Liberty Street, Wooster Project as proposed in the 17 April 2014 Application Summary Packet.*

Please see within the attached summary packet personal letters from Ekho Kole LLC, Weaver Custom Homes Inc., and Birdeye Design LLC, as well as letters of support from Main Street Wooster and the Wooster Area Chamber of Commerce.

Is there a need for rules suspension or time limitation when this must be passed?

A suspension of rules is *recommended* in order to facilitate a time-sensitive project and in order to allow the applicant additional time to take advantage of the 2014 summer construction season. With an agreement, Ekho Kole LLC is ready to finalize its planning and begin implementing the proposed improvements.

Manager Requesting

Date

Approved for Agenda

Ord # 18

RESOLUTION NO. 2014-32

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WAYNE METROPOLITAN HOUSING AUTHORITY FOR ADMINISTRATIVE CONSULTING SERVICES FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT FOR A COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS, the State of Ohio Development Services Agency provides financial assistance to local governments for the purpose of addressing local housing needs for low and moderate income persons; and

WHEREAS, this City Council desires to authorize an agreement with the Wayne Metropolitan Housing Authority for administrative consulting services for the city's share of an application to be filed by Wooster for a Small Cities Community Development Block Grant Community Housing Impact and Preservation (CHIP) Program for PY 2014, such application being made on behalf of Wooster's partnership with Wayne County (as authorized by this Council's adoption of Res. No. 2014-31).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Mayor is hereby authorized to enter into an agreement on behalf of the City of Wooster with the Wayne Metropolitan Housing Authority for administrative consulting services in connection with a grant application filed by Wooster, on behalf of its partnership with Wayne County, for a Small Cities Community Development Block Grant for the CHIP Program.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order that the application to the State of Ohio Development Services Agency for a Small Cities Community Development Block Grant may be submitted by the June 6, 2014 deadline; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading _____ 2nd reading _____ 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____ Clerk of Council _____ President of Council

Approved: _____, 2014 _____ Mayor

Introduced by: Jon Ansel

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

Description (be as descriptive as possible, given space limitations)

Requested is Council's authorization allowing the Mayor to enter into an agreement with the Wayne Metropolitan Housing Authority (WMHA) for consulting services in administering an \$850,000 Community Housing Impact and Preservation (CHIP) Program grant on behalf of a Wooster-Wayne County Partnership.

As with previous CHIP applications, a resolution authorizing a service contract, along with a copy of a service contract itself which takes effect if the grant is awarded, is required as part of the documentation for filing the PY 2014 CHIP Application, which Council Authorized at its last session on May 19, 2014. The maximum total cost of these services is anticipated to be \$89,400, which would be completely reimbursed by the grant.

Is there a need for rules suspension or time limitation when this must be passed?

A suspension of rules is *necessary* in order to meet the June 6, 2014 CHIP Grant application deadline.

Manager Requesting

Date

Approved for Agenda

RESOLUTION NO. 2014-33

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WAYNE ECONOMIC DEVELOPMENT COUNCIL FOR ECONOMIC DEVELOPMENT SERVICES

WHEREAS, economic development serves important community interests by providing commercial and industrial development, thus improving the municipal tax base; and

WHEREAS, the Wayne Economic Development Council (“WEDC”), which is supported by the various participating local governments and private businesses, has performed and continues to perform an important service to the city of Wooster by promoting economic development within the municipality; and

WHEREAS, the WEDC has requested that for purposes of long-range planning the member governments consider a four-year commitment, which this Council hereby approves.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Mayor is hereby authorized to enter into an agreement with the Wayne Economic Development Council for economic development services for the years 2015, 2016, 2017 and 2018.

SECTION 2. Subject to the availability of funds from year-to-year, the amount of such annual payments will not exceed the amount appropriated for this purpose in the General Fund (\$51,000.00).

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

1st reading _____ 2nd reading _____ 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon Ansel

RESOLUTION NO. 2014-34

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR RESURFACING MORGAN STREET

WHEREAS, it is necessary to resurface Morgan Street, and the full cost thereof has been budgeted for 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for resurfacing Morgan Street, in accordance with specifications on file in the Office of the Director of Administration.

SECTION 2. The cost of such contract/project will not exceed the amount budgeted for this project.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2014

Mayor

Introduced by: Jon E. Ulbright

**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested June 2, 2014
Project Name : Morgan Street Resurfacing	Approved for Agenda
Estimated Total Cost \$70,000 (Capital Improvement Fund)	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for repairing the pavement on Morgan Street. While removing the deteriorated asphalt some of the aggregate in the concrete was exposed. This project will seal the surface of the concrete to prevent any further damage.	
Justification / Benefits This project completes the repairs to Morgan Street.	
Will This Project Effect the City's Operating Costs This project should reduce maintenance costs by repairing deteriorating roads.	
What Alternatives Exist and What Are The Implications of The Alternatives Do nothing, and continue to patch holes as best as possible.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as soon as possible in order to obtain the best possible bids and schedule paving as soon as possible.	
Division Manager Roger Kobilarcsik	Date May 28, 2014

Res #34

RESOLUTION NO. 2014-35

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR RESURFACING PORTIONS OF OAK HILL AND MILLTOWN ROADS

WHEREAS, it is necessary to resurface a portion of Oak Hill Road, between Oldman and Milltown Roads, and a portion of Milltown Road, from Oak Hill Road to the corporation line, and the full cost thereof has been budgeted for 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for resurfacing portions of Oak Hill and Milltown Roads, in accordance with specifications on file in the Office of the Director of Administration.

SECTION 2. The cost of such contract/project will not exceed the amount budgeted for this project.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2014

Mayor

Introduced by: Jon E. Ulbright

**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested June 2, 2014
Project Name : Oak Hill, Milltown Resurfacing	Approved for Agenda
Estimated Total Cost \$185,000 (\$74,000 OPWC, \$45,000 City Capital Improvement Funds and \$66,000 Wayne County Engineer)	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for resurfacing and repairing the pavement on Oak Hill Road between Oldman Road and Milltown Road and Milltown Road from Oak Hill to the Corporation line. This is a joint project with the Wayne County Engineer.	
Justification / Benefits This project will repair a major north/south arterial route within the City. These two roads have been deteriorating for years and are in need of repair.	
Will This Project Effect the City's Operating Costs This project should reduce maintenance costs by repairing deteriorating roads.	
What Alternatives Exist and What Are The Implications of The Alternatives Do nothing, and continue to patch holes as best as possible.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as soon as possible in order to obtain the best possible bids and schedule paving as soon as possible.	
Division Manager Roger Kobilarcsik	Date May 28, 2014

Res #35

RESOLUTION NO. 2014-36

A RESOLUTION DECLARING THE NECESSITY OF
CONSTRUCTING SIDEWALKS AND CURB RAMPS ON
BEECHWOOD DRIVE, NORTHWESTERN AVENUE AND
WESTRIDGE DRIVE, AND DECLARING AN EMERGENCY

WHEREAS, portions of Beechwood and Westridge Drives and Northwestern Avenue are without sidewalks, and this Council believes that because of the concentration of residences and an elementary school within this area, the completion of sidewalks in these areas is essential to the safety of pedestrians traveling therein, and also consistent with the City's longstanding policy of promoting sidewalks in all areas of the city; and

WHEREAS, approximately ninety-four percent (94%) of the cost of the project (approx. \$380,171.00) will be paid for with grant monies available under the Safe Routes to Schools program and other budgeted monies, with approximately \$22,329.00 of the cost to be assessed to adjoining property owners; and

WHEREAS, this City Council believes that prompt action is necessary to provide for the safety of pedestrian traffic in this area.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That it is hereby determined to be necessary to construct sidewalks and curb ramps in the City of Wooster, Ohio on Beechwood Drive, east of Northwestern Avenue; on Westridge Drive, east of Oak Hill Road; and on Northwestern Avenue, north of Parkview Drive; for a distance of approximately 8,370 lineal feet.

SECTION 2. The plans, specifications and estimate of costs for the improvements are now on file in the office of the Clerk of this Council, and are hereby approved.

SECTION 3. The owners of each lot and parcel of land bounding and abutting on the proposed improvements shall construct those portions of the improvements which abut his/her property, in accordance with the plans and specifications filed in the office of the Clerk, within thirty (30) days after service of notice of the passage of this Resolution.

SECTION 4. In the event any such abutting property owner does not complete the construction of that portion of such improvements which abut his/her property in accordance with the plans and specifications and within the time prescribed, this Council will cause it to be done and the entire cost thereof assessed on the property of such abutting property owner.

SECTION 5. The Clerk of Council is hereby directed to serve notice of the passage of this Resolution on the owners of the lots and lands abutting on the improvements in the manner provided by law.

**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested June 2, 2014
Project Name Parkview Elementary School SRTS Sidewalk Project	Approved for Agenda
Estimated Total Cost \$402,000 (\$124,350 Capital Fund, \$255,321 ODOT SRTS Funds, \$22,329 Assessments)	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to declare the necessity of constructing sidewalks on Beechwood east of Northwestern, Westridge east of Oak Hill and Northwestern north of Parkview and establish preliminary assessments to affected property owners. Total sidewalk assessment length is 8,370 feet with an assessment of \$22,329.	
Justification / Benefits This project continues the City's sidewalk construction and replacement program, installing sidewalks on improved streets where none exist, and where significant pedestrian traffic occurs, specifically on student walking routes to schools. Council has previously authorized funding for the SRTS program.	
Will This Project Effect the City's Operating Costs This project should have little or no effect on operating costs, since sidewalk maintenance is the responsibility of the individual property owners once constructed.	
What Alternatives Exist and What Are The Implications of The Alternatives We can do nothing and forfeit the ODOT SRTS funding.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to comply with ODOT's project schedule.	
Division Manager Roger Kobilarcsik	Date May 28, 2014

ORD#36

RESOLUTION NO. 2014-37

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2014

WHEREAS, this City Council, in Ordinance No. 2013-43, adopted an annual budget and capital plan for 2014, and such capital plan includes the purchase of new vehicles and equipment for the various divisions of municipal service.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That in accordance with the capital plan adopted in Ordinance No. 2013-43, the Director of Administration is hereby authorized to purchase the following vehicles and equipment, with payment to originate from the fund indicated:

CAPITAL IMPROVEMENTS FUND:

Maintenance Division:

- 1 new dump truck for road repair and snow/ice removal (replacing a 1992 model with more than 120,000 miles of use).

With respect to such purchase(s), the Director of Administration will advertise according to law and enter into a purchase contract with the lowest and best bidder, except that if the item is available through a state-sponsored cooperative purchasing program, or can be accomplished through a vendor upon equivalent terms, conditions and specifications, but at a price which is equal to or lower than that which is available from the state sponsored program, s/he may make such purchase therefrom if s/he determines that the price and availability is more advantageous to the City.

SECTION 2. Such contract will not exceed the amounts appropriated for this purpose.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this Resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon E. Ulbright

Request for Agenda Item
Authorization for Bid or Purchase of Capital Item

Division PPM Division

Project Name Capital Truck Purchase

Requested Meeting Date 6/2/2014

- Approved for Agenda
 Full Amount is Budgeted

If not, how is purchase to be funded?

Description of Purchase

Purchase of a New dump truck to be used for road repair as well as snow and ice removal in the City.
Cost Center 331602-3360 Fully funded capital.
Approximate Cost \$150,000.00

Justifications / Benefits

We will trade in M27 that is a 1992 International with over 120,000 current miles. This unit also has a pushed up separated frame from rust and a cab that is rusting off the frame. This new unit will be added as a front line truck to our snow removal system.

How will this project effect the City's operating budget?

N/A

What alternatives exist, and what are the implications of the alternatives?

Continue to operate with an aging fleet that may soon leave us without trucks and at a huge one time expense to repalce several or all vehicles at once.

Sole Source Bid or Non-Bid Situation?

If Yes, explain the circumstances

We will use the State bid if still available. If not, this unit will be put out for bid.

Requesting suspension of the rules?

If Yes, explain reasons.

We would like to move on the purchase of this vehicle over the summer months. These trucks are built for us and take 4-6 months to deliver.

Division Manager

Daryl Decker

Date

5/29/2014

Res# 37

RESOLUTION NO. 2014-39

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR CONCRETE REPAIRS IN THE VICINITY OF TAYLOR AVENUE

WHEREAS, it is necessary to repair concrete streets within the vicinity of Taylor Avenue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for repairing concrete streets in the vicinity of Taylor Avenue, in accordance with specifications on file in the Office of the Director of Administration.

SECTION 2. The amount of \$200,000 is hereby appropriated from the unappropriated balance in the General Fund to the Interfund Transactions Cost Center, with a related transfer from the Interfund Transfer Cost Center (General Fund), to the Capital Improvements Fund, where it is appropriated for the purposes stated herein.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2014

Mayor

Introduced by: Jon E. Ulbright

**Request for Agenda Item
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested June 2, 2014
Project Name Concrete Repairs - Taylor Neighborhood	Approved for Agenda
Estimated Total Cost \$200,000	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? Funds will be appropriated from the Capital Improvement Fund.	
Description Of Purchase This is a request to appropriate funds as well as authorize advertisement and award a contract to the lowest and best bidder for repairing the concrete streets within the Taylor Neighborhood. Failed areas will be removed and replaced with concrete material.	
Justification / Benefits This appropriation will pay for pavement repairs which were unexpected at the time of budgetting.	
Will This Project Effect the City's Operating Costs This project will reduce maintenance costs by repairing the deteriorated base.	
What Alternatives Exist and What Are The Implications of The Alternatives Do nothing, and continue to patch holes as best as possible.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as soon as possible in order to schedule paving as soon as possible.	
Division Manager Roger Kobilarcsik	Date May 29, 2014

Res #39

Request for Agenda Item
Authorization for Bid or Purchase of Capital Item

Division Utilities Project Name WPCP Wet Stream Improvements Requested Meeting Date 6/2/2014

- Approved for Agenda
 Full Amount is Budgeted

If not, how is purchase to be funded? The Project's estimated cost is \$4,300,000 and will be funded with a \$500,000 OPWC Grant, an OPWC 0% interest loan for \$642,474 and the remaining \$3,157,526 will be debt financed.

Description of Purchase The Utilities Division seeks the authorization to bid for the lowest and best bidder for WPCP Liquid Stream Improvements Construction Project. The proposed improvements are part of the City's WPCP Improvements mandated by the OEPA Findings and Orders issued on 2/21/12. The project consists of Aeration Improvements (blowers, piping, slide gates, effluent line, motor operator, and diffusers), Various operational related improvements (valves, piping, electrical, concrete, etc.), structural improvements (walkway, grating, handrails) and blower pad building.

Justifications / Benefits In accordance with the Ohio Environmental Protection Agency Director's Final Findings and Orders, the City of Wooster is required to make process improvements to the Water Pollution Control Plant (WPCP) in order to eliminate effluent permit violations. The Order references the 2012 Plant Evaluation performed by URS Engineering that determined the need to make improvements in the plant primary and secondary treatment processes as well as solids handling. The solids handling portion of the report was mitigated by the 2013 contract with Quasar Energy Group to process and dispose of the plant biosolids. The remaining improvements will provide additional organic capacity through aeration improvements, primary and secondary scum removal, a disinfection bypass line, replacement of secondary clarifier infrastructure (1988), septage receiving controls and SCADA modifications. The additional organic capacity becomes especially important as the new Daisy Dairy Facility begins operation in 2015. The septage receiving improvements will allow automated control and integrated billing to fully utilize the station's capacity and generate additional revenue.

How will this project effect the City's operating budget? The project will have no effect on the City's operating budget.

What alternatives exist, and what are the implications of the alternatives? There are no alternatives since the City is under OEPA Findings and Orders.

Sole Source Bid or Non-Bid Situation?

If Yes, explain the circumstances Requesting suspension of the rules?

If Yes, explain reasons. While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as soon as possible.

Division Manager Kevin Givens Date 5/28/2014

Res #40