

CITY COUNCIL AGENDA

March 3, 2014

7:30 p.m.

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

I. ROLL CALL & ORDERING OF AGENDA

II. APPROVAL OF MINUTES

III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

IV. PETITIONS/COMMUNICATIONS FROM PUBLIC

V. COMMITTEE REPORTS; PUBLIC HEARINGS

VI. OLD BUSINESS

1. Second Reading – ORDINANCE NO. 2014-05 AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, AND DECLARING AN EMERGENCY (Ansel)

VII. NEW BUSINESS

1. First Reading – ORDINANCE NO. 2014-06 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH C&C WELLERT PROPERTIES, LLC FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)

2. First Reading – ORDINANCE NO. 2014-07 AN ORDINANCE DETERMINING TO PROCEED WITH THE IMPROVEMENT OF AKRON 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 THEREIN REQUIRED THEREBY, ALL TOGETHER WITH THE NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY. (Ulbright)

3. First Reading – ORDINANCE NO. 2014-08 AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Ansel)

4. First Reading – RESOLUTION NO. 2014-20 A RESOLUTION APPROVING THE REPORT OF THE ASSESSMENT EQUALIZATION BOARD ON OBJECTIONS CONCERNING THE ESTIMATED SPECIAL ASSESSMENTS FOR THE AKRON ROAD PROJECT, PHASE 2, AND DECLARING AN EMERGENCY. (Ulbright)

5. First Reading – RESOLUTION NO. 2014-21 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST BIDDER(S) FOR FURNISHING BITUMINOUS MATERIAL AND CONCRETE (Ulbright)

VIII. EXECUTIVE SESSION (BRIEF)

IX. MISCELLANEOUS

X. ADJOURNMENT

ORDINANCE NO. 2014-05

AN ORDINANCE AMENDING CHAPTER 162, MANAGEMENT BENEFITS, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, AND DECLARING AN EMERGENCY

WHEREAS, the Director of Administration has recommended certain changes to the Management Benefits ordinances.

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

SECTION 1. That Chapter 162 of the Codified Ordinances, entitled Management Benefits, be amended to read in accordance with the attached Exhibit A.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this Ordinance occurred in an open meeting of this Council 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, and for the further reason that prompt action is necessary to implement the amended provisions as of June 1, 2014; 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 Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading 2-18-14 2nd reading _____ 3rd reading _____

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon Ansel

CHAPTER 162

Management Benefits

- 162.01 Administration.
- 162.02 ~~Medical~~ **Health** insurance.
- 162.03 Leaves.
- 162.04 Education assistance.
- 162.05 Holidays.
- 162.06 Uniforms.
- 162.07 Retirement benefits.
- 162.08 Salaries.
- 162.09 Management positions.

162.01 ADMINISTRATION.

Only management level employees of the City (including supervisor, confidential and administrative support employees) shall be eligible for any of the benefits described herein. Such employees shall be defined as those employees listed ~~on the Allocation of Management Positions Ordinance~~ *in Section 162.09, herein.*

162.02 ~~MEDICAL~~ **HEALTH** INSURANCE.

(a) Management level employees may enroll in the City's health insurance program ~~for single or family coverage~~, subject to the terms and conditions established by the Mayor. *Such program may include medical, dental, vision, disability and/or life insurance coverages.*

~~(b) Subject to the terms and conditions established by the Mayor, management level employees may request reimbursement for dental or optical expenses not covered under the medical insurance plan payable in accordance with the dental/optical guidelines. Unless superseded by a successor plan established by the Mayor, the maximum reimbursement shall be four hundred dollars (\$400.00) each calendar year beginning January 1, 1996. Any unused balance for each calendar year will be credited to the following year, provided that such unused balance must be expended by June 30th of the following year, after which it will be forfeited and provided that statements attributable to an unused balance carried over from the prior year must be received in the Personnel Division by July 15 of the current year, in which event the purchase order will be liquidated no later than September 30 of the current year.~~

162.03 LEAVES.

Management level employees shall be paid their full salary while on sick and vacation leaves. They shall continue to earn sick leave and vacation credit while on sick leave, injury leave, vacation leave and military leave.

- (a) [No change]

(1) [No change]

(2) A. *With respect to employees who retire on or before December 31, 2018,*

~~When~~ management employees with at least ten years of service with the City retire, they shall be paid thirty-three percent (33%) of their accumulated sick leave, not to exceed seventy-five (75) days. When management employees with less than ten years of service with the City, but with ten or more years service with the State, any political subdivision, or a combination thereof retire from active service with the City, the rate shall be reduced to twenty-five percent (25%), *not to exceed seventy-five (75) days*. Such payment shall be based on the employee's rate of pay at the time of retirement and eliminates all sick leave credit accrued but unused by the employee at the time of the payment. As used in this section, "retirement" is limited to the point at which an employee is then eligible to receive disability or service retirement payments under any State or municipal retirement system in this State.

B. *With respect to employees who retire on or after January 1, 2019, when management employees with at least ten years of service with the City retire, they shall be paid twenty-five percent (25%) of their accrued but unused sick leave, not to exceed two hundred forty (240) hours. Management employees with less than ten years of service with the City, but with ten or more years service with the State, any political subdivision, or a combination thereof retire from active service with the City, shall be paid twenty-five percent (25%) of their accrued but unused sick leave, not to exceed two hundred forty (240) hours. Such payment shall be based on the employee's rate of pay at the time of retirement and eliminates all sick leave credit accrued but unused by the employee at the time of the payment. As used in this section, "retirement" is limited to the point at which an employee is then eligible to receive disability or service retirement payments under any State or municipal retirement system in this State.*

C. In the case of the death of an employee, the estate of an employee with ten or more years of service to the City shall receive payment for his/her accumulated sick leave based upon the employee's rate of pay at time of death. Maximum payment shall be as prescribed in the preceding subsection, provided that an employee who died before becoming eligible for retirement will be limited to a maximum payment calculated by multiplying the figure from subsection (a)(2) A. hereof by the fraction of the employee's total years of service divided by 30.

(3) Management employees may use sick leave for absences due to personal illness, ~~injury, pregnancy, exposure to contagious disease~~ *and/or* examination by an appropriate *health care* practitioner for medical, dental, optical or psychological purposes. Sick leave may also be used for illness of or injury to a member of the employee's family (*spouse, children or employee's parents*), ~~or to attend the funeral of a member of the employee's family~~. For use of sick leave for parents of an employee, employees are limited to no more than three days per calendar year.

(4) Sick leave incentive. Management level employees who have a minimum of forty days of accumulated sick leave on the first day of the last pay period ending in the preceding year, and who increase that balance by an additional eleven days from the first day of the last pay period ending in December of the current year, shall qualify for sick leave incentive.

A. [No change]

B. [No change]

C. [No change]

D. *This subsection (4), Sick leave incentive, will be repealed as of January 1,*

2015.

(b) Injury Leave. [No change]

(c) *Family Medical Leave Act (FMLA). The City of Wooster is and will remain in compliance with respect to the FMLA regulations and requirements.* Pregnancy, Childbirth Leave. Upon written request to the Mayor and/or Director of Administration a pregnant employee may be granted a leave of absence without pay subject to the provisions of this section.

~~(1) Leaves of absence without pay shall be limited to a period of time not to exceed six months. This period may include a reasonable delivery and recovery period, as certified by physician, and may extend past the one year limitation upon approval by the Mayor and/or Director. Such leave shall not include time, following recovery from childbirth, being requested for purposes of child care.~~

~~(2) A pregnant employee requesting a leave of absence without pay shall present, at the time the request is made, a physician's statement that the employee is unable to perform the material and substantial duties of her position as a result of pregnancy, childbirth or related medical conditions.~~

~~(3) Use of sick leave and vacation leave: A pregnant employee shall be permitted to use accumulated sick leave for the period of time as certified by a physician, that the employee is unable to perform the material and substantial duties of her position as a result of pregnancy, childbirth or related medical conditions. An employee using sick leave credit shall not be prevented from receiving a leave of absence without pay for the remainder of the period an employee is unable to return to work. A pregnant employee is also permitted to use approved, accumulated vacation leave.~~

~~(d) Child Care Leave. Employees may take required time off for special child care purposes. Such leave shall be considered on a nondiscriminatory basis without regard to gender of the employee. Such leave shall be without pay. Child care leave may be renewed once upon approval by the Mayor and/or Director of Administration. An employee on child care leave shall continue to receive medical insurance coverage, but shall cease to earn vacation and sick leave credit. An adoptive parent's request shall be considered on the same basis as that of a biological parent under similar circumstances.~~

(d) *Bereavement Leave. In the event of the death of an immediate family member, employees will be permitted to take up to five (5) days with full pay for purposes of dealing with matters related to death and grieving. Such leave will not be granted to employees attending a funeral during periods when, for other reasons, they are not at work, such as during vacation, holidays or illness.*

(e) Personal Leave. A management level employee may request an unpaid ~~or~~ personal leave of absence for a period not to exceed thirty-one **(31)** calendar days. Request for renewal may be made only once. Award or denial of a personal leave shall be made by the Mayor and/or Director of Administration. All decisions shall be final. ~~All other benefits are discontinued for an employee on a personal leave of absence. Upon approval of the Mayor and/or Director of Administration, employees may continue their medical insurance coverage on a self-pay basis.~~ *During any such period of personal leave employees will continue to be covered by the City's existing health care plan.*

(f) **Non-FMLA** Medical Leave. ~~If ~~m~~Management employees~~ *who* have exhausted *both their FMLA eligibility and* their *accrued* sick leave balance and require additional time off because of their illness, ~~they~~ may request a medical leave of absence.

(1) A medical leave is taken without pay.

(2) The employee does not earn vacation or sick leave credit while on an unpaid medical leave. The Mayor and/or Director of Administration ~~may~~ *shall* continue ~~medical~~ *health* insurance coverage for such employee.

(3) The maximum length of time an employee may request for a **non-FMLA** medical leave is ~~180~~ *ninety (90)* calendar days. A renewal may be awarded only once.

(g) Vacation Leave.

(1) [No change]

(2) [No change]

(3) [No change]

(4) [No change]

(5) [No change]

(6) [No change]

(7) ~~The Mayor and/or Director of Administration may transfer accrued service time from other governmental agencies for any new employee.~~ *Vacation Cash-Out Option. Subject to the approval of the Director of Administration, employees will be permitted to "cash out" unused vacation time of up to one-half of their annual accrual once during any calendar year (January through December), provided that the employee must maintain a minimum balance of ten (10) vacation days. The "cash out" rate will be ninety percent (90%) of the employee's daily base rate.*

(h) [No change]

162.04 EDUCATION ASSISTANCE. [No change]

162.05 HOLIDAYS.

The following days shall be recognized as paid holidays beginning January 1, 2006:

New Year's Day	Labor Day	Christmas Day
Martin Luther King Day	Veteran's Day	
Presidents' Day	Thanksgiving Day	
Memorial Day	Day after Thanksgiving	
Independence Day	Christmas Eve	

~~If a holiday falls on a weekend, the employee may take the time off at an alternative time as approved by the employee's supervisor. Compensation for holidays is included in a management employee's salary.~~

162.06 UNIFORMS. [No change]

162.07 RETIREMENT BENEFITS.

(a) [No change]

(b) [No change]

(c) This section will be repealed as of January 1, 2019.

162.08 SALARIES.

(a) Commencing January 1, 2014, the salary ranges for Supervisor, Confidential and Administrative Employees are hereby established as follows:

S, C & A Grade	Min	Max
1	\$31,751.20	\$ 48,817.60
2	\$33,332.00	\$ 51,266.80
3	\$35,003.80	\$ 53,830.40
4	\$36,764.00	\$ 56,526.60
5	\$38,589.20	\$ 59,335.40
6	\$41,488.20	\$ 63,791.00
7	\$43,560.40	\$ 66,976.00
8	\$46,173.00	\$ 70,994.00

(b) *Commencing January 1, 2014, the salary ranges for Management Employees are hereby established as follows:*

Management Grade	Min	Max
1	\$44,673.20	\$ 68,694.60
2	\$46,901.40	\$ 72,124.00
3	\$49,038.60	\$ 76,024.00
4	\$51,513.80	\$ 79,833.00
5	\$53,586.00	\$ 84,601.40
6	\$56,258.80	\$ 88,834.20
7	\$59,066.80	\$ 93,269.80
8	\$62,030.80	\$ 97,923.80
9	\$65,127.40	\$102,827.40
10	\$68,203.20	\$108,264.00
11	\$71,609.20	\$113,677.20
12	\$74,887.80	\$119,849.60
13	\$78,629.20	\$125,842.60

(c) *Commencing January 1, 2009~~2014~~ and every January 1 thereafter, the salary ranges for management employees (including supervisor, confidential and administrative support employees) established in this chapter shall ~~may~~ be adjusted by the same percentage as the increases contained in the corresponding collective bargaining agreement with the Wooster Employees Association based upon market survey data, but not in excess of the annual cost of living adjustment published by the Ohio Public Employees Retirement System.*

(d) *In addition to the salaries established herein, management employees will be eligible for the "pick up" provided for in Section 2 of Ordinance No. 1999-32 effective as of April 1, 2014 the City, as employer, will pay 3.5% of each employee's statutorily required 10% contribution to OPERS for all management (including supervisor, confidential and administrative support) employees.*

162.09 MANAGEMENT POSITIONS.

(a) In accordance with Article V, Section 5.03 of the Charter of the City of Wooster, and ~~the Codified Ordinance~~ Section 162.01, *above*, the following management positions are hereby identified and authorized:

POSITION	STATUS
Accountant I	Unclassified
Accountant II	Unclassified
Administrative Assistant	Unclassified
Assistant City Engineer	Unclassified
Assistant Fire Chief	Classified
Building Standards Manager	Unclassified
City Planner	Unclassified
Community Service and Development Administrator	Unclassified
Deputy Director of Finance	Unclassified
Director of Administration	Unclassified
Director of Finance	Unclassified
Director of Law	Unclassified
Development Coordinator	Unclassified
Engineering Manager	Unclassified
Finance Manager	Unclassified
Fire Chief	Classified
Human Resources Manager	Unclassified
Human Resources Specialist	Classified <i>Unclassified</i>
Information Systems Manager	Unclassified
Planning and Zoning Manager	Unclassified
Police Captain	Classified

Police Chief	Classified
Project Manager	Unclassified
Public Properties Maintenance Manager	Unclassified
Public Properties Maintenance Assistant Manager	Unclassified
Public Properties Maintenance Supervisor	Classified
Public Works Administrator	Unclassified
Recreation/Community Center Manager	Unclassified
Recreation Supervisor	Unclassified
Safety Administrative Supervisor	Classified
Staff Engineer	Unclassified
Utilities Manager	Unclassified
Utilities Assistant Manager	Unclassified
Utilities Supervisor	Classified

~~(b) — Any employee presently serving in a position considered to be classified prior to the adoption of this Ordinance shall continue in such status so long as s/he remains in that position.~~

ORDINANCE NO. 2014-06

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH C&C WELLERT PROPERTIES, LLC FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY

WHEREAS, C&C Wellert Properties, LLC, dba C&C Productions, is a for-profit enterprise which desires to renovate existing facilities within the downtown business district, including a retail store, studio and office space, for a property located at 149 N. Walnut Street in the city of Wooster (PPN 64-01693.000), within the area designated by Wooster City Council as the community reinvestment area (CRA), including a capital investment of up to \$82,725.00 for improvements to the existing facilities; and it has requested tax abatement as an incentive to make these improvements; and

WHEREAS, the Wooster Growth Corporation, as the designated community improvement corporation for the City of Wooster, has reviewed the request for CRA tax incentives and has recommended its adoption; and the Wooster City Schools board of education has also reviewed the request and given its approval thereof.

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

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

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

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

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

Passed: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon Ansel

Request for Agenda Item Non-Capital

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

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

Requested is Council's consideration on whether to authorize the Mayor to enter into a Community Reinvestment Area Agreement on behalf of the City of Wooster with C&C Wellert Properties, which intends to perform a major building rehabilitation at its Downtown 149 N. Walnut Street address. C&C Wellert Properties is seeking a 10-year 100 percent CRA tax abatement for improvements to its building, which includes space for a retail store, studio and office space for C&C Productions, as well as three residential apartments. In addition to performing repairs necessary to keep the building productive and retaining a minimum of two full-time equivalent jobs, the project is anticipated to greatly improve the grade of the building. This project was developed after City of Wooster staff approached C&C Wellert Properties about a matching downtown revitalization grant opportunity, as 149 N. Walnut Street is located within the City's defined CDBG Downtown Revitalization Target Area. As a small business concerned about the cost impacts from the project, however, C&C Wellert Properties was invited by City of Wooster staff to complete a formal CRA Application for Agreement, which is enclosed along with a project summary which offers details on the project and an estimate of how tax revenues may be impacted if the project is approved.

The project is made in partnership with Main Street Wooster, a key authorizing participant in the City's CDBG Downtown Revitalization Grant. The Wooster City schools Board of Education has voted unanimously on its second reading to support the project as proposed 25 February 2014. Additionally, the Wooster Growth Corporation has provided the following digital motion: *That the Wooster Growth Corporation provide to Wooster City Council a Recommendation that the City Enter Into a Community Reinvestment Area Agreement with C&C Wellert Properties for the 149 N. Walnut Street, Wooster Project as proposed in the 14 January 2014 Application Summary Packet.*

Please find attached the 14 January 2014 Application Summary Packet which details the project and contains concept drawings, followed by a notification letter to the Wooster City School District and subsequent resolution of approval, and a notification letter to the Wayne County Schools Career Center.

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

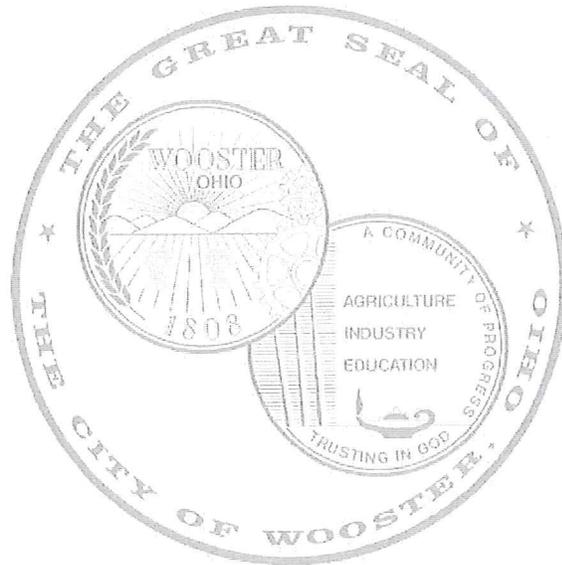
A suspension of rules is recommended in order to facilitate a time-sensitive project. With an agreement, C&C Wellert Properties is ready to begin implementing the proposed improvements. This proposal has previously been discussed at two public Wooster City School Board of Education Regular Session Meetings, in addition to a work session.

Manager Requesting

Date

Approved for Agenda

Ord #6



City of Wooster, Ohio

149 N. Walnut Street, Wooster, Ohio

Community Reinvestment Area – Application Packet – 14 January 2014

Prepared by:

City of Wooster Department Community Service and Development

At the Request of:

C&C Wellert Properties LLC

Project Summary

C&C Wellert Properties LLC is a small property management business that operates a mixed-use residential, studio/office, and retail building at the corner of Walnut Street and North Street in downtown Wooster. The company is wholly owned by Ms. Carrie Wellert and Mr. Craig Wellert, who also own C&C Video Productions, a small video production business located in the building.

Having purchased the structure in 2011, Mr. and Mrs. Wellert have invested heavily in making interior repairs to the 85-year old building, which takes up nearly half a block along North Street, in-between the Wayne County Justice Center and the Wooster City School District Board of Education Building. These investments have helped to retain viable space for three downtown residential apartments, a retail business employing two owners full-time, and a base of operations for C&C Video Productions, employing a minimum of 1.5 full-time equivalent positions.

FIGURE 1
Front Façade



149 N. Walnut Street from W. North Street: 7/2013, City of Wooster

FIGURE 2
adk Drawing Excerpt (Copyright AODK, Shown for Summary Only)



Image excerpt of architectural drawings: NOT TO SCALE, PLEASE REFERENCE ACTUAL DRAWINGS. NOTICE: ©AODK 2014.

C&C Wellert Properties LLC is seeking a 10-year, 100 percent property tax abatement for its proposed \$82,725.00 (excludes an additional \$50,000 for a partial demolition) project to revitalize the façade of its 149 N. Walnut Street building. Improvements would include the installation of new entranceways, replacement of non-compliant windows

with aesthetically pleasing energy-efficient windows, repair of decaying brickwork on the ground-level portion of the building, and installation of seamless composite planks along the second floor and North Street façades. Included in the project would be the demolition of a chimney and creation of a new entrance for C&C Video Productions.

As part of a separate project, C&C Wellert Properties LLC will be demolishing a failing portion of its garage. The project is not being included because of its independence from façade improvements, timeline, and lack of applicability to the CRA program as the investment would not result in a positive impact to property tax valuation.

The project site is defined as being within the City of Wooster Central Business District, the Downtown Design Review District, and also the defined Overall Target Area for the *FY 2012 Ohio Small Cities Community Development Block Grant Discretionary Targets of Opportunity for Downtown Revitalization* Grant which has been extended through June 30th of 2014. The property owners have been accepted as participants in the aforementioned grant, which will reimburse a portion of the cost of the proposed work on the basis that the proposed investment will help to revitalize a source of spot-slum and blight in Wooster's Downtown Area. However, because the project is likely to impact tax values from this investment, the applicants are seeking a CRA Agreement to limit the financial burden upon their small business of making their matching investments to enable the proposed improvements, which will serve to dramatically improve the aesthetics along North Street and Walnut Street. At the same time, the project will work to resolve a deteriorating exterior, enhancing the potential for increased property tax revenues

FIGURE 3

Project Summary - Site



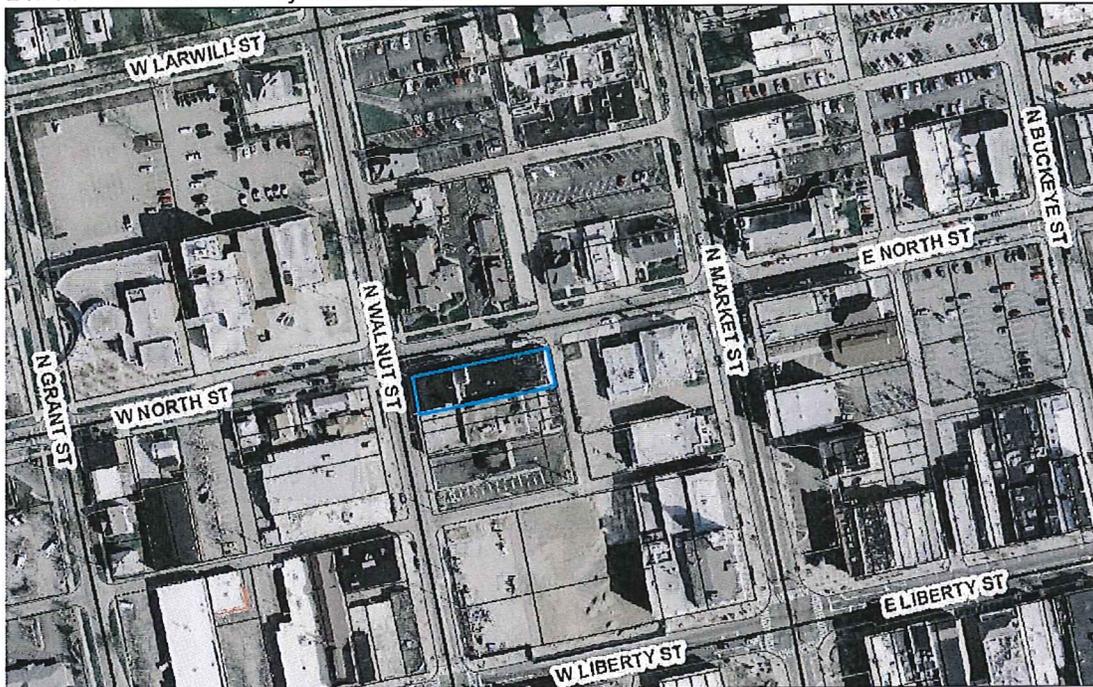
149 N. Walnut Street (Parcel 64-01693.000) outlined in yellow (approximate area). Bing Aerial Screenshot, 2013.

Project Location:

149 N. Walnut Street rests between the Wayne County Justice Center and the Wooster City Schools Board of Education Building, one city block north of the new Merchants Block mixed-use complex. The project area is zoned C-4 Central Business and is within the City of Wooster's Design Review District. The site was also included in the City's 2012 Discretionary Grant Program Application Target Area and the Ohio Development Services Agency amended an earlier grant agreement with the City to include 149 N. Walnut Street on the basis of the site being a source of spot-slum and blight in the Downtown Area. As a result, a portion of the proposed project will be partly supported with funding through the *FY 2012 Ohio Small Cities Community Development Block Grant Discretionary Targets of Opportunity for Downtown Revitalization Grant*.

FIGURE 4

149 N. Walnut Street Project Site Location



149 N. Walnut Street (Parcel 64-01693.000) outlined in blue. Screenshot capture of Wooster Internal GIS Display (6 Nov. 2013).

Project Description:

C&C Wellert Properties proposes a major façade renovation for 149 N. Walnut Street, including replacing non-compliant windows with safer and energy-efficient windows, roof repairs over the garage portion of the structure, wall fortification where necessary, tuck-pointing brickwork, and installing composite plank siding for the second level and garage portion of the structure to create a seamless and inviting façade along its entire North Street and Walnut Street expanses. These investments will not only reverse current deterioration and spot-slum and blight conditions, but create a more viable environment for business while contributing to a revitalizing downtown core.

Applicable Community Reinvestment Area Activities:

The proposed project, which includes major improvements to the building façade, a new entrance, and roof repairs to retain a downtown building for viable economic use, are qualifying activities for the Community Reinvestment Area program.

Anticipated Project Costs:

Total Project Costs are estimated at \$82,725.00 (+/- 10 percent), with the retention of two jobs at a projected combined minimum payroll of \$40,000.00 per year. The costs will cover include (+/- 10 percent) to be completed between February 2014 through 30 June 2014. An additional \$182,000 in expenditures is anticipated to execute the project.

Estimated Tax Implications for 100% Abatement Request:

The current tax valuation of the prospective property is \$4,005 per year. Please see attached tax value card and **Table 1** below. The proposed investment of \$82,725 into the \$151,220 property may increase the small business' current \$4,005 annually tax liability up to \$6,159, based on current tax rates.

Over ten years, approval of this abatement would likely retain a minimum of \$40,005 for the Wooster City Schools without increasing the burden on the district as the focus is job retention of existing positions through the preservation of the building. At the same time, the project would retain approximately \$6,000 in projected City of Wooster income taxes over ten years. After ten years, however, property valuation may increase over 50 percent to \$6,159, as opposed to increase and no positive neighborhood impacts without the abatement.

TABLE 1

Projected Tax Impacts

Current Tax Value¹	Total	\$151,220	Annual Tax Obligation	\$4,005
Post Project Tax Value (est)	Total	\$233,945	Annual Tax Obligation without Abatement ²	\$6,159
<i>Based on \$82,725 Invested in real property improvements.</i>			Annual Tax Obligation with 100% Abatement	\$4,005
Annual Savings (100% Abatement)	Total	\$2,154	Total Savings after 10 Years	\$21,540
			<i>Net Property Tax Gain with Abatement</i>	N/A - Retain \$4,005
			<i>Net Income Tax Gain with Project</i>	N/A - Retain \$600
			<i>Total Local Tax Revenue 10 yr Impact</i>	Retain Current

1. As reported on Property Record Card generated 6 November 2013.

2. "Annual Tax Obligation without Abatement" based on Post Project Tax Value, assuming that the entire allocation of \$82,725 in addition to the current tax value. Figure was calculated using the Wayne County Auditor's Tax Estimator Tool for tax rates within District 64, which features a millage of 75.21941 for commercial properties.

Reason for Requesting 100% 10-Year Tax Abatement – (#11 B. from CRA Application)

The applicant cites the following reason for requesting the incentive: *“Money saved on taxes will be used to reinvest in the facility and to make future needed improvements for the facility. Funding will also help to retain and add additional employees by having cash flow available during this time of improvements.”* Additionally, please see the attached letter provided by the applicant.

The City of Wooster has performed an Administrative Review of C&C Wellert Property’s Application to affirm its applicability to the Community Reinvestment Program. Prior to making the application, the City of Wooster had approached C&C Video Productions LLC with the opportunity to participate in a Downtown Revitalization Grant Program following the departure of a few original participants from the program.

FIGURE 5
Brick Façade



Front brick façade to be repaired, with second floor level dressed with composite (simulated wood) planks.

(This was in addition to reaching out to Main Street Wooster, a participant in the program.) While the grant will enable funding for a portion of the improvements, a substantial investment will be required of the small downtown business. **City of Wooster staff and C&C Wellert Properties LLC have invested substantial effort in developing this project, which in addition to retaining downtown small-business jobs, will serve to improve the site’s aesthetics, viability, value, and quality of a targeted downtown revitalization area.**

Attachments

- Signed C&C Wellert Properties Application
- Signed C&C Wellert Properties Letter
- City of Wooster Grant Letter (Completion date since amended to 30 June 2014)
- Lender Pre-Qualification Letter
- Project Site Plans (AODK)
- Parcel 64-01693.000 Property Record Card and Map

PROPOSED AGREEMENT for Community Reinvestment Area Tax Incentives between the
City of Wooster located in the County of Wayne and C&C Wellert Properties LLC.

1. a. Name of property owner, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

<u>C&C Wellert Properties LLC</u> Enterprise Name	<u>Mr. Craig Wellert and Ms. Carrie Wellert</u> Contact Person
<u>149 N. Walnut Street, Wooster</u> Address	<u>330.321.4032 / 330.321.4031</u> Telephone Number

- b. Project site:

<u>149 N. Walnut Street</u>	<u>Mr. Craig Wellert and Ms. Carrie Wellert</u> Contact Person
<u>Wooster, Ohio 44691</u> Address	<u>330.321.4032 / 330.321.4031</u> Telephone Number

2. a. Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site.

Downtown Mixed Use: Media Production, Retail Store, Residential Apartments

- b. List primary 6 digit North American Industry Classification System (NAICS) # 512110
(Video Production)

Business may list other relevant SIC numbers. Subject to Change over project period as tenants may change: 531311 (Residential Property Management), 452990 (Variety Store)

- c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: N/A – Applicant is a property holding company. Applicant operates a Video Production Studio at project site, and leases three residential apartments and a retail store that is managed by another firm. Companies at the project site include: C&C Wellert Properties LLC, C&C Video Productions LLC, and a retail tenant.

- d. Form of business of enterprise (corporation, partnership, proprietorship, or other).

Limited Liability Corporation

3. Name of principal owner(s) or officers of the business.

Mr. Craig Wellert and Ms. Carrie Wellert

4. a. State the enterprise's current employment level at the proposed project site:

C&C Wellert Properties LLC is a property management company owned and operated by two self-employed owners. The applicants also own and operate C&C Video Productions at the site, which employs (1) Full-time and One (1) Part-time persons. A retail tenant occupying space at the building's storefront supports two (2) Full-time self-employed positions.

- b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Yes ___ No X

- c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

N/A - retention only.

- d. State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):

One Full-time, One Part-time for Video Production, and Two Full-time at retail store

- e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:

N/A

- f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated?

N/A

5. Does the Property Owner owe:
- a. Any delinquent taxes to the State of Ohio or a political subdivision of the state?
Yes ___ No X
 - b. Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes ___ No X
 - c. Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?
Yes ___ No X
 - d. If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets). N/A
6. Project Description: This project will retain two existing businesses and also maintain three residential apartments in Wooster's downtown area. The project will work to bring an existing multi-use structure up to code compliance while greatly enhancing aesthetics of the exterior. The project is occurring in a sensitive Downtown location, positioned between the Wooster School District Board of Education building, near the County Justice Center, and north of the recently-constructed Merchants Block. Project elements will include an upgrading of the façade, replacement of noncompliant windows, and either the replacement or repair of the building's roof. Also, the building's chimney would also be removed as part of the project.
7. Project will begin on or about February 5, 2014 and be completed December 31, 2014 provided a tax exemption is provided.
8. a. Estimate the number of new employees the property owner will cause to be created at the facility that is the project site (job creation projection must be itemized by the name of the employer, full and part-time and permanent and temporary):
C&C Wellert Properties LLC will maintain space to retain at least two full-time equivalent positions at the project site: (1) One and one half FTE at C&C Video Production LLC, (2) at least one FTE at the retail section of the building.
- b. State the time frame of this projected hiring: 2 (retained) yrs.

- c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):

As a retention project, the minimum level of employee retention will reflect the statement provided in Section 8a: “(1) One and one half FTE at C&C Video Production LLC, (2) at least one FTE at the retail section of the building”

9. a. Estimate the amount of annual payroll such new employees will add \$ N/A (new annual payroll must be itemized by full and part-time and permanent and temporary new employees).

- b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the project: \$ 40,000 annually

10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:

A. Acquisition of Buildings:	\$ _____
B. Additions/New Construction:	\$ _____
C. Improvements to existing buildings:	\$ <u>82,725.00</u>
D. Machinery & Equipment:	\$ _____
E. Furniture & Fixtures:	\$ _____
F. Inventory:	\$ _____
Total New Project Investment:	\$ <u>82,725.00</u>

11. a. Business requests the following tax exemption incentives: 100 % for 10 years covering real property 149 N. Walnut Street, Wooster, Ohio 44691 as described above. Be specific as to the rate, and term.

- b. Business's reasons for requesting tax incentives (be quantitatively specific as possible)

Money saved on taxes will be used to reinvest in the facility and to make future needed improvements for the facility. Funding will also help to retain and add additional employees by having cash flow available during this time of improvements. Please see attached Company Statement.

Submission of this application expressly authorizes the City of Wooster to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item # 5 and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation, or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request.

The Applicant agrees to supply additional information upon request.

**CRA Application – C&C Wellert Properties LLC, January 2014:
149 N. Walnut, Wooster Ohio 44691**

The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C)(1) and 2921.13(D)(1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefits as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

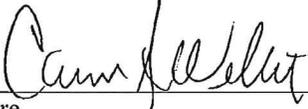
C&C Wellert Properties LLC

Name of Enterprise

Date

1-9-14

Signature



Ms. Carrie Wellert

Typed Name and Title

Signature



Mr. Craig Wellert

Typed Name and Title

* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal. Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board of Education to appear and/or comment before the legislative authorities considering the request.

** Attach to Final Community Reinvestment Area Agreement as Exhibit A

Please note that copies of this proposal must be included in the finalized Community Reinvestment Area Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Development Services Agency within fifteen (15) days of final approval.

ORDINANCE NO. 2014-07

AN ORDINANCE DETERMINING TO PROCEED WITH THE IMPROVEMENT OF AKRON 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 THEREIN REQUIRED THEREBY, ALL TOGETHER WITH THE NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY.

WHEREAS, this Council has adopted Resolution No. 2014-03 on January 6, 2014, declaring the necessity of making the improvement described in Section 1 (the Resolution of Necessity); and

WHEREAS, pursuant to the Resolution of Necessity, the City Engineer prepared and filed in the office of the Clerk of Council the estimated special assessments for that improvement, notices were thereafter served on the owners of all lots and lands to be assessed; and

WHEREAS, Council has adopted a resolution approving the report of the Assessment Equalization Board appointed by Resolution No. 2014-17 adopted on February 18, 2014;

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

SECTION 1. It is determined to proceed with the improvement of Akron Road, from a point approximately 66 feet north of Long Road to a point approximately 183 feet past Gateway Drive, 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 therein required thereby, all together with the necessary appurtenances thereto.

SECTION 2. The improvement shall be made in accordance with the provisions of the Resolution of Necessity, and with the plans, specifications, profiles and estimate of cost previously approved and now on file in the office of the Clerk of Council.

SECTION 3. Any claims for damages resulting from the improvement that have been legally filed shall be inquired into after completion of the improvement, and the Director of Law is authorized and directed to institute legal proceedings in a court of competent jurisdiction to inquire into those claims.

SECTION 4. The portion of the cost of the improvement to be assessed in accordance with the Resolution of Necessity, less the amount to be assumed and paid by the City as an additional part of the City's portion of the cost of the improvement in accordance with the report of the Assessment Equalization Board referred to in the preambles hereto, shall be assessed in the manner and pursuant to the schedule set forth, and on the lots and lands described, in the Resolution of Necessity.

SECTION 5. The estimated special assessments previously prepared and filed in the office of the Clerk of Council, and as equalized by the Assessment Equalization Board, are adopted.

SECTION 6. The Clerk of Council shall deliver a certified copy of this ordinance to the County Auditor within 15 days after its passage.

SECTION 7. Subject to the provisions of Section 727.24 of the Revised Code, the Director of Administration is authorized and directed, as soon as the funds are available, to make and execute a contract for the improvement with the lowest and best bidder after advertising according to law, and the improvement shall be financed as provided in the Resolution of Necessity; provided, however, that the amount to be assumed by the City as part of the City's portion of the cost of the improvement in accordance with the report of the Assessment Equalization Board shall be paid, as shall be the balance of the City's portion of the cost of the improvement, by the issuance of securities in the manner provided by law or from other funds available for this purpose.

SECTION 8. 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 of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 9. 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 this ordinance is required to be immediately effective in order to provide for the construction of the improvement, which is necessary to eliminate existing hazards to the traveling public and provide for adequate drainage and utility services to the residents of this 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: _____, 2014 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2014
Mayor

Introduced by: Jon E. Ulbright

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

Division Engineering	Meeting Date Requested March 3, 2014
Project Name Way-585-0.57 Reconstruction	Approved for Agenda
Estimated Total Cost \$3,775,000	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
Description Of Purchase This is a request to advertise and enter into a contract with the lowest and best bidder for the reconstruction of Akron Road from Long Road to Gateway Drive, as described in the Resolution of Necessity, 2014-03.	
Justification / Benefits The need for this project has been previously established and ratified by Council. All necessary rights-of-way have been obtained, all assessments have been calculated and equalized by the equalization board.	
Will This Project Effect the City's Operating Costs This project should lower the City's operating costs by reducing maintenance costs on the existing road.	
What Alternatives Exist and What Are The Implications of The Alternatives We can do nothing and forfeit the ODOT Small Cities money, continue maintenance on the existing road, and not address the safety issues resulting from the narrow lanes and intersection geometry.	
Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Note Reasons State law requires a minimum advertisement period of three weeks and one day. The project needs to be advertised immediatley in order begin construction on schedule.	
Division Manager Roger Kobilarcsik	Date February 26, 2014

Ord #7

**Request for Agenda Item
Non-Capital**

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

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

In January, we received confirmation of the extension of our CDBG Downtown Discretionary grant in the amount of \$253,200 and our 2012 CDBG Formula grant of \$21,200. The CDBG Downtown Discretionary grant is for downtown building revitalization and the 2012 CDBG Formula grant is for East Liberty Street parking.

Please prepare legislation that will appropriate \$274,400 in the Community Development Block Grant (CDBG) Fund from the unappropriated balance in the Community Development Block Grant (CDBG) Fund. \$274,400 is derived from adding the CDBG Downtown Discretionary grant (\$253,200) and the 2012 CDBG Formula grant (\$21,200). Both grants are federal programs.

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

Manager Requesting

Date

Approved for Agenda

Ord #8

RESOLUTION NO. 2014-20

A RESOLUTION APPROVING THE REPORT OF THE ASSESSMENT EQUALIZATION BOARD ON OBJECTIONS CONCERNING THE ESTIMATED SPECIAL ASSESSMENTS FOR THE AKRON ROAD PROJECT, PHASE 2, AND DECLARING AN EMERGENCY.

WHEREAS, the Assessment Equalization Board appointed by Resolution No. 2014-17 to hear and determine all objections to the estimated special assessments for the improvement known as the Akron Road Project, Phase 2, the necessity for which was declared in Resolution No. 2014-03, has filed its report with this Council as to its determination of the objections;

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

SECTION 1. The report of the Assessment Equalization Board referred to in the preamble to this resolution is hereby approved. The estimated special assessments as reported and approved by that Board shall be filed in the office of the Clerk of Council.

SECTION 2. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this resolution were taken in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. This resolution 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 this resolution is required to be immediately effective in order to provide for the construction of the improvement, which is necessary to eliminate existing hazards to the traveling public and provide for adequate drainage and utility services to the residents of this City; wherefore, this resolution shall be in full force and effect immediately upon its adoption and approval by the Mayor, provided it receives the affirmative vote of at least three-fourths of the members of the Council, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

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

Passed: _____, 2014

Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2014

Mayor

Introduced by: Jon E. Ulbright

REPORT OF ASSESSMENT EQUALIZATION BOARD
AKRON ROAD PROJECT, Phase 2

TO: The Council of the City of Wooster, Ohio

Gentlepersons:

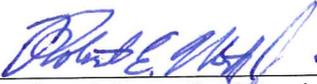
We, the undersigned members of the Assessment Equalization Board appointed and acting pursuant to your Resolution No. 2014-17, passed February 18, 2014, to hear and determine objections to the estimated special assessments filed pursuant to Resolution No. 2014-03, with respect to Phase 2 of the improvement of Akron Road, as described in that Resolution and the supporting documents thereto, respectfully report:

- (1) We met at the time and place established in Resolution No. 2014-17, and took an oath of office as provided by law; and
- (2) We considered all of the objections of the property owners who filed objections to the estimated special assessments, or to the amount and apportionment of those special assessments, and, except to the extent of the reductions recommended in this report, find that those objections are not well taken, and therefore overrule and deny them; and
- (3) A total of three objections were timely filed, although one was withdrawn by the objecting party prior to the date of the meeting. The two remaining objections were considered individually by the Board, and one was found to have merit. As a consequence, we have equalized the estimated assessments as follows:
 - A) With respect to the objection filed by Jeff E. Smith (owner of parcels 67-02675.000 and 67-02668.000), we agreed with the owner that the two parcels have a unique shape in comparison to other properties within the assessment area, thus resulting in a large amount of frontage on the right of way. Therefore, we recommend that the proposed assessment for these parcels be reduced by twelve percent (12%).
 - B) With respect to any proposed assessment that exceeds the one-third value (based upon the county auditor's valuation) as appears on the Values & Assessment Analysis prepared by the city engineer, we recommend that the assessments be conformed to equal but not exceed the one-third value contained therein.
- (4) We also find that the estimated special assessments of this improvement, on file with the Clerk of Council, as so adjusted and equalized by this Board, are in accordance with the provisions of Resolution No. 2014-03; that they are limited, with respect to each lot and parcel of land to be assessed, to the special benefits conferred thereon by the improvement; and those estimated special assessments as so adjusted and equalized are therefore approved.
- (5) We have completed all hearings on the objections and have concluded our deliberations with the submission to you of this report; and

- (6) We find and determine that all formal actions of this Board concerning and relating to the rendering of this report were adopted in an open meeting of this Board, and all deliberations of this Board that resulted in those formal actions were conducted in compliance with law.

Respectfully submitted,

Sarah Baker, Chairperson



Robert Metze, Jr., Member

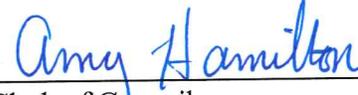


Steve Webster, Member

* * * * *

I certify that: (i) the foregoing is a true and correct copy of the Report of the Assessment Equalization Board, (ii) the Report was filed with me as Clerk of Council on February 28, 2014, (iii) the total amount of the estimated special assessments after making the reductions provided for in the Report was \$442,640.98, and (iv) the Board has not recommended increasing the estimated special assessment against any lot or land or assessing a lot or land not included in the originally filed estimated special assessments, the owner of which has not filed an objection with respect to that lot or land.

Dated: February 28, 2014



Clerk of Council
City of Wooster, Ohio

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

Division Project Name Requested Meeting Date

- Approved for Agenda
 Full Amount is Budgeted

If not, how is purchase to be funded?

Description of Purchase

Approval to go to bid for pricing on purchase of bituminous products and concrete unless pricing is available through either the Ohio Department of Administrative Services Cooperative Purchasing Program or the Ohio Department of Transportation Purchasing Program.

Justifications / Benefits

Materials are needed to do road, walk and drive repairs for the 2014 work season.

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

Fully budgeted from 331602 (Street Construction Maintenance and Repair) 331605 (Sidewalks SCM&R) & 731502 (Storm Drainage - Maintenance)

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

Not to do the required work, therein allowing our roads to deteriorate.

Sole Source Bid or Non-Bid Situation?

If Yes, explain the circumstances

Requesting suspension of the rules?

If Yes, explain reasons.

So that we may rapidly move forward to begin work in the 2014 paving season

Division Manager Date

Res #21