

CITY COUNCIL AGENDA

May 20, 2024

7:30 p.m.

The meeting convenes at City Hall, in Council Chambers

1st Floor, 538 N. Market Street, Wooster, Ohio.

- I. ROLL CALL & ORDERING OF AGENDA**
- II. APPROVAL OF MINUTES**
- III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION**
- IV. PETITIONS/COMMUNICATIONS FROM PUBLIC**
- V. COMMITTEE REPORTS; PUBLIC HEARINGS**
 - a. Public Hearings:
 - i. Re-Zoning of property at the corner of Mechanicsburg and Silver Roads (Knapic)
 - ii. Zoning text amendment for recreational marijuana (Knapic)
- VI. UNFINISHED BUSINESS**

None.
- VII. NEW BUSINESS**
 - 1. First Reading – ORDINANCE NO. 2024-18 AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Abernathy)
 - 2. First Reading – RESOLUTION NO. 2024-34 A RESOLUTION PROVIDING FOR THE ANNUAL TAX BUDGET FOR FISCAL YEAR BEGINNING JANUARY 1, 2025 (Abernathy)
 - 3. First Reading – RESOLUTION NO. 2024-35 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION OF A ROUNDABOUT AT THE INTERSECTION OF SR-585 AND GEYERS CHAPEL ROAD WITHIN THE CITY OF WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)
 - 4. First Reading – RESOLUTION NO. 2024-36 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE CONSTRUCTION OF AN EXTENSION OF THE SANITARY SEWER FOR THE WEST MILLTOWN ROAD SANITARY SEWER PROJECT AND DECLARING AND ALLOWING FOR IMMEDIATE ENACTMENT (Malta)
 - 5. First Reading – RESOLUTION NO. 2024-37 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR MICROSURFACING PORTIONS OF PORTAGE ROAD AND PALMER STREET AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)
 - 6. First Reading – RESOLUTION NO. 2024-38 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH CESO INC. FOR PROFESSIONAL DESIGN SERVICES RELATED TO THE BURBANK ROAD AND WINKLER DRIVE ROUNDABOUT AND THE BURBANK ROAD AND OLDMAN ROAD ROUNDABOUTS, AND ALLOWING FOR IMMEDIATE ENACTMENT (Warden)
 - 7. First Reading – ORDINANCE NO. 2024-19 AN ORDINANCE AMENDING PART ELEVEN, ZONING, OF THE CODIFIED ORDINANCES OF THE CITY OF WOOSTER, OHIO, TO RE-ZONE LAND TO R-2 (SINGLE-

FAMILY RESIDENTIAL) FOR PROPERTY LOCATED ON THE NORTHWEST CORNER OF MECHANICSBURG ROAD AND SILVER ROAD (Knapic)

8. First Reading – ORDINANCE NO. 2024-20 AN ORDINANCE TO APPROVE AND ADOPT THE RECOMMENDATIONS OF THE PLANNING COMMISSION AND AMEND THE CODIFIED ORDINANCES IN ACCORDANCE WITH THOSE RECOMMENDATIONS (Knapic)
9. First Reading – RESOLUTION NO. 2024-39 A RESOLUTION REPEALING 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)
10. First Reading – RESOLUTION NO. 2024-40 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE INSTALLATION OF A NEW PRIMARY POWER SERVICE FOR THE WATER TREATMENT PLANT AND ALLOWING FOR IMMEDIATE ENACTMENT (Malta)
11. First Reading – RESOLUTION NO. 2024-41 A RESOLUTION ADOPTING AN UPDATE TO THE CITY OF WOOSTER, OHIO CITIZEN PARTICIPATION PLAN IN CONNECTION WITH COMMUNITY DEVELOPMENT BLOCK GRANT ACTIVITIES IN THE CITY OF WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT (Abernathy)
12. First Reading – RESOLUTION NO. 2024-42 A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT OFFICE OF COMMUNITY INFRASTRUCTURE FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR A PY24 ALLOCATION GRANT, TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND ALLOWING FOR IMMEDIATE ENACTMENT (Abernathy)
13. First Reading – RESOLUTION NO. 2024-43 A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT OFFICE OF COMMUNITY INFRASTRUCTURE FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR A PY23 FLEXIBLE GRANT, TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND ALLOWING FOR IMMEDIATE ENACTMENT (Abernathy)
14. First Reading – RESOLUTION NO. 2024-44 A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT OFFICE OF COMMUNITY INFRASTRUCTURE FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR A PY24 CRITICAL INFRASTRUCTURE GRANT, TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND ALLOWING FOR IMMEDIATE ENACTMENT (Abernathy)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

Ord 2024-17

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Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Finance	Meeting Date Requested 20 May 2024
Project Name State & Local Fiscal Recovery	Estimated Total Funds/Costs \$23,708
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? State & Local Fiscal Recovery Funds [SLFRF]	
<p>Description of Request We had approximately \$25,000 of SLFRF set aside for the category of public health/PPE. We only spent a small portio of this on PPE back in 2021. This balance is available to be appropriated. It is the intention of the administration to use these funds for the Biosolids Phase 1 Project. We have allocated \$800,000 of SLFRF funds for this project in the 2024 Appropriations Budget. This will bring the total SLFRF portion of the Biosolids Phase 1 Project to \$823,708.</p> <p>We are asking to appropriate the available fund cash balance of \$23,708.</p>	
Justification / Benefits	
Will this Project affect the City's Operating Costs	
What Alternatives Exist and what are the Implications of the Alternatives	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Note Reasons	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Andrei Dordea	Date: 25 April 2024

Approved for Agenda Yes No

Exhibit A - Resolution 2024 - 34

City of Wooster
Wayne County, Ohio
May 20, 2024

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

To Auditor of said County:

The following Budget year beginning January 1, 2025, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed: _____
Andrei A. Dordea
Title: Director of Finance

SCHEDULE A

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

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND <small>(Include only those funds which are requesting general property tax revenue)</small>	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS					
GENERAL FUND - 001	\$ 2,911,600				
PROPRIETARY FUNDS					
POLICE PENSION - 111	247,600				
FIRE PENSION - 112	247,600				
FIDUCIARY FUNDS					
TOTAL ALL FUNDS	\$ 3,406,800				

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	For 2022 Actual (2)	For 2023 Actual (3)	Current Year Budget For 2024 (4)	Budget Year Estimate for 2025 (5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	\$ 2,408,976	\$ 2,404,191	\$ 3,146,000	\$ 2,911,600
Tangible Personal Property Tax	-	-	-	-
Municipal Income Tax	22,998,639	24,605,369	24,052,415	24,473,332
Other Local Taxes	192,763	184,279	7,500	7,500
Total Local Taxes	25,600,378	27,193,839	27,205,915	27,392,432
Intergovernmental Revenues				
State Shared Taxes And Permits				
Local Government	826,159	828,842	812,304	812,304
Local Government State	124,585	142,306	123,830	123,830
Estate Tax	86,847	-	-	-
Cigarette Tax	1,114	1,202	1,100	1,100
Liquor and Beer Permits	60,628	39,633	35,000	35,000
Total State Shared Taxes & Perm	1,099,333	1,011,983	972,234	972,234
Federal Grants or Aid	29,878	-	-	-
State Grants or Aid	18,617	-	-	-
Other Grants or Aid	-	-	-	-
Total Intergovernmental Revenues	1,147,828	1,011,983	972,234	972,234
Special Assessments	-	-	-	-
Charges for Services	1,785,381	1,996,947	1,913,500	1,951,770
Fines, Licenses, and Permits	1,029,312	821,937	687,800	715,312
Miscellaneous	403,358	489,711	457,800	533,500
Other Financing Sources:				
Proceeds from Sale of Debt	-	-	-	-
Transfers	-	-	-	-
Advances	-	-	-	-
Other Sources	1,374,763	1,356,487	1,303,500	1,319,500
TOTAL REVENUE	\$ 31,341,020	\$ 32,870,904	\$ 32,540,749	\$ 32,884,748

This Exhibit is to be used for the General Fund Only

DESCRIPTION (1)	For 2022 Actual (2)	For 2023 Actual (3)	Current Year Budget For 2024 (4)	Budget Year Estimate for 2025 (5)
EXPENDITURES				
Security of Persons and Property				
Personal Services	\$ 12,788,397	\$ 13,652,601	\$ 14,496,788	\$ 14,483,357
Operations and Maintenance	2,159,659	2,338,264	2,630,150	2,262,623
Capital Outlay	18,439	208,966	605,000	920,000
Total Security of Persons and Property	14,966,495	16,199,831	17,731,938	17,665,980
Public Health Services				
Operations and Maintenance	125,208	128,632	132,000	128,250
Total Public Health Services	125,208	128,632	132,000	128,250
Leisure Time Activities				
Personal Services	849,548	1,022,403	1,129,614	1,092,482
Operations and Maintenance	1,193,555	1,257,963	1,504,700	1,520,017
Capital Outlay	-	24,560	84,000	40,000
Total Leisure Time Activities	2,043,103	2,304,926	2,718,314	2,652,499
Community Environment				
Personal Services	978,456	994,534	1,022,680	985,962
Operations and Maintenance	205,059	300,768	463,750	467,816
Capital Outlay	-	37,785	-	50,000
Total Community Environment	1,183,515	1,333,087	1,486,430	1,503,778
Basic Utility Services				
Personal Services	-	-	-	-
Operations and Maintenance	-	-	-	-
Capital Outlay	-	-	-	-
Total Basic Utility Services	-	-	-	-
Transportation				
Personal Services	758,633	660,783	835,280	756,640
Operations and Maintenance	337,600	320,611	580,010	591,610
Capital Outlay	-	-	-	-
Total Transportations	1,096,233	981,394	1,415,290	1,348,250
General Government				
Personal Services	3,111,828	3,250,536	3,776,984	3,417,209
Operations and Maintenance	1,317,215	1,619,169	2,154,991	1,664,418
Capital Outlay	-	117,227	154,850	168,000
Total General Government	4,429,043	4,986,932	6,086,825	5,249,627
Debt Service				
Redemption Principal	290,000	431,500	425,000	695,000
Interest	136,000	50,751	251,150	476,131
Other Debt Service	-	-	-	-
Total Debt Service	426,000	482,251	676,150	1,171,131
Other Uses of Funds				
Transfers	4,659,800	3,760,000	3,500,000	3,000,000
Other Uses of Funds	-	-	-	-
Total Other Use Funds	4,659,800	3,760,000	3,500,000	3,000,000
TOTAL EXPENDITURES	\$ 28,929,397	\$ 30,177,053	\$ 33,746,947	\$ 32,719,515
Revenues over/(under) Expenditures	\$ 2,411,623	\$ 2,693,851	\$ (1,206,198)	\$ 165,233
Beginning Unencumbered Balance	18,882,359	21,293,982	23,987,833	22,781,635
Ending Cash Fund Balance	21,293,982	23,987,833	22,781,635	22,946,868
Estimated Encumbrances (outstanding at year end)	2,458,304	2,825,988	2,910,768	2,998,091
Estimated Ending Unencumbered Fund Balance	\$ 18,835,679	\$ 21,161,845	\$ 19,870,868	\$ 19,948,778

FUND NAME: POLICE PENSION FUND - 111

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

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

DESCRIPTION (1)	For 2022 Actual (2)	For 2023 Actual (3)	Current Year Budget For 2024 (4)	Budget Year Estimate for 2025 (5)
REVENUE				
Local Taxes				
General Property - Real Estate	\$ 204,133	\$ 204,302	\$ 199,300	\$ 247,600
Tangible Personal Property	-	-	-	-
Miscellaneous	(3,710)	5,429	2,750	6,000
TOTAL REVENUE	200,423	209,732	202,050	253,600
EXPENDITURES				
(PROGRAM) (OBJECT)				
Security of Persons and Property				
Personal Services	199,000	215,000	215,000	250,000
Contractual Services	3,203	3,190	5,000	5,000
TOTAL EXPENDITURES	\$ 202,203	\$ 218,190	\$ 220,000	\$ 255,000
Revenue Over (Under) Expenditures	\$ (1,780)	\$ (8,458)	\$ (17,950)	\$ (1,400)
Beginning Unencumbered Fund Balance	47,490	45,711	37,252	19,302
Ending Cash Fund Balance	45,711	37,252	19,302	17,902
Estimated Encumbrances (outstanding at end of year)	-	-	-	-
Estimated Ending Unencumbered Fund Balance	\$ 45,711	\$ 37,252	\$ 19,302	\$ 17,902

FUND NAME: FIRE PENSION FUND - 112

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

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

DESCRIPTION (1)	For 2022 Actual (2)	For 2023 Actual (3)	Current Year Budget For 2024 (4)	Budget Year Estimate for 2025 (5)
REVENUE				
Local Taxes				
General Property - Real Estate	\$ 204,133	\$ 204,302	\$ 199,300	\$ 247,600
Tangible Personal Property	-	-	-	-
Miscellaneous	(3,710)	5,509	2,750	6,000
TOTAL REVENUE	200,423	209,811	202,050	253,600
EXPENDITURES				
(PROGRAM) (OBJECT)				
Security of Persons and Property				
Personal Services	199,000	215,000	215,000	250,000
Contractual Services	3,203	3,190	5,000	5,000
TOTAL EXPENDITURES	\$ 202,203	\$ 218,190	\$ 220,000	\$ 255,000
Revenue Over (Under) Expenditures	\$ (1,780)	\$ (8,379)	\$ (17,950)	\$ (1,400)
Beginning Unencumbered Fund Balance	49,442	47,663	39,284	21,334
Ending Cash Fund Balance	47,663	39,284	21,334	19,934
Estimated Encumbrances (outstanding at end of year)	-	-	-	-
Estimated Ending Unencumbered Fund Balance	\$ 47,663	\$ 39,284	\$ 21,334	\$ 19,934

FUND	Estimated Unencumbered Fund Balance 1/1/2025	Budget Year Estimated Receipt	Total Available For Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2025
				Personal Services	Other	Total	
GOVERNMENTAL:							
SPECIAL REVENUE							
Street Const. Maint. & Repair - 101	\$ 203,888	\$ 1,440,000	\$ 1,643,888	\$ -	\$ 1,440,000	\$ 1,440,000	\$ 203,888
State Highway - 102	35,592	113,000	148,592	-	115,000	115,000	33,592
Permissive Tax - 103	53,363	280,000	275,000	-	235,000	235,000	40,000
Enforcement & Education - 104	78,759	2,300	81,059	-	80,000	80,000	1,059
Mandatory Drug Fines - 105	15,139	3,000	18,139	-	17,000	17,000	1,139
Community Development Block Grant - 107	140,310	545,000	685,310	-	545,000	545,000	140,310
Economic Development - 108	92,371	372,000	464,371	-	372,000	372,000	92,371
Law Enforcement Trust - 110	14,783	500	15,283	-	14,000	14,000	1,283
Federal Equitable Sharing Fund - 113	9,766	180	9,946	-	8,750	9,250	696
CDBG Chip Home RLF Fund - 115	9,066	120	9,186	-	9,000	9,000	186
Law Enforcement Training Fund - 120	44,661	1,500	46,161	-	45,000	45,000	1,161
Recreation Supplement - 122	5,714	200	5,914	-	5,200	5,200	714
Park Reforestation - 123	26,005	700	26,705	-	24,000	24,000	2,705
OneOhio Opioid Settlement - 126	49,934	80,000	129,934	-	80,000	80,000	49,934
Oak Hill Incentive District TIF - 130	-	617,598	617,598	-	617,598	617,598	1
Guarantee Deposit - 702	44,313	25,000	69,313	-	65,000	65,000	4,313
TOTAL SPECIAL REVENUE FUNDS	823,664	3,481,098	4,246,400	-	3,672,548	3,673,048	573,352
DEBT SERVICE FUNDS							
Debt Service - 401	1,089,782	58,000	1,147,782	-	185,723	185,723	962,059
TOTAL DEBT SERVICE FUNDS	1,089,782	58,000	1,147,782	-	185,723	185,723	962,059
CAPITAL PROJECTS FUNDS							
Capital Improvements - 301	9,745,024	15,845,371	25,590,395	-	23,150,551	23,150,551	2,439,844
TOTAL CAPITAL PROJECTS	9,745,024	15,845,371	25,590,395	-	23,150,551	23,150,551	2,439,844
PROPRIETARY:							
ENTERPRISE FUNDS							
Water - 501	6,362,312	8,300,000	14,662,312	2,550,000	5,750,000	8,300,000	6,362,312
Water Pollution Control - 502	3,388,282	9,737,000	13,125,282	2,348,000	8,400,000	10,748,000	2,377,282
Hospital - 503	11,972,959	186,000,000	197,972,959	84,870,000	101,000,000	185,870,000	12,102,959
Hospital Plant - 504	63,570,575	14,000,000	77,570,575	-	6,500,000	6,500,000	71,070,575
Hospital Beaverson EMS - 505	164,358	20,000	184,358	-	170,000	170,000	14,358
Hospital Endowment - 506	713,228	20,000	733,228	-	700,000	700,000	33,228
Storm Drainage - 507	390,734	1,775,000	2,165,734	660,000	1,012,000	1,672,000	493,734
Water Capital Fund - 511	95,871	425,000	520,871	-	450,000	450,000	70,871
Sewer Capital Fund - 512	105,499	480,000	585,499	-	500,000	500,000	85,499
Refuse Collection - 514	109,876	1,800,000	1,909,876	-	1,854,000	1,854,000	55,876
TOTAL ENTERPRISE FUNDS	86,873,695	222,557,000	309,430,695	90,428,000	126,336,000	216,764,000	92,666,695

FUND	Estimated Unencumbered Fund Balance 1/1/2025	Budget Year Estimated Receipt	Total Available For Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2025
				Personal Services	Other	Total	
INTERNAL SERVICE FUNDS							
Garage - 601	8,120	775,000	783,120	475,000	300,000	775,000	8,120
Employee Benefits - 602	2,200,310	5,900,000	8,100,310	5,987,390	-	5,987,390	2,112,920
Investment - 620	-	175,000	175,000	-	175,000	175,000	-
TOTAL INTERNAL SERVICE FUNDS	2,208,429	6,850,000	9,058,429	6,462,390	475,000	6,937,390	2,121,039
FIDUCIARY:							
AGENCY FUNDS							
Clearing - 705	71,319	221,000	292,319	-	231,000	231,000	61,319
Wooster Growth Corporation - 719	1,645,852	35,000	1,680,852	-	35,000	35,000	1,645,852
Wooster Ashland Regional COG - 725	430,608	1,925,000	2,355,608	1,659,845	270,000	1,929,845	425,763
TOTAL TRUST AND AGENCY FUNDS	102,109,023	247,516,371	349,625,394	98,550,235	150,748,274	249,298,509	100,326,885
TOTAL FOR MEMORANDUM ONLY	\$ 102,888,374	\$ 250,972,469	\$ 353,802,481	\$ 98,550,235	\$ 154,355,822	\$ 252,906,557	\$ 100,895,924

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

DESCRIPTION	Estimated Cost of Permanent Improvement	Amount to be Budgeted During Current Year	Name of Paying Fund
Water Line Replacement Projects	\$ 1,350,000	\$ 1,350,000	Water - 501
Sanitary Sewer Lines	350,000	350,000	Water Pollution Control - 502
Storm Sewer Projects	550,000	550,000	Storm Sewer Fund - 507
Police - Vehicles	270,000	270,000	General Fund - 100
Fire - Replace Pierce (2000) Engine 137	650,000	650,000	General Fund - 100
City Hall Window Replacement Project	168,000	168,000	General Fund - 100
Rec. - Truck Replacement	40,000	40,000	General Fund - 100
Eng. - Bike Path Phase 3	1,136,000	1,136,000	Capital Improvements Fund - 301
Eng. - Akron Rd. Widening Project	500,000	500,000	Capital Improvements Fund - 301
Eng. - Road Resurfacing	1,000,000	1,000,000	Capital Improvements Fund - 301
Rec. - Community Center Roof	150,000	150,000	Capital Improvements Fund - 301
TOTAL	\$ 6,164,000	\$ 6,164,000	

City of Wooster, Ohio
Debt Schedule Excluding Compensated Absences
For the Budget Year Ending December 31, 2025

EXHIBIT VI

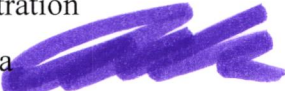
<i>City of Wooster, Ohio</i>	BUDGET YEAR		
	Rate of Interest	Amounts Outstanding at Beginning of Budgeted Year January 1, 2025	Amount Required for Principal and Interest 1/1/2025 - 12/31/2025
DEBT SCHEDULE: PURPOSE OF BONDS AND NOTES			
Various Purpose Bonds, Series 2010			
2010 Beall Avenue Reconstruction	2.00% - 3.75%	\$ 1,035,000	\$ 191,331
Sanitary Sewerage Improvement Bonds, Series 2018			
2018 Sanitary Sewerage System Improvement Bonds	2.85%	3,335,000	314,531
Various Purpose Refunding Bonds, Series 2020			
2020 Refunding 2010 Beall Ave	1.79%	880,000	155,300
2020 Refunding 2014 Water Bond	1.79%	1,570,000	194,600
2020 Refunding 2014 Sewer Bonds	1.79%	2,810,000	220,988
2020 Refunding 2015 Safety Center	1.79%	4,165,000	425,000
2020 Street Improvements	1.79%	1,000,000	116,900
2020 Park Improvements	1.79%	280,000	31,100
2020 Parking Lot Improvements	1.79%	150,000	18,300
Various Purpose Improvement Bonds, Series 2023			
Fire Station #1 Renovation	3.70%	3,270,000	249,900
Sanitary Sewer System Improvements	3.70%	10,290,000	684,113
Ohio Public Works Commission			
2003 Storm Mulberry Street Storm Sewer	0.00%	-	-
2007 Storm Grant, Clark, Walnut Storm Sewer	0.00%	29,050	8,300
2009 Sewer Larwill Street Sewer Separation	0.00%	34,866	2,179
2009 Storm Larwill Street Sewer Separation	0.00%	77,606	4,850
2009 Water Cleveland and Portage Road Waterline	0.00%	3,188	3,188
2010 Water Intermediate Water Tank	0.00%	222,060	13,879
2012 Water Burbank Road Waterline	0.00%	212,500	25,000
2013 Storm Market and Spruce Sewer Separation	0.00%	91,971	9,681
2014 Sewer Spink Street North Sewer Line	0.00%	85,417	4,167
2014 Sewer WWTP Wet Stream Improvements	0.00%	547,287	23,795
2014 Storm Spink Street North Storm Sewer	0.00%	256,250	12,500
2019 Sunset Lane & W. Highland Reconstruction	0.00%	66,088	4,131
Ohio Water Development Authority			
2005 Sewer WWTP Improvements Construction	2.67%	1,847,002	768,651
2009 Water Mindy Lane/Mechanicsburg and Buckeye Booster Station	3.36%	250,888	67,556
2009 Water Tank and Booster Station	3.36%	448,891	108,309
2010 Sewer Biotower and Sewer Line for Frito-Lay	1% (5) - 3% (11)	442,189	303,681
2010 Water Secondary Transmission Line	3.70%	79,652	17,596
2010 Water Waterline	4.14%	127,354	28,460
Ohio Dept. of Transportation State Infrastructure Bank			
2023 Oak Hill & Oldman Roundabout - TIF	3.00%	1,276,000	-
Various Purpose Improvement Bonds, Series 2024			
Melrose Drive Reconstruction Special Assessments	TBD	565,000	50,227
Oak Hill Sewer Lines - TIF	TBD	4,030,000	269,561
Oak Hill Melrose Roundabout & Street Improvements - TIF	TBD	4,655,000	348,037
Sanitary Sewer System Upgrades	TBD	3,100,000	233,760
Christmas Run Swimming Pool	TBD	5,500,000	496,231
TOTAL		\$ 52,733,260	\$ 5,405,800



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

Andrei A. Dordea, CPA
Director of Finance
Phone: (330) 263-5225
Fax: (330) 263-5262
Email: adordea@woosteroh.com
Mobile: (330) 845-0130

Memorandum

To: Wooster City Council
CC: City Administration
From: Andrei Dordea 
Date: 5/15/2024
Re: 2025 Municipal Tax Budget – Resolution 2024 - 34

Gentlepersons:

The Municipal Tax Budget is a requirement of the Ohio Revised Code. It is presented annually to City Council. For tax year 2025, it is incorporated as Exhibit “A” of Resolution 2024 -34

This tax budget is a financial plan for the operations of the City for the next calendar year (2025). It identifies how much money is expected from local, state, and federal sources, the anticipated carryover fund balance, and how much is needed to carryout City government functions in the next year. The Wayne County Budget Commission will set our property tax rates based on this budget (which should NOT change).

The Ohio Revised Code mandates that a public hearing be held in relation to the tax budget and it be passed by July 15th, and submitted to the County Budget Commission by July 20th.

Please let me know if you have any questions.

Have a great weekend!

RESOLUTION NO. 2024-35

A RESOLUTION AUTHORIZING THE DIRECTOR OF
ADMINISTRATION TO ENTER INTO A COOPERATIVE AGREEMENT
WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR
CONSTRUCTION OF A ROUNDABOUT AT THE INTERSECTION OF
SR-585 AND GEYERS CHAPEL ROAD WITHIN THE CITY OF
WOOSTER, AND ALLOWING FOR IMMEDIATE ENACTMENT

PRELIMINARY LEGISLATION

Ordinance/Resolution No. 2024-35

PID No. 118336

Project Name: WAY SR 0585 02.73

The following Res. No. 2024-35 enacted by the City of Wooster of Wayne County,
(Ordinance/Resolution)
Ohio, hereinafter referred to as the City, in the matter of the stated described project.

SECTION I - Project Description

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

Convert two-way stop-controlled intersection into single-lane roundabout at SR-585 and Geyers Chapel Rd (TR-68)

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

SECTION II - Consent Statement

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

SECTION III - Cooperation Statement

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

- 1) *ODOT agrees to assume and bear one hundred percent (100%) of the preliminary engineering costs, and environmental studies costs.*
- 2) *ODOT agrees to assume and bear one hundred percent (100%) of the roadway construction and construction engineering costs with the following exceptions;*
- 3) *The City agrees to assume and bear one hundred percent (100%) of the construction costs for using thermoplastic markings to restripe auxiliary markings within the project area;*

SECTION III - Cooperation Statement continued.

- 4) *ODOT agrees to assume and bear one hundred percent (100%) of the bridge related costs.*
- 5) *A preliminary cost estimate for the City's share of this project is \$0 for construction costs.*

The LPA agrees that if Federal Funds are used to pay the cost of any consultant contract, the LPA shall comply with 23 CFR 172 in the selection of its consultant and the administration of the consultant contract. Further the LPA agrees to incorporate ODOT's "Specifications for Consulting Services" as a contract document in all of its consultant contracts. The LPA agrees to require, as a scope of services clause, that all plans prepared by the consultant must conform to ODOT's current design standards and that the consultant shall be responsible for ongoing consultant involvement during the construction phase of the Project. The LPA agrees to include a completion schedule acceptable to ODOT and to assist ODOT in rating the consultant's performance through ODOT's Consultant Evaluation System.

SECTION IV - Maintenance

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

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

SECTION V – Utilities and Right-of-Way Statement

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

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

Project Name: WAY SR 0585 02.73

SECTION V - Authority to Sign

The Director of Administration of said City of Wooster is hereby empowered on
(Contractual Agent) (LPA)
behalf of the City of Wooster to enter into contracts with ODOT pre-qualified consultants
(LPA)
for the preliminary engineering phase of the Project and to enter into contracts with the Director of
Transportation necessary to complete the above described project.

Upon the request of ODOT, the Director of Administration is also empowered to assign all rights,
(Contractual Agent)
title, and interests of the City of Wooster to ODOT arising from any agreement with its
(LPA)
consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors
or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

The LPA agrees that if Federal Funds are used to pay the cost of any consultant contract, the LPA shall
comply with 23 CFR 172 in the selection of its consultant and the administration of the consultant
contract. Further the LPA agrees to incorporate ODOT's "Specifications for Consulting Services" as a
contract document in all of its consultant contracts. The LPA agrees to require, as a scope of services
clause, that all plans prepared by the consultant must conform to ODOT's current design standards and
that the consultant shall be responsible for ongoing consultant involvement during the construction phase
of the Project. The LPA agrees to include a completion schedule acceptable to ODOT and to assist
ODOT in rating the consultant's performance through ODOT's Consultant Evaluation System.

Passed: _____, 2024

Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2024

Mayor

This Res No. 2024-35 is hereby declared to be an emergency measure to
(Ordinance/Resolution)
expedite the highway project(s) and to promote highway safety. Following appropriate legislative action,
it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take
effect and be in force from and after the earliest period allowed by law.

PID No. 118336
Project Name: WAY SR 0585 02.73

CERTIFICATE OF COPY
STATE OF OHIO
City of Wooster of Wayne County, Ohio

I, _____, as Clerk of the City of Wooster of Wayne County, Ohio,

Do hereby certify that the foregoing is a true and correct copy of Res No. 2024-35 adopted by
(Ordinance/Resolution)
the legislative Authority of the said City of Wooster on this ____ day of _____, 20____,

that the publication of such Res No. 2024-35 has been made and certified of record according
(Ordinance/Resolution)

to law; that no proceedings looking to a referendum upon such Res No. 2024-35 have been
(Ordinance/Resolution)

taken; and that such Res No. 2024-35 and certificate of publication thereof are of record in
(Ordinance/Resolution)

Res No. 2024-35.
(Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official
seal, if applicable, this ____ day of _____, 2024,

(SEAL)
(If Applicable)

Clerk Signature
City of Wooster of Wayne County, Ohio.

The foregoing is accepted as a basis for proceeding with the project herein described.

For the City of Wooster of Wayne County, Ohio

Attest: _____, Date _____
Contractual Officer

For the State of Ohio

Attest: _____, Date _____
Director, Ohio Department of Transportation

Res 2024-35

3

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Engineering	Meeting Date Requested May 20, 2024
Project Name WAY-585-2.73 PID 118336	Estimated Total Funds/Costs \$0
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? Not applicable, 100% funded by ODOT.	
Description of Request This is a request to give consent to ODOT to construct a single-lane roundabout at the SR585 and Geyers Chapel Road intersection, part of which is located within the City corporation limits.	
Justification / Benefits There is no cost to the City and this will improve the intersection.	
Will this Project affect the City's Operating Costs No.	
What Alternatives Exist and what are the Implications of the Alternatives We could not give consent and not allow the project to proceed.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Earlier passage is requested to allow ODOT to continue moving forward on this project.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: John Rice	Date: 5-1-2024

Approved for Agenda Yes No

RESOLUTION NO. 2024-36

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE CONSTRUCTION OF AN EXTENSION OF THE SANITARY SEWER FOR THE WEST MILLTOWN ROAD SANITARY SEWER PROJECT AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the City desires to encourage development; and

WHEREAS, expanding sewer service in the City of Wooster encourages further development; and

WHEREAS, this project is budgeted.

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

SECTION 1. The Director of Administration is authorized to advertise according to law and enter into a contract with the lowest and best bidder for the above-referenced project.

SECTION 2. The cost of the contract is budgeted.

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

SECTION 4. This Resolution is 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.

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2024
Mayor

Introduced by: Chris Malta

Res 2024-36

4

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Engineering	Meeting Date Requested May 20, 2024
Project Name W. Milltown Road Sanitary Sewer	Estimated Total Funds/Costs \$300,000
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?	
Description of Request This is a request to authorize the advertisement for bids and enter into a contract with the lowest and best bidder for the W. Milltown Road Sanitary Sewer Extension project, which will extend sanitary sewer to the apartments behind Lowe's.	
Justification / Benefits The sanitary sewers are being installed to serve the proposed apartments behind Lowe's.	
Will this Project affect the City's Operating Costs No.	
What Alternatives Exist and what are the Implications of the Alternatives We could do nothing and not accommodate the proposed development.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
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 Earlier passage would allow the opportunity to bid the project sooner and obtain better bids.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: John Rice	Date: 5-1-2024

Approved for Agenda Yes No

RESOLUTION NO. 2024-37

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR MICROSURFACING PORTIONS OF PORTAGE ROAD AND PALMER STREET AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, it is necessary to resurface Palmer Street (south of Bowman) and/or Portage Road (east of the SR3/83 bridge), and the cost thereof has been budgeted for 2024.

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

SECTION 1. That the Director of Administration is hereby authorized to advertise according to law and enter into a contract with the lowest and best bidder for microsurfacing Palmer Street (south of Bowman) and/or Portage Road (east of the SR3/83 bridge), in accordance with specifications on file in the Office of the Director of Administration.

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

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

Introduced: _____ Passed: _____ Vote: _____

Attest: _____
Clerk of Council

President of Council

Approved: _____, 2024

Mayor

Introduced by: Jennifer Warden

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Engineering	Meeting Date Requested May 20, 2024
Project Name Palmer St & Portage Rd Microsur	Estimated Total Funds/Costs \$225,000
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?	
Description of Request This is a request to authorize the advertisement for bids and enter into a contract with the lowest and best bidder for the microsurfacing of Palmer Street (south of Bowman) and/or Portage Road (east of the SR3/83 bridge).	
Justification / Benefits This portion of Palmer Street was resurfaced in 2015 and Portage Road in 2014. Both are showing signs of distress but have life remaining in the asphalt. Microsurfacing is a less costly alternative to resurfacing that will preserve the pavement and delay the next resurfacing.	
Will this Project affect the City's Operating Costs It should reduce operating costs by reducing maintenance of the current pavement.	
What Alternatives Exist and what are the Implications of the Alternatives We could do nothing and continue to let the pavement on these street deteriorate.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Earlier passage would allow the opportunity to bid the project sooner and obtain better bids.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: John Rice	Date: 5-1-2024

Approved for Agenda Yes No

RESOLUTION NO. 2024-38

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH CESO INC. FOR PROFESSIONAL DESIGN SERVICES RELATED TO THE BURBANK ROAD AND WINKLER DRIVE ROUNDABOUT AND THE BURBANK ROAD AND OLDMAN ROAD ROUNDABOUT, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, it is necessary to enter into an agreement with CESO Inc. for professional design services to design the roundabouts at the Burbank Road and Winkler Drive and Burbank Road and Oldman Road intersections; and

WHEREAS, the amount necessary to pay for the contract is budgeted; and

WHEREAS, bidding is not necessary as this is a contract for professional services pursuant to W.C.O. 160.03.

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

SECTION 1. The Director of Administration is hereby authorized to enter into a contract for the professional design services with CESO Inc.

SECTION 3. Bidding is not necessary as this is a contract for professional services pursuant to W.C.O. 160.03.

SECTION 4. 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 5. 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: Jennifer Warden

Res 2024-38

6

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division	Engineering	Meeting Date Requested	May 20, 2024
Project Name	Burbank Rd, Winkler Dr, and Oldr	Estimated Total Funds/Costs	\$130,000
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?			
Description of Request This is a request to authorize entering into a professional engineering design services contract with CESO, Inc. for the design of roundabouts at the Burbank Road and Winkler Drive and Burbank Road and Oldman Road intersections. This project is in the 10-year Infrastructure Plan, which is submitted as part of the budget, with design originally scheduled for next year. However, it has become apparent that we need to move this up due to current and future traffic volume related to ongoing development, and the potential for grant funds available next year. We are planning to transfer unused funds from the Oak Hill Rd and Milltown Rd Improvements project in order to begin the design this year.			
Justification / Benefits The construction of these roundabouts will alleviate traffic congestion in this area.			
Will this Project affect the City's Operating Costs No.			
What Alternatives Exist and what are the Implications of the Alternatives We could do nothing and continue to operate the traffic signals at these intersections and let the traveling public deal with the frequent congestions.			
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:			
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons Earlier passage will allow the engineer to start design sooner.			
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.			
Manager Requesting: John Rice		Date: 5-1-2024	

Approved for Agenda Yes No

OWD 2024-19

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Planning and Zoning	Meeting Date Requested May 20, 2024
Project Name Map Amendment - PC-24-08	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 A request a zoning map amendment from I-2 (General Industrial) to R-2 (Single-Family Residential) of approximately 54.1 acres located on the northwest corner of Mechanicsburg Road and Silver Road. The Planning Commission held a public hearing on application PC-24-08 on May 2, 2024 and voted 5-0 to recommend approval for a R-2 zoning classification to City Council. A public hearing in front of City Council to be scheduled for May 20, 2024.	
Justification / Benefits Planning Commission members voted 5-0 to recommend approval to amending the zoning map from I-2 to R-2 on approximately 54.1 acres located on the northwest corner of Mechanicsburg Road and Silver Road.	
Will this Project affect the City's Operating Costs No.	
What Alternatives Exist and what are the Implications of the Alternatives If no action is taken to establish zoning, the zoning classification will remain I-2 (General Industrial).	
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 At the present time, the applicant has not requested an expedited process.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Vince Marion	Date: May 3, 2024

Approved for Agenda Yes No



**PLANNING COMMISSION
APPLICATION INFORMATION SHEET**

Application Number

PC-24-08

Scheduled Meeting Date

May 2, 2024

Application Type

Zoning Amendment - Map

Property Location

(PN:68-02634.000) SILVER RD

Property Information

Acreage: 54

Zoning: I-2

Property Owner

THREEJAYS LLC

Applicant

Justin Starlin

Applicant's Project Description

Wooster Development Company II seeks a Zoning Map Amendment to change 44.0821 Acres located at the northwest corner of Mechanicsburg Road and Silver Road intersection from I-2 (General Industrial District) to R-2 (Single-Family Residential District). The proposed 44.0821 acre (exhibit included) parcel is comprised of 25.4203 acres of Parcel 68-02637.000 and 18.6618 acres of Parcel 68-02634.000.

Support of the Zoning Map amendment will allow the applicants to proceed with plans to construct a single-family home development on the proposed new parcel. This project will include extensive grading, all necessary infrastructure improvements, and individual single-family housing lots throughout the parcel.

Agenda Text

Justin Starlin is requesting an approval recommendation from the Planning Commission to the City Council for a Zoning Map Amendment to change approximately 54 acres on the northwest corner of Mechanicsburg Road and Silver Road from I-2 (General Industrial) Zoning District to R-2 (Single-Family Residential) Zoning District. (Parcels 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000).

PC-24-08

Zoning Map Amendment of approximately 54.1 acres on the northwest corner of Mechanicsburg Road and Silver Road from I-2 (General Industrial) Zoning District to R-2 (Single-Family Residential) Zoning District. (Parcels 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000).

Property Owner(s): ThreeJays LLC and Shelmar Realty Inc, DBA Shelmar MHP

Applicant: Justin Starlin

Location: Northwest corner of Mechanicsburg Road and Silver Road (Parcels 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000).

Existing Zoning: I-2 (General Industrial)

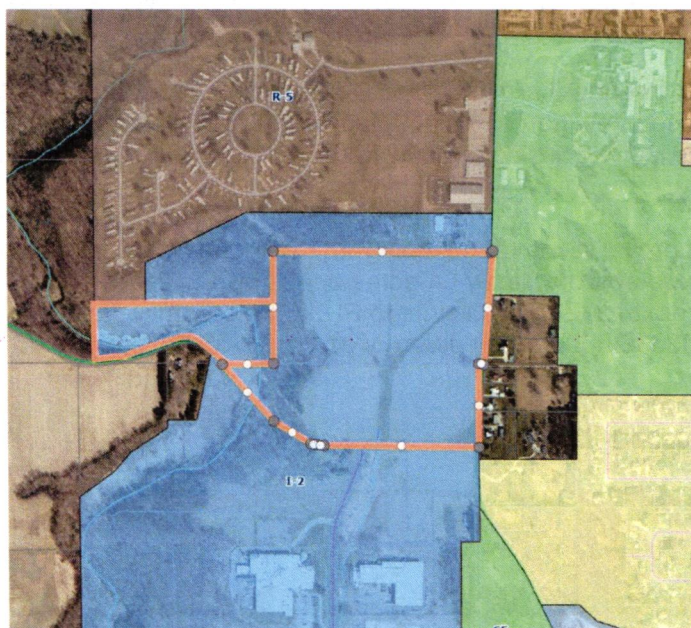
Proposed Zoning: R-2 (Single-Family Residential)

Request: An approval recommendation from the Planning Commission to City Council for a Zoning Map Amendment to change the zoning from I-2 to R-2.

LOCATION AND SURROUNDING USES

The proposed site consists of approximately 54 acres located on the northwest corner of Mechanicsburg Road and Silver Road. Adjacent properties include the following zoning classifications:

<ul style="list-style-type: none"> • North – Manufactured Housing (R-5, Manufactured Home Park) 	<ul style="list-style-type: none"> • East – Recreational and Residential (CF, Community Facilities and Unincorporated)
<ul style="list-style-type: none"> • South – Residential and Undeveloped (I-2, General Industrial) 	<ul style="list-style-type: none"> • West – Undeveloped (Unincorporated)



PROPOSED APPLICATION/BACKGROUND

The applicant is requesting that the above location(s) be rezoned from I-2 to R-2. The applicant states that the site is intended for a single-family residential development.

ZONING DISTRICT INTENT

The R-2 District is established as follows, per Section 1107.05(b) (9) (B):

The R-2 Single-Family Residential District is established to promote, preserve and protect medium-low density predominantly single-family neighborhoods in the City. Two-family dwellings are restricted to locations where they are designed and located in a manner that is compatible with the existing or proposed residential neighborhood.

The I-2 District is established as follows, per Section 1107.05(f) (6) (B):

The purpose of the I-2 General Industrial District is to provide for industrial and other uses that by virtue of their external effects, noise, glare, fumes, smoke, dust, odors, truck and/or rail traffic, should be isolated from residential and commercial uses. These uses perform essential functions for the City, including employment, and should be provided for in areas that are best suited for industrial development by reason of location, utilities and transportation systems.

PERMITTED USES AND STANDARDS

Uses

Table 1109-1 includes a list of all principal uses of Permitted (P), Permitted with Standards (PS), Conditional (C), and Prohibited (X or not included in the table) in all zoning districts. An abbreviated Table 1109-1 has been included indicating uses in the R-2 and I-2 zoning districts.

TABLE 1109-1: PERMITTED PRINCIPAL USES			
P = Permitted	PS = Permitted with Standards	C = Conditional Use	X = Prohibited
Use Type	R-2	I-2	Use-Specific Standards
Agricultural Uses			
Agriculture (Raising of Crops)	P	P	
Agriculture (Livestock)	X	X	1109.03(b)(1)
Community Gardens	PS	PS	1109.03(b)(2)
Greenhouses and Nurseries	X	P	
Residential Uses			
Cluster Residential Development	PS	X	1109.03(c)(1)
Convent, Monastery, or Other Housing for Places of Worship	X	X	
Dormitories	X	X	
Dwellings, Multi-Family	X	X	1109.03(c)(2)
Dwellings, Single-Family Attached	X	X	1109.03(c)(3)
Dwellings, Single-Family Detached	P	X	
Dwellings, Two-Family	C	X	1109.03(c)(4)
Dwellings, Two-Family Conversion from a Single-Family Dwelling	X	X	1109.03(c)(5)
Fraternities and Sororities	X	X	
Group Homes or Residential Facilities		X	1109.03(c)(6)
Manufactured Home	X	X	
Mobile Home	X	X	
Skilled Nursing or Personal Care Facilities	X	X	1109.03(c)(7)

Transitional Housing	X	X	1109.03(c)(8)
Commercial and Offices Uses			
Adult Uses	X	C	1109.03(d)(1)
Agriculture/Farm Supplies and Sales	X	P	
Animal Day Care/Animal Grooming	X	X	
Assembly Halls, Membership Clubs, and Conference Centers	X	X	1109.03(d)(2)
Automated Teller Machine (Stand-Alone)	X	X	1109.03(d)(3)
Automotive Fuel Sales	X	P	1109.03(d)(4)
Automotive Repair (Heavy)	X	PS	1109.03(d)(5)
Automotive Sales and Leasing	X	C	1109.03(d)(6)
Automotive Service Station and Parts Sales	X	PS	1109.03(d)(4)
Bars and Taverns	X	X	
Bed and Breakfast Establishments	C	X	1109.03(d)(7)
Business and Professional Offices	X	X	
Business Service Establishments	X	P	
Campgrounds	X	C	
Financial Institutions	X	X	1109.03(d)(8)
Funeral Homes and Mortuaries	X	X	
Hotels or Motels	X	X	
Kennels/Animal Boarding	X	C	1109.03(d)(9)
Live/Work Units	X	X	1109.03(d)(10)
Medical or Dental Clinics/Offices and 24- Hour Urgent Care	X	X	
Medical Marijuana Dispensaries	X	X	
Microbrewery, Microdistillery, or Microwinery	X	X	
Mixed Use Building (with Residential Uses)	X	X	
Mobile Home, Commercial Truck, and Recreational Vehicle Sales, Leasing, Service, or Storage	X	C	
Parking Garages	X	X	1109.03(d)(11)
Parking Lots (Principal Use)	X	C	1109.03(d)(11)
Personal Service Establishments	X	X	
Recreation Facilities	X	C	1109.03(d)(12)
Restaurants	X	X	
Retail Commercial Uses	X	X	1109.03(d)(13)
Service Commercial Uses	X	X	
Theaters	X	X	1109.03(d)(12)
Vehicle Washing Establishment	X	X	
Veterinarian Offices/Animal Hospital	X	P	
Industrial Uses			
Bulk Storage of Liquids or Grain	X	P	
Contractor Offices	X	P	
Crematorium	X	PS	1109.03(e)(1)
Data Center	X	P	1109.03(e)(2)
Machinery and Heavy Equipment Sales, Leasing, and Storage	X	C	
Manufacturing and Production (Heavy or Outdoors)	X	C	
Manufacturing and Production (Indoors)	X	P	
Medical Marijuana Testing and Processing	X	P	
Outdoor Storage and Bulk Sales	X	C	1109.03(e)(2)
Printing and Publishing	X	P	
Radio and Television Stations	X	P	
Recycling Collection/Processing Facilities	X	C	1109.03(e)(3)
Research and Development Facilities	X	P	
Self-Storage Facilities	X	C	1109.03(e)(4)
Soil and Mineral Extraction Activities	X	C	1109.03(e)(5)
Warehouses	X	P	
Wholesale Sales and Distribution Centers (Indoors)	X	P	

Wholesale Sales and Distribution Centers (Outdoors)	X	P	
Public and Institutional Uses			
Active Recreational Uses	C	P	1109.03(f)(1)
Cemeteries	X	X	1109.03(f)(2)
Colleges and Higher Educational Institutions	X	X	1109.03(f)(3)
Community Recreation Facility	C	X	1109.03(f)(4)
Cultural Facilities and Structures	C	X	1109.03(f)(5)
Educational Institutions (K-12)	C	X	1109.03(f)(6)
Essential Services			
Government Facilities	C	P	1109.03(f)(7)
Government Offices	C	P	1109.03(f)(7)
Hospitals	X	X	1109.03(f)(8)
Nursery Schools or Day Care Centers (Children or Adults)	C	X	
Passive Parks, Open Space, and Natural Areas	P	P	
Places of Worship	C	X	1109.03(f)(5)
Utility Facilities and Buildings	C	P	1109.03(f)(7)
Wireless Telecommunication Facilities			

Planning Considerations

The contiguous land to the north is split-zoned with R-5 and I-2 zoning. The parcel is developed as manufactured housing. A portion of the area will remain zoned I-2 as the area is not part of the proposed R-2 development, nor can the R-5 district be expanded. The property on the east side of Mechanicsburg is mixed with recreational and residential uses. Silver Road borders the south.

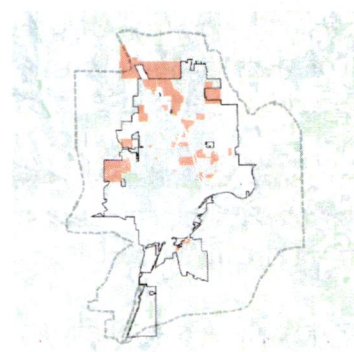
COMPREHENSIVE PLAN (2023)

The 2023 Comprehensive Plan targeted this area for medium-density residential with innovation to the south. Innovation is characterized as being developed by industrial, research, and office users. Silver Road will provide a separation between the two uses. Detached single-family is an option for the recommended medium-density residential land use. The R-2 zoning district allows for smaller lot sizes and increased density over the traditional single-family detached zoning.

Description

Medium Density Residential is characterized by communities with a range of dense single and multi-family housing options with on-site, shared amenities.

- **DEVELOPMENT CHARACTER** should be single family, multi family residential, and community facilities that offer various amenities to residents such as a community center, recreational paths, and natural areas.
- **DEVELOPMENT INTENSITY** in this area should be up to 25 dwelling units per acre. Higher net densities may be achieved through open space dedication, as long as the overall density does not exceed thirty units per acre, unless density bonuses allow.
- **OPEN SPACE** should be integrated into site and primarily include areas for gathering for residents within the development. Recreational paths should be included within open space and make connections to existing paths whenever possible.
- **CONNECTIVITY** should be that of a neighborhood character, with narrow street widths and streetscapes that include trees, lighting, green stormwater infrastructure, etc.



Development Character

- Height** 2-5 stories
- Front Setback** 0-100 ft
- Parking** Rear or side facing garages, screen from street/neighborhood uses
- Recommended Development Intensity** Building coverage 40-60% up to 25 units/acre
- Recommended Uses**
 - Detached Single Family
 - Attached Single Family
 - Multi-family

REVIEW CRITERIA

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.

- A. The proposed amendment is consistent with the comprehensive plan, other adopted City plans, and the stated purposes of this code;
- B. The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;
- C. The proposed amendment will promote public health, safety, and general welfare;
- D. The uses that would be permitted on the property if it were reclassified would be compatible with the uses permitted on other property in the immediate vicinity;
- E. The proposed amendment follows lot lines or the centerlines of streets, railroads, or other rights-of-way;
- F. Adequate utility, sewer, and water facilities, and all other needed public services exist or can be provided to serve the uses that would be permitted on a property if it were reclassified;
- G. The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation, or such impacts will be substantially mitigated;
- H. The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;
- I. The proposed amendment is not likely to result in significant adverse impacts upon other property in the vicinity of the subject tract; and
- J. The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

PLANNING AND ZONING DIVISION STAFF RECOMMENDATION

Staff supports recommending approval of application PC-24-08 to amend the zoning of property on the northwest corner of Mechanicsburg Road and Silver Road (Parcels 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000) from I-2 to R-2.

The staff's recommendation is based on the appropriateness of the proposed zoning classification for the property in relation to the subject review criteria. It does not consider any specific use or plan for the site. It is the staff's assessment that:

- The south will be bounded by public right-of-way, and buffering and screening will apply to any future development.
- The proposal is supported by the 2023 Comprehensive Plan for increased housing options and targeted land use for the proposed area.
- Utilities are available to serve the development.



CITY OF WOOSTER

Planning and Zoning Division

538 North Market Street Wooster, OH 44691

Phone: 330-263-5238

April 16, 2024

Dear Property Owner,

You are receiving this notice because you are an owner of property within 200 ft. of an application submitted to the City of Wooster Planning Commission. The Commission will hold a public hearing at their next regular meeting regarding the application described below at 6:30 p.m. on May 2, 2024. The meeting will be held at City Hall, 1st floor Council Chambers, 538 North Market Street, Wooster, Ohio.

PC-24-08 - Justin Starlin is requesting an approval recommendation from the Planning Commission to the City Council for a Zoning Map Amendment to change approximately 54.1 acres on the northwest corner of Mechanicsburg Road and Silver Road from I-2 (General Industrial) Zoning District to R-2 (Single-Family Residential) Zoning District. (Parcel 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000).

All interested parties are welcome to attend and will be given the opportunity to address the Commission during the public hearing portion of the meeting and submit evidence and written comments with respect to the application.

For further information, to submit written comments prior to the meeting, please contact:

City of Wooster, Planning and Zoning Division
538 North Market Street, Wooster, Ohio
vmarion@woosteroh.com
(330) 263-5238

<u>Parcel</u>	<u>Owner</u>	<u>Address</u>	<u>City</u>
68-02647.001	ARDREY TRENT C & CHARLETTE V S/T	1323 MECHANICSBURG RD	WOOSTER OHIO 44691
68-02628.000	ASPEN GROVE INVESTMENTS LLC	1000 VENTURE BLVD	WOOSTER OHIO 44691
68-02633.000	BUCKEYE OIL PRODUCING CO	544 E LIBERTY ST	WOOSTER OHIO 44691
68-02630.000	BUCKEYE PRODUCING CO	PO BOX 129	WOOSTER OHIO 44691
68-02497.000	CHURCH OF THE BRETHREN HOME -WEST VIEW MANOR	1715 MECHANICSBURG RD	WOOSTER OHIO 44691
53-00989.000	DALTON INVESTMENT GROUP LTD	1529 OAK HILL RD	WOOSTER OHIO 44691
68-02647.002	DRIA JASON T & SHELBY M DRIA TRUSTEES	1185 GREENSVIEW DR	WOOSTER OHIO 44691
53-01800.000	EDGELL EDDIE J	1520 SILVER RD	WOOSTER OHIO 44691
53-00631.000	GEITGEY MICHAEL Z & CASSIA R	1443 MECHANICSBURG RD	WOOSTER OHIO 44691
53-01876.000	GRAHAM DAVID P	1051 POINT OF VIEW DR APT D	WOOSTER OHIO 44691
53-01608.000	GRAHAM JOAN D	1889 SILVER RD	WOOSTER OHIO 44691
57-00034.000	HAUGH ROBERT LEE & JANE ANN CO TRUSTEES	2457 BARRINGTON WAY #321	WOOSTER OHIO 44691
53-00983.000	JONES JOANN K TRUSTEE	3705 ARCTIC BLVD BOX 500	ANCHORAGE AKIO 99503
57-00089.000	LENNON JONATHAN S & LORA RENEE S/T	1393 MECHANICSBURG RD	WOOSTER OHIO 44691
68-02465.010	LUMENT CAPITAL C/O ORIX REAL ESTATE CAPI	ATTN TAX ADMINISTRATION 2001 ROSS AVE STE 1900	DALLAS TXIO 75201
57-00011.000	NEEL SUSAN K TRUSTEE	1413 MECHANICSBURG RD	WOOSTER OHIO 44691
57-00086.000	POTTS CLYDE W & VIVIAN M S/T	1397 MECHANICSBURG RD	WOOSTER OHIO 44691
57-00116.000	ROTH JAMES M & BONNIE M S/T	1357 MECHANICSBURG RD W	WOOSTER OHIO 44691
68-02635.000	SHELMAR REALTY INC DBA SHELMAR MHP	1684 MECHANICSBURG RD PO BOX 994 WOOSTER OH 44691	WOOSTER OHIO 44691
68-02638.000	SHISLER JAY D	1454 S SMYSER RD	WOOSTER OHIO 44691
68-02637.003	THE YOUNG MENS CHRISTIAN ASSOCIATION OF	680 WOODLAND AVE	WOOSTER OHIO 44691
68-02465.001	THOMAS GARY E & MYRA J DEAN S/T	2140 RYAN CT	WOOSTER OHIO 44691
68-02634.000	THREEJAYS LLC	ATTN MATTEFS CHARLES PO BOX 994	WOOSTER OHIO 44691
68-02461.000	TWIN OAKS OF WOOSTER LLC	PO BOX 690	WADSWORTH OHIO 44282
53-00813.000	VAVRA DANIEL A	1483 MECHANICSBURG RD	WOOSTER OHIO 44691
68-02628.001	WISE RUTH MARIE	1334 SILVER RD	WOOSTER OHIO 44691
68-02625.000	WOOSTER COUNTRY CLUB INC THE	1251 OAK HILL RD	WOOSTER OHIO 44691

PC-24-8



CITY OF WOOSTER

Planning and Zoning Division

538 North Market Street Wooster, OH 44691

Phone: 330-263-5235 Fax: 330-263-5274

April 16, 2024

DAILY RECORD

PLEASE PUBLISH April 21, 2024

The City of Wooster will hold regular Board of Building and Zoning Appeals and Planning Commeetings mission on Thursday, May 2, 2024. The meetings will be held at City Hall, 1st floor Council Chambers, 538 North Market Street, Wooster, Ohio.

Please note that the Board of Building and Zoning Appeals meeting will begin at 6:00 pm on Thursday, May 2, 2024.

The Board of Building and Zoning Appeals will hold public hearings for the following applications at their meeting, which will begin at 6:00 pm: BZA-24-7 Forrest Lang is requesting a Use Variance from Planning and Zoning Code Section 1109.02(d) to allow a Recreational Facility in a C-4 (Central Business) zoning district at 111 South Buckeye Street with parcel number 64-02205.000.

The Planning Commission will hold public hearings for the following applications at their meeting, which will begin at 6:30 pm: PC-24-7 Wooster City Council requesting a recommendation from the Planning Commission for Text Amendments to Chapters 1109 (Use Table) and 1135.02 (General Definitions) of the Planning and Zoning Code to include dispensing and cultivation of recreational marijuana. PC-24-8 Justin Starlin is requesting an approval recommendation from the Planning Commission to the City Council for a Zoning Map Amendment to change approximately 54.1 acres on the northwest corner of Mechanicsburg Road and Silver Road from I-2 (General Industrial) Zoning District to R-2 (Single-Family Residential) zoning district. (Parcel 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000). PC-24-9 Thomas Winkhart requesting Conditional Use for a skilled nursing/personal care facility and Preliminary Development Plan approval for the construction of a mixed-use residential development consisting of single-family homes and two, four, and eight-unit multi-family buildings with a community center and a skilled nursing/personal care facility with parcel number 71-00250.000 (4677 Melrose Drive) in a PD (Planned Development) zoning district. PC-24-11 John Long requesting approval for a Conditional Use permit for outdoor storage on the south side of Canal Road, east of State Route 3, with permanent parcel number 72-00010.000 in an I-2 (General Industrial) zoning district. PC-24-12 Charles Brain requesting approval for a Conditional Use Permit for a Transitional Housing Facility at 981 Grosjean Road with permanent parcel number 65-00710.000 in a C-3 (General Commercial) zoning district.

All interested parties are welcome to attend and will be given the opportunity to address the Commission and Board during the public hearing portion of the meetings and submit evidence and written comments with respect to the applications. Special auxiliary aids for disabled persons are available upon request, with at least five days notice prior to the meeting. For further information, to submit written comments before the meeting, or to request special auxiliary aids, please contact Vincent Marion, Planning and Zoning Manager, at vmarion@woosteroh.com, (330) 263-5238 or 538 North Market Street, Wooster, Ohio.

Wayne County Parcel
68-02635.000
10.02 Acres

(1 of 2)

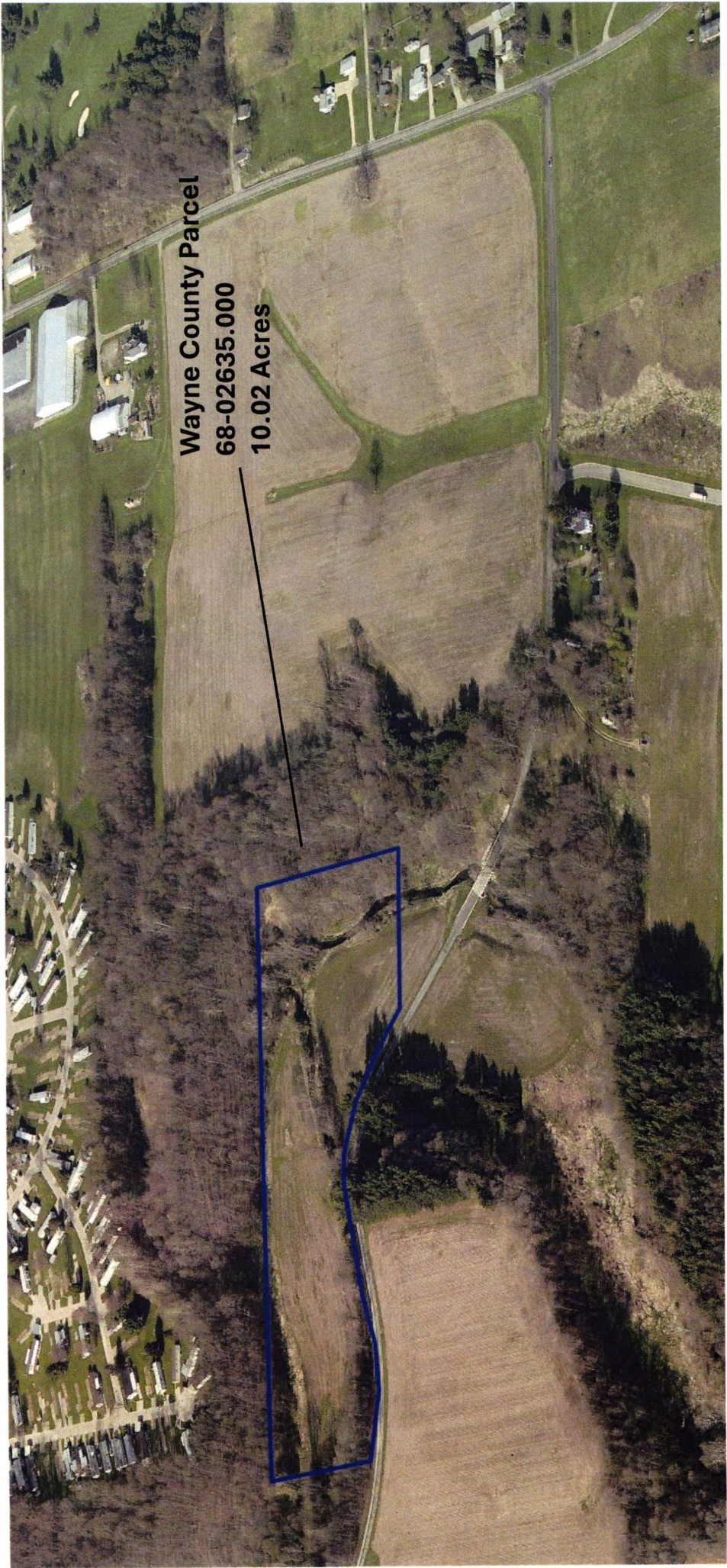
PARCEL #: 68-02635.000
OWNER: SHELMAK REALTY, INC DBA SHELMAK, MHP
ADDRESS: MECHANICSBURG RD REAR WOODSTER OH 44691
LAST VALID SALE: N/A

LINKS

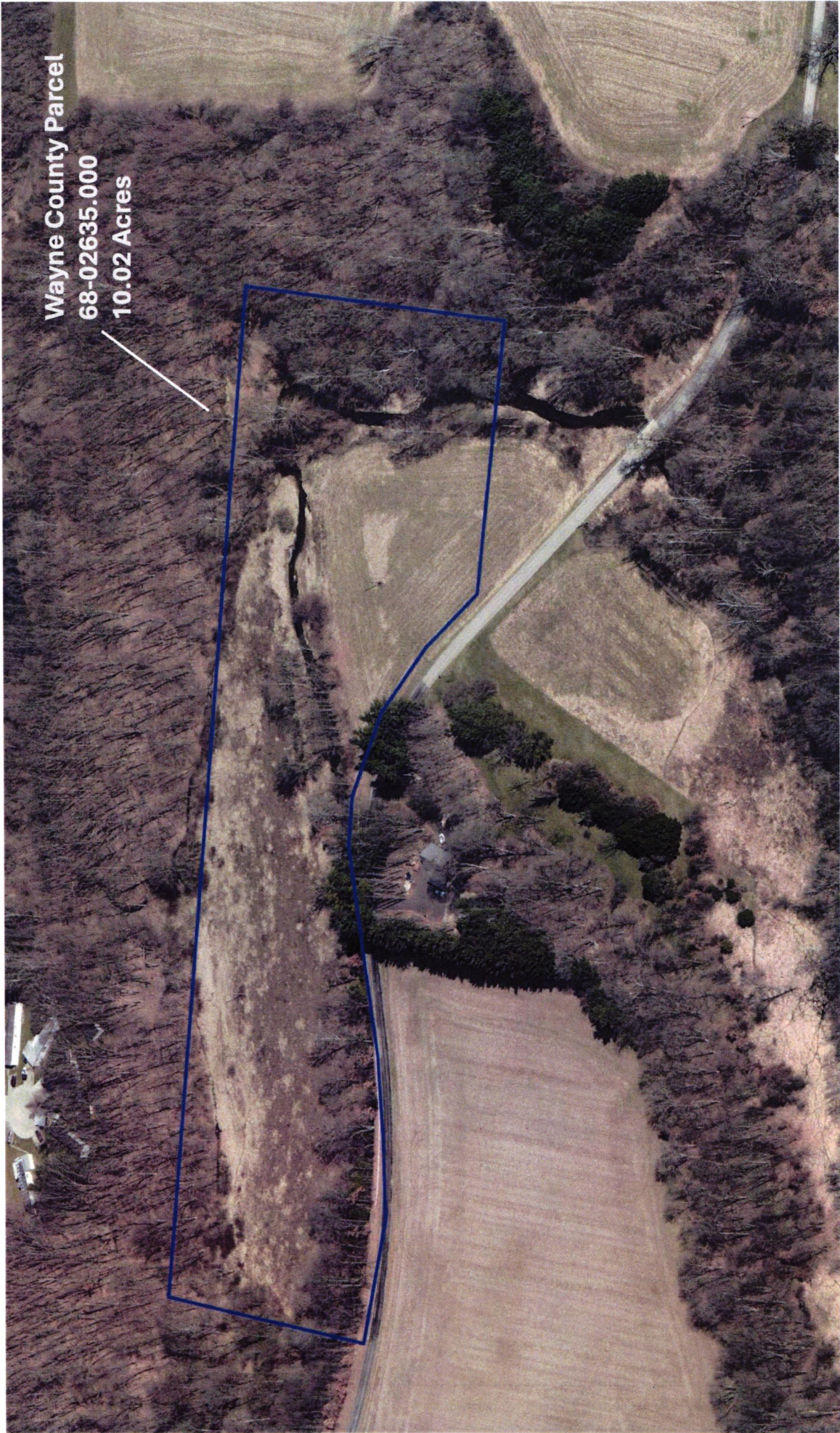
Auditor Website	Escometry / Engleview
Property Card	Transfer History Site
Download TaxMap	

Zoom: 10





Wayne County Parcel
68-02635.000
10.02 Acres



Wayne County Parcel
68-02635.000
10.02 Acres

Rezoning Exhibit

of land owned by
SHELMAR REALTY, INC.

and
THREEJAYS, LLC
City of Wooster, Ohio

Situated in the City of Wooster, County of Wayne and State of Ohio and known as being part of the Northwest Quarter of Section 5, Township 15, Range 13 and being part of the Southwest Quarter of Section 32, Township 16, Range 13

Parcel 68-02637.000
SHELMAR REALTY INC

Remaining Area:
127.3775 Ac.
5,548,566 Sq. Ft.
Current Zone: I-2

Parcel 68-02635.000
SHELMAR REALTY INC
01/01/1987
D.B. 457, Page 108
Current Zone: I-2

Parcel 68-02637.000
SHELMAR REALTY INC
01/01/1987
D.B. 457, Page 108

Deeded Area:
153.7 Ac.

Re-Zone Area:
25.4203 Ac.
1,107,307 Sq. Ft.

Current Zone: I-2
Re-Zone: R-2

Re-Zoning Parcel Area
1,920,215 SF
44.0821 AC

Parcel 68-02634.000
THREEJAYS, LLC
01/19/2006
D.B. 540, Page 1448

Deeded Area:
16.67 Ac.

Re-Zone Area:
18.6618 Ac.
812,908 Sq. Ft.

Current Zone: I-2
Re-Zone: R-2

**Silver Road,
T.R. 4, Varies**

3/4" Iron Pipe
Found and Used
center of section

Parcel 68-02638.000
SHISLER JAY D
04/06/1992
D.B. 684, Page 499
Current Zone: I-2

3/4" Iron Pinched
Pipe Found and Used

3/4" Iron Pinched
Pipe Found and
Used for E-W line

SEC 32
SEC 32
SEC 32

**Mechanicsburg
Road, C.R. 22, 60'**

S 89°58'53" W
71.20'

5/8" Iron Pin
Found and Used

5/8" Iron Pin
Found and Used

N 00°30'06" W 745.12'

N 89°58'53" E
363.25'

N 43°20'22" W
333.46'

N 43°16'52" W
159.55'

N 55°46'18" W
330.86'

N 89°22'25" W 1141.90'

Rail Road Spike
Found and Used

5/8" Iron Pin Found
0.07' south of line

5/8" Iron Pin Found
0.11' north of line

5/8" Iron Pin
Found and Used

3/4" Iron Pinched
Pipe Found and Used

City of
Wooster/Township
Line

Boundary Description for
Shelmar Realty, Inc
and
Threejays, LLC
Rezoning Parcel Area
44.0821 Acres

Situated in the City of Wooster, County of Wayne and State of Ohio and known as being part of the Northwest Quarter of Section 5, Township 15, Range 13 and being part of the Southwest Quarter of Section 32, Township 16, Range 13, further known as being part of a parcel of land conveyed to Shelmar Realty, Inc. by deed dated January 01, 1987 and recorded in Deed Book 457, Page 108 of the Wayne County Recorder's Records and being a parcel of land conveyed to Threejay, LLC by deed dated January 19, 2006 and recorded in Deed Book 540, Page 1448 of the Wayne County Recorder's Records and is bounded and described as follows: Commencing at a 5/8 inch iron pin found at the Southeast quarter corner of the Southwest Quarter of said Section 32 and is the PRINCIPAL PLACE OF BEGINNING of the premises herein to be described,

thence with the Southerly line of said Section 32 **South 89°58'53" West**, a distance of **71.20 feet** to a 5/8 inch iron pin found at the Northeast quarter corner of the Northwest Quarter corner of said Section 5;

thence with the Easterly line of said Northwester Quarter of Section 5 **South 00°21'42" East**, a distance of **557.85 feet** to a 5/8 inch iron pin found on said Easterly line of Northwester Quarter of Section 5 and the centerline of Silver Road;

thence along the centerline lines of the said Silver Road the next 4 courses:

1. **North 89°22'25" West**, a distance of **1141.90 feet** to a point at an angle point;
2. **North 55°46'18" West**, a distance of **330.86 feet** to a point at an angle point;
3. **North 43°16'52" West**, a distance of **159.55 feet** to a point at an angle point;
4. **North 43°20'22" West**, a distance of **333.46 feet** to a point on said Northerly line of Section 5 and Southerly line of Section 32;



Corporate Headquarters
295 South Water Street, Suite 300
Kent, OH 44240
800-828-8312

Page 1 of 2

F:\TGC Eng\PROJECTS\2845 SILVER ROAD WOOSTER\SURVEY
INFO\DESCRIPTIONS\2845 REZONING PARCEL DESC.docx

Local Office
1310 Sharon Copley Rd
PO Box 37
Sharon Center, OH 44274
330-590-8004

thence with said Northerly line of Section 5 and Southerly line of Section 32 **North 89°58'53" East**, a distance of **363.25 feet** to a point being a Southeaster corner of land conveyed to Shelmar Realty, Inc. by deed dated January 01, 1987 and recorded in Deed Book 457, Page 108 of the Wayne County Recorder's Records;

thence with an Eastern line and prolongation thereof of said Shelmar land **North 00°30'06" West**, a distance of **745.12 feet** to a point,

thence **North 89°21'22" East**, a distance of **1482.47 feet** to a point being a Southeasterly corner of land conveyed to Jay D. Shisler by deed dated April 06, 1992 and recorded in Deed Book 684, Page 499 of the Wayne County Recorder's Records and being a point on an Easterly line of said Easterly line of said Southwest Quarter of Section 32;

thence with said Easterly line of said Easterly line of said Southwest Quarter of Section 32 **South 01°20'20" East**, a distance of **761.49 feet** to the Principal Place of Beginning, containing 1,920,215 square feet or 44.0821 acres of land, more or less, according to a survey by Daniel P. Engle, P.S. No. S-8452, for Davey Resource Group in March, 2024. Subject to all highways, easements and covenants of legal record.

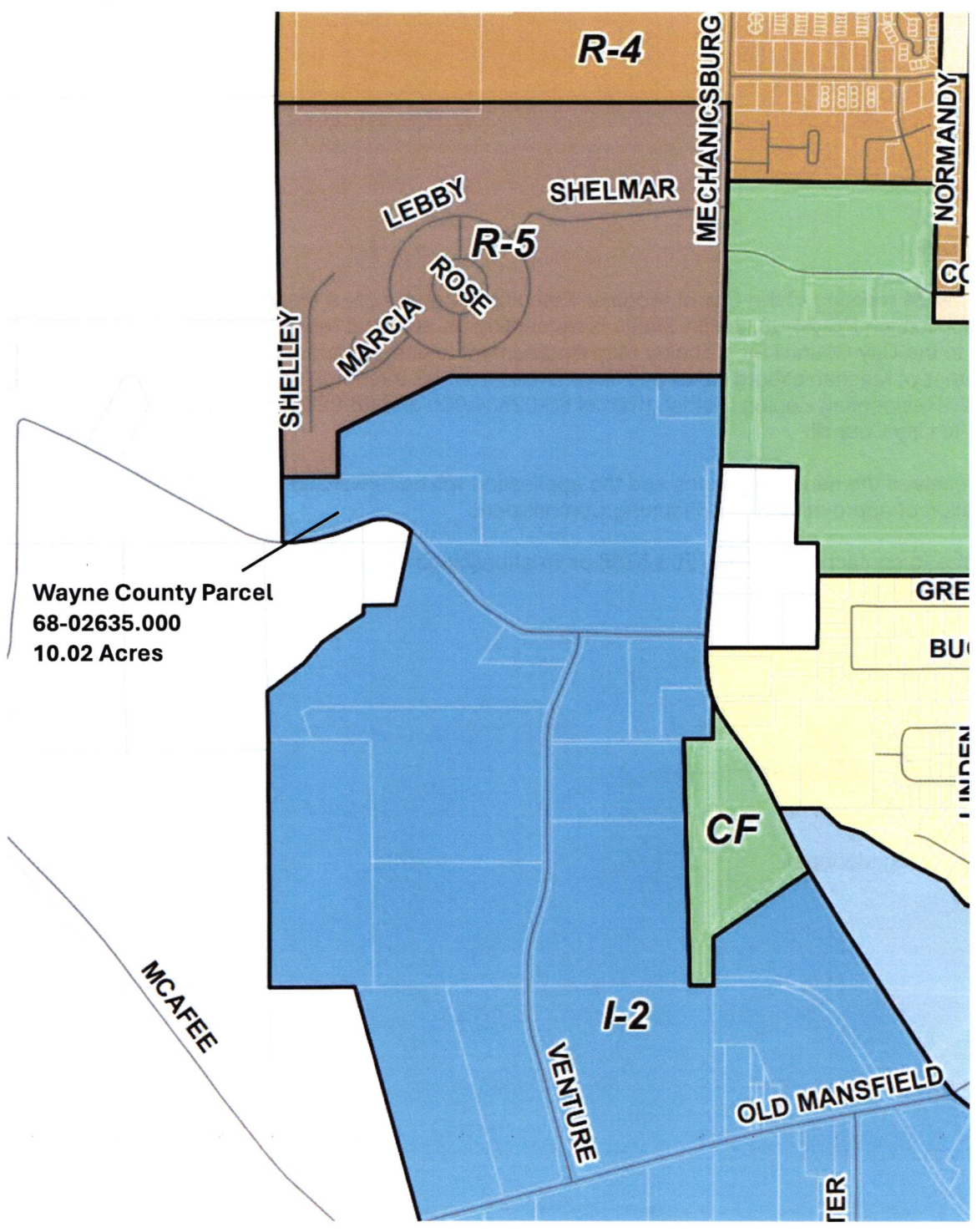
The basis of bearing for this survey is State Plane Coordinate System NAD 83 Zone Ohio North, established by O.D.O.T. VRS first observed in March 2024. Bearings, as shown, are used to describe angular measurements only.



Corporate Headquarters
295 South Water Street, Suite 300
Kent, OH 44240
800-828-8312

Local Office
1310 Sharon Copley Rd
PO Box 37
Sharon Center, OH 44274
330-590-8004

Wayne County Parcel
68-02635.000
10.02 Acres





CITY OF WOOSTER
Planning and Zoning Division
538 North Market Street Wooster, OH 44691
Phone: 330-263-5238

May 3, 2024

Dear Justin Starlin,

At the May 2, 2024 meeting of the City of Wooster Planning Commission, a motion was made to recommend approval of application PC-24-08, Justin Starlin is requesting an approval recommendation from the Planning Commission to the City Council for a Zoning Map Amendment to change approximately 54.1 acres on the northwest corner of Mechanicsburg Road and Silver Road from I-2 (General Industrial) Zoning District to R-2 (Single-Family Residential) Zoning District. (Parcel 68-02634.000 and 68-02635.000 and a portion of parcel 68-02637.000), to City Council.

The motion received the necessary votes and the application will be forwarded to City Council with a recommendation of approval from the Planning Commission.

Please feel free to contact me at (330) 263-5238 or vmarion@woosteroh.com if you have any questions or need any further information.

Sincerely,

A handwritten signature in blue ink that reads "Vince A. Marion". The signature is fluid and cursive.

Vince Marion
Planning and Zoning Manager

ORDINANCE NO. 2024-20

AN ORDINANCE TO APPROVE AND ADOPT THE RECOMMENDATIONS OF THE PLANNING COMMISSION AND AMEND THE CODIFIED ORDINANCES IN ACCORDANCE WITH THOSE RECOMMENDATIONS

WHEREAS, the Planning Commission held a public hearing for the proposed amendments on May 20, 2024, and voted six to one to recommend approval of the amendments to City Council; and

WHEREAS, the proposed amendments to sections 1109 and 1135.02 of the Wooster Planning and Zoning code will establish procedures and processes for the dispensing, testing, cultivation and processing of recreational marijuana.

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

SECTION 1. That, following a public hearing this Council hereby amends City’s Planning and Zoning Code, in particular Table 1109-1: PERMITTED PRINCIPAL USES and 1135.02 GENERAL DEFINITIONS, as follows:

TABLE 1109-1: PERMITTED PRINCIPAL USES																
	P = Permitted		PS = Permitted with Standards					C = Conditional Use				X = Prohibited				Use-Specific Standards
Use Type	R-1	R-2	R-1	R-2	R-4	R-5	C-1	C-2	C-3	C-4	I-1	I-2	I-3	AG	CF [1]	
Commercial and Offices Uses																
Medical or recreational Marijuana Dispensaries	X	X	X	X	X	X	X	X	C	X	X	X	X	X	X	
Industrial Uses																
Medical or recreational Marijuana Testing, Cultivation, and Processing	X	X	X	X	X	X	X	X	X	X	C	P	X	X	X	

1135.02 GENERAL DEFINITIONS.

Medical Marijuana - Marijuana that is cultivated, processed, dispensed, tested, possessed, or used for a medical purpose.

Medical Marijuana Dispensary - A use owned and operated by a person holding a dispensary license as allowed and issued by the State of Ohio for the purposes of dispensing medical marijuana to clients with a medical marijuana prescription.

Medical **or Recreational** Marijuana Testing and Processing - A facility where medical **or recreational** marijuana is tested and or processed in accordance with all rules established for such facilities in the ORC.

Recreational Marijuana Dispensary - A use owned and operated by a person holding a dispensary license as allowed and issued by the State of Ohio for the purposes of dispensing recreational marijuana.

Recreational Marijuana - Marijuana that is cultivated, processed, dispensed, tested, possessed, or used for an adult-use recreational purpose.

01/14/2024-28

8

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Planning and Zoning	Meeting Date Requested May 20, 2024
Project Name Recreational Marijuana	Estimated Total Funds/Costs \$0.00
Is Full Amount Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded?	
Description of Request Amending sections 1109 and 1135.02 of the Wooster Planning and Zoning code establishing procedures and processes for the dispensing, testing, cultivation and processing of recreational marijuana. The Planning Commission held a public hearing on the proposed amendment on May 2, 2024. The Planning Commission voted 6-0 recommending approval of the proposed amendment. The application will also require a public hearing before City Council.	
Justification / Benefits Proposed language is a result of the November, 2023 election.	
Will this Project affect the City's Operating Costs No	
What Alternatives Exist and what are the Implications of the Alternatives	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances:	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Note Reasons	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Vince Marion	Date: May 3, 2024

Approved for Agenda Yes No



**PLANNING COMMISSION
APPLICATION INFORMATION SHEET**

Application Number

PC-24-7

Scheduled Meeting Date

May 2, 2024

Application Type

Zoning Amendment - Text

Property Location

0

Property Information

Acreage:

Zoning:

Property Owner

Applicant

Wooster City Council

Applicant's Project Description

Text amendment - recreational marijuana

Agenda Text

Wooster City Council requesting a recommendation from the Planning Commission for Text Amendments to Chapters 1109 (Use Table) and 1135.02 (General Definitions) of the Planning and Zoning Code to include dispensing and cultivation of recreational marijuana.



CITY OF WOOSTER

Planning and Zoning Division

538 North Market Street, Wooster, OH 44691

Phone: 330-263-5235 Fax: 330-263-5274

MEMORANDUM

DATE: April 23, 2024

TO: Planning Commission

FROM: Vince Marion, Planning and Zoning Manager

RE: Amendments to section 1109 and 1135.02 of the Planning and Zoning Code

The November 2023 Ohio election authorized the dispensing of recreational marijuana. The state is currently finalizing rules and procedures for its implementation.

Currently, medical marijuana dispensing is conditionally permitted in Wooster's C-3 zoning district. Conditional uses require a review and a hearing before the Planning Commission. The C-3 zoning district is the city's most intense commercial district and is described as follows: The C-3 General Commercial District is established to accommodate a broad range of commercial services and activities in locations adequately served by major streets and other facilities and to provide a wide range of goods and services to a large consumer population from the larger regional area.

The current code permits the testing and processing of medical marijuana in an I-2 zoning district and conditionally permits it within an I-1 zoning district. The I-2 zoning district is the most intense industrial district and is described as follows: The purpose of the I-2 General Industrial District is to provide for industrial and other uses that by virtue of their external effects, noise, glare, fumes, smoke, dust, odors, truck and/or rail traffic, should be isolated from residential and commercial uses. These uses perform essential functions for the City, including employment, and should be provided for in areas that are best suited for industrial development by reason of location, utilities and transportation systems. The I-1 zoning district is as follows: The I-1 Office/Limited Industrial District is established to provide for office and industrial uses in areas suitable for such development by reason of location, topography, soil conditions and the availability of adequate utilities and transportation systems. The intent is to permit office and other uses such as limited light industrial and warehouse activities that are office-like in physical appearance, service requirements, and operational characteristics; uses that can be carried on wholly within enclosed buildings and subject to those regulations necessary to reduce congestion and for the protection of adjacent residential and business activities. This district also permits accessory retail and service uses to serve as support services for the adjacent office/industrial uses. The uses allowed are

those that, because of their normally unobjectionable characteristics, can be operated in relatively close proximity to residential districts.

Since the current planning and zoning code specifically permits only medical marijuana, a text amendment is necessary if there is a desire to allow the dispensing of or the processing of recreational marijuana. Zoning code text amendments can only be initiated by City Council or Planning Commission. When initiated by City Council, a resolution that includes a draft of the text amendment must be passed. If the resolution receives the necessary required votes, the draft amendment is forwarded to Planning Commission for review and a recommendation. The Planning Commission must hold a public hearing before making a recommendation. Following the hearing, Planning Commission has 60 days to forward a recommendation to City Council. The Planning Commission can forward either a recommendation for adoption, adoption with a modification, or a denial of the amendment.

Upon receipt of the recommendation and within 45 days, the City Council is required to schedule a public hearing. Within 120 days of the first City Council meeting following receipt of the recommendation, the City Council can either adopt, modify, or deny the recommendation of the Planning Commission.

The current application before Planning Commission, is a request to review amendments forwarded by Wooster City Council.

Following the Planning Commission's vote on the proposed amendments, the amendments and the Commission's recommendation will be forwarded to City Council for their review. City Council will also hold a hearing.

Please let me know if you have any questions regarding the proposed amendments to the Planning and Zoning Code or the process.

RESOLUTION NO. 2024-29

A RESOLUTION REQUESTING THAT THE PLANNING COMMISSION, PURSUANT TO WOOSTER CODIFIED ORDINANCE SECTION 1105.03, REVIEW AND CONSIDER PROPOSED TEXT AMENDMENTS TO THE PLANNING AND ZONING CODE SECTION 1109.02 AND 1135.02 AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the Planning and Zoning Code of the City of Wooster, at Section §1105.03(c)(3), provides that amendments to the code may be initiated by the passage of a resolution by the City Council, after which the proposed amendment will be reviewed and considered by the Planning Commission.

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

SECTION 1. That this Council hereby requests that the Planning Commission review and consider text amendments to the City’s Planning and Zoning Code, in particular Table 1109-1: PERMITTED PRINCIPAL USES and 1135.02 GENERAL DEFINITIONS, as

TABLE 1109-1: PERMITTED PRINCIPAL USES																
Use Type	P = Permitted		PS = Permitted with Standards					C = Conditional Use				X = Prohibited			Use-Specific Standards	
	R-1	R-2	R-T	R-3	R-4	R-5	C-1	C-2	C-3	C-4	I-1	I-2	I-3	AG		CF [1]
Commercial and Offices Uses																
Medical <i>or</i> recreational Marijuana Dispensaries	X	X	X	X	X	X	X	X	X	C	X	X	X	X	X	
Industrial Uses																
Medical <i>or</i> recreational Marijuana Testing, Cultivation, and Processing	X	X	X	X	X	X	X	X	X	X	C	P	X	X	X	

follows:

1135.02 GENERAL DEFINITIONS.

Medical Marijuana - Marijuana that is cultivated, processed, dispensed, tested, possessed, or used for a medical purpose.

Medical Marijuana Dispensary - A use owned and operated by a person holding a dispensary license as allowed and issued by the State of Ohio for the purposes of dispensing medical marijuana to clients with a medical marijuana prescription.

Medical *or* Recreational Marijuana Testing and Processing - A facility where medical *or* recreational marijuana is tested and or processed in accordance with all rules established for such facilities in the ORC.

Recreational Marijuana Dispensary - A use owned and operated by a person holding a dispensary license as allowed and issued by the State of Ohio for the purposes of dispensing recreational marijuana.

Recreational Marijuana - Marijuana that is cultivated, processed, dispensed, tested, possessed, or used for an adult-use recreational purpose.

SECTION 2. That this Council hereby requests that the Planning Commission initiate the process of scheduling a review of the amendment at their next scheduled meeting upon passage of the resolution.

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; 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 4-1-24 2nd reading → 3rd reading 4-1-24

Passed: April 1, 2024

Vote: 7-0

Attest: Amy Hamilton
Clerk of Council

[Signature]
President of Council

Approved: April 2, 2024

[Signature]
Mayor

Introduced by: Barb Knapic



CITY OF WOOSTER
Planning and Zoning Division
538 North Market Street Wooster, OH 44691
Phone: 330-263-5238

May 3, 2024

At the May 2, 2024 meeting of the City of Wooster Planning Commission, a motion was made to recommend approval of application PC-24-7, Wooster City Council requesting a recommendation from the Planning Commission for Text Amendments to Chapters 1109 (Use Table) and 1135.02 (General Definitions) of the Planning and Zoning Code to include dispensing and cultivation of recreational marijuana to City Council.

The motion received the necessary votes and the application will be forwarded to City Council with a recommendation of approval from the Planning Commission.

Please feel free to contact me at (330) 263-5238 or vmarion@woosteroh.com if you have any questions or need any further information.

Sincerely,

A handwritten signature in blue ink that reads "Vince A. Marion". The signature is fluid and cursive.

Vince Marion
Planning and Zoning Manager

RESOLUTION NO. 2024-39

A RESOLUTION REPEALING 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 became effective on December 7; and

WHEREAS, Council adopted 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.

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

SECTION 1. City Council hereby repeals the 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. City Administration and Council has considered amendments to pertinent Codified Ordinances, including the Zoning Code, and prepared regulations to determine where and to allow, limit or prohibit cultivators, processors, and retail dispensaries in the City.

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

SECTION 4. This Resolution 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 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: Barb Knapic

Res 2024-40

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Utilities	Meeting Date Requested May 20, 2024
Project Name Water Plant Secondary Electric Line	Estimated Total Funds/Costs \$272,000
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?	
Description of Request Project includes installing new primary power service to the Water Treatment Plant from AEP, auto transfer switch and power lines. Backup power supply from the Wastewater Treatment Plant will be maintained and connected to auto transfer switch. The current backup electric for the WTP is provided by an emergency connection for a portable generator. While this is technically sufficient, it does not provide the best solution for uninterrupted power to our water treatment facilities. We have been planning and budgeting for a more permanent backup power system for the last few years, which included installing a stand-alone backup generator at the WTP. After evaluation of all options, it was determined that the most cost-effective solution for permanent, reliable, backup power would be to install a primary feed from AEP, and maintain the existing connection to the WWTP as the secondary, or backup electric source.	
Justification / Benefits 1. Converts City-owned system feeding power from the Wastewater Treatment Plant to the Water Treatment Plant to a secondary backup power system. 2. More reliable and cost effective than adding a backup generator to the Water Treatment Plant.	
Will this Project affect the City's Operating Costs No	
What Alternatives Exist and what are the Implications of the Alternatives Only alternative is to continue with the existing system that is City-owned and nonredundant from Wastewater Treatment Plant to Water Treatment Plant.	
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: Mike Fritz/John Rice	Date: May 10, 2024

Approved for Agenda Yes No

Res 2024-41

City of Wooster, Ohio Citizen Participation Plan (“Plan”)
Updated May 20, 2024

The following policies shall constitute the efforts of the City of Wooster to encourage the widest possible participation of its citizens, particularly those of low or moderate income who are residents of slum and blight areas, and of areas in which Section 106 funds are proposed to be used, in the planning of, access to, and evaluation of Community Development Block Grant (CDBG) activities:

- I. The City shall use the input of its elected representatives, its internal boards, and also other interested local organizations advocating for the interests of low-to-moderate income citizens and members of protected classes, to provide guidance in designing Community Development programs.
- II. The City shall provide all citizens timely and reasonable access to local meetings, information and records relating to the proposed use of funds, such access to be focused through the Community Service and Development Department, in accordance with Section IV of this Plan, the City of Wooster’s published Public Records Policy (2007), and public meeting notice requirements under Ohio Revised Code 121.22 and the Chapter 107 of the Codified Ordinances for the City of Wooster.
- III. The City shall provide technical assistance to organizations representative of low and moderate income persons in developing funding proposals through the Community Service and Development Department.
- IV. The City shall provide for at least two public hearings where citizens may provide comments and the City may address questions regarding the Community Development program, including, but not limited to, comments and questions pertaining to the development of needs, the review of proposed activities, and review of program performance. Hearings shall take place after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for people with a disability. Notice shall be in accordance with Ohio Department of Development Policy Notice OCD 23-02 and will additionally include a posting on the City of Wooster’s website at www.woosteroh.com. Additionally, where appropriate, the City will coordinate with partnering organizations focused on improving the quality of life in low-to-moderate income persons in order to maximize its outreach efforts.
- V. The Development Coordinator, as identified above, shall receive and respond, in writing, within 15 working days where practicable, to written citizen complaints and grievances, and shall maintain records of such correspondence.
- VI. When the Development Coordinator determines that a significant number of non-English speaking residents can be reasonably expected to participate in hearings or discussions of Community Development activities, appropriate translation or interpretation will be provided to accommodate their needs.
- VII. The Department of Community Service and Development, and the Development Coordinator, will be located at City Hall at the contact information listed above.

Res 2024-42

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Development	Meeting Date Requested May 20, 2024
Project Name City Transit Program Expansion	Estimated Total Funds/Costs 150,000
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? Proposed CDBG Critical Allocation Grant (\$150,000)	
Description of Request Requested is Council's approval allowing the City of Wooster to make an application to the Ohio Department of Development's Office of Community Infrastructure for a \$150,000 bi-annual CDBG ALLOCATION grant to enable an expansion of the City of Wooster's Transportation Program, specifically full-fare coverage (fully-subsidized passes) for income-qualified low-income Wooster residents. Presently, residents in need of fully-subsidized passes for essential travel are funded through multiple sources and programs. For instance, some may utilize funds through the City's Transportation Program (about \$140,000 of the City's \$500,000 investment goes to fully-subsidized residents), while others have relied on programs such as the State of Ohio 5310 funds. As certain third-party funds have been exhausted (ODOT's 5310 funds), there is now a funding deficit. To make up for these lost funds, the CDBG Allocation grant can be used to expand the services available through the City's Transportation Program. Note: The majority of the City's annual investment funds "partially-subsidized passes", and require a co-pay. CDBG funds would be allocated to residents who currently qualify for fully-subsidized passes, which typically include elderly and disabled.	
Justification / Benefits City residents in need are at risk of losing transportation access due to the loss of third-party funds. By using CDBG funds, the City can utilize federal funds to expand the Wooster Transportation Program, ensuring essential travel access for our low-income residents. Community Action Wayne / Medina manages the Wooster Transportation Program on behalf of the City.	
Will this Project affect the City's Operating Costs Benefits. Allows City to expand Transportation Program with federal funds, rather than City funds.	
What Alternatives Exist and what are the Implications of the Alternatives Alternatively, the City may decide to forgo the grant. Absent of using its own funds, with the loss of sources such as 5310 funds, low income residents are likely to experience a significant decrease in transportation access until other funding can be secured.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: Community Action Wayne / Medina is a nonprofit Ohio community action agency and federal grant recipient, and currently manages the City's Transportation Program. CAW/M would be a grant subrecipient.	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons The grant application deadline is June 12, 2024.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: May 15, 2024

Approved for Agenda Yes No

RESOLUTION NO. 2024-43

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT OFFICE OF COMMUNITY INFRASTRUCTURE FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR A PY23 FLEXIBLE GRANT, TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the State of Ohio Department of Development has informed the City that it may be eligible for a Flexible Grant (previously known as Target of Opportunity Grant) of up to \$300,000.00 for FY 2023 to support an expansion of free psychiatric and mental health counseling as a public service to low-to-moderate income persons through the Viola Startzman Clinic in order to address an urgent need related to a shift in types of calls for the City's emergency services related to mental health; and

WHEREAS, two public hearings are required to apply for the above-referenced grant programs in order to gain input for expenditure of said funds; the first was held on April 25, 2024, with a second hearing being held on May 9, 2024; and

WHEREAS, the proposed project was included as a strategic priority for the community during a Community Development Implementation Strategy Session I (CDIS), held May 9, 2024, with the subject area having been highlighted in similar CDIS sessions in prior years; and

WHEREAS, following satisfactory review of all public comments received through the hearing process, this Council deems that prompt action is necessary in order to submit the application by the first funding round deadline of May 31, 2024 for the PY 23 Flexible Grant.

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

SECTION 1. That the Mayor is hereby authorized to submit on behalf of the City of Wooster an application to the State of Ohio Department of Development, including all understandings and assurances contained therein, for a Small Cities CDBG PY23 Flexible Grant in the amount of \$192,500.00, to provide for a single activity of providing expanded fully-subsidized psychiatric treatment through Viola Startzman Clinic (Healthcare 2000 Inc.) for low-to-moderate income-qualified Wooster and Wayne County residents, with a focus on those who are homeless or at or near poverty, so as to address an urgent community concerning a shift in calls for emergency services related to mental health from Fire and EMS to Police, and additionally providing for related medical and dental services as may be needed by psychiatric patient beneficiaries, and additionally authorizing the Mayor to enter into a sub-recipient agreement with Viola Startzman to ensure compliance with all grant terms.

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

SECTION 3. This Resolution is hereby declared to be necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order that the application to the State of Ohio Department of Development for a Small Cities Community Development Block Grant may be submitted by the May 31, 2024 deadline; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

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

Passed: _____, 2024

Vote: _____

Attest: _____

Clerk of Council

President of Council

Approved: _____, 2024

Mayor

Introduced by: Michael Abernathy, Jr.

Res 2024-43

13

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

Non-Capital

Division Development	Meeting Date Requested May 20, 2024
Project Name VSC Psych Expansion	Estimated Total Funds/Costs 192,500
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? Proposed PY23 CDBG Flexible Grant (\$192,500)	
Description of Request Requested is Council's approval allowing the City of Wooster to make an application to the Ohio Department of Development's Office of Community Infrastructure for a \$192,500 CDBG Flexible Grant to enable an expansion of the Viola Startzman Clinic's (VSC) Psychiatric Program, with a focus on Wooster's homeless and low-income population. Specifically, mental-health related calls for service have shifted significantly from Wooster FD to PD in the past two years, and police involvement with mental health concerns. This has resulted from individuals suffering with untreated mental health concerns exhibiting more aggressive behaviors that threatens their own health or those of others. This has led to an increase of arrest and jailing of individuals in need of mental health treatment. VSC proposes a new model of mental treatment, and would focus its expansion on Wooster's homeless and low-income residents, or those at genuine risk of contributing to Wooster's urgent need. This grant is COMPETITIVE and normally reserved for historic preservation, but the State will consider eligible CDBG projects that meet an unforeseen urgent need. During a CDBG audit in March with a site visit to VSC, it was shared that funds from 2023 happened to be available, and it was described that VSC's psychiatric expansion efforts may be a good fit for the program. This is not a guarantee of funding.	
Justification / Benefits This grant funds VSC's hiring of licensed clinicians, covering the cost of services until clinicians receive certifications to be reimbursed through Medicare/Medicaid/Private Ins., a 6 to 9 month process. With CDBG funding VCS can scale its program approximately 5 years faster while focusing on Wooster's homeless and LMI residents. VSC will coordinate with the City of Wooster PD and ED on the progress through the duration of the grant.	
Will this Project affect the City's Operating Costs Potentially benefits. It is anticipated VSC's work may aid in lowering mental health call demand for emergency services.	
What Alternatives Exist and what are the Implications of the Alternatives Alternatively, the City may decide to forgo the grant. VSC will require several additional years to scale its program, and its resources available to assist Wooster's residents are likely to be more limited. This does not address the urgent community need concerning the shift in mental-health related calls from EMS to Police.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Explain The Circumstances: Viola Startzman Clinic is a certified nonprofit rural clinic and has operated successfully with the local CDBG Program for 20 years.	
Is there a need for Suspension of the Rules or a Time Frame when this must be passed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Note Reasons The grant application deadline is June 12, 2024.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: May 15, 2024

Approved for Agenda Yes No

RESOLUTION NO. 2024-44

A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION TO THE STATE OF OHIO DEPARTMENT OF DEVELOPMENT OFFICE OF COMMUNITY INFRASTRUCTURE FOR A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR A PY24 CRITICAL INFRASTRUCTURE GRANT, TO ACCEPT SUCH MONIES, IF AWARDED; TO EXECUTE ANY NECESSARY DOCUMENTS IN CONNECTION THEREWITH, AND ALLOWING FOR IMMEDIATE ENACTMENT

WHEREAS, the State of Ohio Department of Development has notified the City of its eligibility for a Critical Infrastructure Grant of up to \$500,000 from the Ohio Small Cities Community Development Block Grant (“CDBG”) funds for FY 2024; and

WHEREAS, two public hearings are required to apply for the above-referenced grant programs in order to gain input for expenditure of said funds; the first was held on April 25, 2024, with a second hearing held on May 14, 2024; and

WHEREAS, following satisfactory review of all public comments received through the hearing process, this Council deems that prompt action is necessary in order to submit the application by the first funding round deadline of June 12, 2024.

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

SECTION 1. That the Mayor is hereby authorized to submit on behalf of the City of Wooster an application to the State of Ohio Department of Development, including all understandings and assurances contained therein, for a Small Cities CDBG PY24 Critical Infrastructure Grant in the amount of \$500,000.00 to effect the replacement of a 3,100 linear foot case-iron waterline on Gasche Street between Nold Street and University Street, currently aged approximately 90 to 105 years with a history of 0.61 breaks per mile annually, which is a rate approximately three times the industry average, with a new eight-inch ductile iron waterline, with no assessments to be charged to property owners.

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

SECTION 3. This Resolution is hereby declared to be necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order that the application to the State of Ohio Department of Development for a Small Cities Community Development Block Grant may be submitted by the June 12, 2024 deadline; wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

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

Passed: _____, 2024 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2024
Mayor

Introduced by: Michael Abernathy, Jr.

Res 2024-44

Request for Agenda Item

Authorization for Bid

Purchase Capital Item

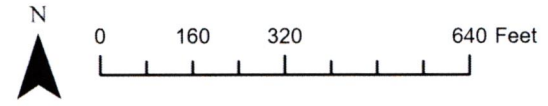
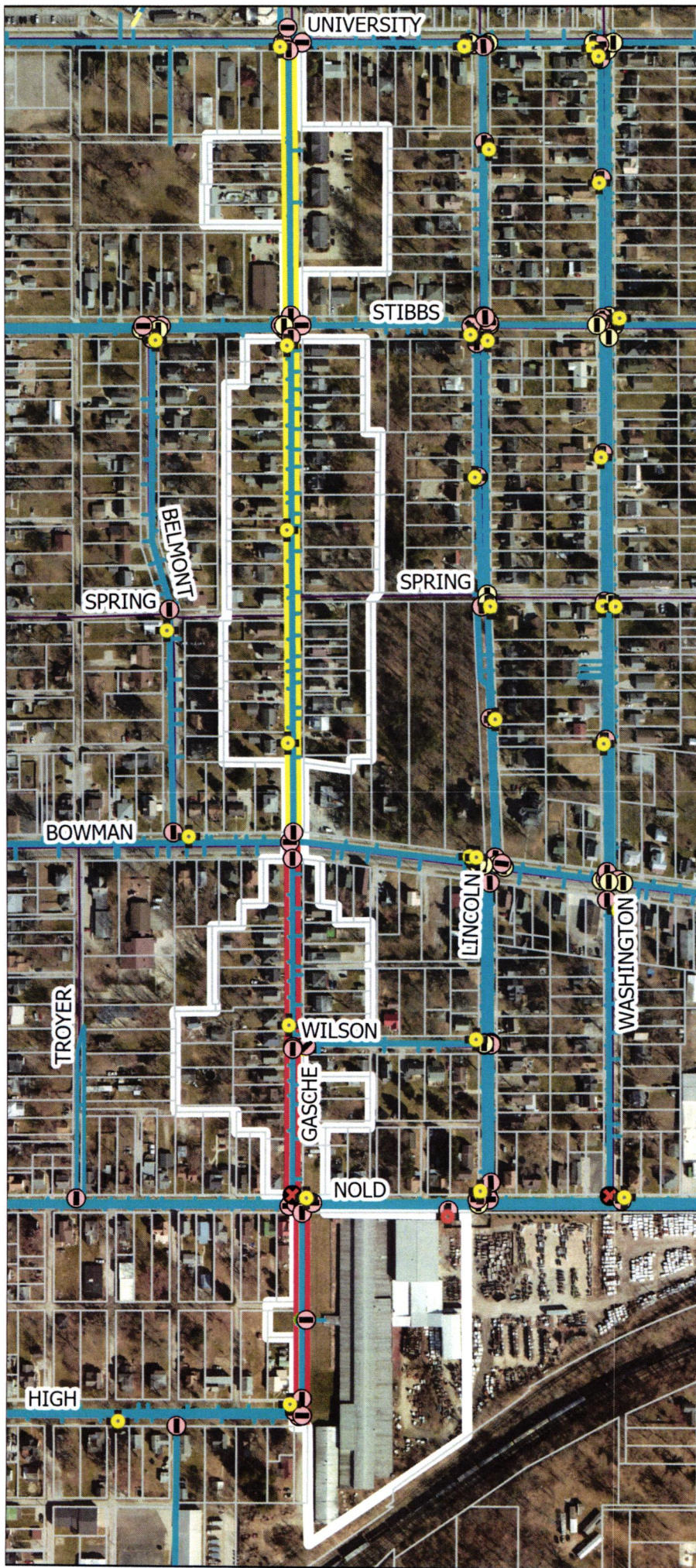
Non-Capital

Division Development	Meeting Date Requested May 20, 2024
Project Name Gasche St. Waterline Replaceme	Estimated Total Funds/Costs 850,000
Is Full Amount Budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, three readings NOT REQUIRED	
If No, How is the Purchase to be Funded? Proposed CDBG Critical Infrastructure Grant (\$500,000) Proposed Match Water Enterprise Fund (\$350,000)	
Description of Request Requested is Council's approval allowing the City of Wooster to make an application to the Ohio Department of Development's Office of Community Infrastructure for a COMPETITIVE \$500,000 CDBG Critical Infrastructure grant to assist in funding the replacement of a 90 to 100-year old cast-iron waterline on Gasche Street. The new line will feature an 8-inch, ductile-iron waterline and serve 86 housing units. The existing line has averaged 0.61 breaks per mile per year, 3X the industry average. Approximately 40% of the line is under-sized, which creates a fire suppression hazard per EPA regulations, while the remainder of the line, at 6-inches, is below modern standards for efficient flow. With assistance through the CDBG program, the City can move forward on this critical project and complete the effort in 2025, enhancing health and safety for residents. No assessments will be levied on homeowners as part of this project.	
Justification / Benefits This project addresses a health and safety concern for a low-to-moderate income neighborhood while also providing up to a \$500,000 cost savings to the City, allowing it to tackle this project immediately. Additionally, the replacement will provide a savings to operations with reduced workload as fewer emergency repairs will be needed.	
Will this Project affect the City's Operating Costs This project will save the City's water enterprise fund approximately \$500,000 in costs.	
What Alternatives Exist and what are the Implications of the Alternatives Alternatively, the City may decide to forgo the grant. The project may be delayed due to lack of funds, or be fully funded with a complete appropriation in the 2025 budget.	
Is this a Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input 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 The grant application deadline is June 12, 2024.	
NOTE: Emergency Clause Required if Legislative Effective Date is IMMEDIATE.	
Manager Requesting: Jonathan Millea	Date: May 15, 2024

Approved for Agenda Yes No

Gasche Street Residential Waterline Replacement Project

This project proposes the replacement of a 3,100-foot residential waterline, aged approximately 90 to 110 years, with a new, 8-inch ductile iron waterline. The current line has a concerning history of breaks (15 necessitating boil alerts and posing a drinking water safety risk to residents). The break per mile rate (0.61) is nearly triple the industry average range of 0.21 to 0.27. The line also lacks modern sizing, including a section of line measuring only 4 inches in diameter (posing a fire safety hazard due to constrained volumes at hydrants). With support through a \$500,000 CDBG Critical Infrastructure grant, the City will be able to move forward with the \$850,000 replacement project, serving 86 residences with secure water access.



- Hydrants**
- Owned By**
 - Private
 - <all other values>
- Control Valves**
- System Valves**
- Gate Valve**
 - Gate, False, False
 - Gate, False, True
 - Gate, True, True
 - Gate, True, False
- Valve Type, Currently Open, Operable**
 - PIV, True, True
 - Isolation, False, True
 - <all other values>
- Mains**
- SubType**
 - Public
 - Private
 - Private (metered)
 - Fireline
 - Fireline (metered)
- Line Severity**
- PIPE DIAMETER**
 - 4" - Fails Fire Suppression
 - 6" - Not to Modern Size
 - 8" - Modern Flow Size
- Lateral Lines**
- Line Type, Owned By, Managed By**
 - Commercial, Private, Private; Hydrant, Private, Private; Irrigation, Private, Private
 - Commercial, Private, Wooster; Domestic, Private, Wooster; Hydrant, Private, Wooster; Industrial, Private, Wooster; Irrigation, Private, Wooster
 - FDC Line, Private, Wooster
 - Fire, Private, Private; Fire, Private, Wooster
 - <all other values>
- Parcels**
- Gasche Waterline Residences Served (White outline)**

