

## **CITY COUNCIL AGENDA**

**June 12, 2018**

**5:00 p.m.**

**The special meeting convenes at City Hall, in Council Chambers, 1<sup>st</sup> Floor, 538 N. Market Street, Wooster, Ohio.**

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

### **II. OLD BUSINESS**

**1. Second Reading – RESOLUTION NO. 2018-037**

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; TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY (Sanders)

**2. Second Reading – RESOLUTION NO. 2018-038**

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT A CRITICAL INFRASTRUCTURE APPLICATION TO THE STATE OF OHIO DEVELOPMENT SERVICES AGENCY FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT; TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY (Sanders)

**3. Second Reading – RESOLUTION NO. 2018-039**

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION CLEAN OHIO PROGRAM FOR THE CREATION OF VENTURE PARK; TO APPLY SUCH FUNDS, IF AWARDED; AND TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND DECLARING AN EMERGENCY (Meyers) AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY (Myers)

### **VII. ADJOURNMENT**

RESOLUTION NO. 2018-037

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; TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY

WHEREAS, the State of Ohio Development Services Agency notified the City of Wooster of its eligibility for a biannual allocation grant of up to \$150,000.00 from the Ohio Small Cities Community Development Block Grant funds for FY 2018; and

WHEREAS, two public hearings are required to apply for the above-referenced grant programs in order to gain input for expenditure of said funds; the first was held on May 8, 2018, and the second was held on June 4, 2018; and

WHEREAS, this Council deems that prompt action is necessary in order to submit the applications by the June 15, 2018 deadline.

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

SECTION 1. That the Mayor is hereby authorized to submit on behalf of the City of Wooster an application to the State of Ohio Development Services Agency, including all understandings and assurances contained therein, for a Small Cities Community Development Block Grant in the amount of \$150,000.00, for a program of activities consisting of:

- Assistance to the Viola Startzman Free Clinic (CDBG)
- Funding for the establishment of a new public parking lot at 402 E. South Street, including acquisition, building demolition, grading, paving, lighting, and landscaping.
- Additional funding for the proposed 402 E. South Street public parking lot through the City of Wooster's Economic Development Revolving Loan Fund, up to \$2,450.
- The City of Wooster will also administer its Fair Housing Program as an in-kind activity.

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 15, 2018 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 6-4-18 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2018 Vote: \_\_\_\_\_

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

Approved: \_\_\_\_\_, 2018  
Mayor

Introduced by: Craig Sanders

## Request for Agenda Item

**Authorization for Bid**

**Purchase Capital Item**

**Non-Capital**

<b>Division:</b> Development	<b>Meeting Date Requested:</b> June 4, 2018
<b>Project Name</b> CDBG Allocation Grant	<b>Estimated Total Funds/Costs:</b> No cost to apply. Approximately \$50,000 contribution anticipated in 2019.
<b>Is Full Amount Budgeted?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> This request seeks permission to request \$150,000 in biannual Allocation Grant funding through the State of Ohio Development Services Agency's Community Development Block Grant program for the purposes of assisting the Viola Startzman Free Clinic and establishing a new South Street Parking Lot. At the same time, the City of Wooster will continue to provide its Fair Housing Program as an in-kind service.	
<b>Description of Request</b> This grant request for \$150,000 would 1.) support the Viola Startzman Free Clinic with \$22,500 in funding in return for it expanding its public service of providing medical and dental care for low-to-moderate income Wooster residents, and 2.) provide \$127,500 toward the creation of a new public parking lot at 402 E. South Street, following along with the goals of redeveloping East Liberty Street as detailed in the City's 2015 Downtown Plan. Included in the South Street Parking Lot project is the acquisition of approximately 0.45-acres of land, consisting of unimproved parking space and two buildings, each of brick construction and measuring about 1,300 square feet in area. Existing structures would be demolished, the land graded, compacted, and paved to provide between 36 and 54 parking spaces. The parking lot would include curbs, landscaping, and lighting. The project builds off previous planning efforts, including the expansion of the Downtown Parking District. Additional public parking is needed as area businesses continue to grow and invest along East Liberty Street.	
<b>Justification / Benefits</b> If awarded, the Allocation Grant will enhance a public health service and provide an injection of funding for new public infrastructure in Downtown Wooster to encourage new development.	
<b>Will this Project affect the City's Operating Costs</b> The City anticipates tentatively budgeting an additional \$50,000 for contingencies and additional work necessary to establish the parking lot beyond the \$127,500 being requested in grant funds. Improvements in this area will serve to the facilitate development planned for in the 2015 Downtown Plan, while also enhancing the grade and quality of the neighborhood, preserving an existing real estate tax base.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> The City may seek Allocation funding for other routine project work in qualified areas. The proposed project best met the grant requirements as the new infrastructure would provide the largest impact to remediating existing slum and blight while enhancing the quality of life for area residents.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: This legislation only seeks authorization to apply to the Ohio Development Services Agency for funding. Should funds be awarded, additional legislation will be required for the bidding of any construction work.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Suspension of the rules and an Emergency is required in order to meet the June 15, 2018 funding deadline. The City will not be permitted to apply for these funds again until 2020.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Jonathan Millea	<b>Date:</b> 23 May, 2018
<b>Approved for Agenda</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

RESOLUTION NO. 2018-038

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT A CRITICAL INFRASTRUCTURE APPLICATION TO THE STATE OF OHIO DEVELOPMENT SERVICES AGENCY FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT; TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH; AND DECLARING AN EMERGENCY

WHEREAS, the State of Ohio Development Services Agency notified the City of Wooster of its eligibility for a critical infrastructure grant of up to \$300,000.00 from the Ohio Small Cities Community Development Block Grant funds for FY 2018; and

WHEREAS, two public hearings are required to apply for the above-referenced grant programs in order to gain input for expenditure of said funds; the first was held on May 8, 2018, and the second was held on June 4, 2018; and

WHEREAS, this Council deems that prompt action is necessary in order to submit the application by the first funding round deadline of June 15, 2018.

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

SECTION 1. That the Mayor is hereby authorized to submit on behalf of the City of Wooster an application to the State of Ohio Development Services Agency, including all understandings and assurances contained therein, for a Small Cities Community Development Block Grant in the amount of \$300,000.00, for a Critical Infrastructure Program with an activity of:

- Four traffic and pedestrian signaling system upgrades at four downtown intersections constituting the South Street Corridor (CDBG).
- Additional funding for the proposed South Street Corridor Signaling System Upgrades from the City of Wooster's Economic Development Revolving Loan Fund, up to \$2,450.

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 15, 2018 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 6-4-18 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2018 Vote: \_\_\_\_\_

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

Approved: \_\_\_\_\_, 2018  
Mayor

Introduced by: Craig Sanders

## Request for Agenda Item

**Authorization for Bid**

**Purchase Capital Item**

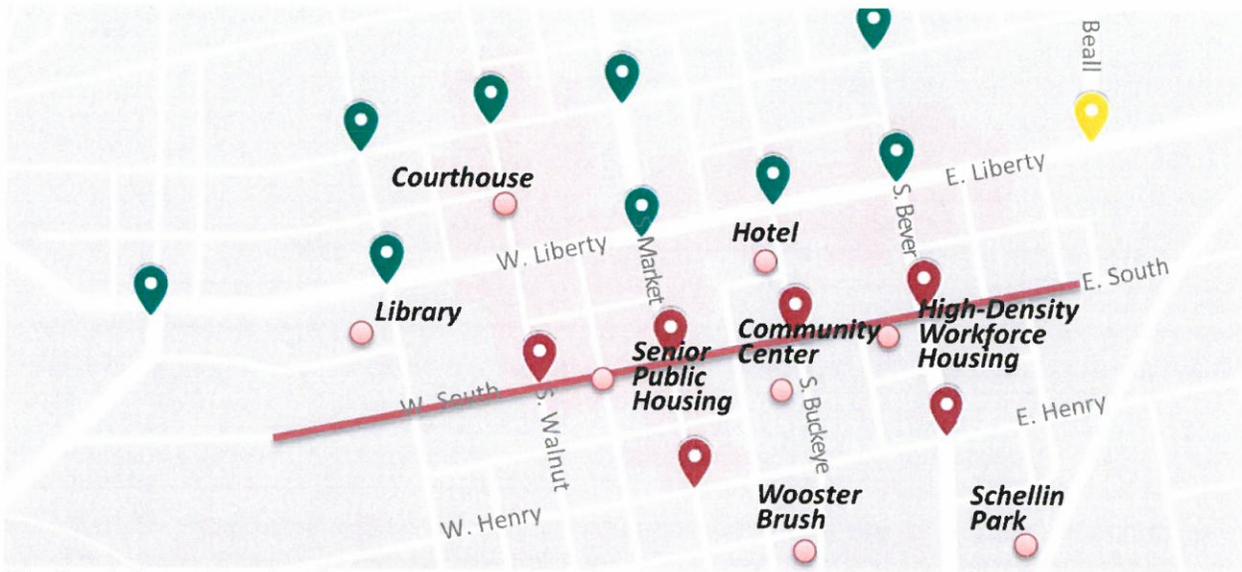
**Non-Capital**

<b>Division:</b> Development	<b>Meeting Date Requested:</b> June 4, 2018
<b>Project Name</b> CDBG Critical Infrastructure Grant	<b>Estimated Total Funds/Costs:</b> No cost to apply, \$300,000 minimum commitment if awarded.
<b>Is Full Amount Budgeted?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> This request seeks permission to request Critical Infrastructure funding through the State of Ohio Development Services Agency's Community Development Block Grant program in the amount of \$300,000 for an estimated \$600,000 project (before contingency). If awarded, the City will be required to provide a minimum \$300,000 match, which would be budget for 2019.	
<b>Description of Request</b> This grant request for \$300,000 would support the replacement of four traffic signaling systems along Downtown's South Street Corridor ranked as dangerous by the City of Wooster Public Properties Maintenance Division. (The City currently has six traffic signal systems listed as dangerous, all in the immediate Downtown area.) Owing to significant age beyond originally intended life expectancy, the existing equipment has experienced significant rust and fatigue that has compromised structural integrity. Specific locations along the South Street Corridor include the Intersections of South/Walnut (~1,689 vehicles daily), South/Market (~6,276 vehicles daily), South/Buckeye (~2,171 vehicles daily), and South/Bever (~6,276 vehicles daily). The South Street Corridor directly serves three major high density residential apartment complexes, the City of Wooster Community Center, the Wayne County Public Library, two downtown hotels, and the South Buckeye Public Parking Lot. The current systems also lack signaling and operability for pedestrians, which an upgrade would rectify.	
<b>Justification / Benefits</b> If awarded, the Critical Infrastructure grant would result in a complete replacement of four traffic signal systems on the South Street Corridor, which is an essential component for the proper and safe flow of vehicular and pedestrian traffic throughout Downtown Wooster. The replacement would build off previous work and investment along North Street and Liberty Street, greatly enhancing safety for downtown visitors and residents alike.	
<b>Will this Project affect the City's Operating Costs</b> This project would be very beneficial to the City's operating costs as it would provide additional funding necessary to address critical infrastructure needs. The City of Wooster typically reserves approximately \$300,000 for traffic signal upgrades annually, which would serve as the match for the grant if awarded.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> Development coordinated with Engineering to determine other feasible projects that would qualify under the highly competitive Critical Infrastructure Program. The South Street Corridor Signaling System Upgrades is the City's greatest infrastructure need that best fits the program's criteria.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: This legislation only seeks authorization to apply to the Ohio Development Services Agency for funding. Should funds be awarded, additional legislation will be required for the bidding of any work.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Suspension of the rules and an Emergency is required in order to meet the June 15, 2018 first funding round deadline, which provides the best chance to securing these competitive funds.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Jonathan Millea	<b>Date:</b> 23 May, 2018
<b>Approved for Agenda</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

**Proposed CDBG CRITICAL INFRASTRUCTURE GRANT: \$300,000**

*Provided by Jonathan Millea, AICP – Development Coordinator, June 4, 2018*

South Street Corridor Signaling Replacement Project:



*The South Street Corridor filters traffic across some of downtown’s most heavily-traversed intersections. Existing infrastructure has deteriorated beyond economical repair.*



*Rusted base of NE signal at South/Bever Intersection.*



*Rust at SW South/Buckeye Intersection.*



*Corroding pole at NE South/Market Intersection*



*Dented pole at NW South/Walnut Intersection*



## Request for Agenda Item

**Authorization for Bid**

**Purchase Capital Item**

**Non-Capital**

<b>Division:</b> Development	<b>Meeting Date Requested:</b> June 4, 2018
<b>Project Name</b> Clean Ohio Grant	<b>Estimated Total Funds/Costs:</b> No cost to apply. Approximately \$120,000 contribution needed for 2019*.
<b>Is Full Amount Budgeted?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> This request seeks permission to request \$360,000 in grant funding through the State of Ohio's Ohio Public Works Commission's Clean Ohio Program. The funding requires a \$120,000 match of non-state funds for hard costs, which will need to be appropriated from the City of Wooster's 2019 budget. Aspen Grove Investments, LLC, intends to make a charitable donation in this amount, less any directly incurred fair-market infrastructure cost sharing incurred to ensure vehicle access to the park.	
<b>Description of Request</b> This grant request for \$360,000 would 1.) cover the cost of acquiring 10.1 acres for the estimated fair market value of \$168,320 (Parcel 68-00379.008) and an acquisition of a conservation easement of 0.9 acres (Parcel 68-00379.010) at an estimated fair market value of \$14,998. 2.) Support the cost of constructing 3,900 linear feet of public access trail with boardwalk. The City's matching funds of \$120,000 will be directly invested in trail and boardwalk construction within the park and conservation easement. Property acquired with the grant funding will be required to be maintained as conservation space into perpetuity, with deed restrictions limiting future development with exception for minimal improvements required to ensure safe public access. The City anticipates recovering the majority of its matching funds through a donation provided by Aspen Grove Investments LLC, less the cost of the organization's direct fair-market costs in establishing park vehicle access. (The City will maintain an access easement over this infrastructure). By purchasing the site versus accepting the land as a donation, the City is able to cover the cost of off-site access infrastructure. With this grant, Venture Park will be constructed with a three-quarter mile multi-use pathway that will guide visitors through sensitive wetland environments, small creeks, and flourishing greenspace. Visitors to the park will be greeted with paved parking, a pavilion, and restroom facilities. A second pavilion will be added in a second phase, as funds allow.	
<b>Justification / Benefits</b> If awarded, the Clean Ohio Grant will enable the Venture Park project to move forward immediately and completely.	
<b>Will this Project affect the City's Operating Costs</b> The City anticipates tentatively budgeting an additional \$120,000 for its 25% matching portion of the Clean Ohio grant.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> The City may decline to apply for the funds, increasing the amount required by the City of Wooster to accomplish the park's creation, or delaying the park's creation altogether.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: This legislation only seeks authorization to apply to the Ohio Public Works Commission for funding. Should funds be awarded, additional legislation will be required for the bidding of any construction work. Similarly, legislation will be required to accept the property.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Suspension of the rules and an Emergency is required in order to meet the June 8, 2018 funding deadline. The next opportunity to apply for funds are anticipated between 6 and 12 months.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Jonathan Millea	<b>Date:</b> 1 June, 2018
<b>Approved for Agenda</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	



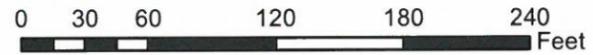
# Venture Park Boundary Map

(With Easement)  
NatureWorks Round 25

### Statistics

Political subdivision: City of Wooster  
Address: 850 Venture Blvd, Wooster, Ohio 44691  
Project Title: Venture Park Project  
Project Sponsor: City of Wooster  
Project Site Acreage:  
= 10.019 Acres Fee-Simple (Parcel 68-00379.008)  
= 0.96 Acres Conservation Easement (Parcel 68-00379.010)

This map depicts the boundary for Venture Park. This project places approximately 11 acres under conservation with public access. The park property to be held by the City of Wooster, outlined in yellow and shaded in green, is 10.019 acres, and comprises entirely of Parcel 68-00379.008. A 0.96 acre conservation easement, outlined in red and shaded dark red, will also be obtained from a portion of Parcel 68-00379.010. Attached is a detailed drawing of the conservation easement to be recorded.



1:1,000

Data: City of Wooster Engineering / Wayne County Auditor



Portion of PARCEL 68-00379.010  
(Red Outline - Conservation Easement)  
PERMANENT EASEMENT

PARCEL 68-00379.008