

Development Coordination Concluding 2014 Annual Report Department of Community Service and Development City of Wooster

Provided by:

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EXECUTIVE SUMMARY

Development Coordination is responsible for supporting Economic and Community Development under the direction of the Administration. Development Coordination pursues various community development grants, manages local tax incentive programs, and serves as a point of contact for businesses seeking assistance in expanding in Wooster. Specific areas include:

Enterprise Zone Program (EZ)

Through 2014, this Division managed 12 active EZ agreements. According to the most recently compiled annual reports (2013), the City's portfolio of agreements represents **\$38,911,074** in new real estate investment, the injection of **311** new jobs and **\$13,077,806** payroll into the local economy, and the retention of **1,540** jobs and **\$79,264,267** associated payroll. As a result, **\$1,505,438** in real estate taxes were paid in 2013, in addition to **\$923,420** in payroll.

This Division assisted two new companies in successfully applying for an EZ Agreement with the City in 2014:

- *Daisy Brand LLC*, which is constructing a dairy products manufacturing center along Geyers Chapel Rd, committed to an investment of \$125,429,660 along with 89 new positions with a \$4,139,283 annual payroll. Due to its size, Daisy Brand LLC was required to file two EZ agreements (10 years, 75 percent), one with the City, and a second with Wayne County which will still require an annual City review.
- *Certified Angus Beef LLC* obtained an EZ (10 years, 75 percent) to assist with its corporate headquarters expansion, committing to a \$1,100,000 investment while retaining 78 full-time jobs and 9 part-time jobs with a combined retained payroll of \$4,635,000. This is in addition to creating an additional ten positions along with a \$450,000 payroll abatement

Community Reinvestment Area (CRA) Program

Through 2014, this Division managed 25 active CRA agreements. As noted in the most recent Tax Incentive Review Council report (2013), this program has encouraged **\$20,892,895** in real estate investment, mostly within the Downtown Area. This includes **\$1,158,911** invested by homeowners. The CRA is credited with creating **116** jobs and a payroll of **\$3,391,963**, along with retaining **51** jobs with a **\$4,656,836** payroll.

Three new firms applied for CRA agreements through this Division in 2014:

- *C & C Wellert Properties LLC* agreed to retain two jobs with a \$40,000 payroll in return for a CRA abatement (10 years, 100 percent) for its \$82,725 investment to revitalize a sizeable garage and retail facility at 149 N. Walnut Street in order to preserve a storefront, three apartments, and establish a studio.
- *Wootown Properties LLC* obtained a CRA abatement (10 years, 50 percent) for the revitalizing to its newly-acquired 236 S. Market St building, which had been left underutilized years beforehand. In return for the abatement on a \$150,000 investment, the firm agreed to retain two positions and \$35,000 in payroll.
- *Ekho Kole LLC* received a CRA abatement (10 years, 100 percent) assist with its redevelopment of 120 and 124 E. Liberty Street, two highly visible buildings 75 feet from Public Square which had been vacant for years. The planned \$700,000 investment, nearing completion, will retain 18.5 Wooster jobs and creating two new positions, in total bringing 20.5 new jobs to Downtown with a combined payroll of \$800,000.

Job Creation Tax Credit (CDBG)

The Local JCTC grant offers qualifying firms an annual grant equivalent to 50 percent of the annual income tax received from new hires for a period of up to five years. Firms must hire 25 or more positions, met payroll criteria, and also be approved for a State Job Creation Tax Credit.

- *Artiflex*, which employed 700 people at its Wooster location in 2014, requested assistance when analyzing sites for future presses. Working with WEDC, the City met with Artiflex officials and was able to provide a Local Job Creation Tax Credit to assist the firm in expanding in Wooster with a \$10,500,000 investment expected to create 50 positions.

Community Development Block Grant Program (CDBG)

The City of Wooster is eligible to petition the Ohio Development Services Agency for certain infrastructure grants through its federally-funded CDBG program. Over **\$283,000** in CDBG grants were expended in 2014.

- Secured a *2014 Allocation Grant (A-F-13-2EQ-1)*, providing \$10,725 to the Viola Startzman Free Clinic (VSFC), \$3,500 to the City's Fair Housing Program, and \$60,775 to replace 7,562 square feet of sidewalks in low-to-moderate income residential neighborhoods.
- Successfully closed a *2013 Allocation Grant (A-F-13-2EQ-1)*, which had similarly invested \$13,300 in VSFC's services, \$3,500 into the Fair Housing Program, and \$58,200 in sidewalk replacements.
- Successfully closed a *2012 Formula Grant (A-F-12-2EQ-1)* which funded acquisition of four parcels to establish a new parking lot serving the East Liberty Corridor. This grant was extended to capture unused funds to construct a base layer for a public parking area.
- Successfully closed a *2012 Discretionary Grant (A-D-12-2EQ-1)* which had injected \$184,661 in grants to revitalize three Downtown buildings. With a 50 percent match from building owners, this project brought \$369,322 in committed revitalization investment.

Business Consultation

- Coordinated with WEDC to provide Incentive Proposals to prospective major firms with the assistance of other City Departments. Also met with prospective start-up firms seeking opportunities.
- Provided real estate data to various departments and firms, as well as showings of 1859 Burbank Rd.
- Met with multiple business owners throughout the year to assess development or expansion opportunities (Usually in collaboration with WEDC, the Chamber of Commerce, or other City of Wooster Divisions). Typically provides data on incentive programs, demographic/traffic statics, business climate overview, background on zoning and permitting requirements, and proper referrals.

Downtown and Community Development Support

- Inaugurated a Downtown Waste Collection Program with three waste and recycling points for businesses around Public Square. This is part of a larger strategy to improve area aesthetics and limit inefficiencies.
- Serves on Main Street Wooster Inc.'s Economic Development Committee.
- Handled various complaints received from downtown businesses on a variety of issues, including waste collection, parking concerns, sidewalk issues, etc.
- Led successful application for a 2015-2016 Community Housing Impact and Preservation (CHIP) Program on behalf of the Wooster and Wayne County Partnership (WMHA as consultant), securing **\$850,000** in funding for the region, \$400,000 specifically dedicated to Wooster. Ongoing management of mortgage requests.
- Referred **56** calls from the Fair Housing Program, with several triggering property maintenance inspections.
- Supported planning efforts for various projects, including coordinating with FAA regarding Daisy Tower, ODOT for Geyers Chapel Road Grant, community outreach, and attending WEDC BizConnect meetings.

Wooster Growth Corporation

- Serves as Project Manager for the Wooster Growth Corporation, the City's Community Improvement Corporation charged with assisting economic development. Responsible for arranging monthly meeting agendas, research as requested by the Board, and oversight of land holdings.
- Continued marketing of 2759 Long Road facility. A draft 2015-2017 lease is pending approval.

Development Coordination 2014 Concluding Annual Report

DIVISION GOALS AND OBJECTIVES

2015 Division Goals and Objectives

- **Development Opportunity Portfolio:** Complete an “Opportunity Portfolio” to better market local opportunities to outside developers and investors. A Downtown Comprehensive Plan and Industrial Site tool will assist with this. Begin an outreach campaign by autumn of 2015.
- **Parking Permit Program and Parking Improvements:** Support other departments in refining and launching an upgraded parking permit program. Establish a written plan for creating a program that minimizes workload, but still is able to provide efficient service for residences and businesses. Work toward full program integration with online presence. Also install new parking wayfinding system.
- **Development Program Platform:** Continue to expand our economic development marketing platform (Refine information with launch of new website. Also create a “how-to” for new projects.) Deploy a for-credit course created in 2014 for Realtors (as noted at 2013 TIRC) and continue to obtain WOLF applicants.
- **Streamline Management of EZ/CRA Programs:** Building from previous efforts, streamline the processing time of annual EZ and CRA reporting. Also refine templates for EZ and CRA applications.
- **CDBG and CHIP Grants:** Continue to manage CHIP projects and CDBG Grants (two active) as per agreements and position City for better scoring. Procurement of competitive set-aside programs. Support other divisions with grant-writing where possible. (2015: ODOT TAP, SRTS, etc.)
- **Downtown Waste Collection Enhancement:** Expand program to meet current requests for service. Work with Downtown business owners on waste receptacle compliance.

2016 through 2020 Division Goals and Objectives

- **CDBG Administrative Capacity and Grant Opportunities:** (2-3 years) With several CDBG Grants closed, the City is better positioned to obtain future grants related to qualified Neighborhood Revitalization, Critical Infrastructure, and Downtown Revitalization. Also assist with other grant pursuits (ODOT, ODNR, etc).
- **Direct Community Outreach / Culture of Entrepreneurship:** Strengthen working relationships with partners to ensure better access to City’s programs. Increase number of outreach events, such as courses.
- **Continue to Update Portfolio Inventory** (1-3 years). Obtain a direct measurable result from this outreach effort. Establish a process for updating Portfolio inventory in consultation with the City’s Development partners (WEDC, Chamber of Commerce, Main Street Wooster, BioHio, College of Wooster, etc).

Status of Previous Year’s Goals and Objectives

- **Downtown Waste Collection Inauguration:** Established program now in place with three waste collection points in place. Demand necessitates the installation of at least one new point in 2015. (Program currently runs a projected \$400-year deficit, with cost-neutral status anticipated for 2015.)
- **Development Opportunity Portfolio:** Comprehensive planning efforts currently underway will assist with pro-active outreach to developers. While some information has been collected and prepared, additional research is needed before starting a pro-active outreach campaign in Autumn of 2015.
- **Parking Permit Program and Parking Improvements:** A new parking lot on E. North Street was installed in 2014 with grant funds. The Downtown Waste Collection program eliminated private containers from City-owned lots. ADA enhancement projects were planned. Work remains to establish a parking permit program, however a new ticketing software system brought online in 2014 will be helpful moving forward.
- **CHIP Support:** Coordinated multiple parties to create a Partnership with Wayne County and managed the grant application process (also received a credit on our application fee from our partners at WMHA). Secured \$850,000 for the Wayne County area, with \$400,000 dedicated for City Projects through 2016.
- **Development Program Platform:** We progressed in creating informational materials to market our economic development platform, with descriptions available now for each major program offered.
- **CDBG Grant Execution:** Managed the closing of three CDBG Grants, improving future grant prospects.
- **Comprehensive Plan Action Items and Grant Planning:** While a new 2015 CDBG program requirement will require additional planning, several projects/needs have already been identified for CDBG projects.

TAX INCENTIVE PROGRAMS

This division works to coordinate the City's tax incentive programs between the City Administration, Finance, Wooster Growth, WEDC, Main Street, Chamber of Commerce, and general public. The City offers a Community Reinvestment Area (CRA), Enterprise Zone (EZ), and Job Creation Tax Credit (JCTC) for businesses relocating or expanding in the area. The incentive is meant to spur activity that would otherwise not occur, and generally results in an immediate real estate tax gains and also income tax gains. Businesses, at the same time, are encouraged to reinvest and expand within the City.

Enterprise Zone Program

The City of Wooster's Enterprise Zone program allows for negotiated property tax abatements of up to 75 percent for ten years on the improved value of a new or expanded facility in return for the creation or retention of at least 10 positions. Applications must be administratively approved before being provided to applicable school districts for comment and or approval. Wooster Growth also votes on providing a recommendation to Wooster City Council, which is ultimately responsible for approving applications. The zone encompasses all of Wooster's 2004 Corporation limits. Areas annexed following 2004 require approval from the Wayne County Commissioners following authorization by Wooster City Council. All abatements are reviewed annually by a local Tax Incentive Review Council.

As of 12/2014, the City had **13 active EZ agreements**¹, including newly signed projects with Daisy Brand LLC and also Certified Angus Beef LLC. In 2014, working with the Finance Department, this office compiled annual status reports from local businesses for the Ohio Development Services Agency and the local TIRC.



A 10 years and 75 percent abatement was provided to **Daisy Brand LLC** to assist with its \$125,429,660 construction project for a dairy products manufacturing center along Geyers Chapel Rd. The project also received support through the CDBG Economic Development program and an ODOT Jobs and Commerce grant. The project will employ 89 new positions with a \$4,139,283 annual payroll. Because the site covers two separate Enterprise Zones, two agreements were filed, one with the Wayne County Commissioners for the majority of the site, and a second with the City of Wooster, contingent upon the annual performance of the first.



A 10 year and 75 percent abatement as also granted to Certified Angus Beef LLC to enable the expansion of its corporate headquarters along Riffle Road. The \$1,100,000 project will enable the retention of 78 full-time and 9 part-time jobs with a \$4,635,000 payroll, along with the creation of 10 new jobs with a \$450,000 payroll. The firm's parent company, the American Angus Association, is based in Missouri. Certified Angus Beef LLC, without assistance, had previously invested in a culinary school, providing a conduit for national and international clientele to visit the Wooster area.

A total of 13 active EZ agreements were in place by 12/2014. Based on the most recently compiled annual reports (2013), the Enterprise Zone has encouraged **\$38,911,074** in new real estate investment and added **311** new jobs to Wooster's economic with a payroll of **\$13,077,806**. At the same time, the program is credited with retaining **1,540** jobs and **\$79,264,267** in payroll. As a result, **\$1,505,438** in real estate taxes were paid in 2013 (Approximately **\$54,000** directly to the City), in addition to **\$923,420** in payroll taxes. The following table lists the status of the City's agreements on the following page.

¹ Number does not include 389-05-01 Tekfor, which requested termination from the program in 2009. Additionally, two active agreements have a current abatement level of 0 percent.

Enterprise Zone Agreements	Jobs Created / Retained (2012)	Amount Invested	2013 Status
<i>New In 2014:</i>			
389-13-01 Daisy Brand LLC	89/0	\$125,429,660	N/A
389-13-02 Certified Angus Beef LLC	78/9	\$1,100,000	N/A
<i>On-going Agreements:</i>			
389-13-02 McConnel Wooster Properties dba Bauer Corp.	35/0	\$2,500,000*	Continue (75%)
389-13-01 LuK USA LLC	1,311	\$12,626,342	Continue (75%)
389-12-02 ABS Materials	28	\$ -	Continue (75%)
389-12-01 Seaman Corporation	142	\$ -	Continue (50%)
389-08-01 Technigraphics Inc. ET. AL.	0	\$6,200,000	Continue (0%)
389-07-01 Bosch Rexroth Corp.& Chesterland Estates	39	\$1,845,421	Continue (75%)
389-06-04 COMPAK Inc.	15	\$4,000,000	Continue (75%)
389-06-03 Westerman, Inc.	79	\$6,224,549	Continue (75%)
389-06-01 Eldorado Stone LLC & Chesterland Estates	28	\$4,813,674	Continue (75%)
389-05-01 United Titanium Inc.	113	\$4,813,674	Continue (75%)
389-04-01 Technigraphics Inc. ET. AL.	0	\$4,490,161	Continue (0%)
TOTAL INVESTMENT IMPACT:	798	\$32,387,479	

Community Area Reinvestment Program (CRA)

The City of Wooster's CRA program provides property tax abatements to qualifying residential home and commercial projects within the City's historical neighborhoods and areas. Homeowners may receive 10 year (or 12 if new construction) 100 percent abatements on the improved value of their homes resulting from a project by filing a simple application. For commercial projects, the process works similar to the EZ Program, with the City meeting with developers on prospective projects to explain the process and provides guidance. If accepted after review by the City Administration, the Office creates a Summary Report and provides notification to applicable school districts, in addition to presenting the proposal to Wooster Growth and then the Wooster City Council. Commercial projects are usually limited to 50 percent, but can be higher with an approving vote by the primary school district. CRA typically runs south of Akron Road and Bowman Street, with a few exceptions. Through 2014, this Division managed 25 active CRA agreements.

As of 12/2014, the City had **25 active CRA agreements**. Coordinating with the Finance Director and Wayne County Auditor, the Development Coordinator is responsible to completing annual status reports and working with the Ohio Development Services Agency. The City consulted, processed, and accepted **three** new CRA agreements in 2014, in total committing to **retention of 22.5** full-time equivalent positions and the **creation** of at least **two** new positions, with a total investment of **\$932,725**. These projects include:



C & C Wellert Properties LLC, which received a 100 percent abatement for 10 years for its \$82,725 investment to revitalize 149 N. Walnut Street. In return, the firm will retain at least two positions at the site with a \$40,000 payroll. The helped to save an aging mixed-use structure with apartments and retail space while converting a small office into a professional studio space.



Wootown Properties LLC received a 10-year, 50-percent CRA abatement to assist it with a \$150,000 project to revitalize its newly-acquired 236 S. Market St. The project will bring residential to an abandoned second floor while revitalizing retail space on the first floor. Two positions and a \$35,000 payroll will be retained in the space.



Ekho Kole LLC obtained a 100 percent CRA abatement for 10 years for its planned \$700,000 investment of 120 and 124 E. Liberty Street, two structures located 75 feet from Public Square. The first floors of the buildings had been vacant for a few years, while the second floors had been empty longer. In addition to adding new downtown residential space, the project will retain 18.5 Wooster jobs currently located in leased space elsewhere, and create two new positions, with a combined payroll of \$800,000.

As noted in the most recent Tax Incentive Review Council report (2013), this program has encouraged **\$20,892,895** in real estate investment, mostly within the Downtown Area. This includes **\$1,158,911** invested by homeowners. The CRA is credited with creating **160** jobs and a payroll of **\$3,391,963**, along with retaining **51** jobs with a **\$4,656,836** payroll. \$59,533 in real estate taxes were collected from properties under CRA agreements in 2013, while income taxes were estimated at \$80,487. This also does not reflect the upward increase in value these projects have brought to the downtown area.

Community Reinvestment Area Agreements	Jobs Created / Retained (2012)	Amount Invested	2012 Status
<i>New In 2014:</i>			
14-003 Echo Kole LLC (Rehabilitation)	<i>Retain 18.5, Create 2</i>	\$700,000*	N/A
14-002 Wootown Properties LLC (Rehabilitation)	<i>Retain 2</i>	\$150,000*	N/A
14-001 C & C Wellert Properties (Rehabilitation)	<i>Retain 2</i>	\$82,725*	N/A
<i>On-going Agreements:</i>			
13-003 Xcess Limited LLC	15	\$200,000	Continue
13-002 Palm House Apartments II, LLC	2	\$4,289,814	Continue
13-001 Condor Pacific Properties	7	\$1,620,000	Continue
12-004 G&G Properties of Ohio	2	\$ -	Continue
12-003 S & D Realty, LLC	2	\$255,000	Continue
12-002 Just Basic Sports, Inc. and Retail Rentals LLC	5	\$337,646	Continue
12-001 Brasfond USA Corp.	0	\$ -	Continue
11-001 CM Properties-Wooster LLC	10	\$503,000	Continue
10-002 Merchants Block LLC	0	\$ -	Continue
10-001 Coyote Group LLC	11	\$265,000	Continue
07-006 MRR Properties	2	\$96,840	Continue
07-005 S Properties LLC	2	\$320,000	Continue
07-004 Liberty Market Properties	30	\$842,700	Continue
07-003 Coyote Group LLC	4.5	\$337,000	Continue
07-002 CCM Real Estate LLC	2	\$430,000	Continue
07-001 544 LLC – Recommended	5	\$1,290,000	Continue
06-005 Gold Star Holdings, LLC	12	\$521,500	Continue
06-004 Coyote Group LLC	2.5	\$415,000	Continue
06-003 HAYNN Construction Inc.	5.5	\$118,250	Continue
06-002 Liberty Market Properties LLC	38	\$1,355,000	Continue
06-001 Michael R. Rose	2	\$224,200	Continue
05-001 Wooster Republican Printing Company	75	\$1,900,666	Continue
TOTAL INVESTMENT IMPACT:	234	\$9,211,802	

Residential CRA Program:

The Office received one Residential CRA application, a Habitat for Humanity project, which was reviewed and approved in early 2014.

Program Marketing:

Brochures and websites were previously created for each the Residential and Commercial CRA programs (available at: www.woosteroh.com/ResidentialCRA.php and www.woosteroh.com/cra.php). The programs continue to be promoted with help through Main Street Wooster and the Chamber of Commerce. A real estate education course was created in late 2014 to increase awareness of this and other programs.

CRA Housing Council:

This Office conducts an annual visual inspection of all CRA properties each year for review by the CRA Housing Council, as required for program compliance. 2015 is the final year of the appointment term for all current CRA Housing Council members.

Job Creation Tax Credit

The local Job Creation Tax Credit is processed by the Finance Director. This Office provides supporting information to interested companies, including providing City Representation for prospective projects at the State of Ohio's Tax Credit Authority. (Obtaining a State Job Creation Tax Credit is a pre-requisite for receiving a local Job Creation Tax Credit.) The City of Wooster works closely with WEDC when considering these types of incentives, which are reserved for firms hiring 25 or more persons within a three-year period. One such agreement was added to the City's program in 20014:



Artiflex Manufacturing LLC was granted a local Job Creation Tax Credit to encourage the firm to expand in Wooster rather than several other locations within the Midwest. The 50 percent, four-year grant follows an earlier State Job Creation Tax Credit and a recent grant through the State of Ohio to allow the firm to upgrade its Wooster facility to support a **\$10,000,000** capital investment that will create up to **50** more positions.

DOWNTOWN AND COMMUNITY DEVELOPMENT SUPPORT

This Division works to support multiple downtown and community development efforts through managing the City's Community Development Block Grant (CDBG) program, overseeing the Community Housing Impact and Preservation (CHIP) program, the Fair Housing program, and several other projects as needed to assist other Divisions and partnering agencies with economically-linked or quality-of-life projects. Main Street Wooster, the Wayne Metropolitan Housing Authority, Wayne County Commissioners, the Ohio Development Services Agency, the Chamber of Commerce, and the Ohio Department of Transportation are vital partners.

Community Development Block Grant Program

The City of Wooster expended \$274,845 in CDBG funding in 2014 through three separate grants. Currently, two awarded grants are open. Efforts are underway to secure additional funding for 2015.

The City of Wooster previously earned the status of an entitlement city through the Ohio Development Services Agency's Small Cities Program. Each year, the City is permitted to apply for uncompetitive funding (typically around \$75,000) for qualifying public improvements and/or programs dedicated to assisting low-to-moderate income neighborhoods, such as sidewalks, roadwork, housing revitalization, and community amenities. Additionally, the program qualifies the City to apply for competitive grants up to \$300,000 for similar projects, such as the City's 2012 Downtown Revitalization Grant, which was completed in 2014.

Active CDBG Grants	Amount	Status (As of 12/2014)
A-F-12-2EQ-1 Formula Grant – E. Liberty Parking Lot	\$89,000	Completed / Not Audited
A-D-12-2EQ-1 Discretionary Grant – Downtown Building Rehab	\$250,000	Completed / Not Audited
A-F-13-2EQ-1 Allocation Grant – LMI Residential Sidewalks	\$75,000	Completed / Not Audited
A-E-13-2EQ-1 Economic Grant – Water / Sewer / Daisy Site	\$500,000	Awarded / Execution 2015
A-F-14-2EQ-1 Allocation Grant – LMI Residential Sidewalks	\$75,000	Awarded / Execution 2015



New E. North Street Parking Lot

A-F-12-2EQ-1 Formula Grant: \$89,000 – COMPLETED

This grant was procured in 2012 and was dedicated toward funding for the Viola Startzman Free Clinic (\$13,300), the City of Wooster's Fair Housing Program (\$3,500), and for property acquisition to support community gardens and potential parking areas (\$72,2000). The City of Wooster acquired the properties in December of 2013 and with additional grant funds remaining \$19,555, and successfully secured an amendment and extension allowing us to use the remainder toward gravel through June of 2014.

A-D-12-2EQ-1 Discretionary Grant: 184,661 – Closed

Originally procured in 2012 to assist with revitalizing downtown buildings, and then amended and extended in 2013, this grant was brought to a successful close, as per the amended agreement, in 2014. The project resulted in the revitalization of 140 W. Liberty Street in downtown, the historic preservation of 202 N. Market Street, and the revitalization of 149 N. Walnut Street. The grant supported **\$184,661** of a **\$369,322** total investment in 2014. Remaining funds from the \$253,200 grant were returned back to the state for the future.



202 N. Market Street



149 N. Walnut Street



149 W. Liberty Street



New Sidewalk (Maple St example)

A-F-13-2EQ-1 Allocation Grant: \$70,629 – Completed

The City secured a \$75,000 CDBG Allocation grant for funding the Viola Startzman Free Clinic (\$13,300), our Fair Housing Program (\$3,500), and funding the replacement of 8,050 ft² of deteriorated sidewalk in residential neighborhoods within Ward 1 (\$53,829). The work was completed through September of 2014 with \$4,371 gained in savings, which will be returned to the state with the likely impact of improving scoring.

A-E-13-2EQ-1 Economic Grant: \$500,000 – Applied (Officially Awarded in 2014)

We worked with WEDC in developing and refining a successful application that has since been signed and is pending a closing binder. The \$500,000 in funds will support the construction of a \$740,000 water and sewer line project to provide service to the future Daisy Brand LLC site. In return for the funds, Daisy Brand LLC is committing to hire 89 jobs, 47 of which will be made available to low and moderate income persons. Construction is anticipated within first half of 2015.


A-F-14-2EQ-1 Allocation Grant: \$75,000 – Applied / Awarded

This Allocation grant was awarded based on funding the Viola Startzman Free Clinic (\$10,700), our Fair Housing Program (\$3,500), and the replacement of 1,572 linear feet of damaged sidewalk (\$60,800) in predominately low-to-moderate income residential neighborhoods within Ward 1.

2015 CDBG Grant Applications: \$75,000 – \$300,000 Available

This office is currently working to submit CDBG Grant requests for 2015. A minimum of \$75,000 will be made available for eligible projects, while the City may petition for two competitive \$300,000 set-aside grants. Economic Development program grants will remain continually available.

Fair Housing Coordination: This Division constructed and has since maintained a Fair Housing website (located: www.woosteroh.com/FairHousing.php) to make our Fair Housing Hotline more accessible, and will update this with the launch of the new City website. 56 calls were fielded in 2014 (a few cases have multiple calls, and a handful were not from outside the jurisdiction). Callers are always direct to the Hotline, and sometimes also to Legal Aide. The Fair Housing Office is a requirement for CDBG funding, and also a primary source for property maintenance complaints, which are forwarded to the Zoning Inspector. The City accepts bids for this service on an annual basis. Donald B. Eager Associates, the hired consultant, registered a total of 48 calls in its 7/2013-6/2014 reporting period, up from 36 previously.

	<p>FAIR HOUSING HOTLINE: 1.800.850.0467 Wooster Fair Housing Officer: 330.263.5250 Wayne County Housing Office: 330.287.5420</p>
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WOOSTER GROWTH CORPORATION

This office has helped project management for Wooster Growth Corporation efforts, including the following:

- Wooster Growth Agenda Compilation and meeting coordination.
- **2014 Wooster Opportunity Loan Fund Campaign.** Coordinating with JumpStart Entrepreneurial Network, we organized a presentation at BioHio Research Park at the Ohio State University Wooster campus and coordinated with local media. We received and directly responded to inquiries from two Wayne County Businesses and provided a Pitch Presentation for applicants. Recommendation for funding for one firm is pending approval of a marketing study.
- **2759 Long Road.** Provided showings and worked to coordinate a potential sale for 2759 Long Road. (A signed lease is pending approval.)
- **Hunting Permit facilitation for Timken Property**
- **Research and or/Reporting as assigned**

ADDITIONAL ECONOMIC DEVELOPMENT EFFORTS

- Coordinated with WEDC to provide Incentive Proposals to prospective major firms with the assistance of other City Departments. Also met with prospective start-up firms seeking opportunities.
- Provided real estate rent/purchase analyses to various departments. Also showed 1859 Burbank Rd.
- Working with WEDC, the Chamber of Commerce, other City Departments, or fielding inquiries, met with business owners and entrepreneurs to share information on programs and to assess opportunities for expansion. Most often, businesses requested data on economic incentive programs, marketing information and demographic statistics, overview of business climate, referrals to other organizations, and backgrounds on zoning and permitting requirements, and proper referrals.
- Commenced a Downtown Waste Collection Program with three billable waste and recycling points for businesses and residences around Public Square. Also coordinated the removal of unauthorized containers from public rights of way. (For 2015, establishing a fourth collection point and website improvements.)
- Served as a member on Main Street Wooster Inc.'s Economic Development Committee.
- Fielded complaints received from downtown businesses on a various issues, including waste collection, blocked alleyways, parking concerns, sidewalk issues, general program inquiries, and so forth.
- Led a successful application for a 2015-2016 Community Housing Impact and Preservation (CHIP) Program on behalf of the Wooster and Wayne County Partnership (WMHA as consultant), securing **\$850,000** in funding for the region, \$400,000 specifically dedicated to Wooster. Ongoing management of mortgage satisfaction and subordination requests, local and joint project review committees, and ODSA reports.
- Managed **56** calls through the Fair Housing Program. Most issues deal with management or maintenance issues, often resulting in a request for property maintenance inspections. Callers are always referred to the City's Fair Housing Consultant (who reported 48 calls for their last reporting period: 9/2013-8/2014), and then Community Legal Aide, the City Zoning Inspector, or Wayne County offices as appropriate. The current process and hired consultant assists the City in meeting ODSA expectations as a condition of CDBG funding.
- Served or participated with multiple development agencies, including serving as an Alternative for NEFCO General Board (Regional environmental planning, Economic Development Administration grants), NEFCO CEDs member, and member of the Ohio Conference on Community Development (ODSA, CHIP, CDBG).
- Supported Downtown Parking improvements, including coordination for ADA enhancement projects, creation of the East North Street Parking Lot (funding, zoning permit, variance, coordination with parties), signage plan, and parking exemption district inventory. (2015 goal of launching a new program to enable easier parking space leasing along with tracking of spaces and marketing).