

**CITY COUNCIL AGENDA**  
**November 16, 2020**  
**Zoom Videoconference meeting**  
**7:30p.m.**

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

- 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. **Third Reading – ORDINANCE NO. 2020-42**  
AN ORDINANCE AMENDING ORDINANCE NO. 2004-33 BY EXPANDING THE BOUNDARIES OF THE WOOSTER COMMUNITY REINVESTMENT AREA #1 AND PERMITTING NEW CONSTRUCTION FOR RESIDENTIAL CRA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)
- VII. NEW BUSINESS**
  1. **First Reading – RESOLUTION NO. 2020-55**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PROFESSIONAL OR TECHNICAL SERVICES CONTRACT WITH THE WOOSTER SOCCER ASSOCIATION FOR SOCCER-RELATED ACTIVITIES SERVICES (Myers)
  2. **First Reading – RESOLUTION NO. 2020-56**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH THE WOOSTER YMCA FOR PROFESSIONAL ADMINISTRATIVE SERVICES RELATED TO THE MANAGEMENT AND OPERATION OF THE CITY OF WOOSTER'S SWIMMING FACILITIES (Myers)
  3. **First Reading – RESOLUTION NO. 2020-62**  
A RESOLUTION AUTHORIZING AGREEMENTS WITH VARIOUS APPLICANTS FOR THE USE OF ECONOMIC DEVELOPMENT MONIES (Ansel)
  4. **First Reading – ORDINANCE NO. 2020-44**  
AN ORDINANCE APPROPRIATING FROM VARIOUS FUNDS TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE CITY OF WOOSTER FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021, AND ALLOWING FOR IMMEDIATE ENACTMENT (Ansel)

5. **First Reading – RESOLUTION NO. 2020-63**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR A GRANT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR CERTAIN IMPROVEMENTS AT THE PROPOSED CLEAR CREEK PARK; TO ACCEPT ANY SUCH GRANT IF AWARDED AND ALLOWING FOR IMMEDIATE ENACTMENT (Myers)
  
6. **First Reading – RESOLUTION NO. 2020-64**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH MOOSE INTERNATIONAL, INC. FOR THE PURCHASE OF LAND, AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)
  
7. **First Reading – RESOLUTION NO. 2020-65**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF METER TRANSMITTING UNITS AND ALLOWING FOR IMMEDIATE ENACTMENT (Silvestri)
  
8. **First Reading – RESOLUTION NO. 2020-66**  
A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF WATER METERS AND ALLOWING FOR IMMEDIATE ENACTMENT (Silvestri)

#### **VIII. MISCELLANEOUS**

#### **IX. ADJOURNMENT**

ORDINANCE NO. 2020-42

AN ORDINANCE AMENDING ORDINANCE NO. 2004-33  
BY EXPANDING THE BOUNDARIES OF THE WOOSTER  
COMMUNITY REINVESTMENT AREA #1 AND  
PERMITTING NEW CONSTRUCTION FOR RESIDENTIAL  
CRA TAX INCENTIVES, AND DECLARING AN  
EMERGENCY

WHEREAS, this City Council, with the adoption of Ordinance No. 2004-33, created Wooster Community Reinvestment Area #1, in which qualified properties may be eligible for tax incentives for repair or reconstruction thereof; and

WHEREAS, the Wooster Community Reinvestment Area #1 is intended to support reinvestment of developed areas otherwise at risk of economic decline, the preservation and creation of new housing opportunities, and job retention and creation by firms producing goods and services provided outside of the region; and

WHEREAS, by the adoption of Ordinance No. 2006-1 and 2007-58 this Council amended the earlier Ordinance by expanding the boundaries of the Wooster Community Reinvestment Area #1; and by Ordinance No. 2008-02 expanding the boundaries and amending Section 4 with criteria for expedited agreements; and by Ordinance No. 2020-16 by permitting incentives for residential new construction; and

WHEREAS, this Council desires to once again expand the CRA described in the above-designated Ordinance in order to promote reinvestment in an area that is presently adjacent to the existing CRA, and also to promote basic sector job creation for the benefit of residents residing within and to eliminate from its boundaries areas to be protected from development.

WHEREAS, the Wooster Growth Corporation has reviewed and recommended the areas shown in Exhibit A for inclusion in the CRA, recommended limiting housing incentives within the CRA North of 40°48'50"N to 50% within residentially zoned districts and has recommended a policy that CRA incentives to non-basic sector businesses outside of downtown be required to demonstrate a commitment of 10 jobs and an investment of at least \$1,000,000.

WHEREAS, the Wooster Economic Development Office has prepared a Housing Study to evaluate the level of real estate investment and distress within the community and identified areas of distress.

WHEREAS, the expansion of CRA into certain territory where the City is not otherwise able to extend Enterprise Zone incentives ensures that this City Council retains sufficient autonomy in its economic development affairs; and

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

SECTION 1. That Section 2 of Ordinance No. 2004-33 is hereby amended to read as follows:

The boundaries of the Wooster Community Reinvestment Area #1 shall be the area bounded-as depicted in the CRA Map, Exhibit A.

SECTION 2. That Section 4 of Ordinance No. 2004-33 is hereby amended to include the following to the specified rates and terms to real property tax abatement:

Within the Community Reinvestment Area, the percentage of the tax exemption on the increase in the assessed valuation resulting from improvements to commercial and industrial real property and the term of those exemptions shall be negotiated on a case-by-case basis in advance of construction or remodeling occurring, according to the rules outlined in the ORC Section 3765.67. The results of the negotiation as approved by this City Council will be set in writing in a Community Reinvestment Area Agreement as outlined in ORC Section 3735.671. For residential property, a tax exemption on the increase in the assessed valuation resulting from improvements as described in ORC Section 3735.67 shall be granted upon proper application by the property owner and certification thereof by the designated Housing Officer for the following periods. Residential applications must be filed with the Housing Officer no later than six months after construction completion.

The following rates and terms apply to real property tax abatement:

- (a) 100% abatement for ten (10) years, (term the same for all) for the remodeling of dwellings containing not more than two housing units, and upon which the cost of remodeling is at least \$2,500, as described in ORC Section 3735.67, when positioned south of 40°48'50"N. All other dwellings containing not more than two housing units are eligible to receive 50% abatement for ten (10) years when contained within a R-2 Zoning District as designated in the City of Wooster's 2019 zoning map amendment and the cost of remodeling is at least \$50,000.
- (b) Abatement can be up to 100% for up to (12) years (negotiated - up to 12 years) for existing commercial and industrial facilities and shall be negotiated on a case-by-case basis in advance of construction or remodeling occurring. Apartment complexes of three (3) or more units will be considered commercial structures for the CRA program. The cost of remodeling must be at least \$5,000, as described in ORC Section 3735.67.
- (c) Abatement can be up to 100% for up to (15) years (negotiated - up to 15 years) for new commercial or industrial facilities and shall be negotiated on a case-by-case basis in advance of construction occurring. Retail and other point-of-sale

businesses located outside of the C-4 shall have a minimum commitment of ten jobs and \$1,000,000 investment.

(d) Abatement can be up to 100% abatement for twelve (12) years, dependent upon the request of the applicant, for the new construction of residential single-family dwellings that are individually-platted when located south of 40°48'50"N, and upon which the cost of new construction is at least \$2,500, as described in ORC Section 3735.67. All other dwellings containing not more than two housing units are eligible to receive, dependent upon the request of the applicant, up to 50% abatement for ten (10) years when contained within a R-2 Zoning District as designated in the City of Wooster's 2019 zoning map amendment and the cost of new construction is at least \$50,000, except that the term may be extended an additional two years for a maximum of twelve (12) years with evidence of LEED (Leadership in Energy and Environmental Design) certification for the project.

If remodeling qualifies for an exemption, the exempted percentage of the dollar amount of the increase in market value of the structure during the period of the exemption shall be exempt from real property taxation. If new construction qualifies for an exemption, the exempted percentage of the structure shall not be considered to be an improvement on the land on which it is located for the purpose of real property taxation during the period of the exemption.

(e) Failure to fulfill the requirement of substantial positive impact during the abatement period and for one additional year for each year of abatement may cause all tax abatements received by the organization to be owed and payable to the City of Wooster upon demand. Upon receipt of these penalty payments the City shall cause distribution of said monies to the other affected taxing districts in their prorated share. Council reserves discretion to exempt commercial building rehabilitation projects from the one year for each year of abatement requirement on a case-by-case basis.

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

SECTION 4. 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; 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 10-19-20 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2020

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

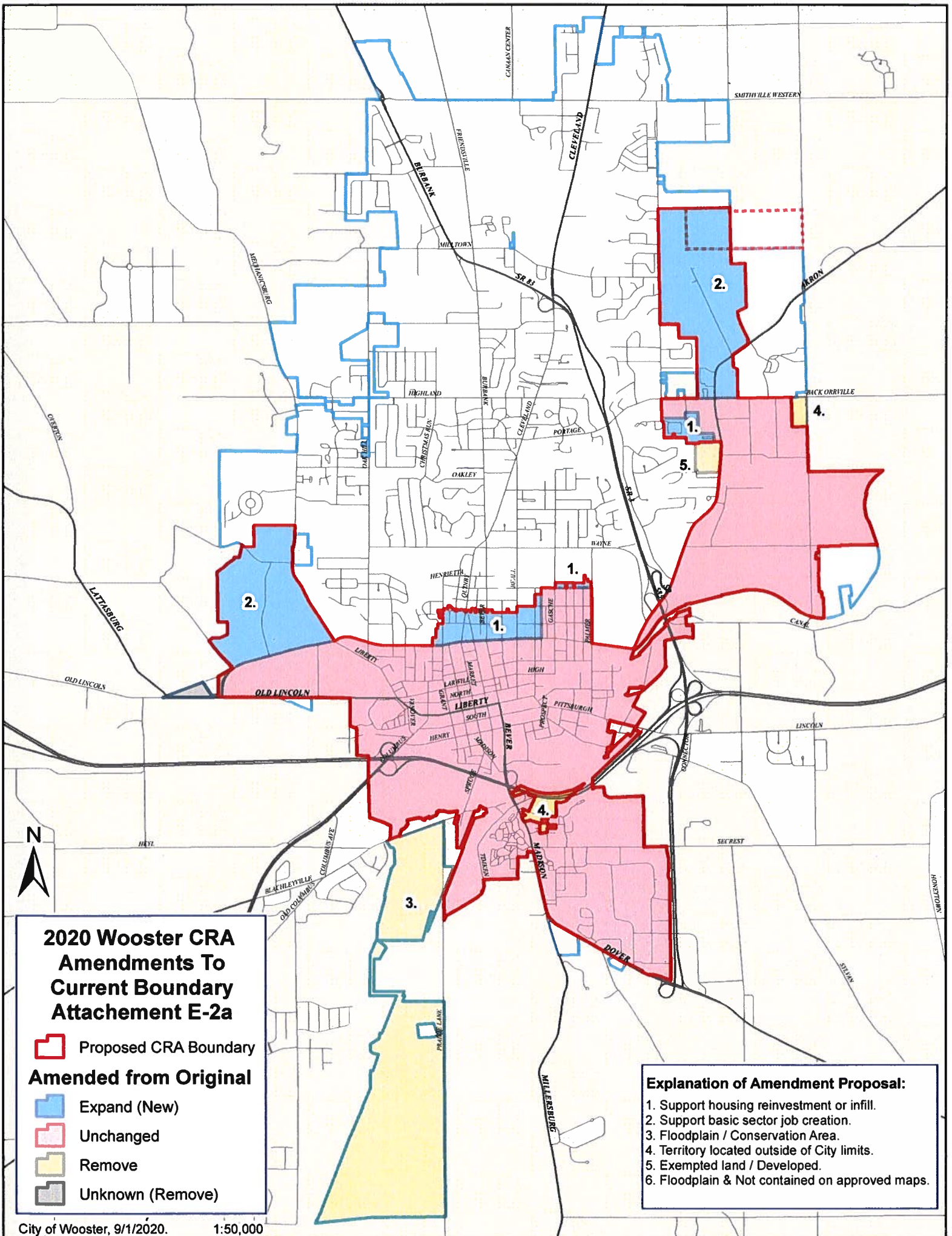
Attest: \_\_\_\_\_  
Clerk of Council

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






Approved: \_\_\_\_\_, 2020

\_\_\_\_\_  
Mayor

Introduced by: Jon Ansel



**2020 Wooster CRA  
Amendments To  
Current Boundary  
Attachement E-2a**

-  Proposed CRA Boundary
- Amended from Original**
-  Expand (New)
-  Unchanged
-  Remove
-  Unknown (Remove)

- Explanation of Amendment Proposal:**
1. Support housing reinvestment or infill.
  2. Support basic sector job creation.
  3. Floodplain / Conservation Area.
  4. Territory located outside of City limits.
  5. Exempted land / Developed.
  6. Floodplain & Not contained on approved maps.



538 N. Market Street P.O. Box 1128  
Wooster, Ohio 44691-3406

**Jonathan S. Millea, AICP, CECD**  
Development Coordinator  
Phone : (330) 263-5250  
Fax: (330) 263-5247  
Email: [jmillea@woosteroh.com](mailto:jmillea@woosteroh.com)

## MEMO

**To:** Wooster City Council, City Administration  
**From:** Jonathan Millea AICP CECD, Development Coordinator  
**CC:** Dr. Michael Tefs, Wooster City School District; Mr. Nathan Schindewolf, Triway Local School District; Mr. Tom Pukys, Wayne Economic Development Council; Ms. Shannon Waller, Main Street Wooster; Ms. Samira Zimmerly, Wooster Area Chamber of Commerce  
**Date:** 10/15/2020  
**Re:** **Wooster CRA #1 Boundary and Policy Amendments**

---

Dear Members of Wooster City Council,

We are pleased to present recommendations to the CRA Boundary and policies for your upcoming meeting on October 19, 2020. Separately, we will be sending you a copy of the completed CRA Housing Study, required for the filing of the CRA boundary amendments with the State of Ohio.

The Wooster Growth Corporation has reviewed citywide data on housing, evaluated the impacts of real estate incentives for residential projects, historic rehabilitation and reinvestment in older buildings, and projects involving job creation. The organization was aided with a subcommittee containing representation from Wooster City Council. In doing so, the Wooster Growth Corporation has provided the following recommendations (see MAP attached) which are incorporated into the proposed legislation:

1. Extend CRA #1 to the Cornerstone neighborhood (vicinity of Pearl St.) and to the vicinity of Williams Way, to support housing reinvestment and infill.
2. Extend CRA #1 to all industrial zones in the Wooster City School District to aid job creation.
3. Remove CRA #1 from Wooster's water well-field south of Columbus Rd.
4. Remove unincorporated areas from existing boundary.
5. Limit the level of residential incentives to 50% for 10 years for new home construction projects north of Long Road with a minimum investment of \$50,000 (or 12 years for LEED-certified projects.)
6. Allow projects involving building rehabilitation to be exempted from the two year for every one year of abatement performance requirement.
7. As a matter of policy (not specified in the legislation), require a minimum of 10 jobs and \$1MM investment from retail businesses when projects are evaluated at Long Road.
8. As a matter of policy (not specified in the legislation), limit CRA incentives to the maximum offered Enterprise Zone incentives of 75% for 10 years.

As proposed in the legislation, Council along with the Board of Educations of partner school districts will continue to retain *discretion* for all projects with terms of up to 15 years and 100%.

Staff has additionally added a clarification on new construction of residential homes, in addition to clarifying that the CRA boundary does not include the City of Wooster's northern wells.

Please feel free to contact us with any questions or requests for additional information.

*Jonathan Millea, AICP, CECD*  
Development Coordinator



RESOLUTION NO. 2020-55

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A PROFESSIONAL OR TECHNICAL SERVICES CONTRACT WITH THE WOOSTER SOCCER ASSOCIATION FOR SOCCER-RELATED ACTIVITIES SERVICES

WHEREAS, the Recreation Division sponsors a year-round program of competitive sports activities, and requires the services of individuals and organization experienced in serving as coaches and managers for the various activities; and the Wooster Soccer Association can provide such services; and

WHEREAS, this City Council has determined that prompt action is necessary to begin the process of implementing this program and the cost thereof will be included in the 2021 Appropriations Budget.

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

SECTION 1. The Director of Administration is authorized to enter into a professional or technical services contract with the Wooster Soccer Association for services for city-sponsored soccer activities.

SECTION 2. The cost of such contract will not exceed the amount that will be 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, in compliance with the law.

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

1st Reading: \_\_\_\_\_ 2<sup>nd</sup> Reading: \_\_\_\_\_ 3<sup>rd</sup> Reading: \_\_\_\_\_

Passed: \_\_\_\_\_

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

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

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

Approved: \_\_\_\_\_, 2020

\_\_\_\_\_  
Mayor

Introduced by: Scott Myers

#3  
2020-55

## Request for Agenda Item Non-Capital

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

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

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

The Wooster Recreation Dept. requests to enter into a contract with the Wooster Soccer Association, who will provide Referees, Coaches, Supervisors and Administration for the 2021 soccer program at the City of Wooster Soccer Complex. The contract amount will not exceed \$75,000. Please note that this is a budgeted O & M amount for 2021. These expenditures are funded through user fees. The budgeted expenditures are offset by budgeted revenue.

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

**Manager Requesting**

**Date**

**Approved for Agenda**

RESOLUTION NO. 2020-56

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH THE WOOSTER YMCA FOR PROFESSIONAL ADMINISTRATIVE SERVICES RELATED TO THE MANAGEMENT AND OPERATION OF THE CITY OF WOOSTER'S SWIMMING FACILITIES

WHEREAS, it is necessary to provide for the operation of the City of Wooster's outdoor swimming pools and spray ground during the summer months, and the Director has determined that these facilities can be operated more efficiently by contracting with an administrative services company; and

WHEREAS, the Wooster YMCA possesses the professional expertise to provide the administrative services necessary for the management and operation of the city's swimming facilities; and

WHEREAS, this City Council has determined that prompt action is necessary to begin the process of implementing this program and the cost thereof will be included in the 2021 Appropriations Budget.

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

SECTION 1. The Director of Administration is authorized to enter into a professional administrative services contract with the Wooster YMCA for services related to the management and operation of the City of Wooster's swimming facilities for the 2021 season, in accordance with specifications on file in the office of the Director of Administration.

SECTION 2. The cost of such contract will not exceed the amount that will be 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, in compliance with the law.

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

1st Reading: \_\_\_\_\_ 2<sup>nd</sup> Reading: \_\_\_\_\_ 3<sup>rd</sup> Reading: \_\_\_\_\_

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

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

Approved: \_\_\_\_\_, 2020  
Mayor

Introduced by: Scott Myers

#4

2020-56

### Request for Agenda Item Non-Capital

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

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

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

The City of Wooster and Wooster YMCA wishes to enter into a contract to manage the City of Wooster's Aquatic Facilities for the summer 2021 season. The scope of this partnership will include day to day operations, staffing, light maintenance (cleaning), pool set-up and end of season winterization of all facilities. The goal of the partnership is to reduce the expenses at all City aquatic facilities while still providing the same level of Recreational and Competitive swimming opportunities. Contract amount-\$164,952.00. Please note that this amount is higher than 2020, because of an anticipated raise in the minimum wage from \$8.70/hr to \$8.80/hr. This rate is based on pre-pandemic hours.

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

**Manager Requesting**

**Date**

**Approved for Agenda**

RESOLUTION NO. 2020-62

A RESOLUTION AUTHORIZING AGREEMENTS WITH VARIOUS APPLICANTS FOR THE USE OF ECONOMIC DEVELOPMENT MONIES

WHEREAS, economic development serves important community interests by providing commercial and industrial development, thus improving the municipal tax base; and

WHEREAS, in an effort to improve the tax base, this City Council dedicated a portion of the proceeds from the transient occupancy tax toward entities which would utilize the monies for economic development purposes; and

WHEREAS, after reviewing applications from interested parties, the Council hereby recommends that awards be made to three applicants, subject to the execution of agreements on the use of funds.

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

SECTION 1. That after deduction of the administrative charges provided in W.C.O. §1705.02(a) (3), the economic development funds are hereby appropriated and awarded for 2021 to the following entities, and in the following increments:

(a) Of the first \$50,000

Main Street Wooster	57.5%
Wooster Area Chamber of Commerce	37.5%
Wayne County Convention and Visitors Bureau	5.0%

(b) Of all funds over \$50,000

Main Street Wooster	50%
Wooster Area Chamber of Commerce	30%
Wayne County Convention and Visitors Bureau	20%

SECTION 2. Subject to the execution by each entity of an agreement on the use of funds, and also to the availability of funds, the Director of Finance is hereby authorized to issue payment to each entity in the designated amount.

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

ORDINANCE NO. 2020-44

AN ORDINANCE APPROPRIATING FROM VARIOUS FUNDS TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE CITY OF WOOSTER FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the Charter of the City of Wooster provides, at §6.04, that no later than the second regular meeting of November, the Mayor will prepare and present to the City Council for adoption an annual Appropriation Ordinance providing for the expenses of the municipal government for the coming fiscal year.

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

SECTION 1. That to provide for the current expenses and other expenditures of the City of Wooster for the Fiscal Year ending December 31, 2021, the following appropriations (detailed copy attached hereto) are hereby authorized.

SECTION 2. The budget approved by Council and the appropriation of funds to implement the budget represent the estimated expenditures needed to administer programs approved for the coming fiscal year. The budget is a work plan of the estimate of future needs for a given program as determined by Council when the budget is adopted.

In adopting the budget, Council recognizes that conditions may change during the fiscal year that may call for staff reductions or increases depending upon the facts in each instance.

In recognition of this fluid, constantly changing condition, the Mayor shall review requests for additional positions and for filling vacant positions within the limitations of the budget. After making a study of each request, he shall have the authority to approve, disallow or postpone such requests for additional personnel. In addition, he shall be responsible for resolving questions related to the staffing pattern of each department and division as determined by Council action on the annual budget.

Personnel requests in excess of the annual budget shall be studied and recommendations developed for the consideration of Council.

The Mayor shall be responsible for ascertaining that personnel requirements do not exceed those included or implied in the budget and/or Appropriation Ordinances.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this Ordinance occurred in an open meeting of this



RESOLUTION NO. 2020-63

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT FOR A GRANT WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR CERTAIN IMPROVEMENTS AT THE PROPOSED CLEAR CREEK PARK; TO ACCEPT ANY SUCH GRANT IF AWARDED AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, pursuant to House Bill No. 481, the 133rd General Assembly of the State of Ohio has appropriated funds in the amount of Three Hundred Thousand Dollars (\$300,000.00) to make a grant to the Grantee for the costs associated with the construction of a park and recreation or conservation facility. Furthermore, \$6,000.00 of the total project appropriation will be used by the Ohio Department of Natural Resources (ODNR) for the administration of the project, and;

WHEREAS, the City of Wooster desires to obtain financial assistance through ODNR, and ODNR requires that the Grantee make certain representations, warranties and covenants concerning the project and use of the grant funds in order to comply with federal and state laws, regulations, and rules relating to those Bonds and the projects funded with proceeds of those Bonds;

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

SECTION 1. The Director of Administration is hereby authorized to enter into an agreement to receive a grant from the ODNR for the creation of recreation amenities at the proposed Clear Creek Park; and to accept such funds, if awarded.

SECTION 2. It is the intention of this City Council to appropriate funds in the 2021 annual appropriation ordinance to complete the proposed project in accordance with the terms and conditions of the ODNR Agreement.

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 hereby declared to be 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 enter into the grant agreement in a timely manner; 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 the law.



1st reading \_\_\_\_\_ 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2020

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

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

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

Approved: \_\_\_\_\_, 2020

\_\_\_\_\_  
Mayor

Introduced by: Scott Myers





538 N. Market Street P.O. Box 1128  
Wooster, Ohio 44691-3406



**Joel Montgomery, PE, ICMA-CM**  
Director of Administration  
Phone (330) 263-5244  
Fax: (330) 263-5247  
Email: jmontgomery@woosteroh.com

## MEMO

**To:** City Council  
**From:** Joel Montgomery, Director of Administration  
**CC:** Mayor, Finance Director, Law Director, Chief Building Official, City Planner  
**Date:** 11/10/20  
**Re:** FEMA Floodway Project – Bauer Road

---

Dear Councilpersons,

During the Summer of 2019, a 100 year flood event occurred in the area that caused significant damage to several structures in Wayne County and a few in the City which were located within 100 year floodways. The area in and around Bauer Road was one of those affected areas, including the Moose Lodge property.

The City partnered with the Wayne County Emergency Management Agency to apply for FEMA grant funds to help clear these sites and return them to natural, floodway areas.

Wayne County requested that the City accept and maintain several parcels along Bauer Road in order to secure the FEMA funding through the Hazard Mitigation Grant Program, and ensure the land would not be developed. These properties are located directly on the Apple Creek, within the floodway, and will be maintained as natural open space in perpetuity. (Map attached) The first of these properties to be accepted would be the former Moose Lodge, where FEMA funds will pay for the demolition of the structure.

Receipt of the FEMA funds requires that these properties shall be used only for purposes compatible with open space, recreational or wetlands management practices, in accordance with deed restrictions. We could install minimal improvements, such as a bike trail in the future, if we so wished. The estimated annual cost to maintain each acquired property once cleared is \$ 0.00.

An environmental review of the properties was completed, which did not identify any information demonstrating the potential for material releases of hazardous substances to soil or groundwater at the subject properties that would represent a recognized environmental condition at the subject properties

The legislation before you is to accept the Moose Lodge property. Future parcels may also come before Council once FEMA negotiates acquisition with the owners.

Please let me know if you have additional questions or need further information.

Sincerely,

*Joel Montgomery, PE, ICMA-CM*  
Director of Administration

**North Bauer Rd Multiple Parcels**  
**Some Wooster City and some Wooster Twp**





### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

<b>Division</b> Utilities Meter Division	<b>Meeting Date Requested</b> 11/16/20
<b>Project Name</b> Meter Transmitter Replacement	<b>Estimated Total Funds/Costs</b> \$140,000
<b>Is Full Amount Budgeted?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> <p style="text-align: center;">Funds will be appropriated in 2021 and 2022</p>	
<b>Description of Request</b> A resolution authorizing the Director of Administration to purchase items of specialized technology and waiving the competitive bidding process for Aclara Meter Transmitting Units. Through past competitive bidding processes the department has implemented the Alcara meter transmitters for the fixed system metering network. These specific units are used for billing and this is the preferred manufacturer due to related configurations and purchases related to the current models used.  At the current rate of replacing meters to ensure timely delivery of service and accounting for used water an estimate of 700 MTU's will be purchased annually at an estimated cost of \$70,000.  Upon approval, a 2-year contract with Aclara will be entered into beginning January 1, 2021 and ending December 31, 2022.	
<b>Justification / Benefits</b> Request is to waive all competitive bidding requirements as justified with the special technology material for the business function of the department.	
<b>Will this Project affect the City's Operating Costs</b> No	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> No other alternatives without additional costs to change to another vendor.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Explain The Circumstances: We have to replace components in line with the past approved manufacturer.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Preparing for 2021 purchasing needs.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Nathan W. Coey	<b>Date:</b> 11-5-20

Approved for Agenda  Yes  No



### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

<b>Division</b> Utilities Meter Division	<b>Meeting Date Requested</b> 11/16/20
<b>Project Name</b> Meter Replacement Project	<b>Estimated Total Funds/Costs</b> \$170,000
<b>Is Full Amount Budgeted?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b> Funds will be appropriated in 2021 and 2022	
<b>Description of Request</b> A resolution authorizing the Director of Administration to purchase items of specialized technology and waiver of the competitive bidding process for Badger Water Meters.  Through past competitive bidding processes the department has utilized Badger water meters for replacement with our customers. Metering is used for billing and this is the preferred manufacturer due to related configurations and purchases related to the current models used.  At the current rate of replacing meters to ensure timely delivery of service and accounting for used water an estimate of 325 meters to be purchased annually at an estimated cost of \$85,000.  Upon approval a 2-year contract with Badger will be entered into beginning January 1, 2021 and ending December 31, 2022.	
<b>Justification / Benefits</b> Request is to waive all competitive bidding requirements as justified with the special technology material for the business function of the department.	
<b>Will this Project affect the City's Operating Costs</b> No	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> No other alternatives exist without additional funds to change to other manufacturer.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Explain The Circumstances: We have to replace components in line with the past approved manufacturer.	
<b>Is there a need for Suspension of the Rules or a Time Frame when this must be passed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Preparing for 2021 purchasing needs.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Nathan W. Coey	<b>Date:</b> 11-5-20

Approved for Agenda  Yes  No