



2022 ANNUAL REPORT

Since the appointment of the Director, Jennifer Barclay, in January 2022 the City of Angola Economic Development & Planning department has been working to streamline the department functions with a goal to provide excellent customer service, open opportunities for growth, and utilize resources efficiently.

Staff Reorganization and Expansion

Brett Steele is Angola’s first City Planner, which is a new position in 2023. Brett will work with developers and residents on projects that involve the Board of Zoning Appeals and Plan Commission. Brett will walk applicants through the application, plan review, legal notice, and public meeting process; as well as working on-site to ensure projects are completed according to plans. Brett is enthusiastic and driven to provide quality customer service and work to see our community grow smartly.

Retha Hicks, former Administrative Assistant, has transitioned to the role of Permitting Coordinator. This role will play to Retha’s strengths in providing excellent customer service. Retha will be the first face you see when submitting applications, with a new office space on the first floor. She will greet and work with applicants not only initially in the process but will be the point of contact to ensure the permits are fully completed.

Next, the former downtown services coordinator position has transitioned to the new position of Community Coordinator. The coordinator will work very closely with the Angola Main Street Board of Directors (formally Downtown Angola Coalition) in the implementation of the Main Street program which is governed through the Office of Community and Rural Affairs (OCRA). Their main goal in 2023 is to be a Nationally Accredited Main Street. This will provide access to funding opportunities for improvements within Downtown. This position will also work closely with Angola’s Historic Preservation Commission. The department is currently seeking applicants.

Finally, the Director, Jennifer Barclay, will explore the untapped resources offered through the Economic Development Commission and the Redevelopment Commission to the City of Angola. These boards have the opportunity to attract and provide resources to potential development and redevelopment. Additionally, she will work on garnering and establishing a vision for the growth and future of Angola.

Permitting

Staff is working to streamline the permitting process from beginning to end. It is imperative to keep in mind the main purpose of zoning regulation via issuing permits is the general welfare of the community. This is accomplished through the protection of property values, lower public costs and enhancing livability.

Yearly Comparison		
	<u>2021</u>	<u>2022</u>
Improvement Location Permits (ILP)	54	73
Sign Permits	16	31

Plan Commission

The Plan Commission initiated a City-County Liaison. This is where a person from the City Plan Commission attends the County Plan Commission and vice-versa. The liaison serves as a non-voting advisor. This year Jerry McDermid attended the County Plan Commission meetings. Additionally, several board members attended trainings offered to them at no costs.

The board approved an update to the 2012 Comprehensive Land Use Plan. This was a projected started by the former director partnering with HWC.

2022 Board Members:

- | | |
|--|---|
| Jeff Martin, President, <i>Board of Works Appointee</i> | Jeff Peters, <i>Mayor Appointee</i> |
| Jerry McDermid, Vice President, <i>Council Appointee</i> | Susan Ralston, <i>County ETJ Commissioner Appointee</i> |
| Veryl Carpenter, <i>Park Board Appointee</i> | Nick Sutton, <i>Mayor Appointee</i> |
| Amanda Cope, <i>City Engineer</i> | Stephen White, <i>County ETJ Commissioner Appointee</i> |
| Josh Fletcher, <i>Mayor Appointee</i> | Jeff Rhodes, <i>County Plan Commission Liaison (non-voting)</i> |
| Tina King, <i>Mayor Appointee</i> | |
| Brant Moore, <i>Mayor Appointee</i> | |

2022 Board Activities:

- | | | |
|------------------------------|--------------------------------|--------------------------|
| <u>Rezone</u> | <u>Development Plan</u> | <u>Plat Vacation</u> |
| West Commons | Trine Best Hall | 109 Lange Lane |
| 1945 N 100 E | Steuben County Judicial Center | Tom’s Donuts |
| The Watershed Storage Condos | The Harold | |
| Hetzler Ct | Belle Tire | <u>Primary Plat</u> |
| | | Watershed Storage Condos |
| <u>Plat Amendment</u> | <u>Parking Lot Dev. Plan</u> | |
| Batterson’s Outlots | Best Deal Auto Sales | |
| Holman Subdivision | | |
| Glasgow’s Addition | | |
| Pine Run | | |

Yearly Comparison		
	<u>2020</u>	<u>2022</u>
Development Plan	6	5
Parking Lot Development Plan	-	1
Primary Plat	8	1
Secondary Plat	8	-
Plat Vacation	1	2
Plat Amendment	-	4
Zoning Map Amendment	3	5

**Annual Report was not completed for 2021.*

Board of Zoning Appeals

Several board members participated in training this year. Our goal is to expand these types of opportunities. The board did have an unusual number of requests for accessory dwellings. With the rise of prices not only in housing but in goods services, housing will need to become more creative in the future in order to have the workforce in place to fill open positions.

2022 Board Members:

Brant Moore, Chair, *Plan Commission Appointee*
Howard McKeever, Vice Chair, *Council Appointee*
Susan Ralston, *Plan Commission ETJ Appointee*

Phil Roe, *Mayor Appointee*
Mike Sutter, *Mayor Appointee*

2022 Board Activities:

Development Standard Variances

305 S Martha St - Steuben Co. Judicial Center
2620 W 160 S - Jerry Hochstetler
1002 S Wayne St – Sandra Straw
1070 E 100 N – Austin & Stacie Bell
1460 Wohlert St – Wagler & Associates, Inc.,
Feddema Holdings, LLC

Use Variance

1002 S Wayne St – Accessory Dwelling
114 E Maumee St – Royal Black Tattoo, LLC
405 N Wayne Street – Dwelling, single-family detached
909 W Maumee Street – Tattoo Parlor
714 N Wayne Street – Accessory Dwelling
613 N Martha Street – Accessory Dwelling

Sign Development Standard Variances

Saint Anthony of Padua Catholic Church
2013 N Wayne St – VFW Post 7205

Yearly Comparison		
	<u>2020</u>	<u>2022</u>
Development Standard Variance	2	10
Sign Development Standard Variance	-	2
Use Variance	1	4

**Annual Report was not completed for 2021.*

Historic Preservation Commission

The Historic Preservation Commission continued their work in preservation during 2022 with working on a ‘Transportation Tour’ during the 9th Annual Cruise to the Monument. Although tours were not well attended as hoped the Commission hopes to partner with History Fest to provide historic tours in 2023.

Staff continued a partnership with Indiana Landmarks by providing a Community Preservation Specialist, Deb Parcell. The specialist provides:

- Assist and participate in a planning session with Commission members and staff to create a work plan for the year.
- Provide guidance for designation strategy and steps.
- Attend meetings of the Commission and other related meetings as needed and when requested by the Commission Chairperson or staff of the City of Angola Planning Department.
- Conduct two training workshops for the Commission members, staff, and/or historic property owners.
- Prepare material for and attend the Commission meetings as needed.
- Assist the Commission in establishing historic districts including training on proper steps for establishment, sample ordinances and attendance and participation in public meetings and hearings.
- Assist in review of Certificates of Appropriateness. Attend on site meetings with owners for more complicated COA’s. Assist via phone and email for COA’s which don’t require site visits.
- Assist in the promotion of historic preservation generally within the City.
- Provide technical assistance in such areas as National Register review and tax act projects.
- Counsel both residential and downtown building owners on restorations.
- Assist in the review of applications for the downtown façade grant program.

2022 Board Members: *(All members are appointed by the Mayor and approved by Council)*

Lee Sauer, <i>President</i>	JoDeane Church
Heather Burkett, <i>Vice President</i>	Lou Ann Homan
Kim Bordner, <i>Treasurer</i>	Hope Wilson
Claudia Camargo	

Year Case Load	
	<u>2022</u>
Façade Updates	2
Window/Door Replacement	5
Roof	1
Sign	3
Awning	1

Façade Grants

Façade Grants allow for much needed upgrade and maintenance to our historic buildings.

Yearly Comparison		
	<u>2021</u>	<u>2022</u>
Façades	6	5
Dollars Awarded	\$16,247.43	\$21,797.43

Development Commissions

Given the staff changes and recruiting in 2022, Staff has not been able to start-up this commission as desired. With the addition of the City Planner and Community Coordinator, the Director will be able to devote more time to these commissions.

Re-Development Commission

Early in 2022, the board received training from Nancy Townsend, Fort Wayne Community Development director. She was able to provide a good overview of the commission's role and responsibility.

- Resolution of the Redevelopment Commission of the City of Angola, Steuben County, Indiana, declaring reimbursement to the City of Angola for their cost share as outlined in the Terrace of Buck Lake/Villas of Buck Lake Water Line and Infrastructure Agreement.

2022 Board Members:

Mark Cowen, President, *Council Appointee*
Jeff Hicks, Vice-President, *Mayor Appointee*
Tom Armstrong, *Mayor Appointee*

Kevin Beard, *School Board (non-voting)*
Chuck Dowe, *Council Appointee*
Lisa Moore, *Mayor Appointee*

Economic Development Commission

- 115 and 125 N. McKinley St and 1210 W. Maumee St – West Commons LLC
Resolution of the City of Angola Economic Development Commission recommending the designation of a specific geographical territory as an Economic Development Target Area.

2022 Board Members:

Jen Sharkey, President, *Mayor Appointee*
Lisa Caudill, *Council Appointee*

Dan Caruso, *County Council Appointee*
John Mueller, *Mayor Appointee*

Tax Abatements

The following is a list of new tax abatements in 2022.

- West Commons, LLC
Real Estate | 10-year
Net Direct Benefit \$1,580,043 | Return on Investment \$1.948 per \$1
- Precision Edge
Real Estate | 6-year
Personal Property | 5-year
Net Direct Benefit \$649,376 | Return on Investment \$14.423 per \$1

Annexation

The annexation process of two properties started in 2022. Those properties will complete annexation in 2023. The property furthest along in the process is a 4.31-acre property just east of Clyde Ave. on the north side of E. Maumee St. The applicant intends to construct an assisted living facility.

Community Development

Angola Main Street

Staff took a deep dive into the benefits of a partnership with Angola Main Street (AMS). AMS is a National Affiliate and State Accredited Main Street through the Office of Community and Rural Affairs (OCRA). For 2022 the Council approved \$40,000 for the employment of a full-time staff. AMS was able to hire two directors during the 2022 however neither continued into 2023. Even with the setbacks of not being able to retain a full-time staff, AMS worked on becoming Nationally Accredited by implement reporting statistics, adopting, and following by-laws, a fully functional Board of Directors, and the start of creating and utilizing committees to work the 4-point approach.

During 2022 staff worked with OCRA and AMS to ensure longevity in the program. Ultimately council approved the Community Coordinator position which will work side by side with AMS Board of Directors and Committees. We hope to have someone in place by March 2023. Additionally, Angola Main Street logged 2,965 volunteers' hours with a value of \$61,900. They estimated \$1,731,000 of private investment made in downtown with 32 new jobs created in 2022.

Events completed in partnership with AMS in 2022 included:

- Arts Festival with over 40 local artists represented. 3,200 attendees (no growth over 2021), 43.5% of those attendees were from outside Steuben County. Direct Business Sales totaled \$79,834.
- Angola Main Street initiated a partnership with Trine to attract students downtown. The committee's goal was to help our Trine students feel that Angola is the "home away from home". Trine handed out 500 free T-shirts, provided rock climbing, food trucks--with free food for the students and live music. Downtown was filled with community and college students. 4,300 attendees, Direct Business Sales totaled \$73,959.
- Approximately 3,300 people were bustling in the downtown in September at the Annual Cruise to the Monument. Staff estimates 350 vehicles participated in the cruise-in which a slight increase over the estimated 330 in 2021. Out of county visitors 577, out of region 50. Top out of county areas include Fort Wayne; Coldwater, MI; and St. Petersburg, FL. Direct Business Sales totaled \$26,969 broken down to food & beverage \$10,320, retail \$4,151. Average income of visitors \$66,000 and median income \$54,000.
- Santa and Mrs. Claus, heard wishes from 350 children, and over 500 cookies were decorated. 956 attendees, 5% of those attendees were from outside Steuben County. Direct Business Sales totaled \$2,298.

We would like to thank all those involved with events in our downtown. These events would not be possible without the involvement of all departments and our many volunteers.

Early Childhood Learning Taskforce

In the summer, staff was invited to a community gathering of those interested in addressing early childhood care in Steuben County. From that meeting, in partnership with the mayor, staff worked to leverage what other counties in the northeast region were already working on – which is developing an early childhood coalition. The mayor hosted a lunch for community leaders to discuss the potential of Steuben County starting a coalition. A taskforce was developed and has been hard at work. The taskforce is currently working on governance and the

housing of a dedicated staff person. The goal is to hire a person by the end of summer 2023. Ambassador has spear headed this initiative by hiring a regional early childhood coalition representative who has been with the taskforce offering guidance and resources along the way. The goal of having a dedicated person working on expanding childcare capacity, increasing the quality of that care, connecting industry with providers as a talent attraction.

Mayors Arts Council

8 sculptures were installed downtown (4 in the summer, 4 in the fall). This year a new artist submitted multiple designs and two were chosen to be a part of the fall installation.

2022 Mayors Art Council Members: *(All members are appointed by the Mayor)*

Sophia Benedict	Jennifer LaRose
Karen DeForest	Lee Sauer
Colleen Everage	Roberta Schafer
Jeanette Goddard	Lynn Syler
June Julien	Luke Zimmer

Fourth of July Parade

With the departure of Downtown Service Coordinator, Sue Essman graciously executed an excellently organized 4th of July Parade. Maintaining tradition world-famous Andy St. John emceed with 107 pre-registered to parade participates. This is a slight increase from 2021 with 92 pre-registrants. 2,800 attendees, 25% of those attendees were from outside Steuben County. Direct Business Sales totaled \$11,544; Food and Beverage \$5,741; Retail \$2,322. Top out of county areas included Bradford, PA; Litchfield, MI; Coldwater, MI.

Marketing

Branding / Play Book

With the support of the mayor, staff initiated a branding effort which is the first step in marketing the City of Angola to the state, region, nationally and beyond. The city engaged the services of LINKS Creative Alliance to streamline our logo and create a playbook that could be implemented across all platforms at the city. The project did not wrap up in 2022 as expected but will be complete the first half of 2023.

Communication

With the support of the mayor, staff initiated a social media and email campaigns. Staff worked to create a 'voice' on social media to clearly communicate information. Additionally, staff crafted a style to improve engagement. Staff initiated a regular email marketing campaign. The email distributed list started with just over 300 email recipients and organically grew to a net of 653. Emails range from monthly newsletter, bulk collection reminders, department announcement, city events, park and recreation updates etc.

Angola Investment Fund

AIF/OCRA Small Business Forgivable Loan Program

The city received a second Community Development Block grant from Office of Community and Rural Affairs (OCRA). The purpose was to support small, local businesses in the service and retail industry needing resources for working capital and operating expenses to assist in the recovery as a result of COVID-19. This program ended mid-2022.

Yearly Comparison			
	<u>2020</u>	<u>2021</u>	<u>2022</u>
Number of Loans Granted	9	44	31
Total Amount Expended	\$83,000	\$422,696	\$234,304
Total Amount Forgiven	\$83,000	\$422,696	\$199,035

Conclusion

Staff is excited for the changes to the department to be implemented in 2023. This year will be centered around organization and discovering how this new team will work together. We are confident the department is setting up the City of Angola and greater community for years of success and smart growth.