

## CITY COUNCIL AGENDA

January 2, 2024

7:30 p.m.

The meeting convenes at City Hall, in Council Chambers, 1<sup>st</sup> Floor, 538 N. Market Street, Wooster, Ohio.

### I. ROLL CALL & ORDERING OF AGENDA

### II. APPROVAL OF MINUTES

### III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION

Memo re: Proposed Fee Schedule for 2024

Memo re: Linked Deposit Program Activity for 2023

### IV. COUNCIL ORGANIZATION

- a. Appoint and swear-in new member
- b. President Pro Tempore appointment
- c. Committee assignments

### V. PETITIONS/COMMUNICATIONS FROM PUBLIC

Liquor Control request to transfer a license from Red Rover LLC to Par Mar Oil at 1058 W. Old Lincoln Way

### VI. COMMITTEE REPORTS; PUBLIC HEARINGS

### VII. UNFINISHED BUSINESS

1. Second Reading - RESOLUTION 2023-86 A RESOLUTION IMPOSING A MORATORIUM ON THE GRANTING OR PROCESSING OF PERMITS FOR ANY BUILDING, STRUCTURE, USE OR CHANGE OF USE THAT WOULD ENABLE CULTIVATION, PROCESSING, OR RETAIL SALE OF MARIJUANA WITHIN THE CITY OF WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT (Knapic)

### VIII. NEW BUSINESS

1. First Reading – RESOLUTION NO. 2024-01 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO EXPEND ADDITIONAL FUNDS FOR LANDSCAPING SERVICES FROM BUSHWACKED LANDSCAPING AND ALLOWING FOR IMMEDIATE ENACTMENT (Huszai)
2. First Reading - RESOLUTION NO. 2024-02 A RESOLUTION ACCEPTING GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION FOR EMERGENCY REPLACEMENT OF AN ANAEROBIC DIGESTER COVER, AND ALLOWING FOR IMMEDIATE ENACTMENT (Malta)
3. First Reading - ORDINANCE NO. 2024-01 AN ORDINANCE ESTABLISHING THE SALARY OF CITY COUNCIL MEMBERS AND PRESIDENT FOR THE TERMS BEGINNING ON OR AFTER JANUARY 1, 2025 (Abernathy)
4. First Reading - RESOLUTION NO. 2024-03 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO PURCHASE A DUMP TRUCK, AND ALLOWING FOR IMMEDIATE ENACTMENT (Huszai)
5. First Reading - ORDINANCE NO. 2024-02 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH FOODSPHERE (CORP). AND WOOSTER LOCAL FOODS COOPERATIVE INC. FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, WITH

BOO BEARS BREW LLC AND RIDE ON WOOSTER BICYCLES INC. AUTHORIZED AS  
TENANTS, FOR IMMEDIATE ENACTMENT (Abernathy)

**IX. MISCELLANEOUS**

**X. ADJOURNMENT**

**Bob Reynolds**  
Mayor



**Andrei A. Dordea, CPA**  
Director of Finance  
Phone (330) 263-5225  
Fax: (330) 263-5262  
Email: adordea@woosteroh.com

**CITY OF WOOSTER**  
538 N. Market Street, P.O. Box 1128  
Wooster, Ohio 44691-7082


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**INTEROFFICE MEMORANDUM**

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**TO:** MAYOR REYNOLDS & CITY COUNCIL  
**FROM:** ANDREI DORDEA   
**SUBJECT:** LINKED DEPOSIT PROGRAM ACTIVITY 2023  
**DATE:** JANUARY 2, 2024  
**CC:** AMY HAMILTON – CLERK OF COUNCIL

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Pursuant to Section 159.06 (b) of the Codified Ordinances of the City of Wooster, I am required to report to the Mayor and Council on the Linked Deposit Program for the preceding calendar year. In accordance with this section, I hereby report that there was no activity relating to the City's Linked Deposit Program during the year ended December 31, 2023.

Please do not hesitate to contact me should you have any questions.

**NOTICE TO LEGISLATIVE  
AUTHORITY**

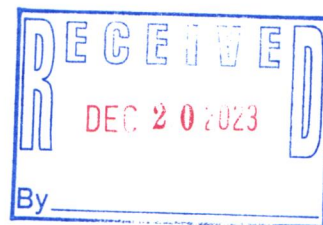
**OHIO DIVISION OF LIQUOR CONTROL**  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

<b>66939063040</b>		<b>TRFO</b>	<b>PAR MAR OIL CO</b>
PERMIT NUMBER		TYPE	<b>DBA PAR MAR OIL</b>
<b>02</b>	<b>01</b>	<b>2023</b>	<b>1058 W OLD LINCOLN WAY</b>
ISSUE DATE			<b>WOOSTER OH 44691</b>
<b>12</b>	<b>12</b>	<b>2023</b>	
FILING DATE			
<b>C1</b>			
PERMIT CLASSES			
<b>85</b>	<b>165</b>	<b>B</b>	<b>F30480</b>
TAX DISTRICT			RECEIPT NO.

FROM **12/19/2023**

<b>72470960010</b>			<b>RED ROVER LLC</b>
PERMIT NUMBER		TYPE	<b>1058 W OLD LINCOLN WAY</b>
<b>02</b>	<b>01</b>	<b>2023</b>	<b>WOOSTER OHIO 44691</b>
ISSUE DATE			
<b>12</b>	<b>12</b>	<b>2023</b>	
FILING DATE			
<b>C1</b>			
PERMIT CLASSES			
<b>85</b>	<b>165</b>		
TAX DISTRICT			RECEIPT NO.



MAILED **12/19/2023**

RESPONSES MUST BE POSTMARKED NO LATER THAN. **01/19/2024**

**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 TRFO 6693906-3040**

(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**

RESOLUTION NO. 2023-86

A RESOLUTION IMPOSING A MORATORIUM ON THE GRANTING OR PROCESSING OF PERMITS FOR ANY BUILDING, STRUCTURE, USE OR CHANGE OF USE THAT WOULD ENABLE CULTIVATION, PROCESSING, OR RETAIL SALE OF MARIJUANA WITHIN THE CITY OF WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, Ohio voters approved State Issue 2 on November 7, 2023 adopting proposed legislation authorizing the cultivation, sale, and use of marijuana products for recreational purposes; and,

WHEREAS, pursuant to the operation of Article II, Section 1b of the Ohio Constitution, the proposed legislation now approved by Ohio voters will automatically be incorporated into the Ohio Revised Code as Sections 3780.01 through 3780.99 and become effective on December 7, 2023 with no further action required by the Ohio General Assembly (the "Act"); and,

WHEREAS, upon the passage of Issue 2, members of the Ohio General Assembly have already expressed an intention to amend the Act but have not yet clarified whether the Act will be repealed, modified, or materially altered; and,

WHEREAS, Section 3780.03 of the Act provides that a newly created "Division of Cannabis" shall adopt rules establishing standards and procedures for the implementation of the adult use marijuana program, including licensing requirements for cultivators, processors, and retailers; and

WHEREAS, the Act, as currently constituted, provides the Division of Cannabis a period of nine months after December 7, 2023 to implement rules and regulations regarding the adult-use marijuana program pursuant to Section 3780.28; and

WHEREAS, Council and the Mayor intend to adopt legislation that provides for the orderly implementation of adult use cannabis in the City consistent with State laws and regulations; and

WHEREAS, pursuant to the Ohio Constitution and local ordinances, City Council possesses the inherent power to enact appropriate planning, zoning, and business regulation laws that further the health, safety, welfare, comfort, and peace of its citizens, including restricting, prohibiting and/or regulating certain business uses; and

WHEREAS, at least until such time as regulations are adopted, the amendments to the Act are adopted, and the City has had an opportunity to study the foregoing, Council has determined it to be in the best interests of the community health, safety, and welfare to impose an immediate moratorium on any cultivation, processing, or retail dispensing of marijuana for adult use business purposes in any form within the City of Wooster, except as required by the Act; now, therefore

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

SECTION 1. Except as required by the Act, City Council hereby imposes an immediate moratorium on the issuance and processing of any permits for cultivators, processors, and retail dispensaries of adult-use marijuana as defined in Sections 3780.01 through 3780.99 of the Ohio Revised Code.

SECTION 2. The purpose of this moratorium is to allow the City Administration and Council to consider amendments to pertinent Codified Ordinances, including the Zoning Code, to prepare regulations which may be necessary, and to determine where and whether to allow, limit or prohibit cultivators, processors, and retail dispensaries in the City.

SECTION 3. Council and the Mayor hereby direct and order that no permits for cultivators, processors or retail dispensaries of adult-use marijuana shall be issued or processed by the City during the moratorium, except as may be required by the Act with respect to existing dispensaries of marijuana products for medical use.

SECTION 4. The moratorium shall be in effect for a period beginning from the effective date of this Resolution through the earlier of July 31, 2024, until changes are enacted to amend the Codified Ordinance of the City of Wooster to address these issues, or until Council approves legislation explicitly revoking this moratorium, whichever occurs first.

SECTION 5. 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 6. This Resolution is 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 to impose this moratorium in order to permit the City of Wooster to more fully study the problem and the need, if any, for the regulation thereof; 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.

1<sup>st</sup> Reading 12-18-23 2<sup>nd</sup> Reading \_\_\_\_\_ 3<sup>rd</sup> Reading \_\_\_\_\_

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

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

Approved: \_\_\_\_\_, 2023  
Mayor

Introduced by: Robert Reynolds

## Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division    Law	Meeting Date Requested    12/18/23
Project Name    Issue 2 Moratorium	Estimated Total Funds/Costs: None
Is Full Amount Budgeted? Not applicable	
<p><b>Description of Request:</b> This is a request for a Moratorium on the issuance of any permits for businesses that would be allowed under R.C. 3780 to cultivate, process, and/or sell marijuana at retail. As the regulatory structure for the activities regulated in R.C. 3780 is not yet completed, and the legislation itself may be amended, a moratorium is prudent at this time pending the final regulations.</p> <p>The moratorium will allow the City to consider amendments to pertinent Codified Ordinances, including the Zoning Code, to prepare regulations which may be necessary, and to determine where and whether to allow, limit or prohibit cultivators, processors, and retail dispensaries in the City.</p>	
<p><b>Justification / Benefits:</b> Passing this legislation will allow the City to make prudent and knowledgeable regulations once the</p>	
<p><b>Will this Project affect the City's Operating Costs</b> NO</p>	
<p><b>What Alternatives Exist and what are the Implications of the Alternatives:</b> We could take no action, but this would be imprudent because we do not know what the final regulatory structure will be.</p>	
<p>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 Immediate enactment is necessary since the current contract expires at the end of 2023.</p>	
<p><b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b></p>	
Manager Requesting:                    John Scavelli	Date: 12-12-23

Approved for Agenda     Yes     No

RESOLUTION NO. 2024-01

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO EXPEND ADDITIONAL FUNDS FOR LANDSCAPING SERVICES FROM BUSHWACKED LANDSCAPING AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, this City Council adopted an annual budget for 2023, and such budget includes landscaping services;

WHEREAS, the City has exceeded the \$50,000.00 bid limit with Bushwacked Landscaping for fall cleanup;

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

SECTION 1. The Director of Administration is authorized to exceed the \$50,000.00 bid limit in its expenditures with Bushwacked Landscaping.

SECTION 2. The cost of such expenditures will not exceed \$66,000.

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: \_\_\_\_\_, 2024

\_\_\_\_\_  
Mayor

Introduced by: Steve Huszai



Res 2024-01

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### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division PPM	Meeting Date Requested 1/2/2024
Project Name Landscaping Services	Estimated Total Funds/Costs \$16,000.00
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?	
<b>Description of Request</b> <p>A resolution authorizing the Director of Administration to expend funds for landscaping services with Bushwacked Landscaping. This includes City Owned Property Landscaping and Bed Maintenance of the following services throughout the entire year: weed control, pre-emergent application, mulching, pruning, trimming, debris removal, and bed edging. These locations include: City Hall, City Parks, Downtown Parking Lots, Downtown Planters and Tree Wells, Gateways and Roundabouts. Requests For Quotes (RFQ's) were solicited for this work each year. The Public Properties Maintenance Division has exceeded the \$50,000 limit to one vendor for 2023 and will require council authorization.</p>	
<b>Justification / Benefits</b> <p>Request is to approve payment for fall cleanup work performed in December 2023.</p>	
<b>Will this Project affect the City's Operating Costs</b> <p>No</p>	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> <p>The contractor will not get paid for the work they performed.</p>	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
<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 checked="" type="checkbox"/> No If Yes, Note Reasons Immediate approval ensures the contractor will be paid for the work performed.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Curt Denning	Date: 12/21/2023

Approved for Agenda  Yes  No

RESOLUTION NO. 2024-02

A RESOLUTION ACCEPTING GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION FOR EMERGENCY REPLACEMENT OF AN ANAEROBIC DIGESTER COVER, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the Ohio Public Works Commission (“OPWC”), has approved a grant for the replace an anaerobic digester cover; and

WHEREAS, it is necessary to replace the recently failed anaerobic digester cover in order to continue to land apply biosolids; and

WHEREAS, OPWC, through this grant, will pay for eighty percent of the construction costs.

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

SECTION 1. That the Mayor is hereby authorized to accept the OPWC for grant monies as described above.

SECTION 2. The City, by its Mayor, is further authorized to execute any necessary documents in connection therewith for obtaining this financial assistance.

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 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: \_\_\_\_\_, 2024

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

Attest: \_\_\_\_\_

Clerk of Council

\_\_\_\_\_

President of Council

Approved: \_\_\_\_\_, 2024

\_\_\_\_\_

Mayor

Introduced by: Chris Malta

Res 2024-02

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### Request for Agenda Item

**Authorization for Bid**

**Purchase Capital Item**

**Non-Capital**

<b>Division:</b> Engineering	<b>Meeting Date Requested</b> January 2, 2024
<b>Project Name</b> WRRF Anaerobic Digester Cover Replacement	<b>Estimated Total Funds/Costs</b> \$125,000. If authorized, OPWC will fund up to \$100,000 with grant funds.
<b>Is Full Amount Budgeted?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
<b>If No, How is the Purchase to be Funded?</b>	
<b>Description of Request</b> This is a request to authorize the acceptance of grant funds from the Ohio Public Works Commission for the emergency replacement of an anaerobic digester cover at the WRRF. The grant will pay for 80% of construction costs.	
<b>Justification / Benefits</b> This request is to accept OPWC Emergency grant funding.	
<b>Will this Project affect the City's Operating Costs</b> By replacing one of the recently failed anaerobic digester covers, the City can continue to land apply rather than have to landfill the biosolids.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> We could do nothing and not accept the OPWC grant funds.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
<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 Legislation accepting the grant funds must be provided to OPWC no later than January 14, 2024 or this funding opportunity will be forfeited.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> John Rice	<b>Date:</b> December 18, 2023
<b>Approved for Agenda</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	



Std  
2024-1

### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division    Law	Meeting Date Requested    1/2/24
Council Compensation	Estimated Total Funds/Costs: None
Is Full Amount Budgeted? Not applicable	
<p>Description of Request: In accordance with Section 2.03 of the Charter a Compensation Commission was impaneled by approval of Wooster City Council on December 11, 2023; and the commission convened soon thereafter to organize and conduct deliberations, as provided in the Charter.</p> <p>The Commission made the following recommendations:</p> <ol style="list-style-type: none"> <li>1. The compensation for the Mayor shall stay the same.</li> <li>2. The compensation for the President of Council shall be increased to \$11,000.00.</li> <li>3. The compensation for Council members shall be increased to \$9,000.00.</li> </ol> <p>These changes shall take effect for the next officials starting new terms.</p>	
Justification / Benefits: Passing this legislation will allow for increased compensation for City Council	
Will this Project affect the City's Operating Costs NO	
What Alternatives Exist and what are the Implications of the Alternatives: We could take no action, but this would prevent Council compensation increases until Compensation Commission is convened again.	
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	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting:                    John Scavelli	Date: 12-28-23

Approved for Agenda     Yes     No



Res 2024-3

### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division	PPM	Meeting Date Requested	1/2/2024
Project Name	2024 Dump Truck Purchase	Estimated Total Funds/Costs	\$210,000
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?			
<p><b>Description of Request</b></p> <p>Purchase of a new dump truck to be used for road maintenance, leaf collection, as well as snow and ice removal throughout the City. The new truck will be equipped with a dump bed, snowplow and salt spreader with deicing equipment.</p> <p>Capital Improvement Fund – 2024 Budget Approximate Cost: \$210,000</p>			
<p><b>Justification / Benefits</b></p> <p>This new truck will be replacing a 2005 International truck with 86,868 miles. The truck has many deficiencies including: internal engine issues, electrical issues, cab floor and corners rusted through, bed in dump body needs replaced, etc. Over the last two years this truck has left the driver stranded many times.</p> <p>The lead time for new trucks is projected to be 16 months before taking delivery. Fortunately, we have located a truck that meets our chassis and equipment specifications which would enable us to take delivery in August of this year.</p>			
<p><b>Will this Project affect the City's Operating Costs</b></p> <p>N/A</p>			
<p><b>What Alternatives Exist and what are the Implications of the Alternatives</b></p> <p>Continue to operate with an aging fleet will require additional maintenance and potentially more frequent down times.</p>			
<p>Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, Explain The Circumstances:</p> <p>This purchase will be State and/or Government Sourcwell Bid Vendors to receive the best pricing available.</p>			
<p>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</p> <p>If Yes, Note Reasons</p> <p>The truck is on hold for the City to purchase, but immediate action is critical to secure the purchase.</p>			
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.			
Manager Requesting: Curt Denning		Date: 12/28/2023	

Approved for Agenda  Yes  No

ORDINANCE NO. 2024-02

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH FOODSPHERE (CORP). AND WOOSTER LOCAL FOODS COOPERATIVE INC. FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, WITH BOO BEARS BREW LLC AND RIDE ON WOOSTER BICYCLES INC. AUTHORIZED AS TENANTS, FOR IMMEDIATE ENACTMENT

WHEREAS, FoodSphere is a Corporation for non-profit enterprise engaged in a charitable educational mission to assist and encourage Ohio farmers and entrepreneurs through community outreach, programming to cultivate economic growth, and sustainable production, desires to reahabitate a 12,071 square foot retail facility at 146 W. South Street, Wooster, Ohio 44691 including a potential addition of 3,807 square feet as funds allow, within the area designated by Wooster City Council as a community reinvestment area (CRA), including a capital investment of approximately \$3,752,092 for the new construction; and it has requested tax abatement as an incentive to make these improvements; and

WHEREAS, Wooster Local Foods Cooperative Inc., doing business as Local Roots Market and Café, is a corporation for profit, deemed non-profit per Ohio Revised Code 1729.02, and is in the business of supporting producers of agricultural products in the Wayne County region, will participate in the funding for the rehabilitation as it seeks to expand its operations and services with increased operating space and staffing within; and

WHEREAS, Ride On Wooster Bicycles Inc. is a corporation for-profit and Boo Bears Brew LLC, a limited liability company for-profit, will lease space within the 146 W. South Street, Wooster, Ohio 44691, and request authorization to be situated on the premises and agree to ensure compliance with Ohio community reinvestment area law; and

WHEREAS, the Wooster Growth Corporation has reviewed the application and rendered a unanimous recommendation that the application will have a positive impact on the City; and

WHEREAS, the Wooster City School District Board of Education has also received notice thereof, as provided by law, with its Wooster Growth representative having provided a vote in favor of the recommendation for CRA treatment.

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 FoodSphere and Wooster Local Foods Cooperative Inc. 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 seventy-five percent [75%]; (2) for a maximum term not to exceed ten [10] years; (3) the retention of six [6] full-time jobs and twelve [12] part-time jobs with the creation of two [2] additional full-time jobs and six [6]



part-time jobs, or equivalent, within three [3] years; (4) a waiver of the requirement that FoodSphere and Wooster Local Foods Cooperative Inc. significantly maintain their operations at the site for an additional year for each year of exemption; (5) Ride On Wooster Bicycles Inc and Boo Bear Brews LLC are authorized as tenants with associated jobs and payrolls at the project site to be credited toward FoodSphere and Wooster Local Foods Cooperative Inc's commitments, and (5) such other terms as the Mayor, in his/her discretion, deems appropriate.

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

SECTION 3. This Ordinance is hereby declared to be 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 the maintenance of an economic development incentive project through authorizing the transfer of an agreement to new property owners as originally contemplated; 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: \_\_\_\_\_, 2024                      Vote: \_\_\_\_\_

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

Approved: \_\_\_\_\_, 2024                      \_\_\_\_\_  
   Mayor

Introduced by: Michael Abernathy

Ord 2024-02

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### Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

<b>Division</b> Development	<b>Meeting Date Requested</b> January 2, 2024
<b>Project Name</b> 10-Yr, 75% CRA Request	<b>Estimated Total Funds/Costs</b> \$0.00
<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> N/A - Exempts taxes on non-basic sector rehabilitation project. Forgo \$22K in direct revenue, offsets ~\$371K.	
<b>Description of Request</b> Nonprofits FoodSphere and Local Roots hope to rehab and expand a retail facility at 146. W. South St and request a tax exemption, estimated at \$183,035 to \$274,681, through a 10-yr, 75% CRA. While nonprofit, Ohio does not exempt the project's use (though a few other states would). The 12,071sf, 58-year old building has lost 40% of its tax value over the 20 years. As funds allow, the partnership hopes to build a 3,807sf addition. Local Roots (co-op) supports local food producers and artisans with marketing space and commercial kitchen access, while volunteer FoodSphere focus on direct entrepreneurship support. Their leased space at the County-owned 140 S. Walnut St. site has become constrained. Local Roots, along with tenant Boo Bears Brews, are moving to the former grocery-turned- residential-turned-retail space. (Not a project component, but application discloses this as a relocation as it has not yet occurred.) CRA would free up capacity for debt-service and operations, a ~22.5% impact. Staff recommends CRA due to: 1.) fiscal impacts with reinvesting a downtown structure, 2.) need for funding (project will be largely supported through donations) 3.) employment activity in the Downtown, 4.) high likelihood of applicants' success at graduating new entrepreneurs and businesses into self-sustaining entities.	
<b>Justification / Benefits</b> CRA would lower overall project costs / debt-service by an estimated 22.5%, allowing donor and govt grant funding to accomplish significantly more, and increase the likelihood of achieving a full scope of rehabilitation. Project has received a Wooster Growth recommendation, with a supporting vote from WCSD representative. Project will aid in reversing a depreciating real estate pressures in Downtown.	
<b>Will this Project affect the City's Operating Costs</b> City forgoes \$10,488 to \$15,740 in future revenues while receiving a similar gain. Project is dependent on CRA.	
<b>What Alternatives Exist and what are the Implications of the Alternatives</b> The request is exemplary of the spirit of the program. Council is no obligation to grant approval as CRA is discretionary, however, nonprofit missions supported by donations, grants, and local funding are the most compelling drivers for rehab. CRA would boost the impact of project donor funds by an estimated 22.5%.	
<b>Is this a Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: N/A	
<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 A suspension of the rules would greatly aid in planning and fundraising.	
<b>NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.</b>	
<b>Manager Requesting:</b> Jonathan Millea	<b>Date:</b> December 21, 2023

**Approved for Agenda**  Yes  No

# Main Street WOOSTER

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December 19, 2023

Wooster City School District Board of Education  
144 North Market Street, Wooster OH 44691

Wooster Growth Corporation  
538 North Market Street, Wooster OH 44691

Wooster City Council  
538 North Market Street, Wooster OH 44691

RE: FoodSphere Inc., Local Roots, et al  
146 W. South Street, Wooster, OH 44691 (Parcel 64-00146.000)

Dear Wooster Stakeholders,

I am the Executive Director of Main Street Wooster and a Trustee of FoodSphere. On behalf of Main Street Wooster, please consider this letter of support for the CRA tax abatement application of FoodSphere, Local Roots, et al for 146 W. South Street. The exemption has an estimated value of \$183,035 to \$274,681 with a requested CRA term of 75% for 10 years.

The Local Roots Cooperative is well respected in the community, serving as an anchor business for the C-4 Central Business District for over a decade. This unique organization brings the community together through its year-round farmers' market, events, workshops, and by nurturing entrepreneurs. For those reasons, it has a crucial, symbiotic relationship with our downtown ecosystem. Local Roots has also been engaged with Arts District planning in recent years, in addition to showcasing local artists as part of its business model.

FoodSphere, a 501c3 nonprofit, was founded to expand the entrepreneurial support that Local Roots provides to its food suppliers.

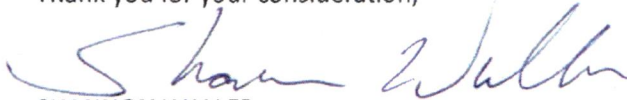
While FoodSphere has acquired the property at 146 S Market with the intention of growing the impact and benefits that it and Local Roots provide, success is not guaranteed. The viability of this evolving enterprise could hinge on the cash flow impact of the requested CRA.

The joint project itself serves the City of Wooster's Economic Development Strategic Plan, adopted this year. This Plan includes a Goal of Entrepreneurship – "Become a center for entrepreneurship, innovation, and creative industries."

The project also aligns with the developing Wooster Comprehensive Plan, which contemplates investment in an Arts District which will include 146 W. South Street in its footprint.

For these reasons, this project is a highly worthwhile investment that will benefit the community through increased business development, commerce, and arts-related tourism.

Thank you for your consideration,

  
SHANNON WALLER  
Executive Director



WAYNE COUNTY  
COMMISSIONERS

Sue A. Smail ★ Jonathan Hofstetter ★ Ron Amstutz

December 26, 2023

Re: Support for approving CRA for FoodSphere, Inc.

To: Wooster CRA Decision-makers,

The Wayne County Commissioners are writing to provide our support for approving a Community Redevelopment Area (CRA) tax incentive submitted by FoodSphere, Inc. We understand this application would assist FoodSphere, in association with Wooster Local Foods Cooperative, d.b.a. Local Roots Market & Cafe, in redeveloping the facility at 146 W. South Street, Wooster, currently known as the RideOn building.

We are aware of this project, and see it as compatible with, and a significant component in the larger Arts District project. Both this project, and the Arts District in general, show considerable promise for enhancing the quality of life for citizens of all ages and economic status.

Sincerely,

Sue A. Smail

Jonathan Hofstetter

Ron Amstutz



THE COLLEGE OF  
**WOOSTER**

December 20, 2023

Wooster City Council  
538 N. Market Street  
Wooster Ohio 44691

Re: Local Roots, FoodSphere Inc  
146 W. South Street  
Wooster Ohio 44691

Dear City Council Members –

I am writing to support FoodSphere Inc and Local Roots' application for a Community Reinvestment Area (CRA) tax incentive. I have been a Wooster city resident for over 20 years and have been an active member of Local Roots since it's inception. As a community member and as an employee of the College for over 17 years, I have witnessed the importance that Local Roots and the recent work of FoodSphere have played in the town and in the lives of many faculty, staff and students at the College.

Local Roots and Foodsphere Inc are wonderful assets to the College, Wooster, and Wayne County. They have not only grown tremendously, but they have provided vital entrepreneurship guidance and support to numerous local artisans and have helped launch several successful businesses. Their positive economic impact in the area can not be understated.

FoodSphere Inc has recently purchased the Ride On building at 146 W. South St, which will feature Local Roots Market as the anchor tenant, but the development of the space still depends on significant funds being raised. The tax abatement could be critical to the financial success of not only Local Roots and FoodSphere, but to the many entrepreneurs and businesses they support.

As the City of Wooster moves ahead with their strategic plan, Local Roots and FoodSphere Inc have the potential to play key roles in that plan which includes the establishment of an Arts District and the desire for the city to become a center for entrepreneurship, innovation, and economic development. I am one of many community members supporting this cause. I urge you to seriously consider this request. Please feel free to contact me if you need further information.

Sincerely,

Jill Munro, Associate Director, Community Engagement  
The College of Wooster  
APEX/Gault Library  
jmunro@wooster.edu  
330-263-2674

1189 Beall Avenue  
Wooster, Ohio  
44691

330-263-2000  
WOOSTER.EDU



# WAYNE CENTER FOR THE ARTS



Wooster City Council  
538 N. Market St.  
Wooster, OH 44691

December 19, 2023

Dear City Council Members,

I am writing to express my strong support of FoodSphere's application for a Community Reinvestment Area (CRA) tax incentive. As an active member of the community, I have witnessed firsthand the valuable contributions that FoodSphere, in collaboration with Local Roots Market and Cafe, has made to our city.

Their commitment to fostering local entrepreneurship, particularly in supporting restaurateurs, farmers, and producers, has impacted our community's economic landscape. Of specific interest to me and the local arts community is the opportunity they provide to artists and artisans. By offering a platform for these talented individuals to showcase and sell their work, FoodSphere and Local Roots contribute to the development of a vibrant and culturally rich environment. This not only benefits our local artists but also elevates our community by nurturing an artistic hub that fosters creativity and cultural appreciation.

The presence of such opportunities not only aligns with but also propels our collective efforts to establish an Arts District. As a result, it helps enhance our city's appeal, drives economic growth, and nurtures a sense of community pride among residents.

I believe granting FoodSphere the CRA tax incentive would not only acknowledge their contributions but also signify the city's commitment to fostering a diverse and thriving cultural community. I wholeheartedly support this initiative and urge you to consider approving their application. Please reach out if you would like to speak with me further.

Thank you for your time and consideration in this matter.

Sincerely,

Sara Brink  
Executive Director  
330-264-2787 ext. 206  
sbrink@wayneartscenter.org

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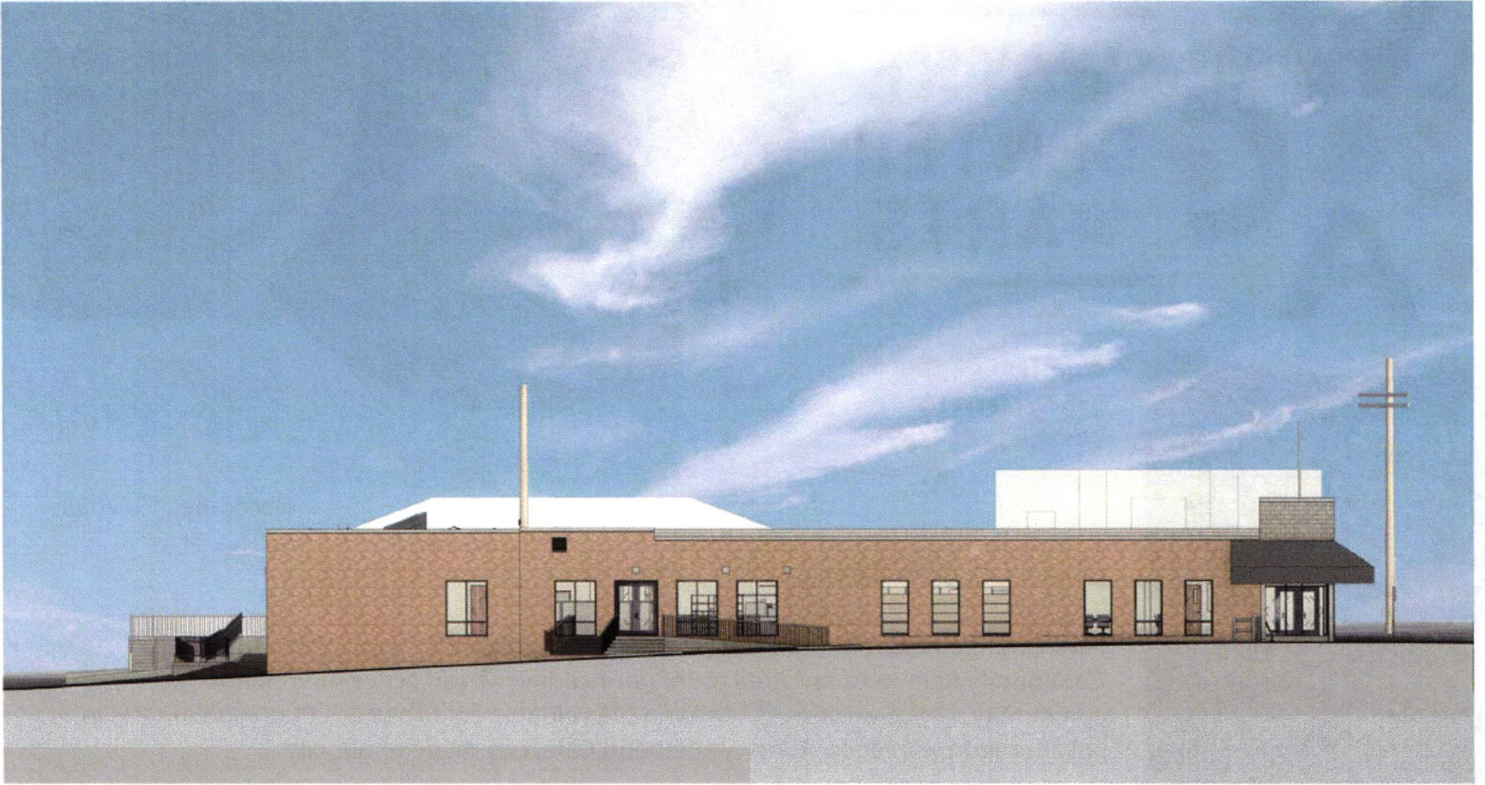
Anne-Marie Savoie

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& STRENGTHENING  
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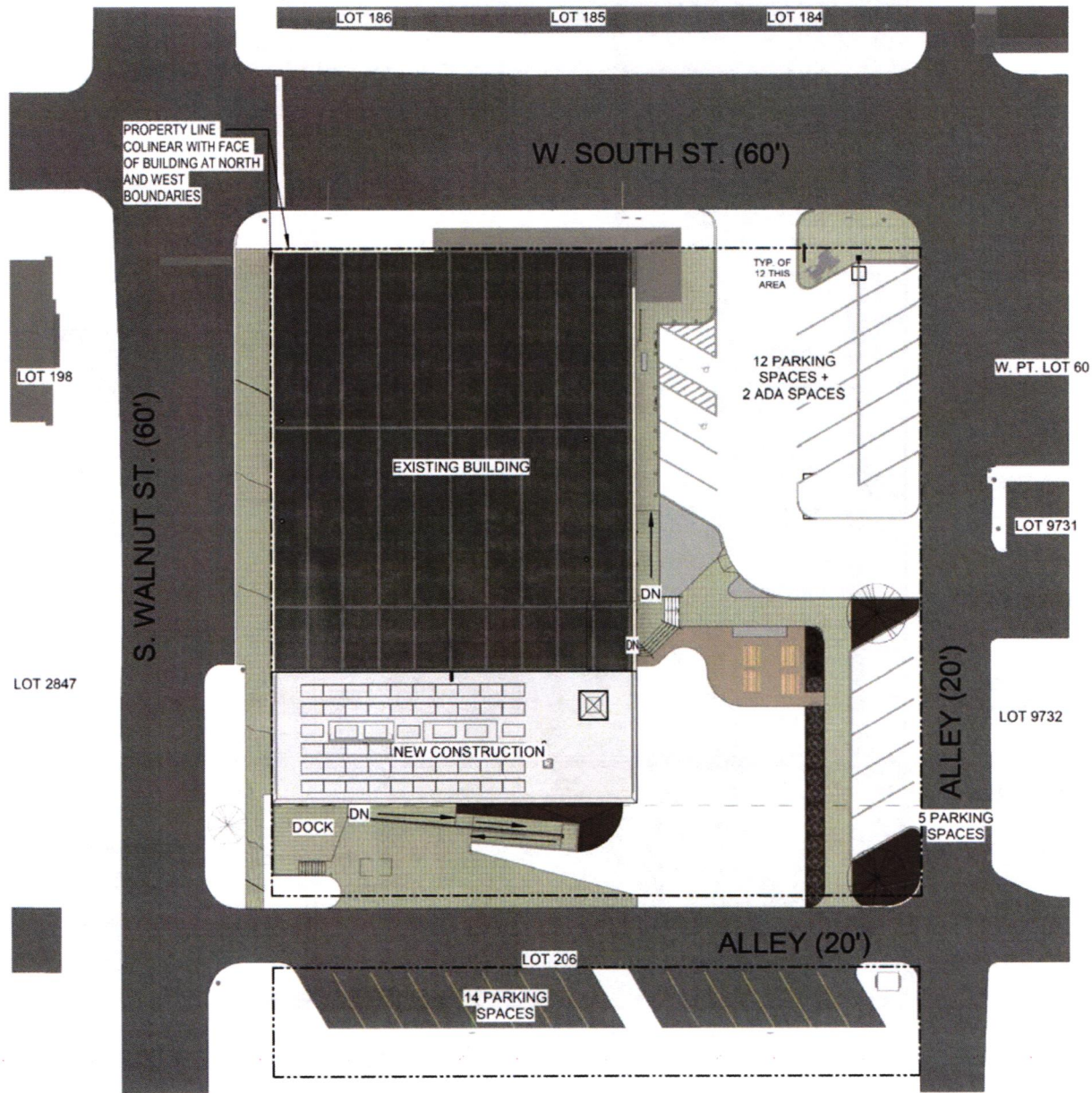


AP200 - BUILDING ELEVATIONS - EAST



AP201 - BUILDING ELEVATIONS - NORTH

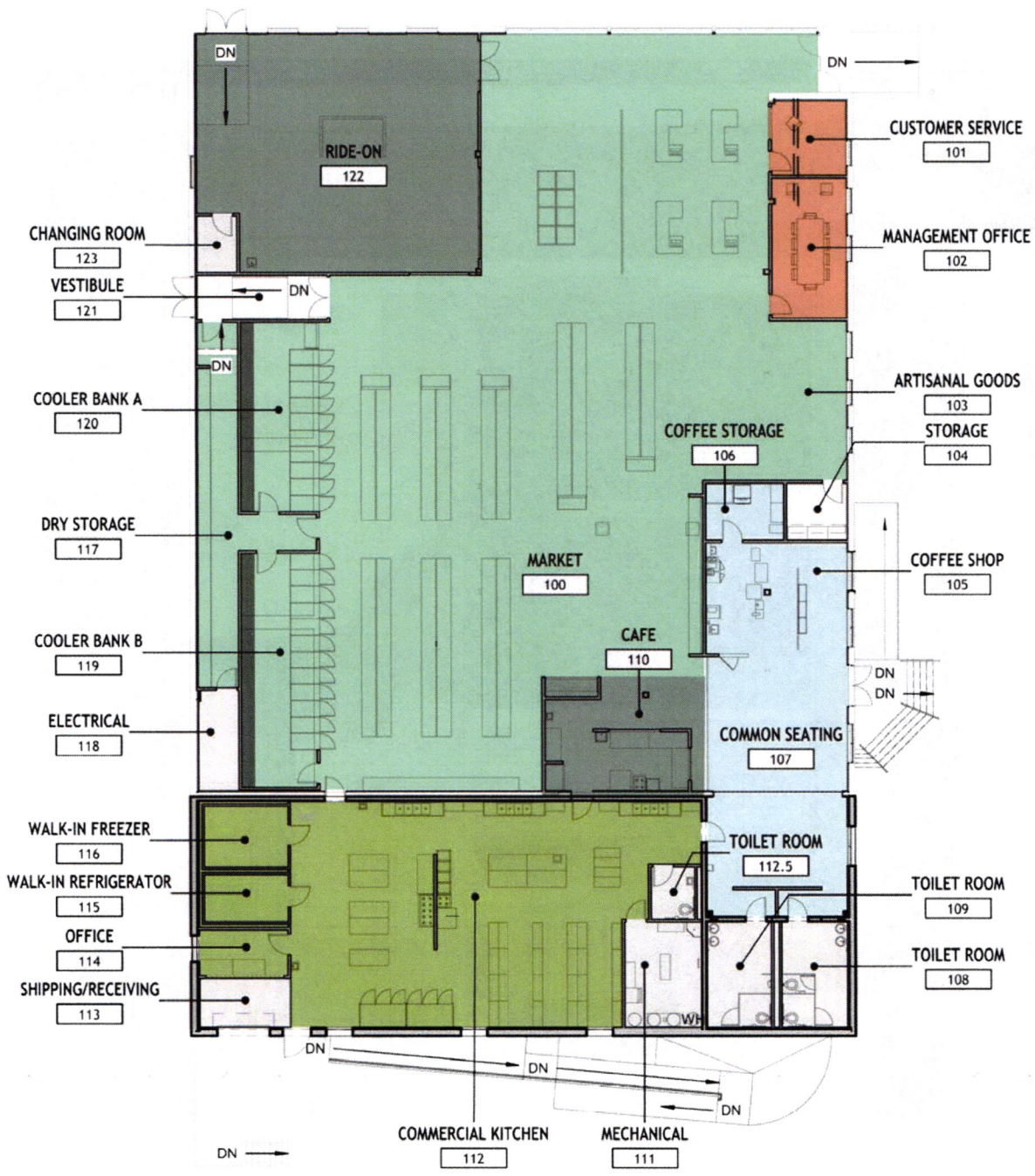
***ADDITIONAL EXHIBIT PROVIDED BY APPLICANT***



**ADDITIONAL EXHIBIT PROVIDED BY APPLICANT**







- building services
- Coffee Shop
- food services
- Market
- administrative
- "Co-Op" spaces

**ADDITIONAL EXHIBIT PROVIDED BY APPLICANT**



## COMMUNITY REINVESTMENT AREA REQUEST SUMMARY



Prepared by the City of Wooster Department of Community Service and Development at the Request of:  
**FoodSphere Inc., “Local Roots”, et al** – Site: 146 W. South Street, Wooster, OH 44691 (Parcel 64-00146.000)  
 Application Date: December 12, 2023

**Project Summary:** FoodSphere and Wooster Local Foods Cooperative Inc. (dba, Local Roots Market and Café, “Local Roots”) are requesting a tax exemption, with an estimated value of **\$183,035 to \$274,681**, through a 10-Yr, 75% CRA. The exemption will allow the rehabilitation a 12,071 square foot (sf) retail building in Downtown Wooster, with a possible 3,807 sf addition, to support the two nonprofit missions in helping food and craft-based entrepreneurs and agricultural producers. The organizations have outgrown their leased space at 140 S. Walnut St., next door. The 146 W. South St. facility was built in 1965, first supporting a grocery store and carrying the IGA banner through the 1980s. Bought by Wayne County in 1998, the property was converted into a jail-alternative residential facility. Over time, the *market value* of the site grew to \$690,020, though the use was tax-exempt. After a closure and then long-term vacancy, J & W Wooster LLC bought the site in 2014 at auction for \$181,000, and with significant cleanup created a permanent home for Ride On Wooster, its small for-profit bicycle sales and repair shop. While valuation has recovered to \$409,600, this is *less* than 60% of its former value.

**Project Site Image**

146 W. South St., Wooster Ohio (PN #64-00146.000)



Shown: 12,071 square foot facility with 3,807 sf addition within parcel 64-00146.000. Not to scale.

The project seeks to rehabilitate the 12,071 sf facility back into a food-based retail facility with support space for entrepreneurs and artisans, with possibly constructing a 3,807 sf addition. Local Roots, with its 6 full-time (FT) and 12 part-time (PT) staff, will relocate from its leased space, which is also in the same CRA. Ride On Wooster (1 FT, 2 PT) will remain at the site as an authorized tenant, while Boo Bears Brew LLC (2 FT, 3 PT), a Local Roots tenant, will relocate. Volunteer-based FoodSphere intends to create 1 new PT position, while Local Roots will add 2 FT and 4 PT positions.

**Project Impacts:** While offering the traditional benefits of property reinvestment, the proposal also provides a very unique opportunity to strengthen Wooster’s entrepreneur and business community, while growing a highly active “third-place” destination in Downtown Wooster. CRA would provide some financial protection to the Project as the nonprofit partners move forward with their largest-ever investment and expansion. Retention of 6 FT and 12 PT jobs committed along with the creation of 2 FT and 5 PT positions, though a total of 10 FT, 15 PT retained and 4 FT, 14 PT is possible.

Understanding that some aspects of the project remain contingent on additional funding and donations, staff recommends the application for the requested 75 percent, 10-year CRA incentive and with a waiver for the two-year performance requirement. This is due to the project’s 1.) fiscal impact in rehabilitating a Downtown structure which has lost significant value to aid in reversing a depreciating pressure in the neighborhood, 2.) need to lower operational costs to enable more funding for two nonprofit missions that aid in entrepreneurship and business development in Wooster, which is recognized as a tax-exempt use in some states, 3.) retention and hoped-for creation of non-basic sector jobs inside the Downtown, and 4.) high likelihood of *continuing* to graduate new business start-ups to their own brick-and-mortar operations.

**TABLE: Project Implication Matrix: FoodSphere et. Al. Estimated Tax Impacts** (Not all investments will impact valuation.)

Current Val. <sup>1</sup> 146 W. South St.	Annual Tax Obligation <sup>1</sup>	Post Proj. Tax Value <sup>2</sup> ~\$80/\$110sf x 15.8ksf	Annual Tax Oblig. w/o Exemption <sup>2</sup>	Annual Tax Oblig. with 75% CRA	Applicant's Annual Savings <sup>3</sup>	Total New Property Tax Exempted after 10 Years
\$409,600	\$8,210	Low>	\$1,378,065	\$35,351	\$17,048	\$18,304
		High>	\$1,854,405	\$47,571	\$20,102	\$27,468
<b>FoodSphere &amp; Local Roots</b>	Annual City Income Tax Retention <sup>4</sup>		16.5 FTE (\$11,403 yrly) See 4	Property Tax Increase with Exemption		\$8,838 to \$11,893
	Annual City Income Tax Creation <sup>4</sup>			Site's Cumulative Additional Taxes		\$88,378 to \$118,926
	CRA Cumulative Income Tax			Post-Project Annual Property Increase		\$27,141 to \$39,361

- \$409,600 is the Wayne County Auditor's 100 percent 2023 valuation for PPN 64-000146.000. (Annual Tax Obligation excludes special assessments.) A tax rate of 73.293455mills is applied (12/14/2023). Property Records CAMA Database [Data file]. Retrieved from <http://www.waynecountyauditor.org/>
- All figures are estimated, with final valuation determined by the Wayne County Auditor. Low and High valuations assume a valuation of \$80 and \$110 per square foot over a 15,878sf building (recued \$25 for existing 12,071 space). (2023 Auditor full site valuation as expression of built square feet on recent builds: 365 Liberty: \$116sf | 337 W. Liberty: \$54sf (rehab) | 2222 Gateway: \$110sf | 1747 Akron Rd: \$62.24sf | 1501 Akron Rd: \$71.76sf | comps limited).
- Assuming increase in tax revenues exempted with a 75% exemption on building improvements based on effective \$55/sf to \$110/sf valuation increase.
- Income taxes based 6FT, 6PT retained jobs, with creation of 2FT, 2.5PT jobs. Does not include additional anticipated hires that are not committed. Min payroll of \$760,186 on 16.5 FTE combined. (City remits 50% of income taxes to impacted school districts after \$2MM in new employee wages.) As retail-oriented jobs serve a limited market with finite consumer spending, establishing new jobs at the site may either create new jobs within the market, or instead retain jobs in a saturated market, affecting other retailers. Here, the nonprofits works as a business incubator, a tax exempt use in some states.

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 ASSUMPTIONS:**

Rehabilitation of a 12,071 square foot (ft) retail facility into a grocery market and business incubator with commercial kitchen, and possible 3,807sf addition. 16.5 FTE committed (12 FT, 6 PT retained, 2 FT, 5 PT new). The purpose of the facility is to support local agricultural producers, artisans, and food-based entrepreneurs.

	Valuation	Price per Sq Ft
<b>LOW</b>	\$1,378,065	\$60.00
<b>HIGH</b>	\$1,854,405	\$110.00

	Est. 2022 Rates	Effective Millage	Annual Tax %
<b>Total</b>		73.293455	2.6%
<b>WCSD</b>		55.199621	1.9%
<b>WCSCC</b>		2.723497	0.1%

**Total Tax Property Tax Impacts: All Districts Together**

Current Val. <sup>1</sup> 146 W. South St.	Annual Tax Obligation <sup>1</sup>	Post Proj. Tax Value <sup>2</sup> ~\$80/\$110sf x 15.8ksf	Annual Tax Oblig. w/o Exemption <sup>2</sup>	Annual Tax Oblig. with 75% CRA	Applicant's Annual Savings <sup>3</sup>	Total New Property Tax Exempted after 10 Years
\$409,600	\$8,210	Low> \$1,378,065	\$35,351	\$17,048	\$18,304	\$183,035
		High> \$1,854,405	\$47,571	\$20,102	\$27,468	\$274,681

<b>FoodSphere &amp; Local Roots</b>	<i>Annual City Income Tax Retention</i>	16.5 FTE (\$11,403 yrly) See 4	<i>Property Tax Increase with Exemption</i>	\$8,838 to \$11,893
	<i>Annual City Income Tax Creation<sup>4</sup></i>		<i>Site's Cumulative Additional Taxes</i>	\$88,378 to \$118,926
	<i>CRA Cumulative Income Tax</i>		<i>Post-Project Annual Property Increase</i>	\$27,141 to \$39,361

**WCSD Direct Impacts**

	Annual Gain 3.8 Inside Mills	Annual Cost 51.599 Outside Mills
Present Revenue:	\$6,183 \$0 - No Project	\$0 - No Project
Revenue while Exempted:	\$12,839 to \$15,140 \$916 to \$6,656	\$12,444 to \$16,745
Revenue after 10 Years:	\$26,624 to \$35,827 \$1,833 to \$2,466	\$9,164 to \$12,332

Current Val. <sup>1</sup> 146 W. South St.	Annual Tax Obligation <sup>1</sup>	Post Proj. Tax Value <sup>2</sup> ~\$80/\$110sf x 15.8ksf	Annual Tax Oblig. w/o Exemption <sup>2</sup>	Annual Tax Oblig. with 75% CRA	Applicant's Annual Savings <sup>3</sup>	Total New Property Tax Exempted after 10 Years
\$409,600	\$6,183	Low> \$1,378,065	\$26,624	\$12,839	\$13,785	\$137,850
		High> \$1,854,405	\$35,827	\$15,140	\$20,687	\$206,871

<b>FoodSphere &amp; Local Roots</b>	<i>Annual City Income Tax Retention</i>	16.5 FTE (\$11,403 yrly) See 4	<i>Property Tax Increase with Exemption</i>	\$6,656 to \$8,957
	<i>Annual City Income Tax Creation<sup>4</sup></i>		<i>Site's Cumulative Additional Taxes</i>	\$66,560 to \$89,567
	<i>CRA Cumulative Income Tax</i>		<i>Post-Project Annual Property Increase</i>	\$20,441 to \$29,644

**WCSCC Direct Impacts**

	Annual Gain 0 Inside Mills	Annual Cost 2.723497 Outside
Present Revenue:	\$230 \$0 - No Project	\$0 - No Project
Revenue while Exempted:	\$563 to \$633 N/A	\$328 to \$258
Revenue after 10 Years:	\$1,768 to \$1,314 N/A	\$1,009 to \$1,463

Current Val. <sup>1</sup> 146 W. South St.	Annual Tax Obligation <sup>1</sup>	Post Proj. Tax Value <sup>2</sup> ~\$80/\$110sf x 15.8ksf	Annual Tax Oblig. w/o Exemption <sup>2</sup>	Annual Tax Oblig. with 75% CRA	Applicant's Annual Savings <sup>3</sup>	Total New Property Tax Exempted after 10 Years
\$409,600	\$305	Low> \$1,378,065	\$1,314	\$633	\$680	\$6,801
		High> \$1,854,405	\$1,768	\$563	\$1,205	\$12,051

<b>FoodSphere &amp; Local Roots</b>	<i>Annual City Income Tax Retention</i>	16.5 FTE (\$11,403 yrly) See 4	<i>Property Tax Increase with Exemption</i>	\$328 to \$258
	<i>Annual City Income Tax Creation<sup>4</sup></i>		<i>Site's Cumulative Additional Taxes</i>	\$3,284 to \$2,575
	<i>CRA Cumulative Income Tax</i>		<i>Post-Project Annual Property Increase</i>	\$1,009 to \$1,463

CRA Application – FoodSphere Inc & Wooster Local Foods Cooperative Inc  
Local Roots and FoodSphere  
146 W. South Street, Wooster, Ohio 44691  
Authorized Representative: Adam Schwieterman

**PROPOSED AGREEMENT** for Community Reinvestment Area Tax Incentives between the City of Wooster located in the County of Wayne and FoodSphere Inc “Developer” and Wooster Local Foods Cooperative Inc (dba. Local Roots Market and Café (“Local Roots”)) “Enterprise”, with Boo Bears Brew LLC “Tenant A” and Ride On Wooster Bicycles “Tenant B” participating as Authorized Tenants.

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

<u>FoodSphere Inc</u>	<u>Matt Mariola</u>
Enterprise Name (Employer)	Contact Person
140 S. Walnut St	
<u>Wooster, OH 44691</u>	<u>330.263.5336</u>
Address	Telephone Number
	<u>info@foodspherewooster.org</u>
	Email

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

<u>Wooster Local Foods Cooperative</u>	<u>Adam Schwieterman</u>
Enterprise Name (Property Owner)	Contact Person
140 S. Walnut St	
<u>Wooster, OH 44691</u>	<u>330.263.5336</u>
Address	Telephone Number
	<u>adam@localrootswooster.com</u>
	Email

- c. Project site:

<u>Ride On Bicycle</u>	<u>Mike Bogner</u>
Location Name	Contact Person
146 W South St	
<u>Wooster, OH 44691</u>	<u>330.626.6730</u>
Address	Telephone Number
	<u>mikeb@bognergroupp.com</u>
	Email

**d. Participating “Tenant A”:**

Boo Bears Brew LLC  
Location Name

140 S. Walnut St  
Wooster, OH 44691  
Address

Seth Feikert  
Contact Person

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email

**d. Participating “Tenant B”:**

Ride On Wooster Bicycles  
Location Name

146 W South St  
Wooster, OH 44691  
Address

Bill Buckwalter  
Contact Person

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email

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

The project will support new and renovation construction for a retail market, restaurant, coffee shop, commercial kitchen, bicycle shop, and nonprofit center.

- b. List primary 6 digit North American Industry Classification System (NAICS) # 4455110  
Business may list other relevant SIC numbers. 445110. (Also, NAICS: 115110)

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

Not applicable.

CRA Application – FoodSphere Inc & Wooster Local Foods Cooperative Inc  
Local Roots and FoodSphere  
146 W. South Street, Wooster, Ohio 44691  
Authorized Representative: Adam Schwieterman

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

Developer Name – FoodSphere Inc, Ohio Nonprofit Corporation  
Enterprise Name – Wooster Local Foods Cooperative Inc, Ohio For Profit Corporation  
Tenant A – Boo Bears Brew LLC, Ohio Domestic Limited Liability Company  
Tenant B – Ride On Wooster Bicycles, Ohio Corporation for Profit

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

Developer: Nonprofit Board of Directors, Matt Mariola – President, Sarah Stoner – Vice President and Secretary, Andrea Hoban – Treasurer;  
Enterprise: Cooperative Entity with 3,000 equal share owners. Adam Schwieterman, Director, Beth Ladrach – President, Doug Streeval – Vice President, Daniel Baker – Treasurer, Rachel Relle – Secretary;  
Tenant A: Seth J. Feikert, Member / Owner / Operator  
Tenant B: Bill Buckwalter, Shop Owner; Jackie Buckwalter, Co-Owner

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

Developer: N/A  
Enterprise: N/A  
Tenant A: N/A  
Tenant B: 1 Full-time (FT), 2 Part-time (PT) Figures will lower over time as business plan shifts)

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:

Developer: N/A (will move volunteer work from 140 S. Walnut, Wooster, Ohio)  
Enterprise: Will move 6 FT and 12 PT employees from 140 S. Walnut, Wooster, Ohio, and all retail, production, and commercial kitchen equipment and capital.  
Tenant A: Will move 2 FT and 3 PT employees from 140 S. Walnut, Wooster, Ohio and all retail and production equipment (coffee bar). Note, Tenant A is not making a job or payroll commitment.  
Tenant B is already situated at 146 W. South St. and intends to continue to operate at this location for an undetermined period of time. With a plan to shift its business strategy, it is not able to commit to a term.

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

Developer: N/A (volunteer operations currently based at 140 S. Walnut Street)  
Enterprise: 6 full-time and 12 Part-Time (currently at 140 S. Walnut Street)  
Tenant A: 2 Full-Time, 3 Part-time (currently at 140 S. Walnut Street)  
Tenant B: 1 Full-Time, 2 Part-time (to remain at 146 W. South Street)  
Note, Tenant A and B seek permission to relocate only, and are unable to make job, payroll, or length of term commitments.

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

Developer, Enterprise, and Tenant A will relocate all employment, as specified in 4d. above, from the leased 140 S. Walnut Street, Wooster Ohio facility to the 146 W. South Street facility, to be permanently owned by FoodSphere Inc. (Developer). This relocation will occur within the same Community Reinvestment Area and within the same tax district, school district, and municipal jurisdiction. Tenant B is remaining at its current location, 146 W. South Street, where it continues to operate a bicycle retail establishment.

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

Additional and modernized space is required for the Developer and Enterprise's operations in order to continue its nonprofit mission and ensure longevity. In partnership, Tenant A is part of the overall consortium, and will need to relocate with its partners. A specific proposal has not been developed for the vacated space at this time, which is owned by the Wayne County Commissioners, but the site has historically supported retail.

5. Does the Property Owner or any party of the agreement owe:
- Any delinquent taxes to the State of Ohio or a political subdivision of the state?  
Yes \_\_\_ No X
  - Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes \_\_\_ No X
  - 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
  - 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: The project will involve both renovation of the 12,000 square foot existing building and approximately 4,000 square feet of new construction. Renovation work will include several improvements to the building exterior envelope, including roofing insulation and cover upgrade, HVAC (heating, ventilation, and air-conditioning) systems, the addition of solar panels, and new signage for the occupying businesses. The exterior of the building will be upgraded on the ground level with ingress and egress doors, additional windows, and addition of a loading dock. Notable MEP (mechanical) upgrades will be made to the building to facilitate the new operation, including electrical service panel upgrade, HVAC duct work, new water softening system, and water heating system upgrade. The interior of the market will be fully renovated to facilitate the new operation, including drywall and insulation for stud walls, ceiling and lighting upgrades, glass-walled merchandising refrigeration, market shelving, a café kitchen with new hood ventilation system for kitchens, new construction of offices, indoor dining area, restrooms, and fixtures such as market shelving, checkout counters, and service counters. The parking lot will be repaved, adding exterior lighting and electric car charging stations. The sidewalks on the west side of the building will be replaced. The new construction will be on the south side of the building and will be dedicated for commercial kitchen space. The interior of the new construction will including walk-in fridges and freezers, adding a full-service kitchen with hood ventilations, dishwashing, prep areas, and office.
7. Project will begin on or about January, 17, 2024, and be completed by December 31, 2025 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). Additionally, specify any retained jobs:

The project commits to a total creation of 2 new full-time jobs and five new part-time jobs, and retention of 6 full-time and 12 part-time jobs. (Note, as Tenant A and Tenant B are not committed, this amount is less than the current 9 full-time jobs and 18 part-time jobs between the two facilities presently. However, the aspirational total amounts to retaining all existing jobs with 4 full-time jobs and 14 part-time jobs created. Please reference EXHIBIT B, Commitment Chart. These commitments break down as follows: Developer: 1 new part-time employee committed (either as Food Sphere, or as an additional employee to Enterprise's commitments);

Enterprise: 6 retained full-time and 12 retained part-time employees committed, with 2 new full-time jobs and 4 part-time jobs committed (with an aspirational goal to hire 4 full-time jobs and 12 part-time jobs);

Tenant A: 2 retained full-time and 3 retained part-time employees (not committed), in hopes of adding 1 additional part-time job;

Tenant B: 1 full-time job and 2 part-time jobs converting to 2 full-time retained jobs



(this is not committed). \_\_\_\_\_

- b. State the time frame of this projected hiring: 2 yrs.
- c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):  
Year 1 = Enterprise: 1 Permanent Full-Time Jobs and 1 Permanent Part-Time Jobs.  
Year 2 = Enterprise: 1 Permanent Full-Time Jobs; Developer: 1 Permanent Part-Time Job
9. a. Estimate the amount of annual payroll such new employees will add \$43,472 committed by Enterprise for Permanent Full-Time (with \$86,944 targeted), and \$21,736 committed for Permanent Part Time (with \$130,416 targeted); and \$10,868 committed by Developer for Part-Time employment. (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: \$ 662,374

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>\$ 454,000</u>             |
| B. Additions/New Construction:         | <u>\$ 1,550,000</u>           |
| C. Improvements to existing buildings: | <u>\$ 1,482,092</u>           |
| D. Machinery & Equipment:              | <u>\$ 585,000</u>             |
| E. Furniture & Fixtures:               | <u>\$ 135,000</u>             |
| F. Inventory:                          | <u>\$ 75,000</u>              |
| <b>Total New Project Investment:</b>   | <u>\$ 4,281,092 (maximum)</u> |

Please note that these are maximum figures, costs may be significantly lower. It is possible certain work, particularly additions/new construction, may be delayed, or not take place, depending on funding availability. While CRA is extremely helpful, the maximum build-out of this project is additionally dependent on successful fundraising and financial support.

11. a. Business requests the following tax exemption incentives: 75% for ten (10) years covering \$4,281,092 of real property as described above. Be specific as to the rate, and term.
- b. Business's reasons for requesting tax incentives:

Local Roots was created with the goal of provide unique, market access for both producers and consumers of local foods and value-added agricultural goods. Local Roots formed as a cooperative in 2009, where ownership is available to anyone interested and willing to pay the \$50 annual membership fee. That membership has grown now to 3,000 local households, truly making it a community-owned entity. Local Roots currently services its

*CRA Application – FoodSphere Inc & Wooster Local Foods Cooperative Inc  
Local Roots and FoodSphere  
146 W. South Street, Wooster, Ohio 44691  
Authorized Representative: Adam Schwieterman*

customers by offering a place to find healthy foods and handcrafted artisan products, uniquely produced by their friends and neighbors. For local producers, Local Roots offers as a vital market outlet to micro and small-sized businesses, selling goods from 300+ local producers each year. This work is facilitated by Local Roots on a business model that intentionally targets a low profit margin (~1% in 2022). While this seems counter-intuitive to most business models, it is incredibly pertinent for a market supporting small and local food entrepreneurs, as each extra dollar returned to them is vital to their entrepreneurial viability. While this model has served Local Roots producers and consumers well for the past 14 years, it unfortunately has not provided the entity with cash reserves significant enough to execute this construction renovation project without requesting CRA support. Additionally note, while every effort will be made to execute the project as described, being that additional funding is necessary to move the project forward, it is possible the addition and other elements may or may not be ultimately completed. Community support, however, moves this project in a positive direction. Thank you.

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. Signature of this application does not obligate any party to formalizing any agreement. This application will be shared with the Wooster City School District and Wooster City Council. The Applicant agrees to supply additional information upon request.

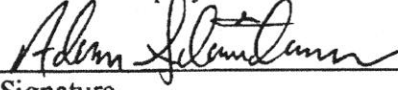
The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C) (1) and 2921.13(D) (1) penalties for falsification which could result in the forfeiture of all current and future economic development 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.

**ENTERPRISE:**

*Wooster Local Foods Cooperative Inc, Ohio For Profit Corporation*

Adam Schwieterman

Name of Employer



Signature

12-12-23

Date

Adam Schwieterman, Executive Director

Typed Name and Title

*Continued following page . . .*

*Page 7 of 8*

CRA Application – FoodSphere Inc & Wooster Local Foods Cooperative Inc  
Local Roots and FoodSphere  
146 W. South Street, Wooster, Ohio 44691  
Authorized Representative: Adam Schwieterman

**DEVELOPER:**

FoodSphere Inc, Ohio Nonprofit Corporation

Matt Mariola

Name of Property Owner

Matt Mariola

Signature

12/12/2023

Date

Matt Mariola, Board President

Typed Name and Title

**TENANT A:**

Boo Bears Brew LLC, Ohio Domestic Limited Liability Company

Seth Feikert

Name of Property Owner

Seth Feikert

Signature

12/12/2023

Date

Seth Feikert Owner

Typed Name and Title

**TENANT B:**

Ride On Wooster Bicycles, Ohio Corporation for Profit

BILL BUCKWALTER

Name of Property Owner

Bill Buckwalter

Signature

12.12.23

Date

BILL BUCKWALTER OWNER

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.

Page 8 of 8

This CRA Application form contains all text as listed on the Ohio Development Services Agency Business Application for Community Reinvestment Tax Incentives posted 14 July, 2015, at [http://development.ohio.gov/bs/bs\\_comreinvest.htm](http://development.ohio.gov/bs/bs_comreinvest.htm), and was provided to Applicant by the City of Wooster or assigns, with adjustments made for spacing and formatting for improved clarity.

## EXHIBIT B: Commitment Chart

2024-2025 Reinvestment Project at 146 W. South Street, Wooster, Ohio 44691

			<u>COMMITMENT</u> <i>Jobs committed with CRA agreement for reinvestment.</i>		<u>ASPIRATIONAL</u> <i>Unable to committ, aspirational 3 - year employment targets</i>		
			Current Employment	Committed Retained	Committed Future	Aspirational Retained	Aspirational Created
<b>Developer</b>	FoodSphere Inc, Ohio Nonprofit Corporation	Nonprofit Board of Directors, Matt Mariola – President, Sarah Stoner – Vice President and Secretary, Andrea Hoban – Treasurer; Cooperative Entity with 3,000 equal share owners. Adam Schwieterman, Director, Beth Ladrach – President, Doug Streeval - Vice President, Daniel Baker – Treasurer, Rachel Relle – Secretary;	0	0	1 PT	0	1 PT
<b>Enterprise</b>	Wooster Local Foods Cooperative Inc, Ohio For Profit Corporation		6 FT, 12 PT	6 FT, 12 PT	8 FT, 16 PT	6 FT, 12 PT	4 FT, 12 PT
<b>Tenant A</b>	Boo Bears Brew LLC, Ohio Domestic Limited Liability Company	Seth J. Feikert, Member / Owner / Operator	2 FT, 3PT	0		2 FT, 3PT	1 PT
<b>Tenant B</b>	Ride On Wooster Bicycles, Ohio Corporation for Profit	Bill Buckwalter, Shop Owner; Jackie Buckwalter, Co-Owner	1 FT, 2 PT	0		2 FT	0
<b>TOTALS</b>			<b>9 FT, 18 PT</b>	<b>6 FT, 12 PT</b>	<b>2 FT, 5 PT</b>	<b>10 FT, 15 PT</b>	<b>4 FT, 14 PT</b>

*Excerpt: Design & Review Application*  
Added by Economic Development Office

**Existing Conditions**



Constructed : 1965

Parcel No. : 64-00146.000  
64-00148.000  
64-01561.000  
64-01560.001  
64-01560.100

Municipality: Wooster City

Township: Killbuck Twp

Legal Acres: 0.7480

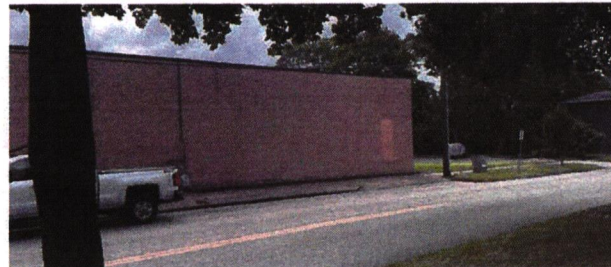
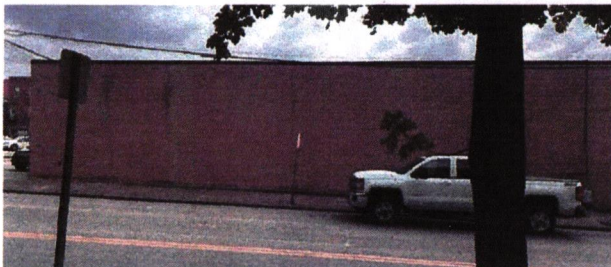
Zoning District: C-4 Central Business

Construction Type: III-B

Building Area: 11,996 sf



*Excerpt: Design & Review Application*  
Added by Economic Development Office





**Excerpt: Design & Review Application**  
 Added by Economic Development Office

CODED NOTES THIS SHEET	
1/2" = 1'-0"	SECTION TYPE (L, M, O, F, G, R, H, S, P, T, U, V, W, X, Y, Z)

**b s h m**  
 architects, inc.



**LOCAL ROOTS MARKET & CAFE**  
**MARKET RELOCATION**  
 146 W SOUTH ST WOOSTER OH 44691

2014  
 RMT  
 BHM  
 ELEVATIONS  
 11.3.2013  
 A201

