

# CITY COUNCIL AGENDA

August 15, 2016

7:30pm

All meetings are held in Council Chambers, 1<sup>st</sup> Floor, 538 N. Market Street

## I. ROLL CALL & ORDERING OF AGENDA

## II. APPROVAL OF MINUTES

## III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

## IV. PETITIONS/COMMUNICATIONS FROM PUBLIC [none]

## V. COMMITTEE REPORTS/PUBLIC HEARINGS

## VI. OLD BUSINESS

1. Third Reading – RESOLUTION NO. 2016-40  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH OHM ADVISORS FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE DOWNTOWN STREETScape (Ulbright)

## VII. NEW BUSINESS

1. First Reading- ORDINANCE NO. 2016-20  
AN ORDINANCE APPROPRIATING FUNDS FROM THE GENERAL FUND TO THE FIRE DIVISION FOR THE PURCHASE AND INSTALLATION OF 700-800 MHZ PORTABLE AND MOBILE RADIOS (Cavin)
2. First Reading- ORDINANCE NO. 2016-21  
AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE IMPROVEMENT OF FRIENDSVILLE ROAD BETWEEN CERTAIN TERMINI BY GRADING, DRAINING, WIDENING, PAVING, RESURFACING, CONSTRUCTING CURBS, GUTTERS, SIDEWALKS AND DRIVEWAY APPROACHES, CONSTRUCTING A TURNING LANE, INSTALLING STORM SEWERS, CATCH BASINS, MANHOLES, WATER MAINS, FIRE HYDRANTS, AND TRAFFIC CONTROL SIGNS AND DEVICES, AND ACQUIRING ANY REAL ESTATE AND INTERESTS REQUIRED BY THESE ACTIONS, ALL TOGETHER WITH THE NECESSARY APPURTENANCES; AND DECLARING AN EMERGENCY (Ulbright)
3. First Reading- ORDINANCE NO. 2016-22  
AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE CONSTRUCTION OF SIDEWALKS AND CURB RAMPS ON PORTIONS OF HIGHLAND AVENUE; AND DECLARING AN EMERGENCY (Ulbright)
4. First Reading- RESOLUTION NO. 2016-42  
A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEVELOPMENT SERVICES AGENCY FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) TARGETS OF OPPORTUNITY FUNDS; TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION WITH; AND DECLARING AN EMERGENCY (Ansel)

5. First Reading- RESOLUTION NO. 2016-43  
A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR (Ansel)
6. First Reading- RESOLUTION NO. 2016-44  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE VEHICLES AND/OR EQUIPMENT IN ACCORDANCE WITH THE CAPITAL PLAN FOR 2016; AND DECLARING AN EMERGENCY (Ulbright)
7. First Reading- RESOLUTION NO. 2016-45  
A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED WITH VARIOUS VENDORS; AND DECLARING AN EMERGENCY (Ansel)

**VIII. EXECUTIVE SESSION**

To discuss operations, pursuant to WCO 8.06 (e) (3), at the Wooster Waste Water Treatment Plant

**IX. MISCELLANEOUS**

**X. ADJOURNMENT**

**WOOSTER CITY COUNCIL MINUTES**  
**July 5, 2016**

**I. ROLL CALL & ORDERING OF AGENDA**

President Mike Buytendyk called the regular meeting of Wooster City Council to order at 7:30 p.m. in council chambers. All members of City Council were present, except Councilmen Cavin and Myers. City Administration present: Mayor Bob Breneman, Finance Director Andrei Dordea, Director of Administration Joel Montgomery, Law Directors Richard Benson and Linda Applebaum, and Chief Matt Fisher.

**II. APPROVAL OF MINUTES**

Councilwoman Knapic moved to approve the minutes of the June 20, 2016 meeting, seconded by Councilman Ansel. By voice vote the motion passed unanimously.

**III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**

Mayor Breneman shared that Brian and Tammy Polen were awarded the Ohio development service agency grant for the Ohio Historic Preservation tax credit for the Faber building. This is the first one of these grants that Wayne County and Wooster has ever gotten. These grants normally go to bigger entities such as Cleveland, Columbus, and Cincinnati. Jonathan Millea was instrumental in the process. Last Tuesday, Director Goodman presented the award in Wooster. It was an honor and the Mayor greatly thanks the Polens' for taking on that challenge. The Mayor took a moment to acknowledge Sandra Hull and her work in helping introduce the speakers at the award presentation.

The groundbreaking for the Safety Center took place on Thursday, June 30<sup>th</sup>. This has been 8.5 years in the making.

The courthouse rededication was Saturday morning. The Mason's assisted in placing the time capsule back under the statue. On Monday Joel attended the ceremony for the time capsule placed inside the building.

The 4<sup>th</sup> of July fireworks went well with the new vendor. The exchange club did a great job and the Mayor extends his appreciation to Mr. Gil Ning.

A sad note concerning the passing of Stan Gault. Mr. Gault had been a great friend to the City of Wooster. His calling hours will be Friday, July 8<sup>th</sup> from 3-7pm at McIntire Funeral Home. The funeral will be held Saturday, July 9<sup>th</sup> at 10:30am at the United Methodist Church.

WARCOG will go live Thursday, July 7<sup>th</sup>.

The Mayor welcomes Sarah Bolton as the new President of the College of Wooster. She started on July 1<sup>st</sup>.

A special council meeting will need to take place this week as there are time sensitive items of legislation.

**IV. PETITIONS/COMMUNICATIONS FROM PUBLIC [none]**

**V. COMMITTEE REPORTS; PUBLIC HEARINGS [none]**

**VI. OLD BUSINESS**

Second Reading- RESOLUTION NO. 2016-40

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH OGM ADVISORS FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE DOWNTOWN STREETSCAPE (Ulbright)

The councilmembers voiced concerns over the preliminary design layouts. The item will be tabled until the next regularly scheduled council meeting.

**VII. NEW BUSINESS**

1. First Reading - ORDINANCE NO. 2016-017  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TAMMY AND BRIAN POLEN FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES AND DECLARING AN EMERGENCY (Ansel)

Councilman Ansel gave a brief summary of the proposed Ordinance. The Polens’ desire to renovate the historic Faber building to save it from demolition and are requesting 10 year 100% tax abatement. Mr. Polen stated that they do not feel the investment is a risk. They are happy to grow their business in the newly coined power block of downtown Wooster.

2. First Reading - AMENDED RESOLUTION NO. 2016-17  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PAVEMENT REPAIRS ON VARIOUS STREETS (Ulbright)

The Resolution was amended to include, but not be limited to public roads Ramblewood and Sandalwood Estates.

Councilman Ulbright moved, seconded by Councilwoman Knapic to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Knapic-yes; Sanders-yes; Silvestri-yes; and Ulbright-yes).

3. First Reading - ORDINANCE NO. 2016-18  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PREANNEXATION AGREEMENT WITH A CERTAIN PROPERTY OWNER FOR THE PURPOSE OF FACILITATING THE ANNEXATION AND EXTENSION OF UTILITY SERVICES TO THAT PROPERTY, AND DECLARING AN EMERGENCY (Sanders)

The property owners of 644 Robinson Road will request annexation when their land becomes contiguous with the City.

4. First Reading - ORDINANCE NO. 2016-19  
AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE NO. 2015-37 (Cavin)

Bids received back for the Safety Center came in 8.6% higher than expected due to market conditions. Approval for \$200,000 for furnishings and equipment are also requested.

**VIII. MISCELLANEOUS [None]**

**IX. ADJOURNMENT**

Councilman Ulbright moved to adjourn, seconded by Councilman Silvestri. By voice vote the motion passed unanimously.

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Michael G. Buytendyk  
President of Council

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Christa Sturgeon  
Clerk of Council

**SPECIAL COUNCIL MEETING  
WOOSTER CITY COUNCIL MINUTES  
July 7, 2016**

**I. ROLL CALL & ORDERING OF AGENDA**

President Mike Buytendyk called the regular meeting of Wooster City Council to order at 8:00 a.m. in council chambers. All members of City Council were present, except Councilmen Cavin and Sanders. City Administration present: Mayor Bob Breneman, Finance Director Andrei Dordea, Director of Administration Joel Montgomery, Law Directors Richard Benson and Linda Applebaum, and Roger Kobilarcsik.

**II. OLD BUSINESS**

1. Second Reading- ORDINANCE NO. 2016-017  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TAMMY AND BRIAN POLEN FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES AND DECLARING AN EMERGENCY (Ansel)

2. Second Reading- AMENDED RESOLUTION NO. 2016-17  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PAVEMENT REPAIRS ON VARIOUS STREETS (Ulbright)

3. Second Reading- ORDINANCE NO. 2016-18  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PREANNEXATION AGREEMENT WITH A CERTAIN PROPERTY OWNER FOR THE PURPOSE OF FACILITATING THE ANNEXATION AND EXTENSION OF UTILITY SERVICES TO THAT PROPERTY, AND DECLARING AN EMERGENCY (Sanders)

4. Second Reading- ORDINANCE NO. 2016-19  
AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE NO. 2015-37 (Cavin)

**III. ADJOURNMENT**

Councilman Ulbright moved to adjourn, seconded by Councilman Silvestri. By voice vote the motion passed unanimously.

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Michael G. Buytendyk  
President of Council

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Christa Sturgeon  
Clerk of Council

**SPECIAL COUNCIL MEETING  
WOOSTER CITY COUNCIL MINUTES  
July 8, 2016**

**I. ROLL CALL & ORDERING OF AGENDA**

President, pro tempore, Jon Ansel called the regular meeting of Wooster City Council to order at 4:30 p.m. in council chambers. All members of City Council were present, except Councilpersons Silvestri, Knapic, and Sanders. City Administration present: Mayor Bob Breneman, Finance Director Andrei Dordea, Director of Administration Joel Montgomery, Law Directors Richard Benson and Linda Applebaum, and Roger Kobilarcsik.

**II. OLD BUSINESS**

1. Third Reading- ORDINANCE NO. 2016-017  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TAMMY AND BRIAN POLEN FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES AND DECLARING AN EMERGENCY (Ansel)

Councilman Ansel moved, seconded by Councilman Ulbright, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Myers-yes; Cavin-yes; and Ulbright-yes).

2. Third Reading- ORDINANCE NO. 2016-18  
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PREANNEXATION AGREEMENT WITH A CERTAIN PROPERTY OWNER FOR THE PURPOSE OF FACILITATING THE ANNEXATION AND EXTENSION OF UTILITY SERVICES TO THAT PROPERTY, AND DECLARING AN EMERGENCY (Sanders)

Councilman Cavin moved, seconded by Councilman Myers, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Myers-yes; Cavin-yes; and Ulbright-yes).

3. Third Reading- ORDINANCE NO. 2016-19  
AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE NO. 2015-37 (Cavin)

Councilman Cavin moved, seconded by Councilman Myers, to adopt. Upon roll call, motion to adopt carried unanimously (Ansel-yes; Myers-yes; Cavin-yes; and Ulbright-yes).

**III. ADJOURNMENT**

Councilman Ulbright moved to adjourn, seconded by Councilman Myers. By voice vote the motion passed unanimously.

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Michael G. Buytendyk  
President of Council

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Christa Sturgeon  
Clerk of Council



ORDINANCE NO. 2016-20

AN ORDINANCE APPROPRIATING FUNDS FROM THE  
GENERAL FUND TO THE FIRE DIVISION FOR THE  
PURCHASE AND INSTALLATION OF 700-800 MHZ  
PORTABLE AND MOBILE RADIOS.

WHEREAS, the Fire Division is requesting the appropriation of funds, two hundred and thirty-five thousand dollars (\$235,000) for the purchase and installation of 700-800 MHZ portable and mobile radios. These radios will facilitate communications with the State of Ohio MARCS radio system and our new dispatch center.

WHEREAS, the Fire Division's equipment needs to be upgraded, as the current equipment is antiquated and the new radios will interface much better with the upgraded consoles of the new dispatch center.

WHEREAS, during Sept. of 2015, the Police Division took advantage of discount pricing from Motorola to purchase the needed equipment to transition from the current Wayne County radio system and onto the MARCS system. At that time, the Fire Division decided it was advantageous to wait and apply for grants to fund the needed communications equipment for the Fire Division.

WHEREAS, there is a need to expedite the purchase of the communications equipment in order to maintain quality communications and to take advantage of a sales promotion that is currently available.

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

SECTION 1. That two hundred and thirty-five thousand dollars (\$235,000) shall be appropriated from the General Fund to the Fire Division for the purchase and installation of 700-800 MHZ portable and mobile radios.

SECTION 2. That the Fire Division is authorized to purchase and install 700-800 MHZ portable and mobile radios.

SECTION 3. 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 or its committees, in compliance with law.

SECTION 4. 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 commence and complete the various projects at the earliest possible time for the convenience and enjoyment of the general public; 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 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: \_\_\_\_\_, 2016 Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2016  
Mayor

Introduced by: Mark Cavin

## 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 Fire Division is requesting the appropriation of funds (\$235,000) for the purchase and installation of 700-800 MHZ portable and mobile radios. These radios will facilitate communications with the State of Ohio MARCS radio system and our new dispatch center.

In Sept. 2015, the Police Division took advantage of discount pricing from Motorola to purchase the needed equipment to transition from the current Wayne County radio system and onto the MARCS system. At that time, the Fire Division decided it was advantageous to wait and apply for grants to fund the needed communications equipment for the Fire Division.

The Fire Division was not awarded the State of Ohio MARCS Grant but is awaiting notification of approval or denial of a regional federal grant.

The recent transition into the WARCOG dispatch center has highlighted the need to upgrade our public safety communication equipment. This upgrade is due to our current equipment being antiquated and the new radios will interface much better with the upgraded consoles of the new dispatch center.

I would like to expedite the purchase of the communications equipment in order to maintain quality communications and to take advantage of a sales promotion that is currently available (Motorola provided the RNC with 1500 radios and is now selling them at a promotional price that is almost 46% off STS list price and 13% off the currently available "Wayne County promo" price).

This purchase was identified in the proposed 2016 budget document, and noted as a potential future appropriation, depending on grant availability. If awarded the federal grant, we will be able to request reimbursement of these funds.

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

Yes.

Due to the "first come first serve basis", suspension of the rules would allow us to take advantage of the deeply discounted pricing.

\*Additional quantity and cost figures are attached.

**Manager Requesting**

**Date**

**Approved for Agenda**

**RNC Promo**

60	APX 6000 2.5 Portable radios	\$2,491.50	\$149,490.00
6	APX 4500 Mobile Radios	\$3,265.20	\$19,591.20
	APX 6500 Mobile- Dual Head		
4	Radios	\$4,370.80	\$17,483.20
3	APX 6500 Control Stations	\$3,925.40	\$11,776.20
6	APX Vehicle Adapters	\$1,300.00	\$7,800.00
6	6 Bank Battery Chargers	\$742.50	\$4,455.00
	APX 6000 XE Remote		
60	mic/speaker	\$312.00	\$18,720.00
60	Spare Battery	\$85.00	\$5,100.00

**\$234,415.60****Wayne County  
Promo**

60	APX 6000 2.5 Portable radios	\$3,050.80	\$183,048.00
6	APX 4500 Mobile Radios	\$3,281.70	\$19,690.20
	APX 6500 Mobile- Dual Head		
4	Radios	\$4,370.80	\$17,483.20
3	APX 6500 Control Stations	\$3,925.40	\$11,776.20
6	APX Vehicle Adapters	\$1,300.00	\$7,800.00
6	6 Bank Battery Chargers	\$742.50	\$4,455.00
	APX 6000 XE Remote		
60	mic/speaker	\$312.00	\$18,720.00
60	Spare Battery	\$85.00	\$5,100.00

**\$268,072.60****STS List Price**

60	APX 6000 2.5 Portable radios	\$4,868.00	\$292,080.00
6	APX 4500 Mobile Radios	\$4,689.00	\$28,134.00
	APX 6500 Mobile- Dual Head		
4	Radios	\$5,482.00	\$21,928.00
3	APX 6500 Control Stations	\$5,400.00	\$16,200.00
6	APX Vehicle Adapters	\$1,300.00	\$7,800.00
6	6 Bank Battery Chargers	\$1,485.00	\$8,910.00
	APX 6000 XE Remote		
60	mic/speaker	\$480.00	\$28,800.00
60	Spare Battery	\$142.00	\$8,520.00

**\$412,372.00**

ORDINANCE NO. 2016-21

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE IMPROVEMENT OF FRIENDSVILLE ROAD BETWEEN CERTAIN TERMINI BY GRADING, DRAINING, WIDENING, PAVING, RESURFACING, CONSTRUCTING CURBS, GUTTERS, SIDEWALKS AND DRIVEWAY APPROACHES, CONSTRUCTING A TURNING LANE, INSTALLING STORM SEWERS, CATCH BASINS, MANHOLES, WATER MAINS, FIRE HYDRANTS, AND TRAFFIC CONTROL SIGNS AND DEVICES, AND ACQUIRING ANY REAL ESTATE AND INTERESTS REQUIRED BY THESE ACTIONS, ALL TOGETHER WITH THE NECESSARY APPURTENANCES; AND DECLARING AN EMERGENCY.

WHEREAS, this Council adopted Resolution No. 2013-18 on February 19, 2013, declaring the necessity of making the improvement described in Section 1 (the Resolution of Necessity) which improvement has been completed and the final cost determined;

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

SECTION 1. The special assessments for the cost and expense of improving Friendsville Road, from just north of Milltown Road to Riffer Road, by grading, draining, widening, paving, resurfacing, constructing curbs, gutters, sidewalks and driveway approaches, constructing a turning lane, installing storm sewers, catch basins, manholes, water mains, fire hydrants, and traffic control signs and devices, and acquiring any real estate and interests required by these actions, all together with the necessary appurtenances, all as provided for and described in, and pursuant to, the Resolution of Necessity, amounting in the aggregate to \$206,067.93, which were filed and are on file with the Clerk of Council, are adopted and confirmed. Those special assessments are levied and assessed upon the lots and lands provided for in the Resolution of Necessity in the respective amounts set forth in the final schedule of special assessments on file, which special assessments are not in excess of any statutory limitation.

SECTION 2. This Council finds and determines that the special assessments do not exceed the actual cost of the improvement and are in the same proportion to the estimated assessments as the actual costs of the improvement are to the estimated costs of the improvement.

SECTION 3. The special assessment against each lot or parcel of land shall be payable, in whole or in part, in cash or by check within 30 days after the passage of this ordinance, or at the option of the owner in fifteen annual installments with interest at the rate of 3.00% per year, which interest rate is determined by this Council to be substantially equivalent to the fair market rate that would have been borne by securities issued in anticipation of the collection of the special assessments if those securities had been issued by this City. All cash payments shall be made to the Director of Finance of this City. All special assessments remaining unpaid at the expiration of those

30 days shall be certified by the Clerk of Council to the County Auditor as provided by law to be placed on the tax duplicate and collected as taxes are collected.

SECTION 4. The Clerk of Council shall cause a notice of the passage of this ordinance to be published once in a newspaper of general circulation in this City and shall keep on file in the office of the Clerk of Council the special assessments.

SECTION 5. The Clerk of Council shall deliver a certified copy of this ordinance to the County Auditor within 20 days after its passage.

SECTION 6. This Council finds and determines that all formal actions of this Council concerning and relating to the passage of this ordinance were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 7. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, welfare and safety of the City, and for the further reason that the levy of the special assessments may be immediately effective so that advances made by this City in anticipation of that levy may be repaid from the collection of such assessments which assessments must be certified to the County Auditor by the date established by law and thereby preserve the credit of the City; wherefore, this ordinance shall be in full force and effect immediately upon 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: \_\_\_\_\_, 2016

Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
President of Council

Approved: \_\_\_\_\_, 2016

\_\_\_\_\_  
Mayor

Introduced by: Jon Ulbright

**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

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

This is a request to levy assessments for the property owner's portion of the improvements related to the Friendsville Road Reconstruction.

The Resolution of Necessity (Res. 2013-18) was passed by Council on February 19, 2013. Council also passed the Ordinance to Proceed (Ord. 2013-13) on March 18, 2013

The project costs paid and estimated at the time of the Res. of Necessity totaled \$2,511,500.00 Actual, final expenditures upon project completion totaled \$2,197,747.13.

A detailed cost summary and funding allocation summary is attached.

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

Yes, bonds will need to be issued upon finalizing the property owner's unpaid assessment amounts.

**Manager Requesting**

**Date**

**Approved for Agenda**

**CITY OF WOOSTER  
WAY-Friendsville Road**

**FINAL ASSESSMENT CALCULATIONS**

Initial Assessment Calculations			Typical Assessment			
Front Footage	Assessment Rate	Total		Annual Payment *	Monthly Rate	Total Payment
50	42.85	\$2,142.41		\$179.46	\$14.96	\$2,691.93
100	42.85	\$4,284.82		\$358.92	\$29.91	\$5,383.87
200	42.85	\$8,569.63		\$717.85	\$59.82	\$10,767.73
500	42.85	\$21,424.08		\$1,794.62	\$149.55	\$26,919.33

\* Interest Rate = 3.0%  
Term in Years = 15

**CITY OF WOOSTER  
WAY-Friendsville Road**

**PRELIMINARY ASSESSMENT CALCULATIONS**

Initial Assessment Calculations			Typical Assessment			
Front Footage	Assessment Rate	Total		Annual Payment *	Monthly Rate	Total Payment
50	85.47	\$4,273.52		\$357.98	\$29.83	\$5,369.67
100	85.47	\$8,547.03		\$715.96	\$59.66	\$10,739.33
200	85.47	\$17,094.06		\$1,431.91	\$119.33	\$21,478.67
500	85.47	\$42,735.15		\$3,579.78	\$298.31	\$53,696.67

\* Interest Rate = 3.0%  
Term in Years = 15

ORDINANCE NO. 2016-22

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR  
THE CONSTRUCTION OF SIDEWALKS AND CURB RAMPS  
ON PORTIONS OF HIGHLAND AVENUE; AND DECLARING  
AN EMERGENCY

WHEREAS, this City Council, in Resolution No. 2014-06, declared the necessity of constructing sidewalks and curb ramps on portions of Highland Avenue, between Christmas Run Boulevard and Oak Hill Road, for the safety of pedestrian and vehicular traffic in that area; and declared that the cost would be assessed upon the owners of land bounding and abutting the improvements; and

WHEREAS, after issuing written notice to all property owners so situated, the city caused the improvements to be constructed, and such construction is now complete and the final cost has been determined.

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

SECTION 1. The list of estimated assessments of the cost of constructing certain sidewalks and curb ramps on portions of Highland Ave., as described above, and as reported to this Council and now on file with the Clerk of Council, and aggregating \$3,015.05, is hereby adopted and approved.

SECTION 2. The several amounts of the assessments are hereby assessed and levied on the lots and lands bounding and abutting the improvement.

SECTION 3. It is determined that the assessments do not exceed the special benefits resulting from the improvement, and do not exceed any statutory limitation.

SECTION 4. The Clerk of Council is directed to continue on file in her office a list of the assessments and the description of the lots and lands.

SECTION 5. The total assessment against each lot and parcel of land shall be payable in cash at the office of the Finance Director within thirty (30) days after the passage of this ordinance or, at the option of the property owner assessed, in ten (10) annual installments with interest at the rate of six percent (6%). All assessments and installments which have not been paid at the expiration of the thirty-day period shall be certified by the Clerk of Council to the County Auditor, to be placed on the tax duplicate and collected the same as other taxes, as provided by law.

SECTION 6. The Clerk of Council is directed to cause notice of the passage of this ordinance to be published as provided by law.



**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

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

This is a request to levy assessments for the property owner's portion of the improvements related to the D03 SRTS Kean Elementary Sidewalk Project.

The Resolution of Necessity (Res. 2013-100) was passed by Council on December 16, 2013. Council also passed the Ordinance to Proceed (Ord. 2013-13) on March 18, 2013 and a Resolution to Advertise and award a contract on January 21, 2014.

The project costs paid and estimated at the time of the Res. of Necessity totaled \$220,000.00 with the portion to be assessed at \$4,000.

Actual, final expenditures upon project completion totaled \$204,142.21 of which the final assessment amount is \$3,015.05.

ODOT's SRTS program paid for 90% of the sidewalk costs while the other 10% was paid by the residents. Average payment was \$250.00

A detailed cost summary and funding allocation summary is attached.

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

**Manager Requesting**

**Date**

**Approved for Agenda**



## 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 permission to apply for \$192,500 in funding through the Small Cities Community Development Block Grant (CDBG) FY 2016 Targets of Opportunity Grant through the Ohio Development Services Agency (ODSA), to assist two local business owners, Brian Polen and Tammy Polen, with the historic rehabilitation of 148 W. Liberty Street, a three-story 1890 building and its 6,930 square feet of floor space. With an introduction from Main Street Wooster in January, staff offered to support an application on Brian and Tammy Polen's behalf to assist them in saving the abandoned building and creating a permanent home for Vertical Runner of Wooster.

Two public hearings are associated with this grant, the first having been held on April 1, 2016 and the second scheduled for August 15, 2016, at 12:00pm. Contingent upon analysis of any final comments received, the application will seek a grant covering approximately 27.5 percent of the building owners' total eligible and paid rehabilitation construction costs, up to a \$192,500 reimbursement for the planned \$700,000 project.

Staff had also invited the business owners to apply for the CRA program, which Council had approved via Ordinance No. 2016-17, and provided support for the owner's 2016 application for a State of Ohio Historic Preservation Tax Credit. The proposed CDBG Targets of Opportunity Grant would only reimburse the building owners up to 50 percent of expenses *not* reimbursable under the historic tax credits (estimated to be 27.5 percent of the total rehabilitation project cost). In addition to providing a match, the building owners will be required to meet other federal funding requirements as well, including obtaining an environmental review and adhering to prevailing wage requirements. Due to its historical significance, exceptional impact to Downtown Wooster, and the commitments made by the developers, and with the support of Main Street Wooster, the City intends to make its application to the State of Ohio no earlier than 18 August 2016.

The Ohio Development Services Agency makes funding available on a discretionary basis for the rehabilitation of damaged or abandoned downtown buildings on a discretionary basis. The federal grant funding is made available to political jurisdictions to incentivize local developers in rebuilding structures within Ohio's downtowns. Council authorized a previous application to an earlier version of this program in 2012 (via Resolution 2012-110), which was successful in awarding the City a 50-percent matching reimbursable grant to administer to three downtown businesses for the redevelopment of 144 E. Liberty Street, 202 N. Market Street, and 149 N. Walnut Street.

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

A suspension of the rules is required in order to expedite this application request and make the deadline for the next funding round (approximately at the end of August). The program is considered highly competitive with limited funding availability.

**Manager Requesting**

**Date**

**Approved for Agenda**

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

(CITY COUNCIL)

Revised Code, Secs. 5705.34, - 35.

The Council of the City of WOOSTER, Wayne County, Ohio, met in REG session on the 15th day of AUGUST, 2016, at the office of the Wooster City Council Chambers

with the following members present:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2017; and

WHEREAS, The Budget Commission of Wayne County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Council of the City of WOOSTER Wayne County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A**  
**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,**  
**AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
	Column II	Column IV	V	VI
<b>GENERAL</b>		1,840,000	5.20	
<b>FIREMAN'S FUND</b>		153,900	0.30	
<b>POLICE PENSION</b>		153,900	0.30	
<b>TOTAL</b>		2,147,800	5.80	0.0

**SCHEDULE B**  
**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy Carry to Schedule A Column II
<b>GENERAL FUND</b>		
		0.0

WOOSTER

and by it futher

RESOLVED, That the Clerk of this Council be and he is hereby directed to certifiy a copy of this Resolution to the County Auditor of said County.

\_\_\_\_\_ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

\_\_\_\_\_ , \_\_\_\_\_ yes \_\_\_\_\_ no

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
Clerk of Council



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

Division PPM Division Project Name Capital Sign Truck Purchase Requested Meeting Date 8/15/2016

- Approved for Agenda  
 Full Amount is Budgeted

If not, how is purchase to be funded?

Description of Purchase

Purchase of a new Ford F-550 Truck Chassis with bed and hydraulic crane to be utilized for the maintenance of over 6700 traffic signs throughout the City. The truck will also be used to set new and replacement decorative street lighting posts as well as assist other aspects of the operations at PPM, as needed.

This purchase would be a fully funded capital expense in the 2016 Budget.  
Cost Center 580702  
Approximate Cost \$95,000.00

Justifications / Benefits

The current 2002 Ford F-450 Sign Truck has nearly 70,000 miles (estimated 14,000 hours) and is equipped with a hydraulic crane. The truck is utilized almost every day. The truck is in need of a replacement utility bed and the hydraulic crane will need to be replaced in the very near future.

A Sign Truck has been on the PPM list for replacement since 2014.

If a New Sign Truck were to be purchased then the 2002 Ford F-450 Sign Truck equipped with a hydraulic crane will be traded-in or sold on GovDeals, whichever brings the highest dollar value.

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 the existing sign truck and invest in a replacement bed and rebuild the hydraulic crane to get PPM by until a new truck can be purchased.

- Sole Source Bid or Non-Bid Situation?

If Yes, explain the circumstances

We will use State Bid Vendors if available. If not, the chassis, bed and crane will be put out for bid.

- Requesting suspension of the rules?

If Yes, explain reasons.

We would like to move forward on the purchase of the new Ford F-550 chassis with bed and crane over the next few months. The estimated delivery should take 12-16 weeks.

Division Manager

Curt Denning

Date

8/8/2016

