

CITY COUNCIL AGENDA
June 1, 2020
Zoom Videoconference meeting
7:30p.m.

The council meeting will be conducted via Zoom Videoconferencing with public access through YouTube and Facebook.

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. UNFINISHED BUSINESS

1. Second Reading – ORDINANCE NO. 2020-17
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TIMOTHY ENTERPRISES LLC AND CALIBER HOLDINGS CORPORATION FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)

VII. NEW BUSINESS

1. First Reading – RESOLUTION NO. 2020-25
A RESOLUTION PROVIDING FOR THE ANNUAL TAX BUDGET FOR FISCAL YEAR BEGINNING JANUARY 1, 2021 (Ansel)
2. First Reading – RESOLUTION NO. 2020-26
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR RESURFACING-URBAN PAVING WITHIN THE CITY OF WOOSTER, AND DECLARING AN EMERGENCY (Bostancic)
3. First Reading – ORDINANCE NO. 2020-18
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH REA & ASSOCIATES INC. AND REA REAL ESTATE LTD. FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)
4. First Reading – RESOLUTION NO. 2020-27
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST BIDDER TO EXTEND DAISY WAY FROM OLD AIRPORT ROAD TO THE EXISTING DAISY WAY, AND DECLARING AN EMERGENCY (Bostancic)
5. First Reading – RESOLUTION NO. 2020-28
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST BIDDER FOR THE LINCOLN STREET WATERLINE REPLACEMENT PROJECT AND DECLARING AN EMERGENCY. (Silvestri)
6. First Reading – RESOLUTION NO. 2020-29

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

7. First Reading – RESOLUTION NO. 2020-30

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR REPLACEMENT AND UPGRADING OF THE FREEDLANDER PARK PRIMARY ELECTRICAL SERVICE AND TRANSFORMERS, AND DECLARING AN EMERGENCY (Warden)

8. First Reading – RESOLUTION NO. 2020-31

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR REPLACEMENT OF THE FREEDLANDER CHALET ROOF, AND DECLARING AN EMERGENCY (Warden)

9. First Reading – RESOLUTION NO. 2020-32

A RESOLUTION REQUESTING THAT THE OHIO DEVELOPMENT SERVICES AGENCY AMEND WAYNE COUNTY'S ENTERPRISE ZONE #115C, AND DECLARING AN EMERGENCY (Ansel)

10. First Reading – ORDINANCE NO. 2020-20

AN ORDINANCE SUBMITTING TO THE ELECTORS OF THE CITY OF WOOSTER, OHIO, AMENDMENTS TO THE CHARTER OF THE CITY OF WOOSTER AS PROVIDED IN SECTION 8.03 "CHARTER REVIEW," AND DECLARING AN EMERGENCY (Sanders)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

ORDINANCE NO. 2020-17

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TIMOTHY ENTERPRISES LLC AND CALIBER HOLDINGS CORPORATION FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY

WHEREAS, TIMOTHY ENTERPRISES LLC is a for-profit enterprise and property management agency which desires to construct a new 12,150 square foot automotive repair center on Akron Road, within the area designated by Wooster City Council as a community reinvestment area (CRA), including a capital investment of approximately \$1,600,000 for the new construction; and it has requested tax abatement as an incentive to make these improvements; and

WHEREAS, CALIBER HOLDINGS CORPORATION is a for-profit enterprise in the business of consumer automotive repair and desires to rent the described automotive repair center and relocate its existing operations from 1119 W. Old Lincoln Way, Wooster, Ohio 44691, also located in the CRA, and additionally create five new jobs at its new site.

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

WHEREAS, the Wooster City School District Board of Education has also received notice thereof, as provided by law.

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

SECTION 1. The Mayor is hereby authorized to enter into an agreement on behalf of the City of Wooster with TIMOTHY ENTERPRISES LLC and CALIBER HOLDINGS CORPORATION 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 50%; (2) for a maximum term not to exceed ten (10) years; (3) the retention of seven (7) existing jobs and the creation of five (5) full-time jobs within two (2) years; 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 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 construction project by Timothy Enterprises LLC and Caliber Holdings Corporation; 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: _____, 2020 Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2020

Mayor

Introduced by: Jon Ansel

Request for Agenda Item

Authorization for Bid

☐

Purchase Capital Item

☐

Non-Capital

☒

Division Development	Meeting Date Requested May 18, 2020
Project Name 10-Yr, 50% CRA Request	Estimated Total Funds/Costs \$0.00
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? N/A - Legislation abates taxes on tertiary sector green-field project. City may forgo \$11,760 future revenues.	
Description of Request Timothy Holdings LLC (developer/landlord) and Caliber Holdings Corporation (tenant/employer) have applied for a 10-year, 50% CRA for their planned 12,150-square foot auto-body repair center on Akron Road. The project will enable room for Caliber Collision to relocate from their leased space at 1119 Old Lincoln Way (also in the CRA) and grow its operations in a larger facility with 300% more traffic volume. Staff does not typically provide a recommendation when development is scheduled to occur without subsidy, or, in the absence of reinvestment, is local population-driven with a finite market, and would provide a competitive disadvantage to other similar businesses in the CRA. For local population driven businesses, job creation is driven by the market, and growing businesses may create jobs at the expense of other similar businesses. (Six such businesses operate in Wooster today, including the applicant). It must be noted that the applicants perform an important and highly-rated service in the Wooster community that keeps the overall local primary market area strong. However, incentives would not advance meaningful economic impact. CRA treatment is DISCRETIONARY and not an entitlement.	
Justification / Benefits The Wooster Growth Corporation adopted a motion to recommend the proposal. Benefits include new building growth in the Akron Road Priority Area which will produce new revenues (anticipated in any event due to demand) for the community and short-term job opportunities associated with local building construction (Prosser Construction and Freeman Building Systems) in summer 2020.	
Will this Project affect the City's Operating Costs City may forgo \$11,760 in future revenues by abating a project determined prior to seeking CRA incentives.	
What Alternatives Exist and what are the Implications of the Alternatives Council may choose not to approve the abatement. The project is anticipated to proceed as scoped. Location and local market conditions are the most compelling factors for the development.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: N/A	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Developer desires expedited, emergency decision. Proposal does not meet expedited criteria.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea Date: May 8, 2020	

Approved for Agenda ☐ Yes ☐ No

COMMUNITY REINVESTMENT AREA REQUEST SUMMARY



Prepared by the City of Wooster Department of Community Service and Development at the Request of:
Timothy Enterprises LLC & Caliber Holdings Corporation – Site: 1400-block Akron Rd., Wooster, Oh
 Application Date: 30 April 2020

Project Summary: Timothy Enterprises LLC and Caliber Holdings Corporation have applied for a **10-year, 50%** real estate tax exemption through the City's CRA program to enable the construction of a **12,150-ft** automotive body repair center along Akron Road (Wayne County, Ohio Parcel 67-00283.001)

The application was submitted with assistance from the Wooster Area Chamber of Commerce and both entities (landlord and tenant/employer) have expressed that community support is helpful. The project has previously received approval from the City's Planning Commission, and aspires to break ground in the second quarter of 2020. The site is part of the Akron Road Priority Area.

Project Impacts: The proposed project would assist Timothy Enterprises LLC in establishing a new **\$1,600,000** facility for Texas-based Caliber Holdings Corporation (unaffiliated employer/tenant), which requires new space to grow its operations. The project will result in transferring "Caliber Collision" and its **7 jobs** from leased space at Chevrolet of Wooster at 1119 Old Lincoln Way W. in Wooster (also in the CRA) to the Akron Road location, where traffic counts are about 300% higher and the company will have room expand its business. (The company does not plan to relocate jobs from its Cleveland Rd site in Wayne Township.) Caliber Holdings Corporation anticipates adding **5 employees** over **two years** to its auto-body business, which specializes in repairs for windshields, auto glass, fenders, bumpers, dents, and paint.

The \$783,292 in payroll for seven existing (including indirect labor and minimal temporary payroll), coupled with five jobs and \$125,000 in payroll, would provide a combined post-project total of **12 jobs** with **\$908,292** in payroll (avg. \$36.39/hr). With approval, the applicants would receive an estimated exemption of **\$20,908** per year, or **\$209,080** over ten years.

The application was initiated in early April with assistance from the Wooster Area Chamber of Commerce and both entities have expressed that community support is helpful. Exceeding the minimum state criteria, the proposal is eligible to be considered for discretionary CRA incentives. In the past, CRA has not been granted to "local population-driven" businesses outside of building restoration or downtown reconstruction projects. Commercial projects, when dependent on the *local* population, provide minimal economic impact given a finite market, and may draw job growth from existing competitors, creating a disadvantage to existing similar businesses when incentives are granted. In such instances, unlike cases where underutilized buildings are being repurposed or primary-industry jobs created, it is difficult to discern return on investment from tax incentives. It should be noted that competing businesses should be *welcomed* as they often have the effect of *strengthening* local markets with new innovations that keep the *area* competitive with others. Beyond existing building reinvestment projects, most local and state governments reserve tax incentives for primary-industry projects, and in all cases only when necessary. ("But For" the incentive, the project could not move forward.) New primary-industry jobs in turn increase demand and growth opportunities for local population-driven firms (economic multiplier effect).

Attachments: Original Timothy Enterprises LLC and Caliber Holdings Corporation Application.

TABLE: Project Implication Matrix

Timothy Enterprises - Caliber Holdings Corp. Akron Rd Projected Tax Impacts (Not all investments are likely to impact valuation.)

Current Value ¹ 1400 Akron Rd.	Annual Tax Obligation ¹	Post Proj. Tax Value ² ~\$1,600,000 Invested	Annual Tax Oblig. w/o Abatement ²	Annual Tax Obligation with 50% Abatement	Applicant's Annual Savings ³	Total Savings after 10 Years
\$62,227	\$3,596	\$1,662,227	\$45,412	\$24,504	\$20,908	\$209,080
Timothy Enterprises & Caliber Collision	Annual City Income Tax Retention ⁴		\$11,749	Net Property Tax Gain with Abatement		\$20,908
	Annual City Income Tax Creation ⁴		\$1,875	Cumulative Net Property Tax Gain		\$209,080
	CRA Cumulative Income Tax ⁵		\$29,374.38	Post-Project Annual Property Gain ⁶		\$41,816

1. The current value of \$62,227 assumes a newly created 2.7-acre lot partitioned the 5.97-acre parcel 67-00283.001, which is valued at \$137,590 based on the Wayne County Auditor's 100 percent 2019 valuation assessment. The property is not subject to CAUV and is assessed as Industrial vacant land. (4/20/2020). Property Records CAMA Database [Data file]. Retrieved from <http://www.waynecountyauditor.org/>

2. All figures are estimated, with final valuation determined by the Wayne County Auditor. Assumptions figure that the full \$1,600,000 invested will be reflected in the market value of the structure upon project completion, a reasonable estimate considering similar projects in the area.

3. Assuming a valuation of \$1,600,000 in new value for the building, the Applicants' annual savings are expected to be near \$20,908 annually.

4. 1.5% income tax on \$783,292 / \$125,000 in payroll for existing / future jobs. Created tax requires that no competing Wooster jobs are lost.

5. Cumulative Income Tax assumes 9 full-time equivalents in year 1, 12 full-time equivalents in year 2.

6. Post-Project Annual Property Gain assumes a final valuation of \$1,600,000 at the site. Assumes vacated and competitor space retains existing value.

Note: Notification to local school districts and a recommendation by the Wooster Growth Corporation are required before an application for a Community Reinvestment Area (CRA) abatement may be considered by the Wooster City Council. Community Reinvestment Area #169-86548-01 is governed by Ohio Revised Code Sections 3735.65 through 3735.70, as administered by the Ohio Development Services Agency, and City of Wooster Ordinances No. 2004-33. For questions on this application or the City of Wooster's CRA in general, please contact the City of Wooster Development Coordinator at 330.263.5250.

Project Site Map



67-00283.001 outlined in yellow is within the CRA. Approved final Development Plan (©SJL) superimposed.

**CRA Application – Timothy Enterprises LLC & Caliber Collision
Akron Road Caliber Collision Center Project
Address: 1400-Block, Akron Road, Wooster, Ohio 44691 PPN 67-00283.001
Authorized Representative: Ron Nagy and Sherry Seibert**

PROPOSED AGREEMENT for Community Reinvestment Area Tax Incentives between the City of Wooster located in the County of Wayne and Timothy Enterprises LLC (property owner) and Caliber Holdings Corporation (employer).

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

<u>Timothy Enterprises</u> Enterprise Name	<u>Ron Nagy</u> Contact Person
<u>1793 N. Main St.</u> <u>Orrville, Ohio 44667</u> Address	<u>330.603.8699</u> Telephone Number
	<u>ron@nagys.com</u> Contact Email

- b. Name of employer, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

<u>Caliber Holdings Corporation</u> Enterprise Name	<u>Sherry Seibert</u> Contact Person
<u>2941 Lake Vista Dr.</u> <u>Lewisville, Texas 75067</u> Address	<u>496-948-9581</u> Telephone Number
	<u>Sherry.seibert@calibercollision.com</u> Contact Email

- c. Project site:

<u>Caliber Collision</u> Location Name	<u>Ron Nagy</u> Contact Person
<u>1471 Akron Rd, Wooster Oh</u> <u>PPN 67-00283.001</u> Address	<u>330.603.8699</u> Telephone Number
	<u>ron@nagys.com</u> Contact Email

***CRA Application – Timothy Enterprises LLC & Caliber Collision
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2. a. Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site.

Commercial, automotive repair building.

- b. List primary 6 digit North American Industry Classification System (NAICS) # 811121

Business may list other relevant SIC numbers. _____

- c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: N/A)

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

Timothy Enterprises LLC - Corporation
Caliber Holdings Corporation – Corporation

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

Timothy Enterprises LLC - Ron Nagy & Daniel Nagy, Principal Owner
Caliber Holdings Corporation – Steven Grimshaw, CEO; Mark Sanders, President, COO;
Judd Nystrom, CFO; Greg Nichols, CAO

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

0 at current site, with plans to add jobs at this location over time.

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

- 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:

1119 Old Lincoln Way W, Wooster, OH 44691 (Current tenant space). 7 – Full-Time and 0 Part-Time jobs to be relocated.

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

Full-Time: 7 (Caliber Collision.); Part-Time: 0; Permanent: 0; Temporary: 0.
Full-Time: N/A (Timothy Enterprises LLC); Part-Time: 0; Permanent: 0; Temporary:
0.

- e. State the enterprise's current employment level for each facility to be affected by the

**CRA Application – Timothy Enterprises LLC & Caliber Collision
Akron Road Caliber Collision Center Project
Address: 1400-Block, Akron Road, Wooster, Ohio 44691 PPN 67-00283.001
Authorized Representative: Ron Nagy and Sherry Seibert**

relocation of employment positions or assets:

1119 Old Lincoln Way W, Wooster, OH 44691 – All employment (7 full-time jobs)
and assets to be relocated.

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

1119 Old Lincoln Way W, Wooster, OH 44691 – All employment (7 full-time jobs)
and assets to be relocated.

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).

6. Project Description: Please be as descriptive as possible, giving a summary of construction to be performed that and systems to be expanded or replaced (plumbing, HVAC, etc.) Please see attached Exhibit A for project description.

7. Project will begin May, 15, 2020, and be completed December, 31, 2020 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):

Five full-time permanent jobs

b. State the time frame of this projected hiring: Two (2) yrs.

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

Year 1 = 2 Permanent Full-Time Jobs and 0 Permanent Part-Time Jobs. Year 2 = 3

***CRA Application – Timothy Enterprises LLC & Caliber Collision
Akron Road Caliber Collision Center Project
Address: 1400-Block, Akron Road, Wooster, Ohio 44691 PPN 67-00283.001
Authorized Representative: Ron Nagy and Sherry Seibert***

Permanent Full-Time Jobs and 0 Permanent Part-Time Jobs.

9. a. Estimate the amount of annual payroll such new employees will add 7 existing jobs = Indirect Labor \$281,321 ,Temp Labor \$30,433, Direct Labor \$471,538. Total \$783,292. 5 new jobs = \$125,000 – Permanent Full-Time. Total \$908,292. (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: \$ N/A – New for to project site, existing in City. .
10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:
- | | |
|--|----------------------------|
| A. Acquisition of Buildings: | \$ <u>175,000</u> |
| B. Additions/New Construction: | \$ <u>1,600,000</u> |
| C. Improvements to existing buildings: | \$ _____ |
| D. Machinery & Equipment: | \$ _____ |
| E. Furniture & Fixtures: | \$ _____ |
| F. Inventory: | \$ _____ |
| Total New Project Investment: | \$ <u>1,775,000</u> |
11. a. Business requests the following tax exemption incentives: 50% for ten (10) years covering \$1,600,000 of real property as described above. Be specific as to the rate, and term.
- b. Business's reasons for requesting tax incentives:

Please be as descriptive as possible and explain how providing these incentives to this project will benefit the community, as opposed to no assistance being offered. This is a significant investment at a time of uncertainty and difficulty, and the benefit from the CRA program will assist us in moving forward. Additionally, the architectural and design requirements of the area are higher than neighboring communities, which make development costs higher overall. The CRA program will assist in controlling costs and justifying the project moving forward at the proposed site.

Submission of this application expressly authorizes 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.

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.

Ron Nagy

Name of Property Owner

Signature

4-30-2020
Date

Member

Typed Name and Title

Caliber Holdings Corporation

Name of Employer

Signature

4-27-2020
Date

Greg Nichols, CAO

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.

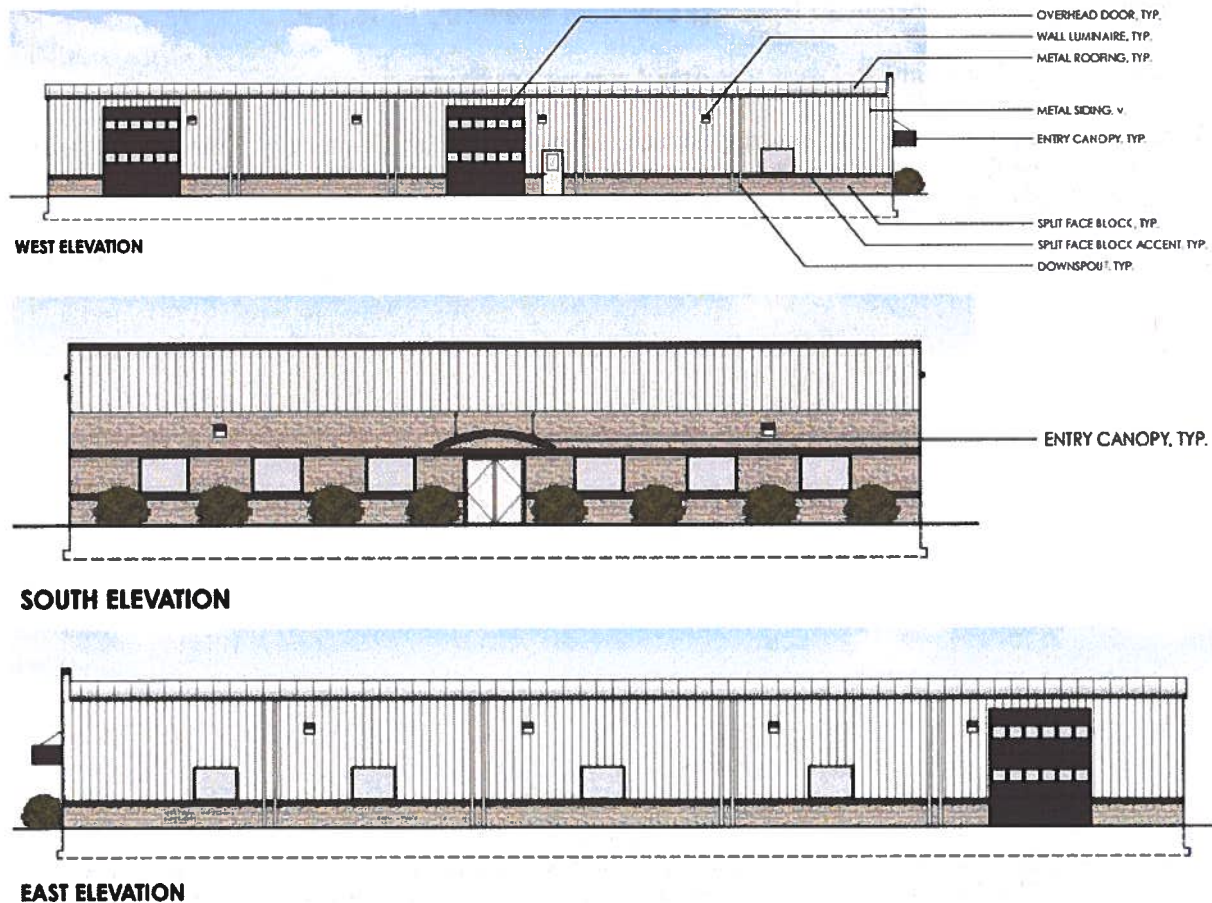
CRA Application – Company Name
Project Name
Project Address
Authorized Representative: Representative Name

#6 Project Description:

The project includes the construction of a 12,150 square foot automotive repair facility located on a newly created lot on Akron Road (PPN#67-00283.001). NOTE: This site was purchased and drawings developed with the recognition that the site was within the Wooster Community Reinvestment Area program and that our proposed investment levels far exceed the requirements of the program.

We would like to break ground in the month of May (2020), with plans to be operational by the end of the year. The project will include employment, with at least ten (10) new full time jobs at the site. We are currently going through planning commission approval with hopes to be supported by a CRA tax incentive as well. The site incorporates one access point off of Akron Road and is configured with parking in the front and the building to the rear.

Project photos listed below:

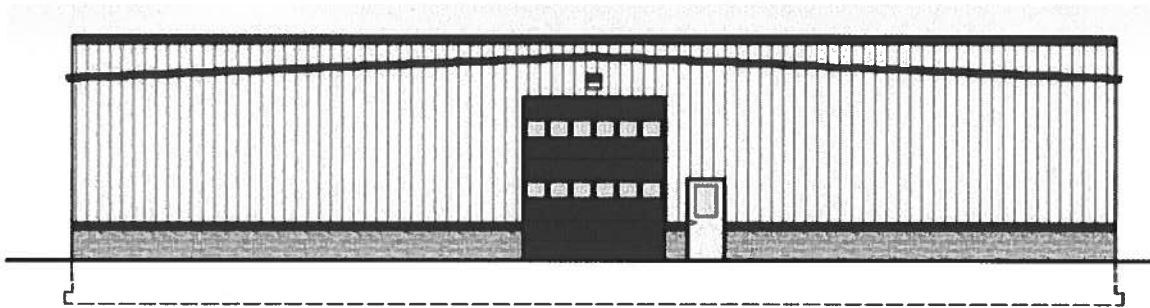


CRA Application – Company Name

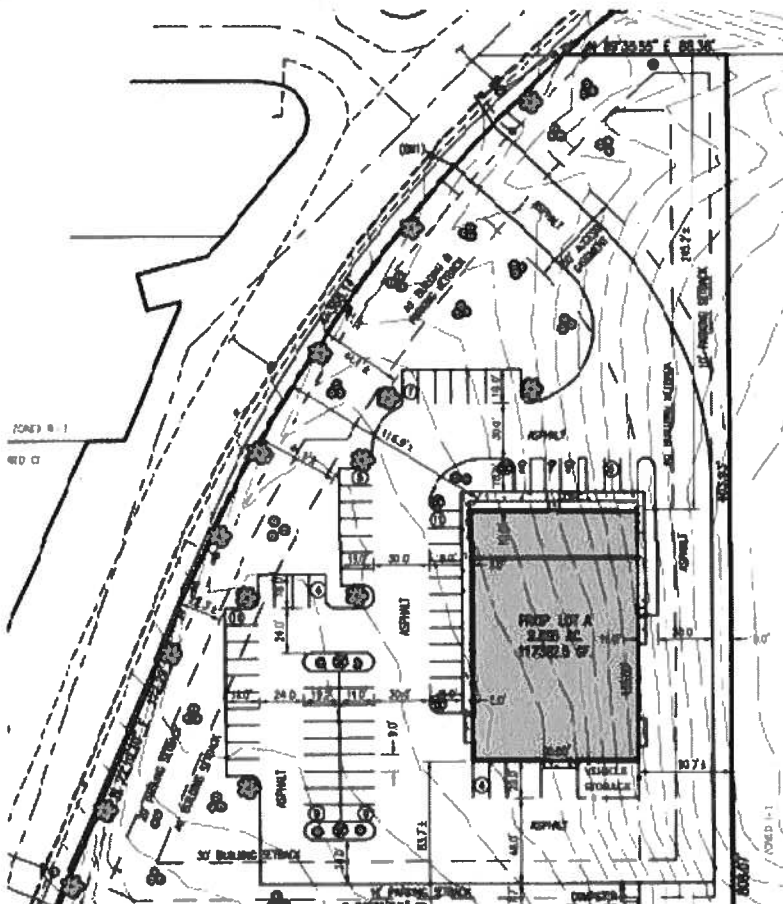
Project Name

Project Address

Authorized Representative: Representative Name



NORTH ELEVATION



RESOLUTION NO. 2020-25

A RESOLUTION PROVIDING FOR THE ANNUAL TAX
BUDGET FOR FISCAL YEAR BEGINNING JANUARY 1,
2021

WHEREAS, pursuant to the Ohio Revised Code Section 5705.28, the City of Wooster is required to adopt an annual tax budget for the next succeeding fiscal year on or before July 15, 2020; and

WHEREAS, pursuant to the Ohio Revised Code, the annual tax budget must be filed with the Wayne County Auditor on or before July 20, 2020.

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

SECTION 1. The annual tax budget of the City of Wooster, Ohio, for the fiscal year beginning January 1, 2021, as set forth in "Exhibit A" attached hereto and incorporated herein by reference, detailing the nature and amounts of funds needed by the City of Wooster, is hereby adopted.

SECTION 2. The Director of Finance be and is hereby authorized and directed to certify said annual tax budget to the Auditor of Wayne County, Ohio.

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

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

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

Passed: _____, 2020 Vote: _____

Attest: _____
 Clerk of Council President of Council

Approved: _____, 2020 _____
 Mayor

Introduced by: Jon Ansel



WOOSTER CITY COUNCIL
538 N. Market Street * P.O. Box 1128
Wooster, Ohio 44691-7082
Phone 330-263-5200 * www.woosteroh.com

PUBLIC HEARING 2021 TAX BUDGET

NOTICE IS HEREBY GIVEN that the proposed tax budget of the City of Wooster, Ohio for the year ending December 31, 2021, is scheduled for hearing to be held in Council Chambers of City Hall, 538 N. Market Street, Wooster, Ohio at 7:30 p.m. on Monday, June 15, 2020. A copy of said budget is available for public inspection, in the office of the Director of Finance, 538 N. Market Street, Wooster, Ohio, Monday through Friday between 8 a.m. and 5 p.m. It is also available on the City's website at www.woosteroh.com under the section titled News – click link labeled: 2021 City Tax Budget.

All meetings of Wooster City Council and its committees are open to the public

Special auxiliary aids for handicapped persons are available upon request. Requests must be made to Lynne DePaulo, ldepaulo@woosteroh.com or 330-263-5241, during regular working hours.

Lynne DePaulo
Clerk of Council

City of Wooster
Wayne County, Ohio
June 01, 2020

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.

To Auditor of said County:

The following Budget year beginning January 1, 2021, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed: _____

Andrei A. Dordea

Title: Director of Finance

SCHEDULE A

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

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND - 001	\$ 2,120,994				
PROPRIETARY FUNDS					
POLICE PENSION - 111	177,388				
FIRE PENSION - 112	177,388				
FIDUCIARY FUNDS					
TOTAL ALL FUNDS	\$ 2,475,770				

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Budget For 2020 (4)	Budget Year Estimate for 2021 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	\$ 1,982,729	\$ 2,059,864	\$ 2,120,994	\$ 2,120,994
Tangible Personal Property Tax	47	-	-	-
Municipal Income Tax	18,834,896	19,884,691	18,047,936	18,950,333
Other Local Taxes	142,499	136,231	98,000	140,000
Total Local Taxes	20,960,171	22,080,786	20,266,930	21,211,327
Intergovernmental Revenues				
State Shared Taxes And Permits				
Local Government	641,851	617,563	650,000	650,000
Local Government State	-	47,627	102,000	102,000
Estate Tax	53,600	52,314	-	-
Cigarette Tax	1,121	1,202	1,200	1,200
Liquor and Beer Permits	41,940	40,487	40,000	40,000
Total State Shared Taxes & Perm	738,512	759,193	793,200	793,200
Federal Grants or Aid	631	-	-	-
State Grants or Aid	9,049	6,872	-	-
Other Grants or Aid	19,604	23,998	-	-
Total Intergovernmental Revenues	767,795	790,063	793,200	793,200
Special Assessments	-	-	-	-
Charges for Services	1,497,311	1,545,973	1,488,000	1,488,000
Fines, Licenses, and Permits	759,573	666,737	581,000	581,000
Miscellaneous	575,843	797,007	610,407	610,407
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	-	-	-	-
Advances	-	-	-	-
Other Sources	2,084,042	1,872,000	1,800,000	1,800,000
TOTAL REVENUE	\$ 26,644,735	\$ 27,752,566	\$ 25,539,537	\$ 26,483,934

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Budget For 2020 (4)	Budget Year Estimate for 2021 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	\$ 10,740,441	\$ 11,520,184	\$ 11,700,000	\$ 11,934,000
Operations and Maintenance	1,881,933	1,831,245	1,912,973	1,951,232
Capital Outlay	-	-	-	-
Total Security of Persons and Property	12,622,374	13,351,429	13,612,973	13,885,232
Public Health Services				
Operations and Maintenance	127,747	132,820	132,000	135,300
Total Public Health Services	127,747	132,820	132,000	135,300
Leisure Time Activities				
Personal Services	797,752	677,100	900,000	918,000
Operations and Maintenance	1,135,266	1,074,767	1,030,000	1,055,750
Capital Outlay	-	-	-	-
Total Leisure Time Activities	1,933,018	1,751,868	1,930,000	1,973,750
Community Environment				
Personal Services	777,381	837,251	860,000	877,200
Operations and Maintenance	185,031	196,446	250,000	256,250
Capital Outlay	-	-	-	-
Total Community Environment	962,412	1,033,697	1,110,000	1,133,450
Basic Utility Services				
Personal Services	-	-	-	-
Operations and Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
Total Basic Utility Services	-	-	-	-
Transportation				
Personal Services	692,606	688,997	800,000	816,000
Operations and Maintenance	505,516	617,119	543,000	600,000
Capital Outlay	-	-	-	-
Total Transportations	1,198,123	1,306,116	1,343,000	1,416,000
General Government				
Personal Services	2,531,452	2,683,334	2,800,000	2,856,000
Operations and Maintenance	1,579,522	1,544,184	1,560,000	1,599,000
Capital Outlay	-	-	-	-
Total General Government	4,110,974	4,227,518	4,360,000	4,455,000
Debt Service				
Redemption Principal	435,000	305,000	270,000	280,000
Interest	174,223	164,510	78,117	150,000
Other Debt Service	-	-	-	-
Total Debt Service	609,223	469,510	348,117	430,000
Other Uses of Funds				
Transfers	4,162,798	4,781,250	4,000,000	4,000,000
Other Uses of Funds	-	-	-	-
Total Other Use Funds	4,162,798	4,781,250	4,000,000	4,000,000
TOTAL EXPENDITURES	\$ 25,726,668	\$ 27,054,207	\$ 26,836,090	\$ 27,428,732
Revenues over/(under) Expenditures	\$ 918,067	\$ 698,358	\$ (1,296,553)	\$ (944,798)
Beginning Unencumbered Balance	14,978,547	15,896,614	16,594,972	15,298,419
Ending Cash Fund Balance	15,896,614	16,594,972	15,298,419	14,353,621
Estimated Encumbrances (outstanding at year end)	2,167,992	2,295,551	2,364,418	2,435,350
Estimated Ending Unencumbered Fund Balance	\$ 13,728,622	\$ 14,299,421	\$ 12,934,002	\$ 11,918,271

FUND NAME: POLICE PENSION FUND - 111**FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE**

To be used for any fund receiving property tax revenue except the General Fund.

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Budget For 2020 (4)	Budget Year Estimate for 2021 (5)
REVENUE				
Local Taxes				
General Property - Real Estate	\$ 164,892	\$ 173,052	\$ 177,388	\$ 177,388
Tangible Personal Property	4	-	-	-
Miscellaneous	1,392	2,288	930	650
TOTAL REVENUE	166,288	175,340	178,318	178,038
EXPENDITURES				
(PROGRAM) (OBJECT)				
Security of Persons and Property				
Personal Services	160,000	167,000	180,000	190,000
Contractual Services	2,579	2,783	3,000	3,000
TOTAL EXPENDITURES	\$ 162,579	\$ 169,783	\$ 183,000	\$ 193,000
Revenue Over (Under) Expenditures	\$ 3,709	\$ 5,557	\$ (4,682)	\$ (14,962)
Beginning Unencumbered Fund Balance	21,477	25,186	30,743	26,061
Ending Cash Fund Balance	25,186	30,743	26,061	11,099
Estimated Encumbrances (outstanding at end of year)	-	-	-	-
Estimated Ending Unencumbered Fund Balance	\$ 25,186	\$ 30,743	\$ 26,061	\$ 11,099

FUND NAME: FIRE PENSION FUND - 112**FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE**

To be used for any fund receiving property tax revenue except the General Fund.

DESCRIPTION (1)	For 2018 Actual (2)	For 2019 Actual (3)	Current Year Budget For 2020 (4)	Budget Year Estimate for 2021 (5)
REVENUE				
Local Taxes				
General Property - Real Estate	\$ 164,892	\$ 172,975	\$ 177,388	\$ 177,388
Tangible Personal Property	4	-	-	-
Miscellaneous	1,347	2,323	951	650
TOTAL REVENUE	166,243	175,298	178,339	178,038
EXPENDITURES				
(PROGRAM) (OBJECT)				
Security of Persons and Property				
Personal Services	160,000	167,000	180,000	190,000
Contractual Services	2,579	2,783	3,000	3,000
TOTAL EXPENDITURES	\$ 162,579	\$ 169,783	\$ 183,000	\$ 193,000
Revenue Over (Under) Expenditures	\$ 3,664	\$ 5,515	\$ (4,661)	\$ (14,962)
Beginning Unencumbered Fund Balance	22,963	26,627	32,142	27,481
Ending Cash Fund Balance	26,627	32,142	27,481	12,519
Estimated Encumbrances (outstanding at end of year)	-	-	-	-
Estimated Ending Unencumbered Fund Balance	\$ 26,627	\$ 32,142	\$ 27,481	\$ 12,519

FUND	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2021
				Personal Services	Other	Total	
GOVERNMENTAL:							
SPECIAL REVENUE							
Street Const. Maint. & Repair - 101	\$ 166,336	\$ 1,380,600	\$ 1,546,936	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 46,936
State Highway - 102	134,345	110,802	245,147	-	200,000	200,000	45,147
Permissive Tax - 103	26,186	260,000	286,186	-	225,000	225,000	61,186
Enforcement & Education - 104	76,078	1,500	77,578	-	65,000	65,000	12,578
Mandatory Drug Fines - 105	34,334	9,000	43,334	-	35,000	35,000	8,334
Community Development Block Grant - 107	49,267	500,000	549,267	-	500,000	500,000	49,267
Economic Development - 108	83,686	153,600	237,286	-	224,000	224,000	13,286
Law Enforcement Trust - 110	45,236	600	45,836	-	20,000	20,000	25,836
Federal Equitable Sharing Fund - 113	9,962	100	10,062	-	9,000	9,000	1,062
CDBG Chip Home RLF Fund - 115	39,756	1,200	40,956	-	40,000	40,000	956
CDBG Econ. Dev. Loan - 118	2,544	75	2,619	-	2,500	2,500	119
Law Enforcement Training Fund - 120	4,082	40	4,122	-	4,100	4,100	22
Recreation Supplement - 122	7,703	70	7,773	-	7,500	7,500	273
Park Reforestation - 123	29,631	300	29,931	-	28,000	28,000	1,931
TOTAL SPECIAL REVENUE FUNDS	709,146	2,417,887	3,127,033	-	2,860,100	2,860,100	266,933
DEBT SERVICE FUNDS							
Debt Service - 401	1,180,570	131,000	1,311,570	-	165,000	165,000	1,146,570
TOTAL DEBT SERVICE FUNDS	1,180,570	131,000	1,311,570	-	165,000	165,000	1,146,570
CAPITAL PROJECTS FUNDS							
Capital Improvements - 301	2,539,914	4,450,000	6,989,914	-	4,103,000	4,103,000	2,886,914
Economic Development Cap. Improv. - 302	19,187	-	19,187	-	19,187	19,187	-
TOTAL CAPITAL PROJECTS	2,559,101	4,450,000	7,009,101	-	4,122,187	4,122,187	2,886,914
PROPRIETARY:							
ENTERPRISE FUNDS							
Water - 501	1,664,080	6,400,000	8,064,080	2,100,000	4,151,000	6,251,000	1,813,080
Water Pollution Control - 502	3,442,237	8,400,000	11,842,237	1,750,000	6,650,000	8,400,000	3,442,237
Hospital - 503	15,581,888	159,390,000	174,971,888	75,644,230	83,500,000	159,144,230	15,827,658
Hospital Plant - 504	73,195,246	13,700,000	86,895,246	-	11,500,000	11,500,000	75,395,246
Hospital Beaverson EMS - 505	150,146	75,000	225,146	-	200,000	200,000	25,146
Hospital Endowment - 506	652,557	100,000	752,557	-	750,000	750,000	2,557
Storm Drainage - 507	1,112,037	1,580,000	2,692,037	470,000	1,090,000	1,560,000	1,132,037
Hospital Bevington - 510	-	-	-	-	-	-	-
Water Capital Fund - 511	13,573	179,000	192,573	-	180,000	180,000	12,573
Sewer Capital Fund - 512	34,158	202,000	236,158	-	220,000	220,000	16,158
Refuse Collection - 514	214,679	1,481,000	1,695,679	-	1,681,000	1,681,000	14,679
TOTAL ENTERPRISE FUNDS	96,060,601	191,507,000	287,567,601	79,964,230	109,922,000	189,886,230	97,681,371

FUND	Estimated Unencumbered Fund Balance 1/1/2021	Budget Year Estimated Receipt	Total Available For Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2021
				Personal Services	Other	Total	
INTERNAL SERVICE FUNDS							
Garage - 601	2,103	775,000	777,103	464,372	279,336	744,308	32,795
Employee Benefits - 602	1,544,845	4,245,000	5,789,845	4,338,400	-	4,338,400	1,451,445
Investment - 720	-	90,000	90,000	-	90,000	90,000	-
TOTAL INTERNAL SERVICE FUNDS	1,546,948	5,110,000	6,656,948	4,803,372	369,336	5,172,708	1,484,240
FIDUCIARY:							
AGENCY FUNDS							
Guarantee Deposit - 702	205,830	50,000	255,830	-	150,000	150,000	105,830
Clearing - 705	143,125	35,000	178,125	-	35,000	35,000	143,125
Wooster Growth Corporation - 719	832,730	290,000	1,122,730	-	260,000	260,000	862,730
Wooster Ashland Regional COG - 725	278,228	1,371,000	1,649,228	1,221,112	149,748	1,370,861	278,367
TOTAL TRUST AND AGENCY FUNDS	1,459,913	1,746,000	3,205,913	1,221,112	594,748	1,815,861	1,390,052
TOTAL FOR MEMORANDUM ONLY	\$ 103,516,279	\$ 205,361,887	\$ 308,878,165	\$ 85,988,714	\$ 118,033,371	\$ 204,022,085	\$ 104,856,080

STATEMENT OF PERMANENT IMPROVEMENTS
 (Do Not Include Expense to be Paid from Bond Issues)
 (Section 7505.29 Revised Code)

DESCRIPTION	Estimated Cost of Permanent Improvement	Amount to be Budgeted During Current Year	Name of Paying Fund
Water Line Replacement Projects	\$ 900,000	\$ 900,000	Water - 501
Distribution & Collection Equipment	70,000	70,000	Water - 501
Distribution & Collection Equipment	70,000	70,000	Water Pollution Control - 502
Storm Sewer Projects	440,000	440,000	Storm Sewer Fund - 507
WPCP Improvements	380,000	380,000	Water Pollution Control - 502
Sanitary Sewer Lines & Lining	500,000	500,000	Water Pollution Control - 502
Water Plant Improvements	112,000	112,000	Water - 501
Police Vehicles	165,000	165,000	Capital Improvements Fund - 301
Downtown Streetscape (SW Quad)	850,000	850,000	Capital Improvements Fund - 301
Fire - Station 1 Renovations	1,150,000	1,150,000	Capital Improvements Fund - 301
Road Resurfacing	2,000,000	2,000,000	Capital Improvements Fund - 301
PPM - 2 Leaf Machines	110,000	110,000	Capital Improvements Fund - 301
PPM - 10 Ton Double Axle Dump	175,000	175,000	Capital Improvements Fund - 301
Fire - Autopulse x 4	45,000	45,000	Capital Improvements Fund - 301
Pool Improvements	65,000	65,000	Capital Improvements Fund - 301
TOTAL	\$ 7,032,000	\$ 7,032,000	

City of Wooster, Ohio
Debt Schedule Excluding Compensated Absences
For the Budget Year Ending December 31, 2021

EXHIBIT VI

PURPOSE OF BONDS AND NOTES	Rate of Interest	BUDGET YEAR	
		Amounts Outstanding at Beginning of Budgeted Year January 1, 2021	Amount Required for Principal and Interest 1/1/2021 - 12/31/2021
Street Improvement Bonds, Series 2007			
2007 Street Imp. Bonds E. Milltown Phase 2	2.00% - 2.75%	145,000	78,602
Various Purpose Bonds, Series 2010			
2010 Beall Avenue Reconstruction	2.00% - 3.75%	1,615,000	194,288
Sanitary Sewerage Improvement Bonds, Series 2018			
2018 Sanitary Sewage System Improvement Bonds	2.85%	4,180,000	322,731
Various Purpose Refunding Bonds, Series 2020			
2020 Refunding 2010 Beal Ave	1.79%	1,365,000	159,550
2020 Refunding 2014 Water Bond	1.79%	2,140,000	193,100
2020 Refunding 2014 Sewer Bonds	1.79%	3,370,000	218,988
2020 Refunding 2015 Safety Center	1.79%	5,365,000	430,000
2020 Street Improvements	1.79%	1,330,000	113,400
2020 Park Improvements	1.79%	370,000	30,600
2020 Parking Lot Improvements	1.79%	195,000	155,550
Ohio Public Works Commission			
2003 Storm Mulberry Street Storm Sewer	0.00%	7,183	2,394
2007 E Milltown Rd Reconstruction Phase 2	0.00%	18,202	12,135
2007 Storm Grant, Clark, Walnut Storm Sewer	0.00%	58,100	8,300
2009 Sewer Larwill Street Sewer Separation	0.00%	42,494	2,179
2009 Storm Larwill Street Sewer Separation	0.00%	94,582	4,850
2009 Water Cleveland and Portage Road Waterline	0.00%	25,503	6,376
2010 Water Intermediate Water Tank	0.00%	270,636	13,879
2012 Water Burbank Road Waterline	0.00%	300,000	25,000
2013 Storm Market and Spruce Sewer Separation	0.00%	125,855	9,681
2014 Sewer Spink Street North Sewer Line	0.00%	100,000	4,167
2014 Sewer WWTP Wet Stream Improvements	0.00%	630,569	23,795
2014 Storm Spink Street North Storm Sewer	0.00%	300,000	12,500
2019 Sunset Lane & W. Highland Reconstruction	0.00%	82,610	4,131
Ohio Water Development Authority			
2005 Sewer WWTP Improvements Construction	2.67%	4,558,910	2,179
2005 Sewer WWTP Improvements Equipment	3.25%	749,529	4,167
2009 Water Mindy Lane/Mechanicsburg and Buckeye Booster Station	3.36%	470,469	303,681
2009 Water Tank and Booster Station	3.36%	795,151	25,188
2010 Sewer Biotower and Sewer Line for Frito-Lay	1% (5) - 3% (11)	1,529,202	23,795
2010 Water Secondary Transmission Line	3.70%	133,656	240,900
2010 Water Waterline	4.14%	212,027	326,831
General Obligation Notes			
Not Applicable			
TOTAL		\$ 30,579,677	\$ 2,952,935

RESOLUTION NO. 2020-26

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR RESURFACING-URBAN PAVING WITHIN THE CITY OF WOOSTER, AND DECLARING AN EMERGENCY

PRELIMINARY LEGISLATION

Resolution No. **2020-26**

PID No. **111500**

Project Name: **WAY SR 0302 01.86**

The following resolution enacted by the City of Wooster of Wayne County,
Ohio, hereinafter referred to as the City, in the matter of the stated described project.

SECTION I - Project Description

WHEREAS, the State has identified the need for the described project:

Resurfacing-Urban Paving City of Wooster

The Purpose of this project is to perform pavement repairs and resurface State Routes:

WAY-302-1.86 (Grant St.) to 3.82 (Jnt Line West of SR 302),

WAY-250 14.34 (SR83/US250 Loop Ramp) to 14.60 (Selby Rd)

Construction is tentatively scheduled to begin in June of 2021.

NOW THEREFORE, be it ordained by the City of Wooster of Wayne County, Ohio.

SECTION II - Consent Statement

Being in the public interest, the City gives consent to the Director of Transportation to complete the above described project.

SECTION III - Cooperation Statement

The City shall cooperate with the Director of Transportation, for the portion of this project within the Wooster Corporation limit, as follows:

- 1) ODOT agrees to assume and bear one hundred percent (100%) of the preliminary engineering costs, and environmental studies costs.*
- 2) ODOT agrees to assume and bear eighty percent (80%) of the roadway construction and construction engineering costs;*
- 3) The City agrees to assume and bear twenty percent (20%) of the roadway construction and construction engineering costs;*

SECTION III - Cooperation Statement continued.

- 4) *ODOT and the City agree that the following roadway construction items are eligible for 80% ODOT/20% City funding: Pavement planing, asphalt overlay, treatment of shoulder, height adjustment to existing guardrail, pavement markings, temporary and fast dry, adjustments to catch basins, manholes, valve boxes, etc., mailbox supports & approaches, and work zone signs.*
- 5) *ODOT agrees to assume and bear one hundred percent (100%) of the bridge related costs.*
- 6) *The City further agrees to pay One Hundred Percent (100%) of the cost of the following construction items: Pavement repair partial & full depth, curbs, curb ramps, sidewalks, city owned signs, guardrail- replacement of deficient existing & required new locations, and those items requested by the City which are determined to be unnecessary by the State or Federal Highway Administration for the intent of this project.*
- 7) *A preliminary cost estimate for the city's share of this project is \$155,000 for construction costs and \$5,000 for construction engineering (inspection).*

SECTION IV - Maintenance

Upon completion of the described Project, and unless otherwise agreed, the City shall:

- 1) Provide adequate maintenance for the described Project in accordance with all applicable state and federal law;
- 2) Provide ample financial provisions, as necessary, for the maintenance of the described project;
- 3) Maintain the right-of-way, keeping it free of obstructions; and hold said right-of-way inviolate for public highway purposes.

PID No. 111500
Project Name: WAY SR 0302 01.86

SECTION V – Utilities and Right-of-Way Statement

If city owned utilities, within a corporation limit or in a private easement outside corporation limits, need to be relocated due to this ODOT project, the city will be reimbursed for any relocation work; ODOT will perform the coordination, relocation, and reimbursement which shall comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

If other public and private utilities need to be relocated due to this ODOT project they will not be reimbursed for relocation; with exceptions due to an easement, etc.

This resolution is hereby declared to be an emergency measure to expedite the highway project and to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Introduced: _____ Passed: _____ Vote: _____

Mayor – Robert F. Breneman

Council President – Michael Buytendyk

Council Clerk – Lynne DePaulo

Introduced by: Bill Bostancic

Request for Agenda Item

Authorization for Bid

☐

Purchase Capital Item

☒

Non-Capital

☐

Division: Engineering	Meeting Date Requested June 1, 2020
Project Name ODOT Paving Program SR 302 PID 111500 98492	Estimated Total Funds/Costs \$0.00
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
Description of Request This is a request to authorize the Mayor to enter into a cooperative agreement with the Ohio Department of Transportation (ODOT) for resurfacing SR 302 from Grant Street west to just west of the intersection with Old Mansfield Road and SR 250 near the intersection with SR 250. Costs to the City is estimated to be \$160,000 and will be included in the 2021 capital budget.	
Justification / Benefits The Ohio Department of Transportation has committed to resurfacing this section of SR 302 and SR 250 in the 2021 construction season.	
Will this Project affect the City's Operating Costs This project will have no effect on the City's operating costs.	
What Alternatives Exist and what are the Implications of the Alternatives We could do nothing, and turn down the grant funds and complete paving this section of roadway ourselves.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons ODOT's plan approval process cannot begin until the consent is given.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Roger Kobilarcsik	Date: May 26, 2020
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	

ORDINANCE NO. 2020-18

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO
AN AGREEMENT WITH REA & ASSOCIATES INC. AND REA
REAL ESTATE LTD. FOR COMMUNITY REINVESTMENT AREA
TAX INCENTIVES, AND DECLARING AN EMERGENCY

WHEREAS, REA & ASSOCIATES INC is a for-profit accounting firm enterprise and which desires to construct a new 16,100 SF two-story downtown office building to retain its 21-person Wooster-based workforce, within the area designated by Wooster City Council as a community reinvestment area (CRA), including a capital reinvestment of approximately \$3,500,000 to \$4,500,000 for the new construction; and it has requested tax abatement as an incentive to make these improvements; and

WHEREAS, REA REAL ESTATE LTD is an affiliated for-profit limited liability company that would be designated to hold and manage the proposed property.

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

WHEREAS, the Wooster City School District Board of Education has also received notice thereof, as provided by law.

WHEREAS the proposed project would advance the goals of the City of Wooster's 2014 Comprehensive Plan and its 2015 Downtown Plan by reinvesting at a formerly abandoned site.

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

SECTION 1. The Mayor is hereby authorized to enter into an agreement on behalf of the City of Wooster with REA & ASSOCIATES INC. and REA REAL ESTATE LTD. 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 50%; (2) for a maximum term not to exceed twelve (12) years; (3) the retention of twenty-one (21) existing 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 the law.

SECTION 3. This Ordinance is 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 construction project by Rea & Associates Inc. and Rea Real Estate Ltd.; 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: _____, 2020 Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2020

Mayor

Introduced by: Jon Ansel

Request for Agenda Item

OK 2020-18

Authorization for Bid

☐

Purchase Capital Item

☐

Non-Capital

☒

Division Development	Meeting Date Requested June 1, 2020
Project Name 12-Yr, 50% CRA Request	Estimated Total Funds/Costs \$0.00
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? N/A - Legislation seeks to retain an accounting firm in downtown that had alternative out-of-jurisdiction sites.	
Description of Request By invitation, Rea & Associates Inc. (employer) and Rea Real Estate Ltd. (affiliated land holding company) have applied for a 12-year, 50% CRA for their planned \$3.5MM to \$4.5MM real estate reinvestment at the site of the former Horn Nursing Home. The project will result in the creation of a two-story, 16,100 square foot office building to retain the firm's expanded 21-person professional workforce. Rea & Associates Inc originally approached the City and Wooster Growth to inquire about the Horn Nursing Home property after having already identified sites for its expansion, including locations outside of City limits altogether. Having expressed interest in rebuilding in downtown if the site came available, coupled with interest from other prospective redevelopers, Wooster Growth and the Wayne County Community Improvement Corporation moved forward with acquiring and demolishing the abandoned property and issued a request for proposal for its redevelopment - a joint application from Rea & Associates Inc. and Weaver Custom Homes was the successful proposal, which disclosed that the projects would need a 12-year, 50% CRA abatement to proceed. Additional planning over the last several months was needed to furnish the completed application.	
Justification / Benefits The project retains jobs in the City and Downtown, reinvests in the former Horn Nursing Home site and replaces the lost real estate tax revenues even while under abatement. The project advances the City's comprehensive plans while retaining professional jobs at the City's center. At an investment of \$217 to \$280 per square foot, the proposal represents an exceptionally high quality downtown investment.	
Will this Project affect the City's Operating Costs Income taxes retained from 21 jobs and replacement of lost real estate taxes. See revised impact summary.	
What Alternatives Exist and what are the Implications of the Alternatives The firms have acted in good faith on this high-cost proposal. Absent of an abatement, the project and future growth potential would be irreparably harmed, with project scope at risk of significant change.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: N/A	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons An expedited decision would be helpful to aid the companies in their planning.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: May 27, 2020

Approved for Agenda ☐ Yes ☐ No

COMMUNITY REINVESTMENT AREA REQUEST SUMMARY



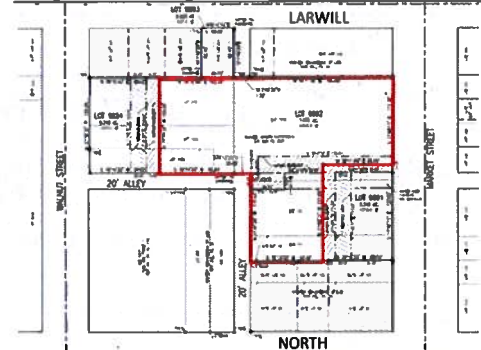
Prepared by the City of Wooster Department of Community Service and Development at the Request of:
Rea & Associates Inc. & Rea Real Estate Ltd. – Site: 230 N. Market St., Wooster, Oh
 Application Date: 13 May 2020 – *This summary revised 26 May 2020 to reflect tax millage changes*

Project Summary: Rea & Associates Inc., a growing regional accounting firm, and its affiliated holding company, Rea Real Estate Ltd., applied for a **12-year, 50% real estate tax exemption** through the City's CRA program to enable the construction of a new **16,100-sqft two-story downtown office building** along N. Market Street. (Please see attached re-plat document.)

The project advances the 2014 Comprehensive Plan and the 2015 Downtown Plan by redeveloping an underutilized urban site into a new office complex.

The project would not only retain 21 jobs in downtown and the City, but also reinvest at the former site of an abandoned nursing home. Initially, the applicant had identified sites beyond Wooster's downtown and city limits that could meet the needs of its growing workforce. The proposal came about following a request for proposals from the Wooster Growth Corporation and the Wayne County Community Improvement Corporation, which earlier acquired and demolished the deteriorated nursing home site in 2019. Specifically, Rea & Associates Inc. and Weaver Custom Homes made a joint application that shared a proposed development plan for the office building as well as ten townhomes conditioned on 12-year, 50% incentives as well as zoning and other governmental approvals. The completed formal application represents one of the last steps in the planning process and if approved, construction would begin at the start of summer.

Project Site Map



Re-plat excerpt: 1.032-acre Lot 9892 outlined. See exhibit.

Project Impacts: In lieu of relocating to alternative sites outside the downtown and city limits, the proposal would aid Rea & Associates Inc. in building a new office center within downtown Wooster for its 21 employees. Its currently-owned 545 N. Market Street building, also in the CRA, is too small to practically accommodate current staff, and would be made available to sale. Also, not committed but for disclosure, the firm has an arrangement with another Dyer Roche Company that, should it come to fruition, could result in relocation of 13 future Rea & Associates employees from a leased location in downtown.

While under abatement, the **\$3.5MM to \$4.5MM** project is anticipated to generate **\$59,993 to \$74,175** in tax revenue for the local governments funded by Wooster citizens while abated. By comparison, prior to its demolition, the Horn Nursing Home facility contributed \$60,560 in real estate taxes at 100% valuation. Rea Real Estate Ltd.'s purchase price of the land from our local community's non-profit community improvement corporations made the nonprofit organizations whole on their demolition efforts, saving taxpayers additional funds. The same site otherwise generates an estimated \$9,587 annually today.

The **21 jobs** with **\$1,887,533** in payroll, and any future jobs, would be retained within City limits and in downtown. The project represents a substantial commitment to the community and the CRA from a quality employer that has 11 other offices throughout Ohio. While not part of the agreement, the firm hopes to expand further in Wooster and the new space provides it the ability to accommodate future regional-focused activities. The company has a history of steady growth.

Staff **recommends** the application's request for **12-year, 50% CRA** owing to the projects' substantial economic impact with redevelopment of a challenged urban site (See Note 3 in Table below), advancement of the city's comprehensive plans, retention of jobs in the downtown district that otherwise faced relocation outside city limits, and positive fiscal impacts.

Attachments: Rea & Associates Inc. and Rea Real Estate Ltd. Application, Planning Commission excerpt, and re-plat map.

TABLE: Project Implication Matrix *Revised with projected anticipated 81.043 millage from 75.043 mills.*

Rea & Associates Inc. and Rea Real Estate Ltd. Projected Tax Impacts (Not all investments are likely to impact valuation)

Current Value ¹ 230 N. Market St.	Annual Tax Obligation ¹	Post Project Tax Value ² \$3.5MM - \$4.5MM Invest	Annual Tax Oblig. w/o Abatement ²	Annual Tax Obligation with 50% Abatement	Applicant's Annual Savings ³	Total Savings after 12 Years
\$365,000	\$10,353	\$3,865,000	\$109,632	\$59,993	\$49,639	\$595,671
		\$4,865,000	\$137,997	\$74,175	\$63,822	\$765,862
230 N. Market 16,100 sf Office Building	Annual City Income Tax Retention ⁴		\$28,313	Annual RE Tax Gain with CRA		\$49,639 to \$63,822
	Annual City Income Tax Creation		\$0	Cumulative RE Tax Max Gain		\$595,671 to \$765,862
	CRA Cumulative Income Tax		\$339,760	Post-Abatement RE Tax Gain		\$99,278 to \$63,822

1. The current value of \$365,000 is the recent purchase price for the 1.032 acre site.

2. All figures are estimated, with final valuation determined by the Wayne County Auditor. Assumptions figure that the amount invested will have a dollar-for-dollar increase on the market value of the structure upon project completion. This is a reasonable estimate considering similar projects in the area.

3. The valuation of the proposed Class A \$3,500,000 to \$4,500,000 office building represents \$217 to \$280 per square foot of new construction, which is **substantially** higher than would be expected for a greenfield Class B office building (\$110/sf to \$160/sf), generating additional revenue.

4. 1.5% income tax on \$1,887,533 in existing payroll for 21 jobs, which were at risk for leaving downtown and city limits.

5. Post-Abatement Real Estate Gain assumes investment fully realized in market value, and that vacated space retains existing value.

Note: Notification to local school districts and a recommendation by the Wooster Growth Corporation are required before an application for a Community Reinvestment Area (CRA) abatement may be considered by the Wooster City Council. Community Reinvestment Area #169-86548-01 is governed by Ohio Revised Code Sections 3735.65 through 3735.70, as administered by the Ohio Development Services Agency, and City of Wooster Ordinances No. 2004-33. For questions on this application or the City of Wooster's CRA in general, please contact the City of Wooster Development Coordinator at 330.263.5250.

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
Authorized Representative: Mr. David McCarthy



PROPOSED AGREEMENT for Community Reinvestment Area Tax Incentives between the City of Wooster located in the County of Wayne and Rea & Associates Inc. and Rea Real Estate Ltd.

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

Rea & Associates, Inc.
Enterprise Name (Employer)

Mr. David K. McCarthy
Contact Person

694 E. Washington St.
Medina, Ohio 44256
Address

Phone: 330.661.0227
Email: david.mccarthy@reacpa.com
Contact Information

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

Rea Real Estate, Ltd.
Enterprise Name
(Real Estate Owner)

Mr. David K. McCarthy
Contact Person

694 E. Washington St.
Medina, Ohio 44256
Address

Phone: 330.661.0227
Email: david.mccarthy@reacpa.com
Contact Information

- c. Project site:

230 N. Market
Location Name

Mr. David K. McCarthy
Contact Person

230 N. Market Street
Wooster, Ohio 44691
Address

Phone: 330.661.0227
Email: david.mccarthy@reacpa.com
Contact Information

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

Commercial complex featuring a two-story 16,100 square foot office complex which will support the retention of 21 full-time jobs in the City of Wooster.

- b. List primary 6 digit North American Industry Classification System (NAICS) # 541221
Business may list other relevant SIC numbers. _____

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
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c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: This project will enable a relocation for Rea & Associates' Wooster office to include 21 employees from its owned real estate at 545 N. Market Street, Wooster Ohio, approximately 1,300 feet north of the project site. The current facility is insufficient for the company's needs. The owned real estate will be made available for sale. Separately, while not structured as a merger or acquisition, the Enterprise has plans to acquire Dyer, Roche & Company, Inc., an accounting firm located in the city of Wooster at 121 N. Market Street. The transaction is not yet completed, and the Enterprise's desire to proceed with the Project at 230 North Market Street is not dependent upon the completion of that transaction. If that transaction moves forward, closing is currently anticipated to be completed on or about November 1, 2020. If the transaction is completed, the employees of Dyer, Roche & Company, numbering 13, would become employees of Rea & Associates, and those employees would relocate to the new building upon the completion of construction. Therefore, some relocation from Dyer, Roche & Company is possible, but not certain. The Enterprise had outgrown its offices at 545 North Market Street and had decided to relocate from that address prior to the business opportunity with Dyer, Roche & Company

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

Rea & Associates Inc. (Employer) - Ohio Corporation For Profit
Rea Real Estate, Ltd. (Holder of Real Estate) – Ohio Limited Liability Company

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

Rea & Associates Inc. – Don McIntosh, CEO, Jeremey Senften, COO.
Rea & Associates Ltd. – David K. McCarthy, Managing Member.

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

0 – No employment exists at the site.

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

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:

The 21 employees of Rea & Associates Inc's office at 545 North Market Street would be moved to the Project location. Rea & Associates has outgrown the 545 North Market Street, Wooster, Ohio site. In addition, if the proposed Dyer Roche & Company acquisition is completed, the 13 employees from Dyer, Roche & Company (located today at 121 N. Market Street, Wooster, Ohio) would become Rea &

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
Authorized Representative: Mr. David McCarthy



Associates employees and would be moved to the Project location.

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

Rea & Associates Inc. - 311 full-time permanent employees, 0 part-time permanent employees, 0 full-time temporary employees, 0 part-time temporary employees.

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

Wooster Office: Rea & Associates Inc. 545 N. Market Street, Wooster, Ohio. The firm has owned the existing office building structure since 2003, measuring approximately 6,000 above-ground and another 6,000 square feet basement/storage area. The firm intends to make the existing building available for sale. 21 employees are based at this location. The structure is undersized with the type of space required to support the current operation and is an obstacle for future growth. All employees and equipment will be transferred to the 230 N. Market Street location. Please also reference Section 2c and 4c.

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

The proposed project will retain 21 professional full-time jobs in downtown Wooster in its designated CRA area. Alternatively, due to lack of appropriate space, the company would be compelled to build in a location outside of the downtown where there is availability of affordable building sites, possibly outside of the city limits. Optimized space will allow the firm in the future to explore expansion of its regional services from downtown Wooster.

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).

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
Authorized Representative: Mr. David McCarthy



6. Project Description: The Rea & Associates two-story building will occupy the northeast quadrant of the site and feature approximately 16,100 square feet of commercial floor space. The building will be supported with a 60 to 70-space parking lot.
7. Project will begin on or about September, 1, 2020, and be completed December 31, 2022 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):
- 21 full-time permanent jobs will be created at the project site. The 21 jobs currently exist at the firm's 545 N. Market Street Wooster location described in questions 2c and 4e.
- b. State the time frame of this projected hiring: N/A yrs.
- c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees): N/A – 21 full-time permanent jobs will be relocated to the project site upon completion by December 31, 2022.
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: \$ 1,887,553.
10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:
- | | |
|--|-------------------------------|
| A. Acquisition of Buildings: | <u>\$ 650,000*</u> |
| B. Additions/New Construction: | <u>\$ 3,500,000-4,500,000</u> |
| C. Improvements to existing buildings: | <u>\$ 0</u> |
| D. Machinery & Equipment: | <u>\$ 0</u> |
| E. Furniture & Fixtures: | <u>\$ 0</u> |
| F. Inventory: | <u>\$ 0</u> |
| Total New Project Investment: | <u>\$ 4,150,000-5,150,000</u> |

Developer Coordinator's Note: Purchase price includes the following parcels, to be re-plat from 2019 Parcels 64-00713.000 (Lot 7458, 0.6026 acres), and portions of parcels 64-00708.000 (Lot 240), 64-00386.000 (Lot 7460), 64-00713.001 (Lot 7459), 64-01878.000 (Lot 102), 64-01879.000 (Lot 101), and 64-01880.000 (Lot 100) into the proposed 1.032-acre Lot 9892. Please see Exhibit C.

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
Authorized Representative: Mr. David McCarthy



11. a. Business requests the following tax exemption incentives: 50% for twelve (12) years covering \$3,500,000 to \$4,500,000 of real property as described above. Be specific as to the rate, and term.
- b. Business's reasons for requesting tax incentives:

Developer Coordinator's Note: This CRA incentive was requested as part of a redevelopment proposal submitted to the Wooster Growth Corporation for the purchase of the 230 N. Market Street Site. In addition and separate of this application, Weaver Custom Homes has proposed the construction of 10 townhomes. Prior to the proposal, the Wooster Growth Corporation and the Wayne County Community Improvement Corporation partnered to acquire the site, which contained a severely deteriorated nursing home facility, demolished and levelled the site, and issued a request for proposals to redevelop the property. The two nonprofit community-funded entities selected the Weaver Custom Homes and Rea & Associates Inc. proposal for its compatibility and furthering of the City of Wooster's 2014 Comprehensive Plan and 2015 Downtown Plan with its opportunity to retain 21 existing jobs in the area and to create additional housing, along with offer price and limited request for incentives.

This incentive is being requested in order to assist Rea & Associates Inc. to reinvest in the 230 N. Market Street site, retaining 21 jobs within downtown Wooster. CRA treatment will enable the developers the financial ability to build in a challenged urban location instead of relocating their existing downtown workforce at a less-costly green-field site located outside of downtown. Employer and Real Estate Owner will be responsible for the building's ongoing maintenance and employment commitments.

Submission of this application expressly authorizes 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.

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.

CRA Application – Rea & Associates Inc. and Rea Real Estate, Ltd.
Project Name: Wooster Reinvestment
230 N. Market Street
Authorized Representative: Mr. David McCarthy



SIGNATURES:

DAVID K. MCCARTHY
Rea & Associates Inc. Representative

5/13/2020
Date

David K. McCarthy
Signature

David K. McCarthy, Shareholder
Typed Name and Title

DAVID K. MCCARTHY
Rea Real Estate, Ltd. Representative

5/13/2020
Date

David K. McCarthy
Signature

David K. McCarthy, Managing Member
Typed Name and Title

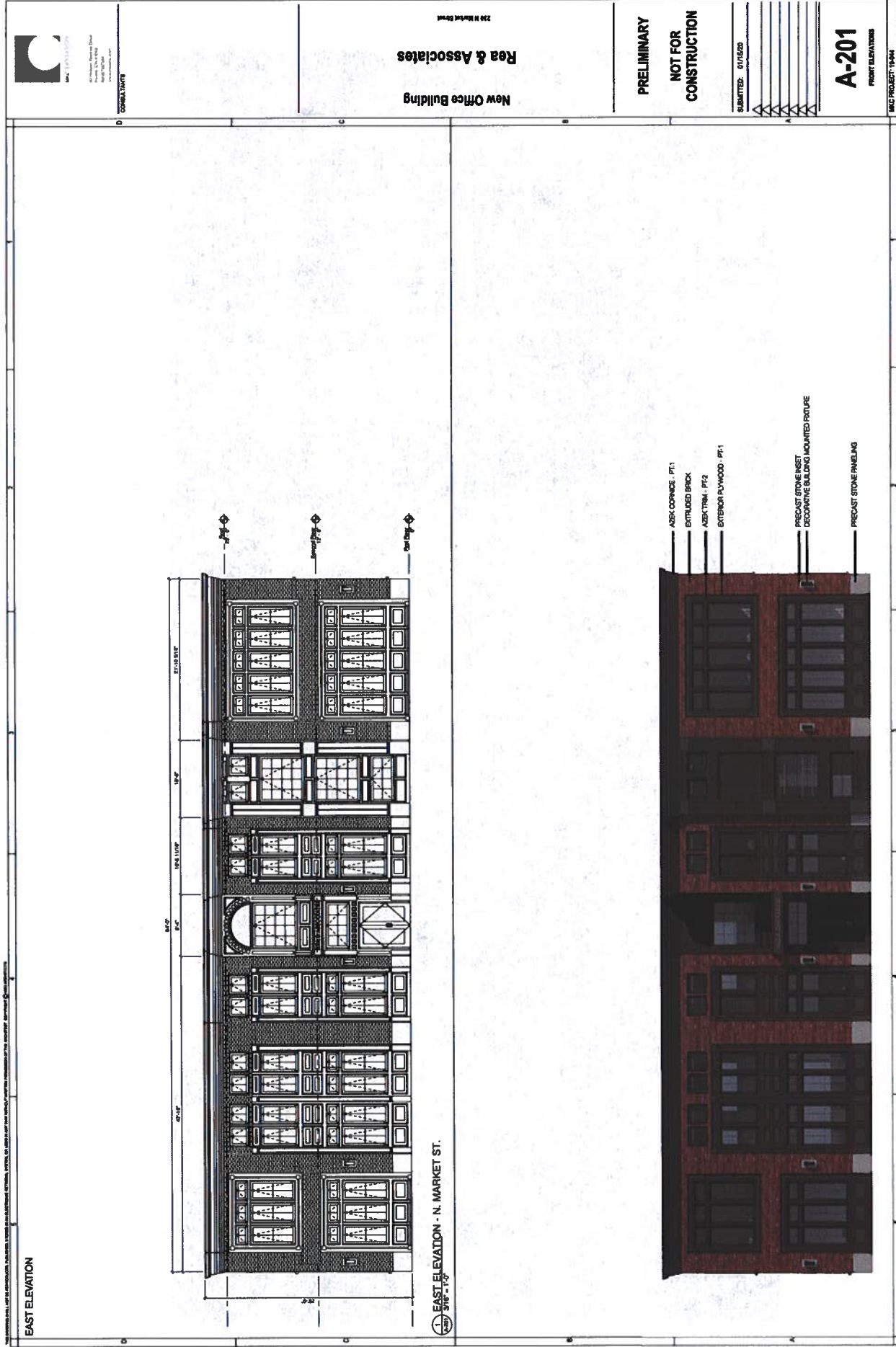
* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal. Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board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

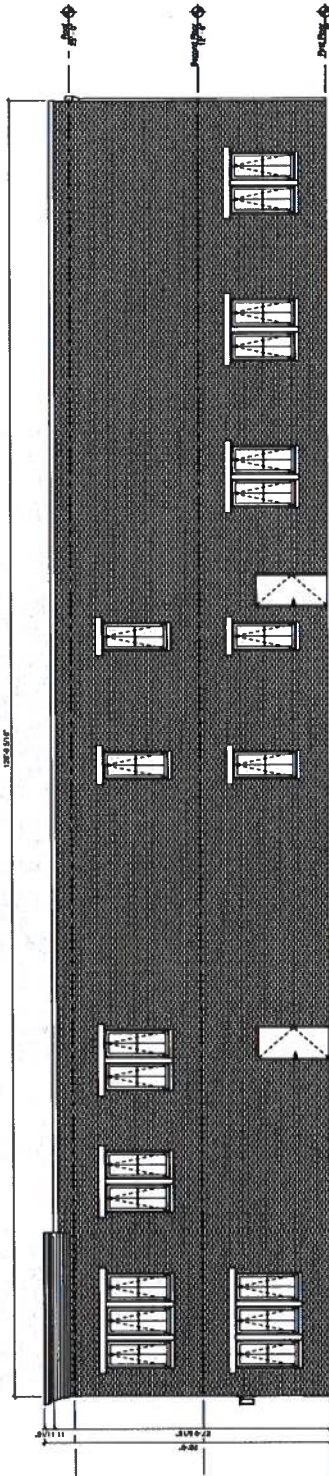


MKC | ARCHITECTS



C:\Users\jashpman\OneDrive\Documents\New Location\2019-10-04_Plan and Associate Option 2_Jashpman.rvt 1/15/2020 3:42:48 PM

NORTH ELEVATION



1 NORTH ELEVATION - FACING EXISTING CHURCH
316' - 11 1/2"



Rea & Associates
Architects, Engineers, Planners
1000 N. 1st Street, Suite 100
Tampa, FL 33602
Phone: 813.241.1111
Fax: 813.241.1112
www.reaandassociates.com

CONSULTANTS

New Office Building
Rea & Associates
220 N. Market Street

PRELIMINARY
NOT FOR
CONSTRUCTION

SUBMITTED: 01/15/20



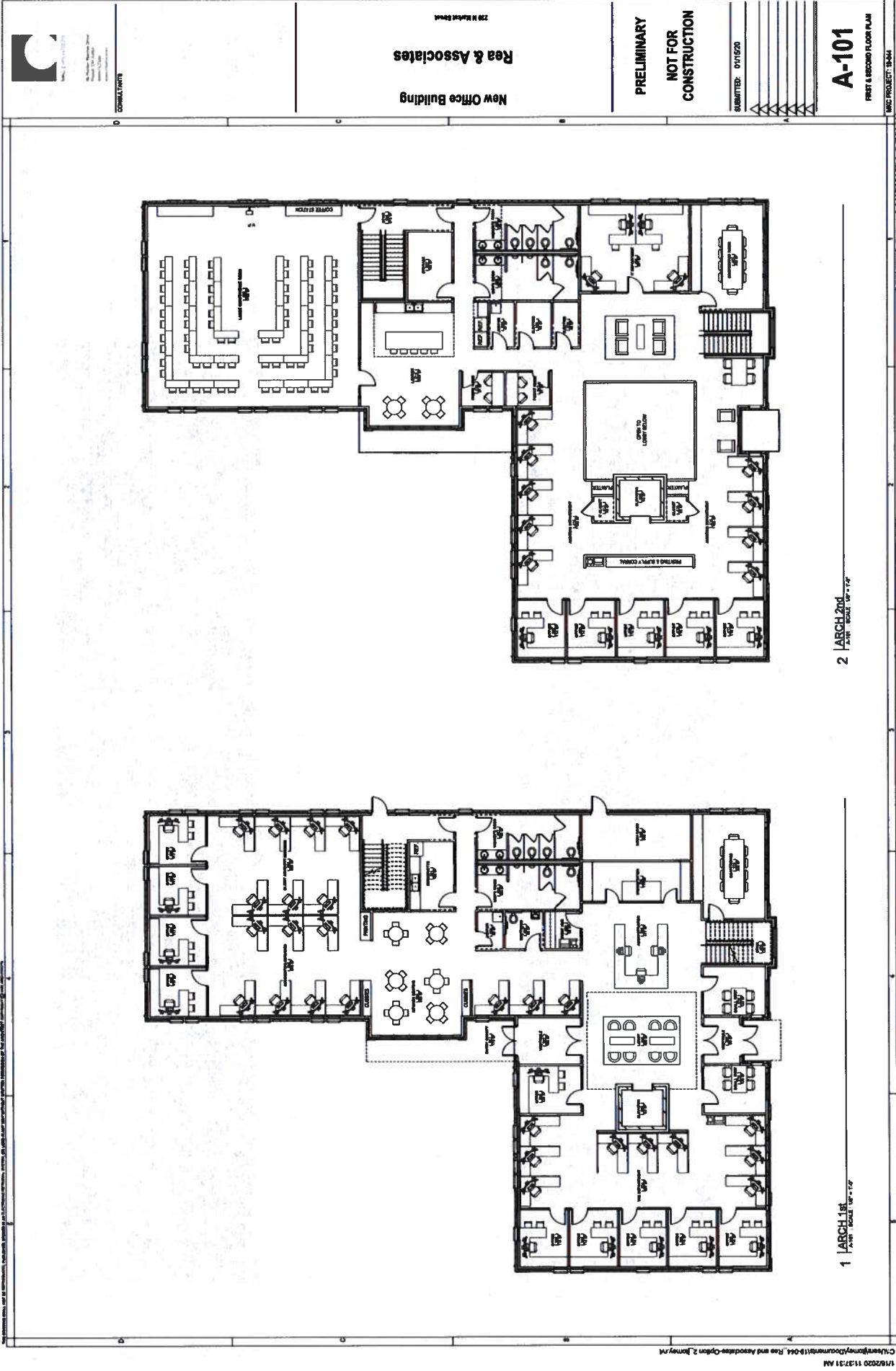
A-203

CHURCH USE ELEVATIONS

MEP PROJECT 19-04

Project Status: SCHEMATIC DESIGN

PRELIMINARY NOT FOR CONSTRUCTION



PRELIMINARY NOT FOR CONSTRUCTION

Project Status: SCHEMATIC DESIGN

A-101

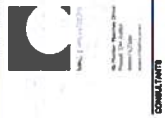
FIRST & SECOND FLOOR PLAN

ARC PROJECT: 19-044

PRELIMINARY
NOT FOR
CONSTRUCTION

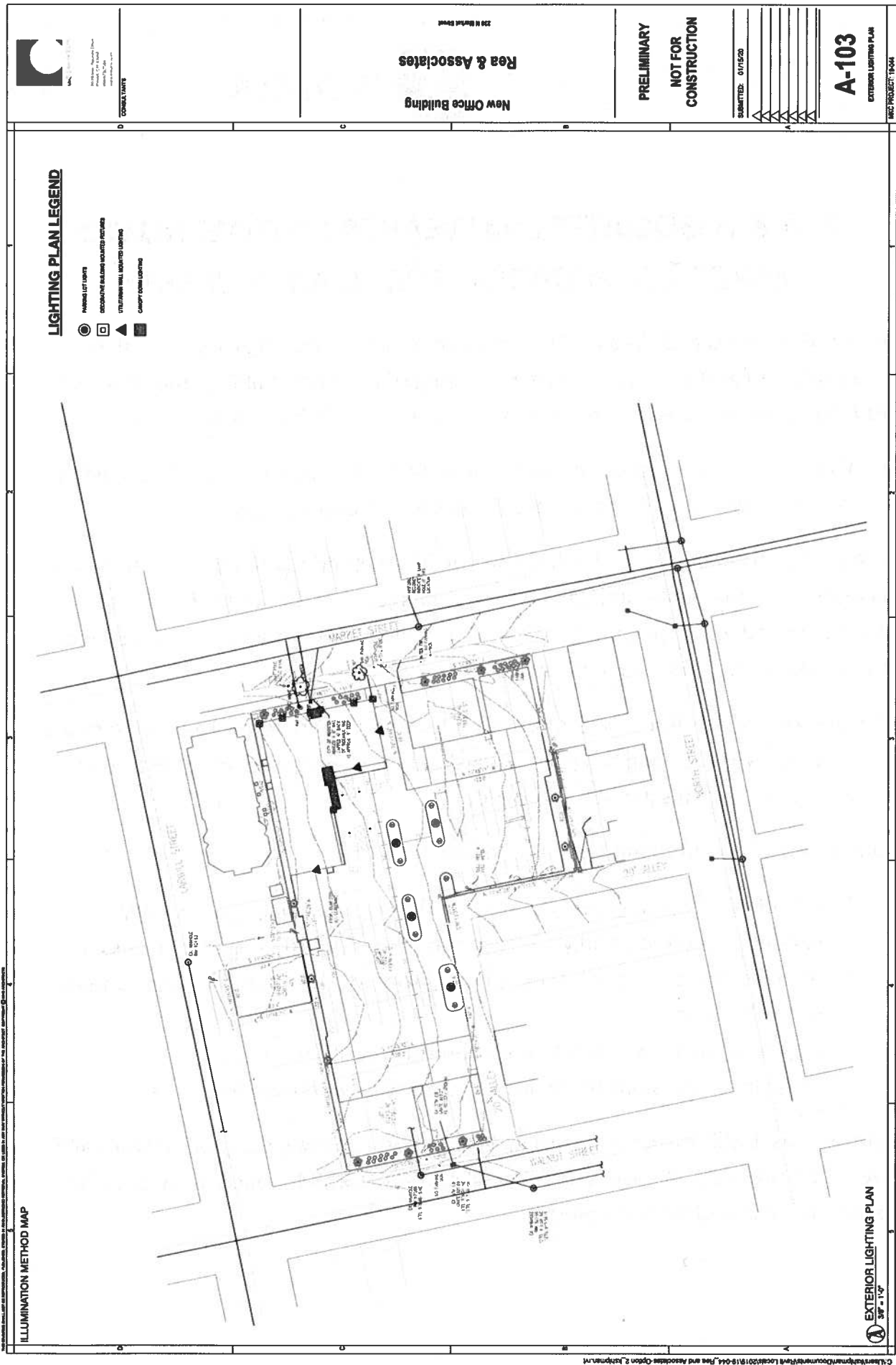
SUBMITTED: 01/16/20

New Office Building
Rea & Associates
220 N Market Street



2 | ARCH 2nd
1/8" = 1'-0"

1 | ARCH 1st
1/8" = 1'-0"



ILLUMINATION METHOD MAP

LIGHTING PLAN LEGEND

- PARKING LOT LIGHTS
- BUILDING LIGHTS
- ▲ STREET LIGHTS
- CANOPY LIGHTS



Rea & Associates
220 N. Market Street
Suite 200
San Francisco, CA 94102
Tel: 415.398.1234
Fax: 415.398.1235
Email: info@rea.com

New Office Building
Rea & Associates
220 N. Market Street

PRELIMINARY
NOT FOR
CONSTRUCTION

SUBMITTED: 07/15/20

A-103

EXTERIOR LIGHTING PLAN

PROJECT: 19-04

Project Status: SCHEMATIC DESIGN

EXTERIOR LIGHTING PLAN
5/8" = 1'-0"

PRELIMINARY NOT FOR CONSTRUCTION



REA & ASSOCIATES and WEAVER CUSTOM HOMES ***MIXED USE PROPOSAL FOR HORN PROPERTY***

REA & Associates and Weaver Custom Homes are excited to propose a mixed used project for the Horn property consisting of an office building and parking for REA and 10 townhouses to be built by Weaver that will be offered for sale.

REA's part of the project will consist of a 10,000 – 15,000 sq. foot office building facing the northern part of Market St. and 60 – 70 parking spaces.

Weaver's part of the project will consist of 10 attached townhouses. Preliminary layouts have one triplex and one duplex building along the southern part of Market St and along Walnut St. These units will consist of two car garages, two-three bedrooms, and two bathrooms.

We are excited to offer this proposal and both parties are ready to move forward with design work as soon as we are awarded the project and start construction as soon as plans and designs are approved.

Our proposal is contingent upon the following:

1. City of Wooster approval for any conditional approval, zoning, and/or variances needed to fully approve this project by all parties as necessary.
2. Approval for closing the alley running from Market St to the alley running North & South.
3. City extending the storm to the properties southern end.
4. Per prior discussions there are no sanitary or water tap fees

Our proposal will consist of one sales transaction to Weaver Custom Homes and would be cash sale. Weaver and REA will parcel off land for each party once final plans are designed and approved.

EXCERPT: Original Development Proposal

NOTE: Some project details have changed. This is provided for additional reference and project context.

REQUEST FOR PROPOSAL: 230 N. Market St, Wooster, Ohio 44691

Company Name:

Rea & Associates, Inc.

Company Address:

419 W High Ave, New Philadelphia, Ohio 44663

Contact Name and
Title:

David K. McCarthy, Shareholder

Contact Address:

694 E Washington St, Medina, Ohio 44256

Contact Phone:

330.661.0227

Email:

david.mccarthy@reacpa.com

Development Team
Members:

Rea & Associates, Inc. and Rea Real Estate, Ltd.

Development Team
Experience:

50 years plus experience in building owner occupied CPA offices with over 150,000 sq. ft. under management.

List/Description of two
similar projects (attach
additional info if
needed):

Rea & Associates has built owner occupied office buildings for themselves for over 50 years. Below are some examples of building which we built and are still using today.

1970s

696 East Washington Street, Medina, Ohio 44256

698 East Washington Street, Medina, Ohio 44256

122 4th Street, New Philadelphia, Ohio 44663

1980s

212 North Washington St., Millersburg, Ohio 44654

1990s

694 E. Washington Street, Medina, Ohio 44256

5775 Perimeter Dr, Dublin, Ohio 43017

419 West High Ave, New Philadelphia, Ohio 44663

EXCERPT: Original Development Proposal

NOTE: Some project details have changed. This is provided for additional reference and project context.

Primary Intended Use:

Mixed-Use Residential / Office
(Active Use)

The level of investment below is for the 16,000 sq. ft. office complex.

Projected Real Estate
Level of Investment

Minimum
\$2,400,000

Maximum
\$3,200,000

Projected Construction
Start / End

Start: January
2020

Completion: December
2020

Housing Component:

See the details of Weaver Custom Homes portion of the RFP for the housing component.

For Commercial Retail and Office:

Projected number of Full-Time
employees at project site*:

21

Creation of New Primary Jobs (If Applicable): Please list a commitment of new primary jobs that would be created at this location. These are jobs that are new to Wayne County and who primarily serve clients or customers, and/or conduct sales, outside of the State of Ohio.

Rea & Associates owns most of the buildings in which our offices are located. Our current office location in the City of Wooster has 5000 square feet of office space and plenty of parking. We are at capacity in that building and need to relocate to a larger facility to continue our growth. Our intention was to buy or build a building inside Wooster City limits, preferably in downtown Wooster. We have been having difficulty in locating a building to buy or build that meets our needs inside the city limits and have been looking at options outside the city. We believe this property at 230 N. Market Street meets our needs as to size and number of parking spaces. This location will retain the current 21 jobs inside the city limits of Wooster. In addition, the proposed 16,000 sq. ft. office building will be able to meet our needs for growth in the Wayne County market, handling up to 65 full time employees with benefits and an average salary in excess of \$50,000.

EXCERPT: Original Development Proposal

NOTE: Some project details have changed. This is provided for additional reference and project context.

Proposed Purchase Price:

Six Hundred and Fifty Thousand----- Dollars

\$650,000.00

Incentives Required

☒

This Project will require a Community Reinvestment Area Agreement

Please provide term and percentage of abatement (12 Years, 100% Maximum by law): 12 year, 50%

☐

This Project will require an Enterprise Zone Agreement

Please provide term and percentage of abatement (12 Years, 100% Maximum by law): _____

☐

This Project will require other public incentives

Please attach a written proposal.

Alternate Financing Options Requested

No alternate finance options are requested.

Claims and Suits

If the answer to any of the questions below is yes, please attach details.)

Has your organization ever failed to complete any work awarded to it?

NO

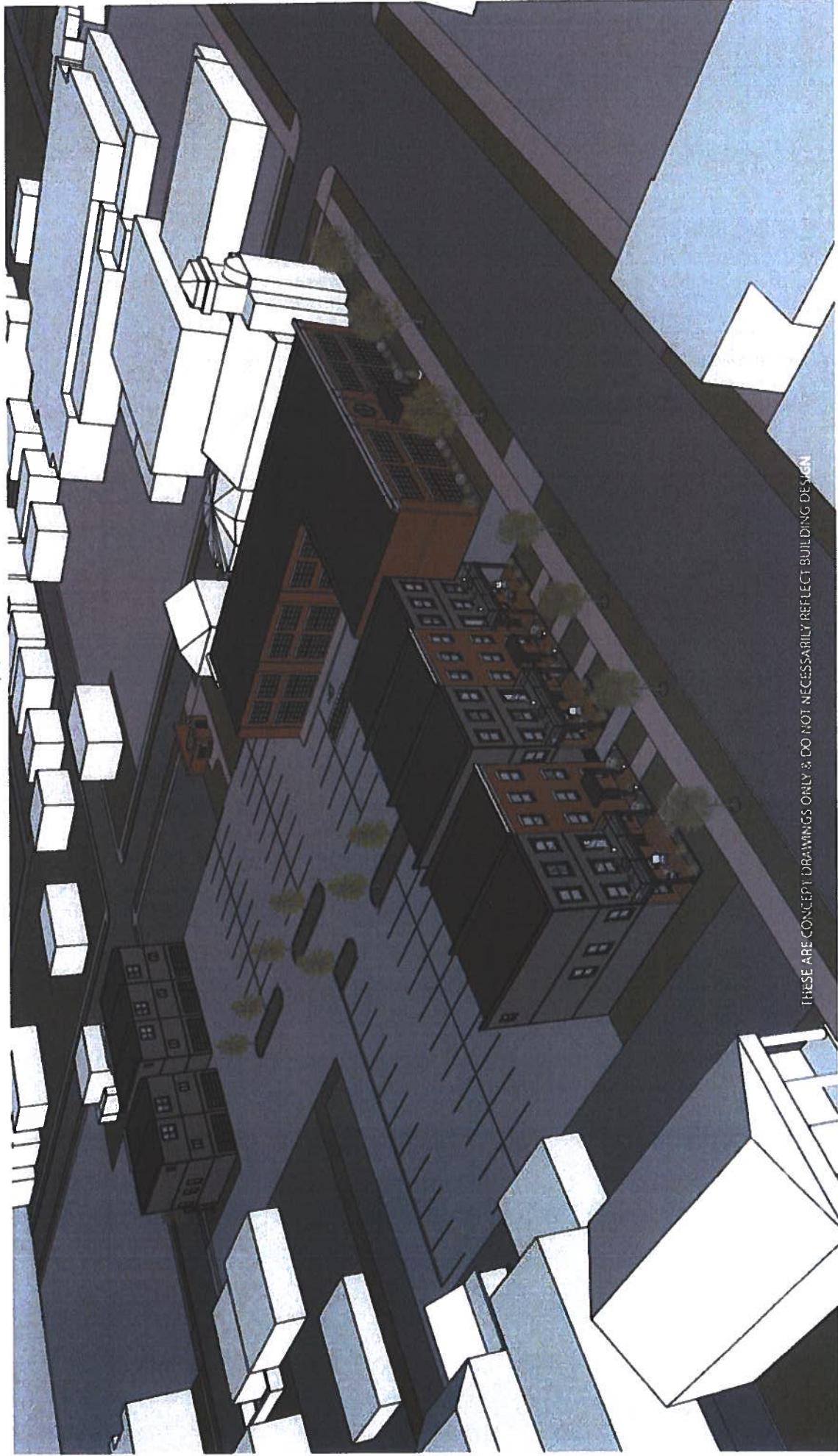
Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

NO

Has your organization filed any law suits or requested arbitration with regard to service contracts within the last five years?

NO

EXCERPT: Original Development Proposal
NOTE: Some project details have changed. This is provided for additional reference and project context.



THESE ARE CONCEPT DRAWINGS ONLY & DO NOT NECESSARILY REFLECT BUILDING DESIGN

RESOLUTION NO. 2020-27

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION
TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A
CONTRACT(S) WITH THE LOWEST AND BEST BIDDER TO EXTEND
DAISY WAY FROM OLD AIRPORT ROAD TO THE EXISTING DAISY
WAY, AND DECLARING AN EMERGENCY

WHEREAS, the City has been awarded grant funds to assist in the cost of extending
Daisy Way.

WHEREAS, extending Daisy Way is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF
WOOSTER, OHIO, three-fourths of all members elected or appointed thereto concurring,
that:

SECTION 1. In accordance with the declaration of necessity, the Director of
Administration is authorized to advertise according to law and enter into a contract(s) with
the lowest and best bidder for the Daisy Way Extension project in the City of Wooster.

SECTION 2. The cost of such contract shall not exceed the amount appropriated.

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

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

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2020

Mayor

Introduced by: Bill Bostancic

Request for Agenda Item

Authorization for Bid



Purchase Capital Item



Non-Capital



Division: Engineering	Meeting Date Requested June 1, 2020
Project Name Daisy Way Extension – Notice to Proceed	Estimated Total Funds/Costs \$1,000,000 (\$250,000 Ohio Jobs/Commerce)(\$200,000 TID)(\$389,000 Capital Fund)(\$161,000 Assessments)
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? 	
Description of Request This is a request to advertise and enter into a contract with the lowest and best bidder for the construction of Daisy Way Extension from Old Airport Road to the west end of the existing Daisy Way, as described in the Resolution of Necessity, 2020-23	
Justification / Benefits The need for this project has been previously established and ratified by council. We are in the process of obtaining the necessary right of way and will advertise immediately thereafter.	
Will this Project affect the City's Operating Costs This project will have no effect on the City's operating costs.	
What Alternatives Exist and what are the Implications of the Alternatives We can do nothing and forfeit the funding and continue to experience traffic issues at the intersection of Old Airport Road and SR 585.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to bid this project as early as possible.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Roger Kobilarcsik	Date: May 26, 2020
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	

RESOLUTION NO. 2020-28

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND BEST BIDDER FOR THE LINCOLN STREET WATERLINE REPLACEMENT PROJECT AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to replace an aging waterline with a history of breaks and help to improve the overall water quality in the area.

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

SECTION 1. In accordance with the estimated needs of the City of Wooster for proper waterline maintenance in 2020, the Director of Administration is authorized to advertise according to law and enter into a contract(s) with the lowest and best bidder for the Lincoln Street waterline replacement project in the City of Wooster.

SECTION 2. The cost of the contract shall not exceed the amount appropriated.

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

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

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2020 _____
Mayor

Introduced by: David Silvestri

Request for Agenda Item

Authorization for Bid



Purchase Capital Item



Non-Capital



Division: Engineering	Meeting Date Requested June 1, 2020
Project Name Lincoln Street Waterline Replacement Project	Estimated Total Funds/Costs \$600,000 (\$300,000 CDBG)(\$300,000 Water Fund)
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
Description of Request This is a request to authorize the advertisement for bids and to enter into a contract with the lowest and best bidder for the replacement of the waterline on Lincoln Street from Nold Avenue to University Street. This project involves the replacement of approximately 2,800 linear feet of 6" cast iron W/L with a history of breaks. The replacement pipe shall be 8" ductile iron pipe. The project includes replacing 62 water services and 8 fire hydrants. All of the engineering design, construction administration and inspection will be performed in-house by the engineering staff.	
Justification / Benefits The project will replace an aging waterline with a history of breaks and help to improve the overall water quality in the area.	
Will this Project affect the City's Operating Costs This project should lower operation and maintenance costs.	
What Alternatives Exist and what are the Implications of the Alternatives We could do nothing and continue to perform maintenance on the aging waterline.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Suspension of the rules is not necessary but earlier passage would allow the opportunity to bid this project as early as possible in order to obtain the best possible bids.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Roger Kobilarcsik	Date: May 26, 2020
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	

RESOLUTION NO. 2020-29

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

WHEREAS, the State of Ohio Development Services Agency notified the City of Wooster of its eligibility for a biannual allocation grant of up to \$150,000.00 from the Ohio Small Cities Community Development Block Grant funds for PY 2020 through its Allocation Grant program; and

WHEREAS, State of Ohio Development Services Agency has temporarily waived restrictions limiting the amount of CDBG funds that may be dedicated toward expansion of public services for low-to-moderate income individuals; and

WHEREAS, two public hearings are required to apply for the above-referenced grant programs in order to gain input for expenditure of said funds; the first was held on May 20, 2020, and the second was held on June 1, 2020; and

WHEREAS, this Council deems that prompt action is necessary in order to submit the applications by the June 19, 2020 deadline.

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

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

- Assistance to the Viola Startzman Free Clinic (CDBG)
- Assistance to the Salvation Army to facilitate and launch "The Living Room" Homeless Day Center project (CDBG)
- The City of Wooster will also administer its Fair Housing Program as an in-kind activity.

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

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order that the application to the State of Ohio Development Services Agency for a Small Cities Community Development Block Grant (Program Year 2020 - Allocation Grant) may be submitted by the June 19, 2020 deadline; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

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

Passed: _____, 2020 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2020
Mayor

Introduced by: Jon Ansel

Request for Agenda Item

Authorization for Bid

☐

Purchase Capital Item

☐

Non-Capital

☒

Division Development	Meeting Date Requested June 1, 2020
Project Name 2020 CDBG Allocation Grant	Estimated Total Funds/Costs \$150,000*
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? General fund. This grant is reimbursable.	
Description of Request CDBG Biannual Allocation Grant Program - 2020 Request: This grant request of \$150,000 (reimbursable from 2021 through 2022), would 1.) fund the Viola Startzman Clinic with \$50,000 to expand medical services to low-to-moderate income residents, and 2.) support the launch of a staffed homeless day center project, "The Living Room" through the Salvation Army, for a period of two years, with a contribution of \$100,000. This funding would match a \$20,000 annual contribution from the Wayne County Government for the next three years, along with funding from the Salvation Army directly and the Wayne County Community Foundation. The CDBG funds would provide the program the ability to launch this year with a path to sustainability without future reliance on CDBG. NOTE: The City is normally limited to a contribution of \$22,500 of its CDBG funds toward public service - The Ohio Development Services Agency is WAIVING this limitation for this Allocation Grant cycle ONLY, understanding that there is a greater need to support services in the wake of COVID-19. In future years, it is anticipated that 85% of CDBG funds will be restricted to infrastructure as in the past.	
Justification / Benefits If awarded, the Allocation Grant would provide funding to launch the "Living Room" homeless day center project, facilitated by the Salvation Army, to support our community's homeless with safe and staffed space for rest and communication with access to counseling. Such space does not exist today. Also, the grant supports the expansion of medical services to low-income residents.	
Will this Project affect the City's Operating Costs This will operate as a reimbursable grant.	
What Alternatives Exist and what are the Implications of the Alternatives Alternatively, the City may select an infrastructure project, such as a traffic signal replacement, or other qualified service, provided such projects benefit primarily LMI populations.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons The grant deadline is June 19, 2020. A second reading is requested to consider public comments.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: 26 May 2020

Approved for Agenda ☐ Yes ☐ No



345 North Market Street, Wooster, Ohio 44691 330-264-2727

City of Wooster
Attn: Wooster City Council and Office of the Mayor
538 N. Market Street
Wooster, OH 44691

May 22, 2020

Dear Wooster City Council and Office of the Mayor,

The Wayne County Housing Coalition, acting as the local Continuum of Care for Wayne County, would like to express our support for the Wooster Corp of the Salvation Army's application for funding through the Community Development Block Grant Program.

Salvation Army is a trusted member of our Coalition and they deliver vital services to our community each day. We feel that if they are awarded these funds, the services they propose to deliver at "The Living Room", a Day Center open to the public, will make a great impact on our low-income population and those struggling with a safe place to be during the daytime hours. We believe "The Living Room" space will be well utilized by our community as it is a much-needed resource.

Salvation Army's application was voted on and approved by our Coalition at the May 20, 2020 meeting. This project proposal received overwhelming support from our member agencies. Please feel free to contact me with any questions you may have.

Warm Regards,

Krista Kidney
President
Wayne County Housing Coalition
419-606-2649
kidneyk@one-eighty.org

Cc: Madelaine Dwier, Salvation Army Major

RESOLUTION NO. 2020-30

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR REPLACEMENT AND UPGRADING OF THE FREEDLANDER PARK PRIMARY ELECTRICAL SERVICE AND TRANSFORMERS, AND DECLARING AN EMERGENCY

WHEREAS, the existing system overhead primary service and transformers are outdated and deteriorated and cause repeated outages and hazards; and

WHEREAS, replacing the system with an underground system will all but eliminate outages and will eliminate all overhead hazards and potential lines down within the park.

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

SECTION 1. The Director of Administration is authorized to advertise according to law and enter into a contract with the lowest and best bidder for the replacement of primary service and transformers in accordance with specifications now on file in his office.

SECTION 2. The cost of such contract will not exceed the amount budgeted.

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

SECTION 4. This Resolution is 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 to continue to operate efficiently and keep City equipment in safe condition; 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.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2020
Mayor

Introduced by: Jennifer Warden

Request for Agenda Item

Authorization for Bid



Purchase Capital Item



Non-Capital



Division	Public Properties Maintenance	Meeting Date Requested	June 1, 2020
Project Name	Freedlander Park-Electrical Service	Estimated Total Funds/Costs	\$220,000.00
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED			
If No, How is the Purchase to be Funded?			
Description of Request Upgrade and replace the existing overhead primary service and transformers to an underground primary service with new transformers.			
Justification / Benefits The existing system is outdated and deteriorated causing repeated outages and hazards. Replacing the system will all but eliminate outages and will eliminate all overhead hazards and potential lines down with-in the park.			
Will this Project affect the City's Operating Costs No			
What Alternatives Exist and what are the Implications of the Alternatives None			
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:			
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Note Reasons			
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.			
Manager Requesting: Curt Denning		Date: 5-27-2020	

Approved for Agenda ☐ Yes ☐ No

RESOLUTION NO. 2020-31

A RESOLUTION AUTHORIZING THE DIRECTOR OF
ADMINISTRATION TO ADVERTISE ACCORDING TO LAW
AND ENTER INTO A CONTRACT WITH THE LOWEST AND
BEST BIDDER FOR REPLACEMENT OF THE FREEDLANDER
CHALET ROOF, AND DECLARING AN EMERGENCY

WHEREAS, the existing roof on the Freedlander Chalet was installed back in 2000, and is now in need of repair and/or replacement; and

WHEREAS, the new roof will greatly increase the energy efficiency and cost-saving while heating and cooling the building throughout the year.

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

SECTION 1. The Director of Administration is authorized to advertise according to law and enter into a contract with the lowest and best bidder for the construction/ replacement of a roof for the Freedlander Chalet, in accordance with specifications now on file in his office.

SECTION 2. The cost of such contract will not exceed the amount budgeted.

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

SECTION 4. This Resolution is 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 to continue to operate efficiently and keep City equipment in safe condition; 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.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2020
Mayor

Introduced by: Jennifer Warden

Request for Agenda Item

Authorization for Bid



Purchase Capital Item



Non-Capital



Division	Public Properties Maintenance	Meeting Date Requested	June 1, 2020
Project Name	The Chalet Roof Replacement	Estimated Total Funds/Costs	\$85,000.00
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED			
If No, How is the Purchase to be Funded?			
Description of Request Replace the existing roof on The Chalet Building that currently has asphalt shingles that were installed in 2000. A new standing seam steel roof will be installed after 5 1/2" of insulation board is added to the existing 2" x 6" tongue and groove roof decking. With no insulation currently on the roof/ceiling, adding 5 1/2 " insulation will increase to an 30 R-value thus will greatly increase the energy efficiency and cost saving while heating and cooling the building throughout the year. The specifications for the new standing seam steel roof system will reflect the current building and industry standards. The Chalet Roof Replacement would be a fully funded capital expense in the 2020 Budget. Project: 3100114 Fund: 301 Approximate Cost \$85,000.00			
Justification / Benefits The asphalt shingles are in need of replacement and not doing so will cause structural and interior damage to the building. Adding insulation will in turn save in energy costs long term.			
Will this Project affect the City's Operating Costs Energy costs will decrease.			
What Alternatives Exist and what are the Implications of the Alternatives			
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:			
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Note Reasons			
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.			
Manager Requesting: Curt Denning		Date: May 27, 2020	

Approved for Agenda ☐ Yes ☐ No

RESOLUTION NO. 2020-32

A RESOLUTION REQUESTING THAT THE OHIO
DEVELOPMENT SERVICES AGENCY AMEND WAYNE
COUNTY'S ENTERPRISE ZONE #115C, AND
DECLARING AN EMERGENCY

WHEREAS, the Ohio Enterprise Zone Act ("the Act"), under Ohio Revised Code Section 5709.61 through 5709.69 has authorized counties, with the consent and agreement of affected municipalities and townships therein, to designate areas as Enterprise Zones and to execute agreements with certain enterprises for the purpose of establishing, expanding, renovating, or occupying facilities and hiring new employees and preserving jobs within said zones in exchange for specified local tax incentives granted by the County;

WHEREAS, the City Council of Wooster ("the Council") upon due consideration desires to implement said Act and to designate an Enterprise Manager within the boundaries of Wooster, ("the Municipality") to promote the economic welfare of said Municipality;

WHEREAS, it is necessary for the Council to formally request from the County Commissioners of Wayne County, Ohio, ("the Board") the inclusion of the Municipality in an Enterprise Zone proposal and to include such an ordinance in a petition to the Director of the Development Services Agency of the State of Ohio to certify the area described as such a zone;

WHEREAS, the Council finds and determines that the designation of the Zone pursuant to the Ohio Revised Code Section 5709.632 will promote the economic welfare of the residents of the Municipality by creating new jobs and retaining and preserving existing jobs and employment opportunities within such areas and is in the best interest of said Municipality;

WHEREAS, the Council understands that the Board of County Commissioners is required by law to administer all Enterprise Zone and agreements within the County and will therefore appoint a designee to be responsible for 1) the establishment and operation of the Tax Incentive Review Council as specified in Ohio Revised Code Section 5709.85, 2) to ensure that the Enterprise Zone Agreements contain the information required in Ohio Revised Code Section 5709.631, including but not limited to a description of the project, the amount to be invested, the number of jobs created and/or retained, the annual new payroll associated with these jobs, and the specific percentage and term of the tax exemptions being granted toward real and/or personal property, 3) to forward copies of all Enterprise Zone Incentive Agreements to both the Ohio Development Services Agency and the Ohio Department of Taxation within fifteen days after the agreement is entered into, as specified in the Ohio Revised Code, 4) to notify affected school boards of proposed projects a minimum of fourteen days prior to formal local legislative consideration and to include comments by the school board as part of the review process as required under Ohio Revised Code Section 5709.83, 5) to maintain a centralized record of all aspects of the Zone, including copies of the agreements, a list of the members of the Tax Incentive Review Council, and a summary of the Tax Incentive Review Council's annual review of each agreement, and 6) to submit a comprehensive annual zone activities on or before March 31 of each year pursuant to Section 5709.68;

WHEREAS, the Council requests from the Board the power and duty to negotiate Enterprise Zone Agreements as permitted in Ohio Revised Code Section 5709.61, and that the Council agrees to negotiate agreements and to assist the Board of County Commissioners in the administration of the Enterprise Zone and will approve all agreements before submitting agreements to the Board of County Commissioners for approval; and

WHEREAS, the City of Wooster permitted the annexation of 162.193 acres of land in 2018 with the passage of 2018-010, which was contained within the Wayne County Rural Enterprise Zone boundary but requires recertification by the Wayne County Commissioners with the City's express request in order to accommodate future projects.

WHEREAS, the Council is requesting an amendment of an Enterprise Zone which includes part of the municipal corporation and meets the population and boundary requirements to be certified as an Enterprise Zone under Section 5709.632; and

WHEREAS, the Council agrees to the establishment of a Tax Incentive Review Council or Councils pursuant to Ohio Revised Code Section 5709.85 and will appoint two representatives to said Council within sixty days after the Director of the Ohio Development Services Agency certifies the Amendment to the Zone.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO, that the City Council hereby authorizes the County to include the portion of the Municipality described in Exhibit A in the Enterprise Zone; and

BE IT FURTHER RESOLVED that the Clerk of the Board of County Commissioners of Wayne County, Ohio is hereby authorized to include this resolution in the petition to the Director of the Development Services Agency of the State of Ohio.

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

Passed: _____, 2020 Vote: _____

Attest: _____
 Clerk of Council President of Council

Approved: _____, 2020 _____
 Mayor

Introduced by: Jon Ansel

Request for Agenda Item

Authorization for Bid

☐

Purchase Capital Item

☐

Non-Capital

☒

Division Development	Meeting Date Requested 1 June 2020
Project Name Enterprise Zone Recertification	Estimated Total Funds/Costs \$0.00
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? N/A - This is a request to the Wayne County Commissioners to included annexed land in the EZ.	
Description of Request This resolution requests that the Ohio Development Services Agency Amend the Wayne County Enterprise Zone #115C to permit newly-annexed city territory to be included within the Wayne County Rural Enterprise Zone program. This resolution is required to enable previously-passed Ordinance 2020-10 to be effective, which authorized the Mayor to enter into an Enterprise Zone Agreement with Certified Angus Beef LLC through the County's Rural Enterprise Zone program. (State law prohibits municipalities from amending their Enterprise Zone boundaries, while County Enterprise Zones may re-certify boundaries at any time.) Because the territory was annexed by the City of Wooster, the territory now requires a formal resolution from the municipality to permit the County to officially include it in the Rural Enterprise Zone Program. Per County Government request, only the Certified Angus Beef property (Parcel 73-00011.001) is being included. (The County's re-certification of its Rural Enterprise Zone's effective boundary for future projects will be considered on a case-by-case basis.)	
Justification / Benefits This will enable the Wayne County government to include the Certified Angus Beef property within its Rural Enterprise Zone Program.	
Will this Project affect the City's Operating Costs \$0.00 - This resolution enables Ordinance 2020-10 to proceed pending County approval.	
What Alternatives Exist and what are the Implications of the Alternatives Absent of this resolution, the Wayne County Commissioners would not have the City's permission to extend its Rural Enterprise Zone to the Certified Angus Beef project.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons An expedited decision enables the project authorized by 2020-10 to commence in 2020.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea Date: 27 May 2020	

Approved for Agenda ☐ Yes ☐ No



201900007160
BK 898 PG 2433

Exhibit "A"

Situated in the City of Wooster, County of Wayne and State of Ohio:

Being Lot Number 9858 in the Ontario Hospitality Allotment #1, as platted in Volume 31, Page 483 of the Wayne County Plat Records.

Prior Deed Reference: Volume 893, Page 2980 of Official Records.

Parcel No. 73-00011.001

Wayne County Tax Map Department APPROVED Smp 07/15/2019 Wooster 261 Lot 9858

ORDINANCE NO. 2020-20

AN ORDINANCE SUBMITTING TO THE ELECTORS OF
THE CITY OF WOOSTER, OHIO, AMENDMENTS TO THE
CHARTER OF THE CITY OF WOOSTER AS PROVIDED IN
SECTION 8.03 "CHARTER REVIEW," AND DECLARING AN
EMERGENCY

WHEREAS, pursuant to Section 8.03 of the Charter of the City of Wooster this Council appointed a Charter Review Commission, with representation from each ward, for the purpose of conducting the decennial review of the Charter of the City of Wooster; and

WHEREAS, the Charter Review Commission has met from time to time and has recommended that certain proposed amendments to the Charter be submitted to the electorate; and

WHEREAS, Council has determined to authorize and direct the submission to the electors of the City of Wooster the proposed amendments to the Charter of the City of Wooster, Ohio, as provided in Section 8.03 of the Charter, at the general election to be held on November 3, 2020, which election date is not less than sixty (60) nor more than one hundred twenty (120) days from the passage of this Ordinance.

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

SECTION 1. That, in accordance with the recommendations of the Charter Review Commission, the proposed amendments shall appear on ballots at the general election to be held at the usual places of voting in the City of Wooster on Tuesday, November 3, 2020. This Council hereby authorizes and directs the submission to the electors of the City of Wooster at the general election of the following amendments to the Charter of the City of Wooster, Ohio, and that said Charter amendments be submitted to said electors of the City for their approval or disapproval. The Charter sections proposed for amendment shall read in accordance with the text which is attached to this Ordinance and incorporated herein by reference.

SECTION 2. The foregoing proposed amendments, if approved by a majority of the electors voting thereon at the aforesaid election to be held on November 3, 2020, shall become effective from and after the time of their approval by the electors.

SECTION 3. The Mayor and/or Clerk of Council be and hereby are directed to give public notice of the time and place of holding such election by publication of such notice at least ten (10) days prior to the day of such election in a newspaper published and of general circulation in said City.

SECTION 4. The Clerk of Council be and hereby is directed to cause to be published a copy of the full text of the proposed Charter amendments, as set forth above, once a week for not

less than two consecutive weeks in the Daily Record, a newspaper of general circulation in the community, with the first publication being at least fifteen (15) days prior to the election, in accordance with Section 9 of Article XVIII, Ohio Constitution, and Section 731.211 of the Ohio Revised Code.

SECTION 5. The Clerk of Council be and is hereby directed forthwith to certify a copy of this Ordinance to the Wayne County Board of Elections.

SECTION 6. To pay the cost of printing and mailing said copies of said proposed Charter amendments and of publishing such election notice there be and hereby is appropriated from the unappropriated balance in the General Fund the sum of \$10,000.00, or so much thereof as may be needed.

SECTION 7. 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 the law.

SECTION 8. 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 it is necessary to have these Charter amendments certified to the Wayne County Board of Elections in a timely manner in order that they may appear on the ballot at the November 3, 2020 general election; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

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

Passed: _____, 2020 Vote: _____

Attest: _____
 Clerk of Council President of Council

Approved: _____, 2020 _____
 Mayor

Introduced by: Craig Sanders

BALLOT #1

New or amended language highlighted in **RED**.
Language deletions appear as strikethroughs.

Proposed Charter Amendment City of Wooster:

This amendment, if passed would:

- a. Clarify the Charter definition of compensation.
- b. Reduce the number of Compensation Commission members from nine to seven for ease of recruitment.
- c. Allow for flexibility in the scheduling of City Council meetings.
- d. Changes the title of "emergency ordinances" to "ordinances in need of immediate enactment." This title allows for more clarity for the public.
- e. Allows notice of public meetings to be made electronically in addition to traditional methods.

A majority affirmative vote is necessary for passage

Shall Article II of the Charter of the City of Wooster be changed and amended as follows:

ARTICLE II THE COUNCIL

SECTION 2.03. COMPENSATION AND BONDS.

Compensation and bonds for City officials and employees shall be established by ordinance of Council. **The definition of "compensation" includes both monetary compensation, such as wages, salary, and benefits.** This does not preclude the City Administration's negotiating with City employee groups regarding wages and ~~fringe~~ benefits. Salaries **and benefits** of elected officials for the ensuing term shall be set at least five days prior to the last day for filing candidacy and may not be changed during the term.

Commencing on or about January 1, 2011, and every four years thereafter, Council, in consultation with the Mayor, will appoint a Compensation Commission consisting of ~~nine~~**seven** resident electors who will be charged with reviewing and making recommendations to the Mayor and Council ~~of the amounts~~ **regarding the salary amount** to be paid the Mayor and members of Council. No more than **four** members of the Compensation Commission shall be of the same political party.

SECTION 2.07. MEETINGS OF COUNCIL.

In each calendar month, excepting July and August, the Council shall hold at least two regular meetings, the time and place of which shall be prescribed by ordinance. **Meetings may be scheduled in the months of July and August as determined by the Mayor and the Council President, but are not required.** Any meeting of Council may be cancelled if, as determined by the Mayor and the Council President, there is no business before Council.

A majority of all Council members elected or duly appointed shall constitute a quorum to do business, but a lesser number may adjourn by majority vote from day to day and compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance or resolution.

Special meetings may be held on the call of the Mayor or of a majority of the members and, whenever practicable, upon no less than twelve hours' notice to each member. If a member cannot be located personally, a written notice of the time and date of the special meeting shall be left at his last known place of residence in the City.

SECTION 2.11. ~~EMERGENCY~~ ORDINANCES IN NEED OF IMMEDIATE ENACTMENT.

When necessary for the preservation of the public peace, health, and welfare or safety, or providing for the usual daily operation of a municipal department or division, the Council, by an affirmative vote of three-fourths of the members, may adopt an ~~emergency~~ ordinance which shall set forth and define the specific facts necessitating **the immediate enactment of the ordinance emergency**. Such ~~emergency~~ ordinances shall require no public hearings and shall take effect at the time indicated therein. ~~Emergency Ordinances in need of immediate enactment~~ shall be published as other ordinances after passage.

SECTION 2.12. ACTIONS NOT PERMITTED TO BE **IMMEDIATELY ENACTED AS EMERGENCIES**.

No action of Council authorizing the surrender or joint exercise of its powers, or in granting a franchise, or in establishing new positions, classified and unclassified, or in the enactment, amendment or repeal of any zoning or building resolution or ordinance, or in the changing of any ward boundaries, or in authorizing any change in the boundaries of the Municipality, shall be enacted **immediately** ~~as an emergency ordinance~~.

SECTION 2.17. PUBLICATION OF RESOLUTIONS AND ORDINANCES.

All resolutions and ordinances must be published after enactment by title, number, and summary within the City. Such publication shall announce that a copy of the resolution or ordinance is available at the office of the Clerk of Council. As used in this Charter, the terms "published" and "publication" shall mean to post the legislation or summary thereof in at least three public places as are designated by ordinance of Council, and to take such other actions as may be provided by Council. **One of the three public places may be publishing by means of electronic media.**

BALLOT #2

New or amended language highlighted in **RED**.
Language deletions appear as strikethroughs.

Proposed Charter Amendment City of Wooster:

This amendment, if passed would:

- a. Make the Charter easier to understand as to the Mayor's supervisory and procedural duties.
- b. Provides for a succession plan for the Director of Law and clarifies how the Director of Law and the Director of Finance are appointed.

A majority affirmative vote is necessary for passage

Shall Articles III and IV of the Charter of the City of Wooster be changed and amended as follows:

ARTICLE III **THE MAYOR**

SECTION 3.02. ADMINISTRATIVE POWERS.

The Mayor shall exercise supervision and control over all of the Administrative Departments **of the City, as described in Section 4.04 of the Charter of the City of Wooster** of the City. S/he shall be the chief conservator of the peace within the City and shall see that all laws, ordinances and resolutions are faithfully obeyed and enforced. S/he shall be the ceremonial head of the City.

S/he shall have the power:

- (1) To appoint, promote, transfer, reduce or remove any officer, employee, or appointee of the City in a manner consistent with the provisions of this Charter;
- (2) To initiate departmental reorganization in accordance with Section 4.078;
- (3) To exercise those judicial powers granted to mayors under the general laws of Ohio;
- (4) To perform other powers and duties granted by ordinance or resolution.

SECTION 3.04. MAYOR'S VETO POWER.

Upon authentication, every ordinance and resolution shall be presented to the Mayor by the Clerk of Council. If the Mayor approves such ordinance or resolution, s/he shall sign and return it, but if s/he does not approve it, s/he shall return it **to the Clerk of Council** with a statement of his/her objections to the Council. This shall be recorded in its journal.

The Council may then reconsider the vote on the passage of such legislation, not later than at its next regular meeting. If, on reconsideration, it is approved by two-thirds of the members of Council, it shall become effective as stipulated in Article II, Section 2.15.

If any ordinance or resolution shall not be returned by the Mayor **to the Clerk of Council** within seven days after it was presented to him/her, it shall become effective in the same manner as if it had been signed on the last day of the seven day period.

The Mayor may exercise item veto over appropriation ordinances which shall be subject to the other veto provisions in this Charter.

SECTION 3.05. VACANCY.

(a) Temporary Absence From Office. In the event that the Mayor is temporarily absent or unable to perform the duties of office, **the Clerk of Council shall be notified** ~~s/he shall so notify the Clerk of Council of that fact~~, and the President of Council shall then assume the duties of the office of Mayor during the temporary absence.

(b) Permanent Vacancy. In the event the Mayor, for a period of time in excess of ninety (90) consecutive days, is either absent from office or unable to perform his/her duties because of physical or mental illness or disability, Council may, after providing the Mayor with written notice and an opportunity for a hearing in accordance with Article VIII, Section 8.06(e) (1), upon the affirmative vote of five (5) members, declare the office of Mayor to be vacant.

(c) In the event of a permanent vacancy in the office of the Mayor due to his/her resignation, death or permanent disability, the President of Council shall assume the duties of the office of Mayor. Until a successor **to the office of President of Council** is elected and qualified, the office of President of Council shall become vacant and shall be filled as set forth in Article II, Section 2.06.

Within ten (10) days after the occurrence of a permanent vacancy in the office of Mayor the President of Council shall issue a proclamation to the Board of Elections declaring the existence of a vacancy in such office and the necessity of holding an election to fill the unexpired term thereof. Such election shall be held at the next primary or general election occurring thereafter; provided that if the unexpired term for such office ends within one year following the occurrence of the vacancy an election shall not be held, and the vacancy shall be filled as provided herein.

ARTICLE IV

ADMINISTRATIVE OFFICERS, DEPARTMENTS AND COMMISSIONS

SECTION 4.02. DIRECTOR OF LAW.

The Director of Law shall be an attorney licensed to practice law in the State of Ohio, and s/he shall have been engaged in the active and full-time practice of law continuously for a period of not less than five (5) years preceding his/her appointment. S/He shall have charge of the Law Department of the City. In that capacity, s/he shall serve as the chief legal counsel to the Mayor, the City Council, City departments and divisions, the Hospital Board of Governors, and the various municipal boards and commissions. S/He will perform all duties and functions now or hereafter imposed upon the municipal directors of law by the general laws of Ohio; and s/he will perform such other duties as may be required by this Charter, by ordinance or resolution of Council, or as directed by the Mayor, except that s/he will not serve as counsel to the Wooster City Board of Education.

The Director of Law shall be appointed in accordance with section 4.04 of the Charter of the City of Wooster. The Mayor may also designate a Deputy Director of Law, who, during the absence or disability of, or during a vacancy in, the office of Director of Law, shall exercise the powers and discharge the duties and functions of the Director of Law under the title of Acting Director of Law. The Deputy Director of Law must be an attorney licensed to practice law in the State of Ohio.

SECTION 4.03. DIRECTOR OF FINANCE.

The Director of Finance shall be appointed on the basis of his/her competence as demonstrated by experience, education or both. The Director of Finance shall be appointed in accordance with section 4.04 of the Charter of the City of Wooster. The Mayor may also designate an officer or employee of the City, who, during the absence or disability of, or during a vacancy in, the office of Director of Finance, shall exercise the powers and discharge the duties and functions of the Director of Finance under the title of Acting Director of Finance.

The Director of Finance shall be the chief fiscal officer of the City. S/he shall, on behalf of the City, collect all taxes, assessments and moneys due; disburse funds as authorized; select depositories; invest funds when available for investment; maintain an efficient general accounting system and specify and supervise departmental accounting including invoicing, receiving and, where appropriate, cost accounting systems; and represent the City with other governmental fiscal agencies. The Director of Finance shall perform all duties and functions now or hereafter imposed on city auditors and treasurers by the laws of the State of Ohio which are not in conflict with the provisions of this Charter.

The Director of Finance shall, for the Council in a form Council may specify, report the current financial status of the City not less than quarterly; provide Council all supportive financial information requested for consideration of the annual appropriation ordinance; and make a yearly report covering all accounts and obligations of the previous fiscal year.

The Director of Finance shall serve as fiscal advisor to the Mayor and the Council and provide cost account data when feasible and desirable. S/he shall assist the Mayor in the preparation of the yearly budget, appropriation ordinances and statements of anticipated income, and accept any other duties assigned to him/her by the Mayor.

BALLOT #3

New or amended language highlighted in **RED**.
Language deletions appear as strikethroughs.

Proposed Charter Amendment City of Wooster:

This amendment, if passed would:

- a. Remove the limit on the number of Administrative Assistants as this is more appropriately handled outside of the Charter.
- b. Remove the governance of civil service from the Charter as Civil Service Rules are a more efficient method.
- c. Allow employees to move from the classified to the unclassified civil service as this restriction has been overly restrictive to employees who wish to change.

A majority affirmative vote is necessary for passage

Shall Article V of the Charter of the City of Wooster be changed and amended as follows:

ARTICLE V THE CIVIL SERVICE

SECTION 5.03. CLASSIFIED AND UNCLASSIFIED SERVICE.

Unless otherwise provided in this section, all compensated positions in the service of the Municipality shall be in the classified service and shall be appointed and promoted pursuant to competitive examinations. The following shall comprise the unclassified service of the Municipality:

1. Mayor;
2. President of Council;
3. Members of Council;
4. Clerk of Council and other employees of Council;
5. Directors; department heads and assistant department heads; and division heads and assistant division heads except in the Police and Fire divisions;
6. Members of boards and commissions established by this Charter or by ordinance of Council;
7. **Administrative Assistants** ~~One administrative assistant to the Mayor; and one administrative assistant for each department;~~
8. All staff and employees of the Wooster Community Hospital;
9. Volunteer members of the Fire Division, and members of the auxiliary police unit of the Police Division;
10. Employees working less than an established work week; and seasonal employees;
11. Temporary employees;

12. Persons filling positions determined by Council to require exceptional qualifications of a scientific, managerial, professional, or educational character.

SECTION 5.04. CIVIL SERVICE EXAMINATIONS.

All matters relating to the hiring and promotion of Civil Service employees shall be in compliance with the Civil Service Rules as passed by City Council.

~~In administering competitive examinations the administrative officer appointed by the Mayor may use any one or more of the following methods:~~

- ~~1. Standard written aptitude, achievement, and intelligence examinations;~~
- ~~2. Written or oral dissertations of objective nature designed to test the applicant's familiarity with the classification;~~
- ~~3. Written or oral examinations which evaluate mental fitness, character traits, and attitudes;~~
- ~~4. Performances or skill examinations which provide for assessment of the applicant's abilities and manual skills to perform the work required in the classification;~~
- ~~5. Evaluation examinations which objectively and uniformly rate and evaluate the applicant's education, training, and past experience;~~
- ~~6. Physical examinations of agility, endurance, coordination and muscular strength when pertinent to the classification;~~
- ~~7. Oral examinations which demonstrate general knowledge, personal qualities, and communications skills;~~
- ~~8. Any other method authorized by Council.~~

SECTION 5.05. NEW EMPLOYEES.

~~All new classified employees of the Municipality shall serve a one-year probationary period. During this period, the supervisor of each employee shall evaluate the performance of the employee in writing, on an approved form, not less than three times and not less than fifteen days before the probationary period of the employee ends, and shall file a copy of the same with the Administrative Officer for the Commission.~~

~~Based on the evaluation reports and at any time within the probationary year, the Director of Administration may terminate the employment of the probationary employee without cause. Such action by the Director is final and not subject to appeal to the Municipal Civil Service Commission. Failure to terminate the employment of the probationary employee within the probationary year shall be deemed to constitute a permanent appointment in the classified service of the Municipality.~~

SECTION 5.06. PROMOTIONS IN THE CLASSIFIED SERVICE.

~~Except as otherwise provided in this charter, vacancies in positions in the classified service shall be filled, as far as practicable, by promotions. Promotions shall be made according to merit and fitness, determined by competitive examinations.~~

SECTION 5.07. PROMOTION TO CHIEF IN THE POLICE AND FIRE DIVISIONS.

~~When a vacancy occurs in the position of Chief in the Police Division, all regular sworn members of the Division above the rank of patrolman, who have completed five years of service in the division as regular sworn members, shall be eligible to take the examination for Chief.~~

~~When a vacancy occurs in the position of Chief in the Fire Division, all regular sworn members of the Division above the rank of firefighter, who have completed five years of service in the division as regular sworn members, shall be eligible to take the examination for Chief.~~

~~In either the Police or Fire Division, the Mayor may nominate two additional candidates to take the examination for Chief.~~

SECTION 5.05 5.08. DISCIPLINE.

All matters relating to the discipline of Civil Service employees shall be in compliance with the Civil Service Rules, the various collective-bargaining agreements, the Employee Handbook, and Department policies and procedures.

~~Except where the employee is otherwise subject to a collective bargaining agreement, the Mayor, Director of Administration or designee may discipline, suspend, demote, or dismiss a classified employee of the Municipality for reasonable and just cause including but not limited to the following: neglect of duty, insubordination, conduct unbecoming an employee, malfeasance, nonfeasance, misfeasance, abuse of leave policy of the Municipality, physical incompetence, mental incompetence, failure to maintain a high level of professional performance, and any other cause that may be established by Council as a uniform rule. A department head or division head may also discipline or suspend, but not demote or dismiss, a classified employee within his/her department or division for the reasons provided above. The disciplining officer shall serve the employee with written notice of the charges preferred against him/her and written notice of the action taken, and shall also file a copy of the same within the Municipal Civil Service Commission.~~

~~Except where the employee is otherwise subject to a collective bargaining agreement, any employee within the classified service of the Municipality disciplined, suspended, demoted, or dismissed from his/her position shall have the right to a formal hearing before the Municipal Civil Service Commission, providing such employee files a written request for hearing with the Commission within ten (10) days after receipt of charges preferred against him/her and notice of the action taken. Not less than fifteen (15) days after its timely receipt of a written request for hearing, the Commission shall convene a hearing at which time the employee and his/her representative, and the disciplining officer and his/her representative, may participate. Such hearing shall be as informal as is compatible with the requirements of justice. Formal rules of evidence shall not be required; and the burden of proof necessary to support the discipline, suspension, demotion, or dismissal shall be a preponderance of the evidence. The hearing shall be conducted in public unless the employee waives the same in writing prior to the time of hearing. The Commission shall announce a decision within a reasonable time after the hearing has been completed. A majority vote of Commission members shall be required to render a decision.~~

~~The decision of the Municipal Civil Service Commission shall be a final appealable order.~~

~~The Municipal Civil Service Commission shall be charged with the responsibility of developing rules, regulations and procedures not in conflict with this Charter to govern the~~

~~execution of its duties. These rules, regulations and procedures shall be adopted by Council as stated in Section 5.01 of this Charter.~~

SECTION 5.06 5.09. POLITICAL ACTIVITY.

No classified employee shall participate in any manner in any municipal political campaign. A classified employee may participate in any non-municipal political campaign, except during working hours. Any employee who violates this section shall be subject to discipline as provided in Section 5.058 of this Charter.

ARTICLE IX
TRANSITION

~~SECTION 9.05. TRANSITION FROM CLASSIFIED TO UNCLASSIFIED SERVICE.~~

~~Any employee holding a position in the classified service, which position is subsequently placed in the unclassified service by amendment to this Charter, shall continue as a classified employee. Subsequent vacancies in such position shall be filled in the manner provided in this Charter for positions in the unclassified service.~~

BALLOT #4

New or amended language highlighted in **RED**.
Language deletions appear as strikethroughs.

Proposed Charter Amendment City of Wooster:

This amendment, if passed would:

- a. Allows for the transfer of unencumbered appropriation balances to be transferred among accounts within a fund, in order to maximize budgetary efficiency and flexibility.
- b. Changes the term "Councilman" to "Member of Council" and adds feminine pronouns.
- c. Clarifies residency requirements for elected officials to match state law.
- d. Changes the procedure for filing an initiative petition in order to make the process more efficient.

A majority affirmative vote is necessary for passage

Shall Article II of the Charter of the City of Wooster be changed and amended as follows:

ARTICLE VI TAXATION AND FINANCE

SECTION 6.05. TRANSFER OF APPROPRIATIONS.

Any time during the fiscal year, the Mayor may transfer part of any unencumbered appropriation balance among accounts within a **fund**. ~~division~~. Any such transfer shall be reported in writing to Council. Upon written request by the Mayor, Council may by ordinance transfer part or all of any unencumbered appropriation balance from one department to another, or from one division to another in accordance with law.

ARTICLE VII NOMINATION, ELECTIONS, QUALIFICATIONS, INITIATIVE AND REFERENDUM

SECTION 7.03. QUALIFICATIONS OF ELECTED OFFICERS.

Each elected officer of the Municipality shall be an elector of the Municipality and shall have resided therein or in a territory annexed thereto for a period of at least one year prior to nomination for such office and shall continue to reside therein during his term.

Each **Member of Council** ~~man~~ elected to represent a ward shall be a continuous resident and qualified elector of the ward s/he represents, or territory annexed thereto, during his/her term of office **as defined in Section 3503.02 of the Ohio Revised Code**.

Any elected officer who ceases to possess such qualifications shall forfeit his/her office.

SECTION 7.08. INITIATIVE AND REFERENDUM.

The powers of initiative and referendum are reserved to the people. Ordinances and other measures may be proposed by initiative petition and adopted by election, and ordinances and other measures adopted by the Council shall be subject to referendum, to the extent and manner

now or hereafter provided by the general laws of Ohio, except as otherwise provided in this Charter.

Whoever seeks to propose an ordinance or measure by initiative petition or files a referendum petition against any ordinance or measure adopted by Council, shall, before circulating such petition, file a certified copy of the proposed ordinance or measure with the **Clerk of Council.** ~~municipal Director of Finance.~~

As used in this section, "certified copy" means a copy containing a written statement attesting that it is a true and exact reproduction of the original proposed ordinance or measure or of the original ordinance or measure.

ARTICLE VI

GENERAL PROVISIONS

SECTION 8.05. OATH OF OFFICE.

Any officer or employee of the Municipality who is required by law to take an oath of office shall also be required to pledge his **or her** support of the Charter and the ordinances of the City of Wooster.

BALLOT #5

New or amended language highlighted in **RED**.
Language deletions appear as strikethroughs.

Proposed Charter Amendment City of Wooster:

This amendment, if passed would:

- a. Changes the title of the Mayor's position on the Board of Governors from "President" to Chairperson and adds feminine pronouns.
- b. Removes the requirement that City Council approve Hospital ranges of Compensation as it is duplicative of their duty to approve the Hospital budget.
- c. Clarifies the duties and definition of the position of "Vice President of Fiscal Affairs".
- d. Eliminates term limits for members of the Wooster Community Hospital Board of Governors in order to create parity between Township and City board members.

A majority affirmative vote is necessary for passage

Shall Article X and IV of the Charter of the City of Wooster be changed and amended as follows:

ARTICLE X WOOSTER COMMUNITY HOSPITAL

SECTION 10.02. BOARD OF GOVERNORS.

The Municipal Hospital shall be operated, managed and controlled by a Board of Governors comprised of six members consisting of the Mayor, who by virtue of his **or her** office shall be its **Chairperson** ~~president~~, and five electors of the City, at least one of whom shall be a doctor of medicine, to be appointed by the Mayor with the consent of the Council each for a term of four years. A vacancy in the office of any appointed member shall be filled in like manner for the unexpired term of such office. Where the City has entered in a participatory agreement with a joint township hospital district board or with a board of county commissioners concerning the involvement of such district or county in the erection or enlargement of the Hospital, the maintenance and operation thereof, or both, the membership of the Board of Governors shall be expanded to include such representatives appointed by the participating district or county board as may be provided for in any such agreement.

A majority of the members of the Board of Governors, ~~as it may be expanded,~~ shall constitute a quorum. Such Board may establish such by-laws and regulations governing its procedures, and may elect such officers other than president, as its members determine. Members shall be entitled to such compensation for their services as may be established by the Council or, where the City has entered into a participatory agreement with a joint township hospital district board or with a board of county commissioners, as may be provided for in such agreement.

SECTION 10.03. POWERS AND DUTIES OF BOARD OF GOVERNORS.

Subject to ordinances of Council and, where the City has entered into a participatory agreement with a joint township hospital district board or with a board of county commissioners, to any limitations set forth in such agreement, the Board of Governors shall have and be responsible for the management, operation and control of the Hospital and for the maintenance, repair, renovation, improvement, enlargement or expansion of Hospital facilities. In the exercise of such responsibilities, the Board shall be empowered, as it deems necessary or appropriate, to: (1) adopt rules for Hospital government and operation and for the admission of persons to Hospital privileges; (2) establish charges and rates for Hospital services; (3) employ an administrator, a professional medical staff and other administrative, professional and supportive personnel; (4) contract for, and authorize the expenditure of funds relating to, the purchase of supplies, materials, equipment and furnishings, and the performance of work and services, incidental to the operation and management of the Hospital or the maintenance, repair, renovation, improvement, enlargement or expansion of Hospital facilities except that purchases of real property which are not included in the annual appropriation ordinance shall be subject to City Council approval; and (5) manage, administer and authorize the expenditure of any funds or property donated, by deed of gift, devise or bequest, to the Hospital for Hospital purposes.

All Hospital personnel and staff employed by the Board of Governors shall be in the unclassified civil service of the City and the Board shall establish such procedures for the selection, promotion, demotion, discipline and dismissal of Hospital employees as it deems appropriate. The Board shall also fix the compensation and other conditions of employment for Hospital staff and personnel, ~~provided that the ranges of compensation for such Hospital employees shall be subject to approval of Council~~ **utilizing the Board of Governors' committee structure for review and available hospital compensation market data.**

All contracts made by the Board of Governors shall be executed in the name of the City by the chief administrative officer of the Hospital, or such other Hospital officer as may from time to time be designated by the Board, only after such contracts have been approved and such execution authorized by the resolution of the Board. In approving and authorizing such contracts, the Board shall comply with all applicable requirements governing the award of public contracts, including requirements relative to advertisement and formal bidding procedures, as are prescribed by this Charter or by Ordinance of Council or, when not prescribed by Charter or Ordinance, as provided by the general laws of the State of Ohio.

SECTION 10.04. FISCAL AFFAIRS.

~~The Director of Finance~~ **Vice President of Fiscal Services**, as the chief fiscal officer of the ~~City~~ **Wooster Community** Hospital, shall, with respect to the Hospital, perform the functions and duties required of the ~~Director~~ **chief financial officer of the Hospital and collaborate with the Director of Finance of the City pursuant to duties and functions as specified in** pursuant to Section 4.034 of this Charter, ~~including the supervision of Hospital accounting, the custody and investment of Hospital funds, including funds donated to the Hospital, and the disbursement thereof upon the authorization of the Board of Governors. At the request of the Director of Finance, the Mayor may designate an officer or employee of the Hospital to exercise and discharge such duties and functions of the Director of Finance with respect to the financial affairs and operations of the Hospital as may be specified by the Mayor. Any such officer or employee so designated shall undertake to assume and perform the duties~~ **The Vice President of Fiscal Services will be selected by a group consisting of the Mayor or his or her designee, the Hospital chief executive officer, the Vice-Chair of the Board of Governors, and the Finance**

Director. In the case of a tie in the selection process, the vote of the Mayor or his or her designee shall be considered as the tie-breaking vote. The Vice President of Fiscal Services will ~~and functions to be assumed and performed duties by him~~ only after first giving bond in such amount as may be established by ordinance of Council ~~and shall thereafter serve, acting with the title of Deputy Director of Finance for Hospital Affairs, at the pleasure of the Mayor.~~ **The Vice President of Fiscal Services** and the Board of Governors shall ~~assist the Mayor and Director of Finance in the preparation of those~~ **submit the Hospital** portions of each **City** annual budget and appropriation ordinance, prepared pursuant to Article VI of this Charter, which concern the Hospital.

ARTICLE IV

ADMINISTRATIVE OFFICERS, DEPARTMENTS AND COMMISSIONS

SECTION 4.06. COMMISSIONS AND BOARDS.

There shall be at least one member from each ward on any commission or board, except licensing boards, and where the total membership on the commission or board is less than the number of wards. Council shall adopt rules by which membership on a commission or board will be limited to no more than twelve (12) consecutive years per appointee. **Appointments to the Wooster Community Hospital Board of Governors are specifically exempted from any limit on the number of years they may serve.**