

CITY COUNCIL AGENDA
May 3, 2021
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**
 - Liquor Control – Wayne Center for the Arts
237 S. Walnut Street
Wooster, Ohio 44691
- V. COMMITTEE REPORTS; PUBLIC HEARINGS**
- VI. UNFINISHED BUSINESS**
 - 1. First Reading – ORDINANCE 2021-18
AN ORDINANCE AMENDING PART ELEVEN, ZONING, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, SO AS TO AMEND THE ZONING MAP AT CERTAIN PARCELS ON MELROSE DRIVE (Sanders)
- VII. NEW BUSINESS**
 - 1. First Reading – ORDINANCE 2021-19
AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN ENTERPRISE ZONE AGREEMENT WITH PITTSBURG AVENUE PROPERTIES LLC FOR CERTAIN TAX INCENTIVES, FOR IMMEDIATE ENACTMENT(Ansel)
 - 2. First Reading – RESOLUTION NO. 2021-25
A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED PRIOR TO THE FISCAL OFFICER’S CERTIFICATION OF AVAILABILITY OF FUNDS, AND PROVIDING FOR IMMEDIATE ENACTMENT (Ansel)
- VIII. MISCELLANEOUS**
- IX. ADJOURNMENT**

**NOTICE TO LEGISLATIVE
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)844-2360 FAX(614)844-3166

TO

9444444 PERMIT NUMBER		NEW TYPE	WAYNE CENTER FOR THE ARTS 237 S WALNUT ST WOOSTER OH 44691
ISSUE DATE			
03 06 2020 FILING DATE			
D5H PERMIT CLASSES			
85 TAX DISTRICT	165 B	C66449 RECEIPT NO.	

FROM **04/20/2021**

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED **04/20/2021**

RESPONSES MUST BE POSTMARKED NO LATER THAN. **05/21/2021**

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

B NEW 9444444

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF WOOSTER CITY COUNCIL
538 N MARKET ST
PO BOX 1128
WOOSTER OHIO 44691

ORDINANCE NO. 2021-18

AN ORDINANCE AMENDING PART ELEVEN, ZONING, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, SO AS TO AMEND THE ZONING MAP AT CERTAIN PARCELS ON MELROSE DRIVE

WHEREAS, Thomas Winkhart has filed an application for a zoning amendment, which seeks approval from City Council to designate 21.87 acres on Melrose Drive as PD (Planned Development) from R-1 (Suburban Single Family Residential) and;

WHEREAS, at its April 1, 2021 meeting, and after a public hearing in accordance with law, the Planning Commission voted unanimously to recommend to the City Council that the proposed zoning amendment of the property to a PD District be approved; and

WHEREAS, notice of a public hearing by the City Council on this zoning amendment has been given and a public hearing has been held, all in accordance with law; and

WHEREAS, this City Council deems that the proposed zoning designation for the land should be approved.

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

SECTION 1. That Part Eleven, Planning and Zoning Code, of the Codified Ordinances of the City of Wooster, is amended to a PD (Planned Development) zoning district, as appears on the map attached.

SECTION 2. The Planning Division is directed to change the official zoning map to conform to the above-described amendment.

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

1st reading 4-19-21 2nd reading _____ 3rd reading _____

Passed: _____, 2021 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2021
Mayor

Introduced by: Craig Sanders

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Planning and Zoning	Meeting Date Requested 4/19/21
Project Name Melrose Drive PD Rezoning	Estimated Total Funds/Costs NA
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 Thomas Winkhart requesting approval for a Zoning Map Amendment to change the zoning of 4677 Melrose Drive with parcel numbers 71-00250.000 and 71-00251.000 from R-1 (Suburban Single-Family Residential) to PD (Planned Development). The Planning Commission held a public hearing on the application on 4/1/21 and voted unanimously (6-0) to recommend approval of the rezoning application to City Council. The application will also require a public hearing before City Council	
Justification / Benefits As found by both Planning and Zoning Division Staff and the Planning Commission, the PD is consistent with the Planning and Zoning Code's intent, provides a Preliminary Development Plan and Development Text sensitive to the unique characteristics of the site and surrounding area, addresses changing conditions in the area, provides housing options to meet documented demand in the Wooster area, is consistent with aspects and objectives of the Comprehensive Plan, and is compatible with the area.	
Will this Project affect the City's Operating Costs No.	
What Alternatives Exist and what are the Implications of the Alternatives If the current zoning is left unchanged, the properties could be utilized as permitted in the R-1 zoning district, which predominantly allows detached single-family residential homes.	
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: Andrew Dutton	Date: 4/2/21
Approved for Agenda <input type="checkbox"/> Yes <input type="checkbox"/> No	

PC-21-07 Property Owners List 3-17-21

Owner Name	Address	City
AUKERMAN BRITTANY E & AARON A MOORE S/T	4607 MELROSE DR	WOOSTER OH 44691
BECK EDWARD R	4718 MELROSE DR	WOOSTER OH 44691
BECKLES JESSICA J & CEDRIC J	4727 MELROSE DR	WOOSTER OH 44691
CALLENDER DUANE B	4468 MEL LN	WOOSTER OH 44691
CASSIDY BRADY JR	4561 MELROSE DR	WOOSTER OH 44691
CLARK ROGER D & MARY LOU	2469 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
DELPROPOST MATTHEW O	4676 MEL LN	WOOSTER OH 44691
FISHER BARBARA J LE	4724 MEL LN	WOOSTER OH 44691
GALLAGHER TIMOTHY J & CYNTHIAA S/T	2533 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
GERBER WILLIAM DALE JR & PAMELA K	4614 MEL LN	WOOSTER OH 44691
GRAHAM JOHN E	4568 MEL LN	WOOSTER OH 44691
GREATER LIFE CHAPEL	4497 MELROSE DR	WOOSTER OH 44691
HAMMOND DENNIS W & ELLEN L S/T	4590 MEL LN	WOOSTER OH 44691
HIXSON JAMES E	4706 MELROSE DR	WOOSTER OH 44691
HOLTREY JODI W & JEANETTE R S/T	2511 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
KOONTZ BRIAN J & BONJANETTE J S/T	2447 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
MARSHALL JOSHUA A & AMBER R S/T	2619 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
MENCER JAMES	PO BOX 698	WOOSTER OH 44691
MORPHEW STEVEN C & DARINDA L S/T	2599 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
OPLANICK RICHARD B & ANNE L	4700 MEL LN	WOOSTER OH 44691
RICHMOND STEPHEN M	4666 MELROSE DR	WOOSTER OH 44691
ROBERTS TRAVIS A	4748 MEL LN	WOOSTER OH 44691
SCOTT MICHAEL D	4740 MELROSE DR	WOOSTER OH 44691
SIMO JAMES R & CHRISTY L S/T	2641 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
SMITH BRYANT S & KATHRYN A S/T	2663 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
SMITH JAMES C	2491 E SMITHVILLE WESTERN RD	WOOSTER OH 44691
SMITH STEVEN R & KIMBERLEY F S/T	4497 MELROSE DR	WOOSTER OH 44691
SPADE RICHARD R & ROBIN L S/T	4494 MEL LN	WOOSTER OH 44691
SPENCER AARON A & KAYLA H STRUNK S/T	4542 MEL LN	WOOSTER OH 44691
STAHL TYLER H & ERICA D S/T	4467 MEL LN	WOOSTER OH 44691
SWYSGOOD JAMES SCOTT	4518 MEL LN	WOOSTER OH 44691

TEW JAMES E & VALLIE S S/T	4654 MEL LN	WOOSTER OH 44691
UMH MELROSE LLC	3499 ROUTE 9 N SUITE 3C	FREEHOLD NJ 07728
WALDRON VICKIE S	2577 E SMITHVILLE WESTERN RD	WOOSTER OH 44691



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

Daily Record

PUBLIC HEARING

The Wooster City Council will hold a public hearing on a request by Thomas Winkhart requesting approval for a Zoning Map amendment to change the zoning of 4677 Melrose Drive from R-1 (Suburban Single-Family Residential) to PD (Planned Development).

The hearing is scheduled for Monday, April 19th, at 7:30 p.m. and will be held via zoom video conferencing. Public viewing will be available on the City's YouTube channel (www.YouTube.com/cityofwooster). Public comments will be monitored during the live stream video. Questions for council may be submitted to Law Director John Scavelli up to one hour before the scheduled meeting time at jscavelli@woosteroh.com. YouTube livestream events will be able to be viewed at a later date saved under the playlist titled Wooster City Council.

For further information, contact Clerk of Council at (330-263-5242) or at ldepaulo@woosteroh.com.

Lynne DePaulo
Clerk of Council

Publish: Thursday, April 8, 2021



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

April 8, 2021

Dear Resident:

The Wooster City Council will hold a public hearing on a request by Thomas Winkhart requesting approval for a Zoning Map amendment to change the zoning of 4677 Melrose Drive from R-1 (Suburban Single-Family Residential) to PD (Planned Development).

The hearing is scheduled for Monday, April 19th, at 7:30 p.m. and will be held via zoom video conferencing. Public viewing will be available on the City's YouTube channel (www.YouTube.com/cityofwooster). Public comments will be monitored during the live stream video. Questions for council may be submitted to Law Director John Scavelli up to one hour before the scheduled meeting time at jscavelli@woosteroh.com. YouTube livestream events will be able to be viewed at a later date saved under the playlist titled Wooster City Council.

For further information, contact Clerk of Council at (330-263-5242) or at ldepaulo@woosteroh.com.

Lynne DePaulo
Clerk of Council

ORDINANCE NO. 2021-19

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN ENTERPRISE ZONE AGREEMENT WITH PITTSBURGH AVENUE PROPERTIES LLC FOR CERTAIN TAX INCENTIVES, FOR IMMEDIATE ENACTMENT

WHEREAS, Pittsburgh Avenue Properties LLC is a for-profit enterprise that desires to construct an approximately 13,200 sq. ft. manufacturing and industrial painting facility at 1109 Pittsburgh Avenue in the City of Wooster, including a real property investment of \$950,000 to \$1,250,000 in new development, in order to support the expanding operations of E-Pak Manufacturing LLC; and

WHEREAS, E-Pak Manufacturing LLC, a for-profit enterprise employing 120 people in the business of designing and fabricating trailers and containers for the scrap and refuse industry and requires additional space to remain competitive in its industry and expand its workforce with creation of 15 new jobs within three years; and

WHEREAS the Wooster City School District and the Wayne County Schools Career Center were provided lawful notice of the request for tax exemption; and

WHEREAS the Wooster Growth Corporation, as the designated community improvement corporation for the City of Wooster, has reviewed the request for tax exemption and has recommended its adoption; and

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

SECTION 1. The Mayor is authorized to enter into an agreement on behalf of the City of Wooster with Pittsburgh Avenue Properties LLC and E-Pak Manufacturing LLC for real property tax exemption. The terms of such agreement will include, but not be limited to, the following: (1) exemption of real property taxes of seventy-five percent (75%) for the approximate 13,200 square feet of manufacturing and industrial paint space to support E-Pak Manufacturing LLC; (2) for a maximum term not to exceed ten (10) years; (3) a provision that Pittsburgh Avenue Properties LLC and E-Pak Manufacturing LLC significantly maintain their operations at the site for an additional year for each year of abatement, subject to the disgorgement of all abated taxes; and (4) such other terms as the Mayor, in his 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 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; 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: _____, 2021

Vote: _____

Attest: _____

Clerk of Council

President of Council

Approved: _____, 2021

Mayor

Introduced by: Jon Ansel

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Development	Meeting Date Requested May 3, 2021
Project Name E-Pak Manufacturing LLC et. al.	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 - Request from basic sector employer. Project, with exemption, will increase overall tax revenues.	
Description of Request E-Pak Manufacturing LLC and its affiliated Pittsburgh Avenue Properties LLC real estate holding company are seeking to undertake a \$950,000 to \$1,250,000 new construction expansion (\$1.35MM to \$1.92MM total with equipment) at 1109 Pittsburgh Avenue. The firms are seeking community support through a 10-Year, 75% Enterprise Zone agreement, which would allow them financial capacity to undertake the investment and to expand hiring. With a staff of 120, E-Pak Manufacturing produces industrial trailers and containers for the scrap and refuse applications, serving 36 states. Originally proposed in a location outside of the City of Wooster due to the existing site's limited developable space, the new proposal will add 13,200 square feet of industrial manufacturing and painting space on the site. 15 Jobs with \$585,000 payroll will be created with the expansion within 36 months.	
Justification / Benefits Initially proposed at a site outside of the City, the revised proposal enables the expansion of the E-Pak Manufacturing's jobs and investment at its current landlocked site. The project will grow employment opportunities in a low-income neighborhood.	
Will this Project affect the City's Operating Costs The project would be beneficial to the City's operating costs in securing future revenue growth.	
What Alternatives Exist and what are the Implications of the Alternatives The tax exemption may be denied and the project will be significantly delayed, canceled, or be significantly reduced in scope if it does, minimizing opportunity for future revenue growth.	
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 is requested to allow the company to move forward with planning.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: 7 April 2021

Approved for Agenda Yes No

ENTERPRISE ZONE REQUEST SUMMARY



Prepared by the City of Wooster Department of Community Service and Development at the Request of:
E-Pak Manufacturing LLC & Pittsburgh Avenue Properties LLC – 1109 Pittsburgh Ave., Wooster, Ohio.
 Application Date: April 5, 2021

Project Summary: E-Pak Manufacturing LLC (an employer) with Pittsburgh Avenue Properties LLC (a property holding company) for a 10-year, 75% real estate tax exemption to help establish a new 13,200 square foot manufacturing facility at its 1109 Pittsburgh Avenue facility. The community support would enable the firm to focus its efforts on expanding employment at its current location. Engineering and fabricating containers and trailers for the scrap and refuse industry, E-Manufacturing LLC employs 120 employees at its 1109 Pittsburgh Avenue facility, which is owned and managed by Pittsburgh Avenue Properties LLC (Bryan Mullet is the president of each firm). The company designs and furnishes Wooster-made equipment for a growing service territory to 36 states in the eastern and central United States.

While the company has interest in other nearby property outside of the City of Wooster, the firm reached out to the Office of Economic Development with the Wayne Economic Development Council in December of 2020 to explore options for making its expansion occur at its headquarters. The current proposal navigates a landlocked site with difficult terrain and floodplain in order to establish the new facility with expanded outside storage and stormwater detention areas. The project will enable E-Pak Manufacturing LLC to expand its workforce from 120 to 135, adding \$585,000 to its current \$5,600,000 annual payroll.

Project Site Image

E-Pak Manufacturing LLC, (PPN#65-01564.000, 13-15-01 NEPT NE 18.947A MP 28 CD 1854), Wooster, Ohio, 44691.



Shown: Total 13,200 square foot facility within 65-01564.000 (red. Actual dimensions TBD).

Project Impacts: The proposal will result in the creation of 15 new jobs with a \$585,000 payroll in the City of Wooster. Though not directly dependent on the proposed expansion at the present time, the employer would commit to retaining its existing 120-person workforce. E-Pak Manufacturing LLC will be responsible for the project's employment while Pittsburgh Avenue Properties LLC will continue to own and operate the structure. The proposed project, in terms of square footage and in terms of valuation, exceeds the Enterprise Zone's local and state minimum thresholds. In total, the Enterprise Zone is anticipated to save the firms \$80,129 to \$114,470 over the course of ten years, while generating between \$110,110 and \$122,702 in new local property and income tax revenues over the same period, a revenue gain to exemption ratio of 1.32, *separate* from the additional existing employment and payroll retention commitments.

Staff *recommends* Enterprise Zone treatment for the project based on its creation of basic-sector employment, the permanency in location that the project provides for a 120-person Wooster employer, and the need to temporarily relieve additional expenses unique to the landlocked site.

TABLE: Project Implication Matrix

E-Pak Manufacturing LLC and Pittsburgh Avenue Properties LLC - Tax Impacts (*Not all investments will impact valuation.*)

Current Value ¹ 1109 Pittsburg Ave	Annual Tax Obligation ² <i>Starting 2022</i>	Post Proj. Tax Value ¹ \$950K to \$1.25MM Invested \$35/sqft to \$50/sqft Estimate	Annual Tax Oblig. w/o Abatement ^{2,3}	Annual Tax Obligation with 75% Abatement	Applicant's Annual Savings ⁴	Total New Property Tax Exempted after 10 Years	
\$2,371,500	\$60,326	Low>	\$2,833,500	\$72,078	\$63,264	\$8,814	\$88,142
		High>	\$3,031,500	\$77,115	\$64,523	\$12,592	\$125,917
E-Pak Manufacturing & Pittsburgh Avenue Prop...	<i>Annual City Income Tax Retention⁵</i>		\$84,000	<i>Net Property Tax Gain with EZ</i>		\$2,938 to \$4,197	
	<i>Annual City Income Tax Creation⁶</i>		\$8,775	<i>Cumulative Net Property Tax Gain⁵</i>		\$29,381 to \$41,972	
	<i>EZ Cumulative Income Tax</i>		\$920,730	<i>Post-Project Annual Property Tax Gain</i>		\$11,752 to \$16,789	

- The current value of \$2,371,500 is the Wayne County Auditor's 2021 valuation for parcel 65-01564.000, \$1,941,910 which is the value of improvements, including an 84,000sf existing building. Property Records CAMA Database [Data file]. Retrieved 3/8/2021 from <http://www.waynecountyauditor.org/>.
- Annual Tax Obligation is *estimated* with 72.679311 mills, which is the 2020 Pay 2021 millage rate of 65.429311 plus an additional 3.25 mills from a recent Wooster City School District tax levy to be added for 2021 Pay 2022.
- All figures are estimated, with final valuation determined by the Wayne County Auditor. The improvement valuation of the existing building was \$23.12 in 2021. The proposed investment of \$950,000 to \$1,250,000, or \$71.97/sqft (square foot) to \$94.70/sqft investment in construction advises a standard to moderately high quality industrial manufacturing space. Similar structures in Wayne County generally range between \$35/sqft to \$50/sqft. As the investment figures do not correlate to current market values, the lower \$35/sqft to \$50/sqft figures are used in this estimate. This is an estimate only.
- This is estimated annual exempted amount.
- Retention assumes 120 jobs at \$5,600,000 annual payroll. (\$28,835,363 annual payroll /120 jobs retained).
- Creation assumes 15 new jobs at an average payroll of \$28,080 for each year, with 7 hires in year one, 4 hires in year 2, and 4 hires in year 3.
- Net gain occurs as a result of 25% of the new improvements being taxed during the exemption period.

Note: Notification to local school districts and a recommendation by the Wooster Growth Corporation are required before an application for an Enterprise Zone abatement may be considered by the Wooster City Council. Enterprise Zone 389 is governed by Ohio Revised Code Sections 5709.61 through 5709.69, as administered by the Ohio Development Services Agency, and City of Wooster Ordinances No. 2004-59 and No. 2007-04. For questions on this application or the City of Wooster's Enterprise Zone Program in general, please contact the City of Wooster Development Coordinator at 330.263.5250.

ESTIMATED Tax Impact Assumptions for Partner School Districts

Prepared by City of Wooster Office of Development | April 7, 2021

PROJECT ASSUMPTIONS:

E-Pak Manufacturing LLC and an affiliated real estate holding firm, Pittsburgh Avenue Properties LLC, are requesting a 75%, 10 Year tax exemption through the City of Wooster's Enterprise Zone Program on the future value of a proposed \$1,350,000 to \$1,915,000 expansion project that would establish a new stand-alone 13,200 square foot industrial paint and manufacturing facility at its current 1109 Pittsburgh Avenue location in the City of Wooster. Included in the investment is \$950,000 to \$1,250,000 in new construction (the remainder invested in machinery such as cranes and other equipment, inventory, and furniture and fixtures.) Assuming a valuation of \$35 to \$50 a square foot, the valuation of the project for tax purposes is \$462,000 to \$660,000.

ESTIMATE	Valuation	Price per Sq Ft
LOW	\$462,000	\$35.00
HIGH	\$660,000	\$50.00

Est. 2022 Rates	Effective Mills	Annual Tax %
Total	72.679311	2.54%
WCSD	54.783724	1.92%
WCSCC	2.682298	0.09%

Total Tax Property Tax Impacts: All Districts Together

Current Value 1109 Pittsburgh Avenue	Annual Tax Obligation	Post Proj. Tax Value \$950K to \$1.25MM Invested \$35/sqft to \$50/sqft Estimate	Annual Tax Oblig. w/o Abatement	Annual Tax Obligation with 75% Abatement	Applicant's Annual Savings	Total New Property Tax Exempted after 10 Years
\$2,371,500	\$60,326	Low> \$2,833,500	\$72,078	\$63,264	\$8,814	\$88,142
		High> \$3,031,500	\$77,115	\$64,523	\$12,592	\$125,917
E-Pak Manufacturing & Pittsburgh Avenue	<i>Annual City Income Tax Retention</i>		\$84,000	<i>Net Property Tax Gain with Abatement</i>		\$2,938 to \$4,197
	<i>Annual City Income Tax Creation⁴</i>		\$8,775	<i>Cumulative Net Property Tax Gain⁵</i>		\$29,381 to \$41,972
	<i>CRA Cumulative Income Tax</i>		\$920,730	<i>Post-Project Annual Property Gain</i>		\$11,752 to \$16,789

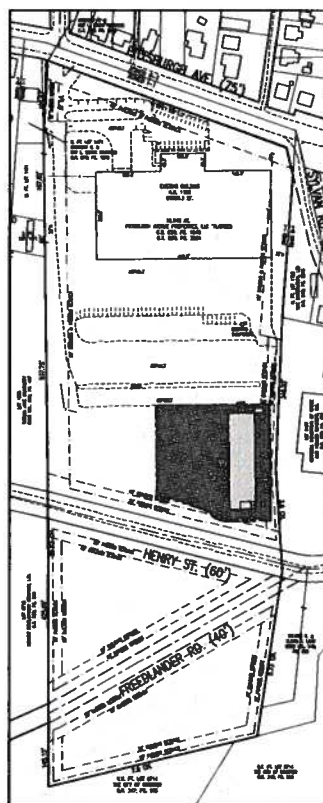
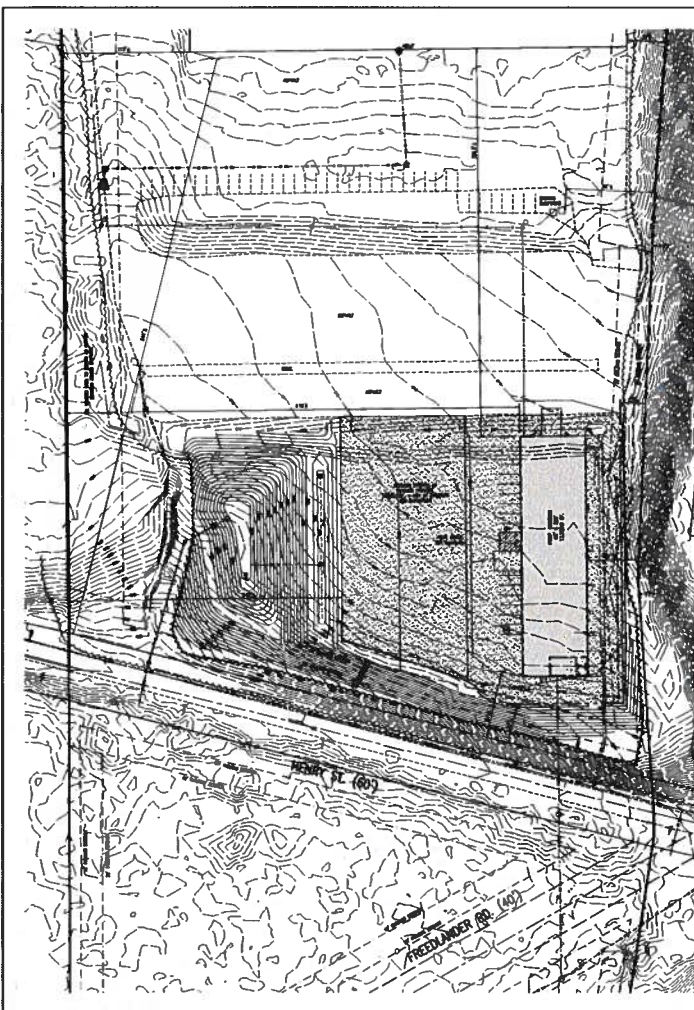
WCSD Direct Impacts	Annual Gain	% Increase	Project Net Gain
Present Revenue: \$45,472	\$0 - No Project	0%	\$22,146 to \$31,638
Revenue while Exempted: \$47,686 to \$48,636	\$2,215 to \$3,164	+4.9% to +7.0%	
Revenue after 10 Years: \$54,330 to \$58,127	\$8,859 to \$12,655	+19.5% to +27.8%	

Current Value 1109 Pittsburgh Avenue	Annual Tax Obligation	Post Proj. Tax Value \$950K to \$1.25MM Invested \$35/sqft to \$50/sqft Estimate	Annual Tax Oblig. w/o Abatement	Annual Tax Obligation with 75% Abatement	Applicant's Annual Savings	Total New Property Tax Exempted after 10 Years
\$2,371,500	\$45,472	Low> \$2,833,500	\$54,330	\$47,686	\$6,644	\$66,439
		High> \$3,031,500	\$58,127	\$48,636	\$9,491	\$94,913

WCSCC Direct Impacts	Annual Gain	% Increase	Project Net Gain
Present Revenue: \$2,226	\$0 - No Project	0%	\$1,084 to \$1,549
Revenue while Exempted: \$2,335 to \$2,381	\$108 to \$155	+4.9% to +7.0%	
Revenue after 10 Years: \$2,660 to \$2,846	\$434 to \$620	+19.5% to +27.8%	

Current Value 1109 Pittsburgh Avenue	Annual Tax Obligation	Post Proj. Tax Value \$950K to \$1.25MM Invested \$35/sqft to \$50/sqft Estimate	Annual Tax Oblig. w/o Abatement	Annual Tax Obligation with 75% Abatement	Applicant's Annual Savings	Total New Property Tax Exempted after 10 Years
\$2,371,500	\$2,226	Low> \$2,833,500	\$2,660	\$2,335	\$325	\$3,253
		High> \$3,031,500	\$2,846	\$2,381	\$465	\$4,647

Excerpt from Approved Planning Commission Application: PC-21-12



OVERALL PROPERTY MAP

- SCALE 1"=100'
- | | |
|--------------|----------------------------|
| CL. FINISH | PROP. UNDEVELOPED DRAG |
| CL. DRIVE | PROP. DRIVE |
| CL. SIDEWALK | PROP. DRIVE, EMB. SIDEWALK |
| CL. SIDEWALK | PROP. DRIVE, EMB. SIDEWALK |
| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |
| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |
| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |
| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |
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| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |
| CL. DRIVE | PROP. DRIVE, EMB. SIDEWALK |

PROJECT LOCATION
 PPN: 65-01564-000
 CITY OF WOOSTER
 T-15N - R-13W
 N.E. QTR. SEC. 10
 WAYNE COUNTY, OHIO

PROPERTY ADDRESS
 1109 FITZGERALD AVENUE
 WOOSTER, OHIO

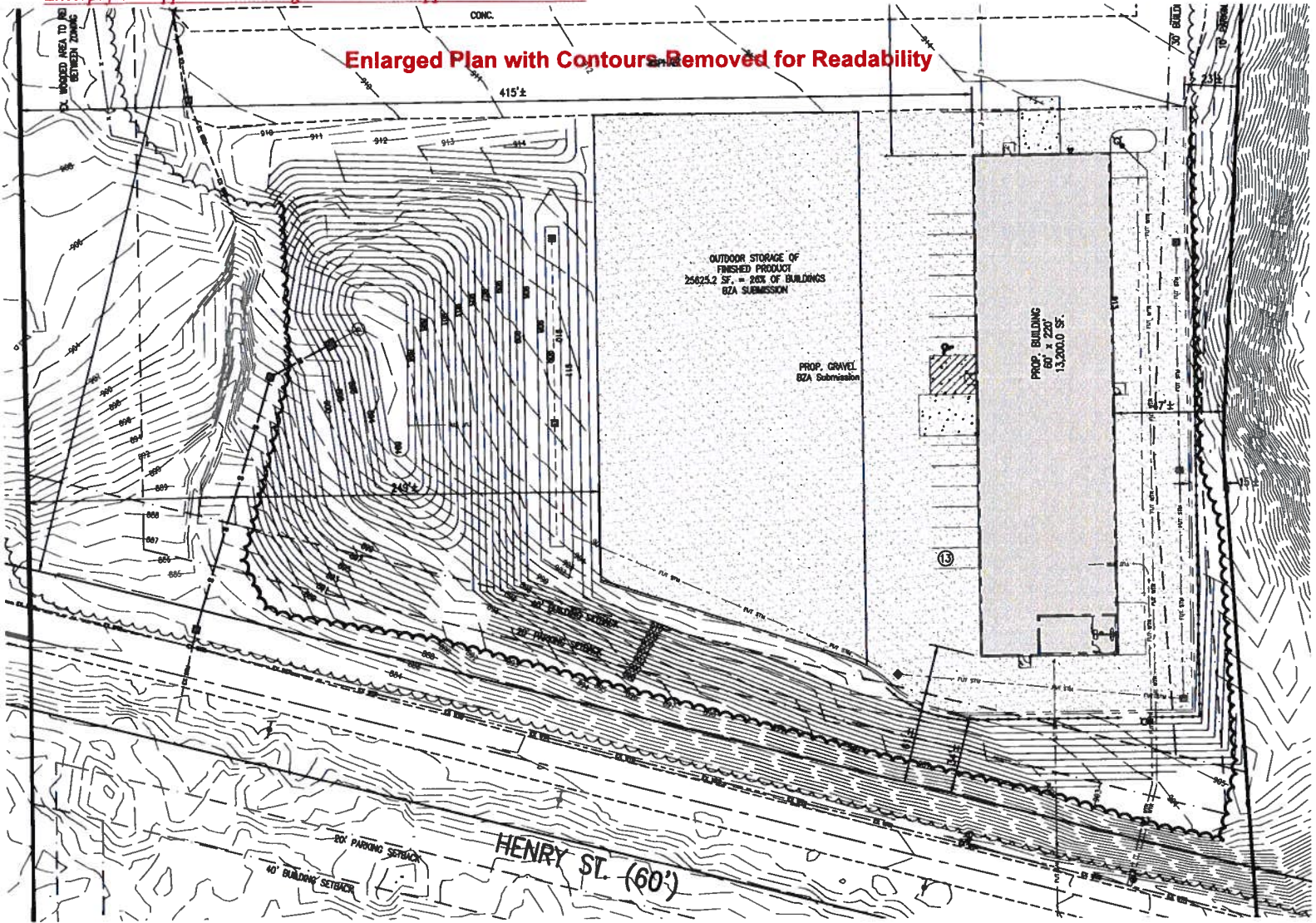


- ZONED I-1 OFFICE/LIMITED INDUSTRIAL**
- | | | |
|------------------------------|---------|------------|
| MIN. LOT ACREAGE | 1 AC. | 18,948 AC. |
| MIN. LOT WIDTH AT BLDG. LINE | 125 FT. | 5502 FT. |
- BUILDING SETBACKS:**
- | | | |
|----------------------|--------|-------------|
| MIN. FRONT YARD | 40 FT. | 812 FT. |
| MIN. SIDE YARD | 30 FT. | 472 FT. |
| ABUTTING RESIDENTIAL | 50 FT. | 415 1/2 FT. |
| MIN. REAR YARD | 30 FT. | N/A |
| ABUTTING RESIDENTIAL | 50 FT. | N/A |
- MAX. LOT COVERAGE BY BLDG.** 40% 12%
MAX. BLDG. HEIGHT 45 FT. < OR =
- PARKING SETBACKS:**
- | | | |
|--------------------------|--------|-------------|
| MIN. FROM R/W | 20 FT. | 34 1/2 FT. |
| ACROSS FROM RESIDENTIAL | 40 FT. | N/A |
| ABUTTING R-T | 50 FT. | 249 1/2 FT. |
| ABUTTING OTHER DISTRICTS | 10 FT. | N/A |
- PARKING REQUIREMENTS:**
- | | | |
|--|----------------------|-----------|
| INDOOR AREAS USED FOR GENERAL MANUFACTURING > 10,001 SF. | 1 SPACE PER 1250 SF. | 11 SPACES |
| INDOOR AREAS USED FOR GENERAL MANUFACTURING < 10,001 SF. | 1 SPACE PER 1250 SF. | 11 SPACES |
| OUTDOOR STORAGE AREAS < 3000 SF. | 1 SPACE PER 1500 SF. | 2 SPACES |
| TOTAL PARKING | 13 SPACES | 13 SPACES |
- 1 BEING HANDICAP ACCESSIBLE
- TYPICAL PARKING SPACE = 9' x 20'
- LANDSCAPING REQUIREMENTS:**
- | | | |
|--------------------------|------------|----------------|
| STREET TREES | 14 TREES | BZA Submission |
| FRONTAGE TREES | 5 TREES | BZA Submission |
| FRONTAGE SHRUBS | 50 BUSHES | BZA Submission |
| TREES WITHIN PARKING LOT | 2 TREES | BZA Submission |
| INTERIOR LANDSCAPING | 130 SF | BZA Submission |
| OUTDOOR STORAGE AREA | prohibited | BZA Submission |

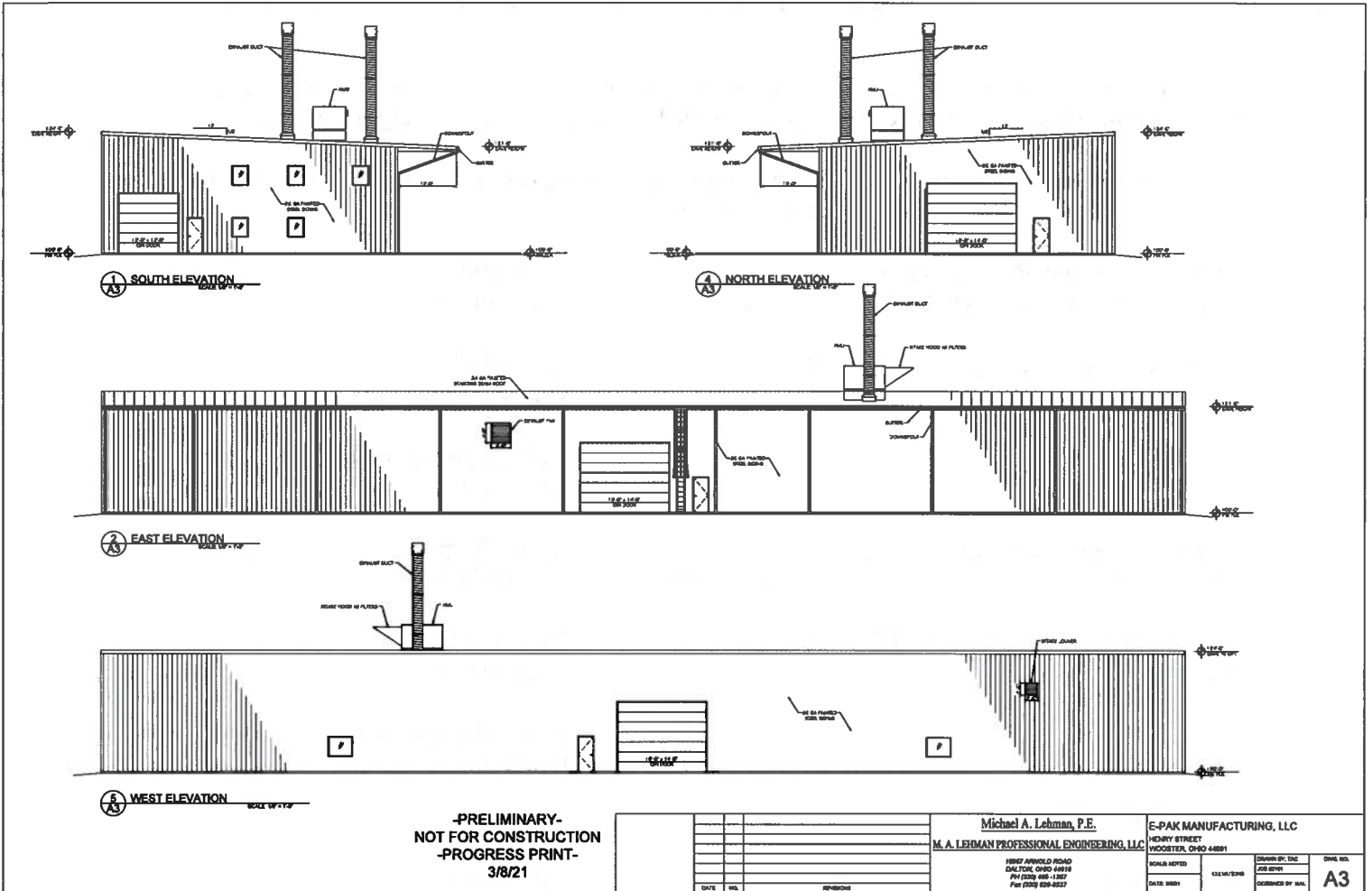
	SHAFFER, JOHNSTON, LICHTENWALTER & ASSOCIATES, INC. Consulting Engineers & Surveyors 10100 Leavitt Ave. Suite 100 Wooster, Ohio 44691-1101 PH: 330.266.4242 FAX: 330.266.4243	
	PROPOSED DEVELOPMENT PLAN E-Plan Manufacturing 1109 Fitzgerald Ave. Wooster, Ohio	
	SCALE: 1"=100' DATE: 09-15-2012 SHEET 2 OF 2	

Excerpt from Approved Planning Commission Application: PC-21-12

Enlarged Plan with Contours Removed for Readability



Excerpt from Approved Planning Commission Application: PC-21-12



**-PRELIMINARY-
NOT FOR CONSTRUCTION
-PROGRESS PRINT-
3/8/21**

		Michael A. Lehman, P.E.		E-PAK MANUFACTURING, LLC	
		M. A. LEHMAN PROFESSIONAL ENGINEERING, LLC		HENRY STREET WOOSTER, OHIO 44691	
		1887 ARNOLD ROAD CANTON, OHIO 44705 PH (330) 498-1397 Fax (330) 608-4527		OWNER BY: EDC	DRAWN BY: DMC
				DATE: 3/8/21	DATE: 3/8/21
				DESIGNED BY: MAL	A3



**CITY OF WOOSTER ENTERPRISE ZONE PROGRAM
IN PARTNERSHIP WITH OHIO DEPARTMENT OF DEVELOPMENT
APPLICATION**

PROPOSED AGREEMENT for Enterprise Zone Tax Incentives between the City of Wooster, located in the County of Wayne, Pittsburgh Avenue Properties LLC and E-Pak Manufacturing LLC.

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

Pittsburgh Avenue Properties LLC
Enterprise Name (Company holding real estate)

Jason Miller
Contact Person

1109 Pittsburgh Ave, Wooster, Ohio 44691
Address

330-264-0825
Telephone number

jmiller@epakmanufacturing.com
Email contact

E-Pak Manufacturing LLC
Employer Name (Company responsible for employment)

Jason Miller
Contact Person

1109 Pittsburgh Ave, Wooster, Ohio 44691
Address

330-264-0825
Telephone number

jmiller@epakmanufacturing.com
Email contact

1b. Project site:

Jason Miller
Contact Person

330-264-0825
Telephone number

1109 Pittsburgh Ave, Wooster, Ohio 44691
Address

jmiller@epakmanufacturing.com
Email Contact

**EZ APPLICATION – PITTSBURGH AVENUE PROPERTIES LLC (LANDOWNER) &
E-PAK MANUFACTURING LLC (EMPLOYER)
INDUSTRIAL MANUFACTURING FACILITY
1109 PITTSBURGH AVE., WOOSTER, OHIO 44691**

2a. Nature of business (manufacturing, distribution, wholesale or other).

E-Pak Manufacturing is a designer and manufacturer of industrial containers and on-road trailers, supporting a variety of industries, including waste management, recycling, and environmental services. In addition to fabricating heavy-duty metal containers, the firm specializes in engineering and design for custom industrial container applications. Pittsburgh Avenue Properties LLC is a separate real-estate holding firm which owns the real estate.

**2b. List primary 6-digit NAICS #: 332312, structural / fabricated manufacturing
Business may list other relevant SIC numbers.**

**2c. If a consolidation, what are the components of the consolidation?
(must itemize the location, assets, and employment positions to be transferred)**

N/A – The proposed project would expand operations at the current site.

2d. Form of business of enterprise (corporation, partnership, proprietorship, etc).

Limited Liability Company

3. Name of principal owner(s) or officers of the business (attach list if necessary).

Pittsburgh Avenue Properties LLC (Landowner): Bryan Mullet, President
E-Pak Manufacturing LLC (Employer): Bryan Mullet, President

4. Is business seasonal in nature? Yes No X

**5a. State the enterprise's current employment level at the proposed project site:
(Itemized for full and part-time and permanent and temporary employees)**

Full-Time: 120 , Part-Time: 0; Temporary Full-Time: 0; Temporary Part-Time: 0

5b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Note that relocation projects are restricted in non-distress based Ohio Enterprise Zones. A waiver from the Director of the Ohio Department of Development is available for special limited circumstances. The business and local jurisdiction should contact ODOD early in the discussions. Yes No X

5c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

N/A – This is an expansion at the existing headquarters

**EZ APPLICATION – PITTSBURGH AVENUE PROPERTIES LLC (LANDOWNER) &
E-PAK MANUFACTURING LLC (EMPLOYER)
INDUSTRIAL MANUFACTURING FACILITY
1109 PITTSBURGH AVE., WOOSTER, OHIO 44691**

5d. State the enterprise's current employment level in Ohio:
(Itemized for full and part-time and permanent and temporary employees):

Full-Time: 120 , Part-Time: 0; Temporary Full-Time: 0; Temporary Part-Time: 0

5e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:

N/A

5f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated?

N/A – This is an expansion at an existing site.

6a. Has the Enterprise previously entered into an Enterprise Zone Agreement with the local legislative authorities at any site where the employment or assets will be relocated as a result of this proposal? Yes___ No X

6b. If yes, list the local legislative authorities, date, and term of the incentives for each Enterprise Zone Agreement:

N/A

7. Does the Enterprise and/or Employer 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 if necessary).

N/A

8. Project Description (attach additional pages if necessary):

This project will involve the creation of a 12,000 square foot to 13,200 square foot stand-alone facility to support product manufacturing and storage.

**EZ APPLICATION – PITTSBURGH AVENUE PROPERTIES LLC (LANDOWNER) &
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INDUSTRIAL MANUFACTURING FACILITY
1109 PITTSBURGH AVE., WOOSTER, OHIO 44691**

9. Project will begin May 1, 202021 and be completed by December, 31, 202022 provided a tax exemption is provided.

10a. Estimate the number of new employees the business intends to hire at the facility that is the project site: (Itemized for full and part-time and permanent and temporary employees):

Full-Time: 15, Part-Time: 0; Temporary Full-Time: 0; Temporary Part-Time: 0

10b. State the time frame of this projected hiring: 3 years

10c. State proposed schedule for hiring:

(Itemize by full and part-time and permanent and temporary employees)

Year 1: 7; Year 2: 4; Year 3: 4;

11a. Estimate the amount of annual payroll such new employees will add: \$ 585,000

(New annual payroll must be itemized by full and part-time and permanent and temporary new employees.)

Full-Time: \$ 585,000, Part-Time: \$ 0; Temporary Full-Time: \$ 0; Temporary Part-Time: \$ 0

11b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the

project: \$5,600,000

12. Market value of the existing facility as determined for local property taxation.

\$2,371,500

13a. Business's total current investment in the facility as of the proposal's submission.

\$3,200,000

13b. State the businesses' value of on-site inventory required to be listed in the personal property tax return of the enterprise in the return for the tax year (stated in average \$ value per most recent 12 month period) in which the agreement is entered into (baseline inventory):

\$0

***EZ APPLICATION – PITTSBURGH AVENUE PROPERTIES LLC (LANDOWNER) &
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INDUSTRIAL MANUFACTURING FACILITY
1109 PITTSBURGH AVE., WOOSTER, OHIO 44691***

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

	Minimum	Maximum
A. Acquisition of Buildings/Land:	\$ <u>0</u>	\$ <u>0</u>
B. Additions/New Construction:	\$ <u>950,000</u>	\$ <u>1,250,000</u>
C. Improvements to existing buildings:	\$ <u>0</u>	\$ <u>0</u>
D. Machinery & Equipment:	\$ <u>345,000</u>	\$ <u>500,000</u>
E. Furniture, Fixtures, Etc.	\$ <u>5,000</u>	\$ <u>15,000</u>
F. Inventory:	\$ <u>50,000</u>	\$ <u>150,000</u>
Total New Project Investment:	\$ <u>1,350,000</u>	\$ <u>1,915,000</u>

15a. Business requests the following tax exemption incentives: 75% for 10 years covering real and/or personal property including inventory as described above (be specific regarding type of assets, rate, and term).

With its Origins in Holmes County, E-Pak Manufacturing LLC has expanded significantly over its initial thirty years. The company’s workforce has grown significantly at its current headquarters at 1109 Pittsburgh Avenue in Wooster, Ohio. As the company continues to make advancements to support its growing market, additional space is needed to support its operations. Specifically, additional yard storage and the construction of an additional manufacturing facility is necessary. Situated in a land-locked site complicated by terrain, creativity, and some additional expenditure, is necessary if E-Pak Manufacturing LLC is to continue growing at its current site. Community support is being sought to enable the firm to move forward with its investment. The Enterprise Zone will provide the company with flexibility to pursue its expansion at the current location.

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

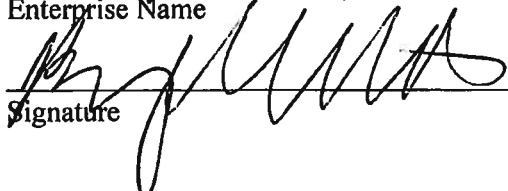
The Enterprise Zone will enable E-Pak to move forward with the real estate investment by temporarily limiting the real estate tax obligation on its new facility, enabling the cash-flow necessary to enable the firm to repay a portion of its construction costs and to make investments in additional hiring. The site’s landlocked nature requires some additional creativity in order to establish efficient space for storage and operations. The proposed improvements, which will require reconfiguration of its outdoor storage space, would enable the firm to expand its operations at the current site.

Submission of this application to the City of Wooster, Attn: Jonathan Millea Development Coordinator, 538 N. Market Street, Wooster, Ohio 44691 expressly authorizes the City of Wooster and/or Wayne County to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item #7 and to review applicable confidential records. As part of this application, the business may also be required to directly request from the Ohio Department of Taxation or complete a waiver form allowing the Ohio Department of Taxation to release specific tax records to the local jurisdictions considering the incentive request.

**EZ APPLICATION – PITTSBURGH AVENUE PROPERTIES LLC (LANDOWNER) &
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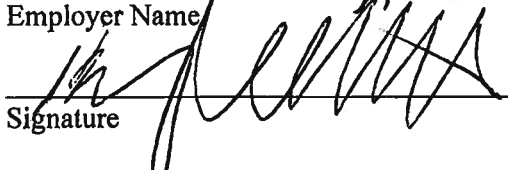
Applicant agrees to supply additional information upon request.

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 benefit as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

Pittsburgh Avenue Properties, LLC
Enterprise Name

Signature

3/26/21
Date

Bryan Mullet, Manager
Typed Name and Title

E-Pak Manufacturing, LLC
Employer Name

Signature

3/26/21
Date

Bryan Mullet, Manager
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 Enterprise Zone Agreement as Exhibit A.

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

RESOLUTION NO. 2021-25

A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED PRIOR TO THE FISCAL OFFICER'S CERTIFICATION OF AVAILABILITY OF FUNDS, AND PROVIDING FOR IMMEDIATE ENACTMENT

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

SECTION 1. That in accordance with ORC 5705.41(D), the following payment for services rendered prior to the Fiscal Officer's certification of availability of funds shall be and is hereby approved:

Vendor: AC SplitBolt, Inc.
Description: Outdoor lighting City Hall Parking Lot
Invoice Date: 02/26/2021
Invoice No.: 104884
Amount: \$18,055.38
Purchase Order No.: 2021-00000980

SECTION 2. The cost of this capital improvement is budgeted in the 2021 capital plan.

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; 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: _____, 2021
Mayor

Introduced by: Jon Ansel