

Sylvania City Council
February 3, 2014

6:00 p.m.
Employee & Community Relations Committee
Recognition of Eddie Boggs

6:30 p.m.
Economic Development Sub-Committee
Downtown Parking

7:30 p.m. Council Meeting
Agenda

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mr. Hayman.
 - a. Council to observe a moment of silence for the fallen Toledo firefighters.
3. Additions to the agenda.
4. Approval of the meeting minutes of January 21, 2014.
5. Daniel Cannode, Commander, The Military Order of the Purple Heart Toledo Chapter will make a presentation to the City for becoming a "Purple Heart City".
6. RP Marketing will make provide a presentation/update on the new website.
7. Zoning Ordinance Amendment Petition No. ZA-1-2014, a request from Ten Mile Development to change the zoning from R-1 "Single Family Residential Large Lot District" to B-1-B "Modified Business and Office District" at 4840 Harroun Rd., Sylvania, OH 43560.
8. Service Director's report on Arbor Way Sanitary Sewer project.
9. Brint & McCord Intersection Improvement Project.
 - a. ** Service Director's report on bid opening.
 - b. ** Proposed Ordinance 4-2014, Accepting bid.
(**Due to the bid opening on Friday, these documents will be provided prior to meeting.)
 - c. Proposed Ordinance 5-2014, Accepting a perpetual Easement from Lourdes Properties, LLC relative to the Brint/McCord Intersection Improvement Project.

10. Sylvania Codified Ordinance Chapter 951.
 - a. Report from Service Director Aller and Law Director Brinning.
 - b. Proposed Ordinance 6-2014, Amending Chapter 951 – Street, Park and Other Trees of the Sylvania Codified Ordinances.
11. Proposed Ordinance 7-2014, Approving the recommendation of the Municipal Planning Commission to approve Petition for Zoning Ordinance Amendment No. ZA-5-2013.
12. Report from Mayor Stough regarding appointment to Municipal Plan Commission.
13. Committee reports.
 - a. Employee & Community Relations Committee Report.
 - b. Economic Development Sub-Committee Report.
14. Committee referrals.

Information

- A. December 2013 Sylvania Township Fire Department Report.
- B. 4th Quarter 2013 Department Reports.
- C. Comments from Business/Property Owners regarding Downtown Parking.

Minutes of the Meeting of Council
January 21, 2014

The Council of the City of Sylvania, Ohio met in regular session on January 21, 2014 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: Mike Brown, Katie Cappellini, Doug Haynam, Sandy Husman, Mark Luetke, Todd Milner, Mary Westphal (7) present;

Roll call: All present.

Mrs. Cappellini led the Pledge of Allegiance to the United States of America.

Pledge of Alleg.

Mayor Stough stated that Council will now consider agenda item 3.

Requests were made for the following additions to the agenda:

Additions to the agenda.

- 10. Report on Public Hearing ZA-5-2013.
- 11. Proposed Resolution 3-2014.
- 12. Discussion on recognition of Eddie Boggs.
- D. Notice of rescheduled hearing - Annexation Petition 2013-5.

Mr. Haynam moved, Mr. Milner seconded, to approve the agenda as amended; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 4.

Mrs. Westphal presented the January 6, 2014 minutes. Mrs. Westphal moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of January 6, 2014 be approved; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown (7) yeas; (0) nays. The motion carried.

Approval of the January 6 minutes.

Mayor Stough stated that Council will now consider agenda item 5.

Mrs. Westphal presented the following Committee assignments for the 2014-2015 term of Council:

Council Committee Assignments 2014-2015

FINANCE
 Mary Westphal, Chair
 Doug Haynam
 Mark Luetke
 Todd Milner

SAFETY
 Mary Westphal, Chair
 Mike Brown
 Doug Haynam
 Todd Milner

PARKS & FORESTRY

Katie Cappellini, Chair
Doug Haynam
Sandy Husman
Mark Luetke

BUILDINGS & GROUNDS

Sandy Husman, Chair
Mike Brown
Katie Cappellini
Mary Westphal

ANNEXATION & ZONING
RELATIONS

Doug Haynam, Chair
Katie Cappellini
Sandy Husman
Mark Luetke

UTILITIES & ENVIRONMENT

Mike Brown, Chair
Sandy Husman
Todd Milner
Mary Westphal

STREETS

Todd Milner, Chair
Mike Brown
Sandy Husman
Mary Westphal

EMPLOYEE & COMM.

Mark Luetke, Chair
Mike Brown
Katie Cappellini
Sandy Husman

Mrs. Westphal moved, Mr. Milner seconded, to approve and ratify the Council Committee assignments for the 2014-2015 term; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 6.

Mrs. Westphal presented and read aloud by title only, proposed Resolution 2-2014, a written copy of same having been previously furnished to each member of Council, "A Resolution designating the Clerk of Council as the Mayor and City Council's Designee to attend training programs and seminars about the Public Records Law as required by Ohio Revised Code Section 109.43; and declaring an emergency." Mrs. Westphal moved, Mr. Brown seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Resolution
2-2014, "...Clerk
of Council...
designee...
Public Records
Law..."

Minutes of the Meeting of Council
January 21, 2014

Mrs. Westphal moved, Mrs. Husman seconded, that Resolution 2-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 7.

Service Director Aller provided information regarding the River Trail, Phase 2 project. The City will continue pursuing grant funds and the assistance of Flower Hospital for this project. A meeting with Flower Hospital will convene prior to setting an Economic Sub-Committee meeting to received public comments.

River Trail,
Phase 2 project
update.

Mayor Stough stated that Council will now consider agenda item 9 as there was nothing for agenda item 8.

Mr. Luetke moved, Mrs. Westphal seconded to set the Economic Development Sub-committee meeting regarding Downtown Parking for February 3, 2014 at 6:30p.m; roll call vote being: Milner, Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Econ. Dev.
Sub-committee
Mtg...2/3/14,
6:30p.m.

Mayor Stough stated that Council will now consider agenda item 10.

Mrs. Westphal reported on the public hearing conducted at 7:00p.m. on this date to receive public comment. The hearing considered proposed Zoning Ordinance Amendment on application No. ZA-5-2013, by Dearborn Land Investment, LLC, c/o Zaremba Group LLC at 7510 W. Sylvania Avenue from M-2 Heavy Industrial to B-2 General Business. Mrs. Westphal moved, Mr. Luetke seconded to add to the affidavit an ingress/egress plan on Sylvania Avenue and that legislation be prepared for next meeting; roll call vote being: Westphal, Brown, Cappellini, Haynam, Husman, Luetke, Milner, (7) yeas; (0) nays. The motion carried.

Report on Public
Hearing...
ZA-5-2013.

Mayor Stough stated that Council will now consider agenda item 11.

Mr. Luetke presented and read aloud by title only, proposed Resolution 3-2014, a written copy of same having been previously furnished to each member of Council, "Re-appointing Katie Cappellini to the Board of Trustees of Sylvania Area Joint Recreation District (SAJRD), she being a member of the Council of this appointing Political Subdivision, for the full calendar year of 2014; and declaring an emergency," Mr. Luetke moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Milner,

Resolution
3-2014...
"Re-appointing
Katie Cappellini
to SAJRD for
2014."

Minutes of the Meeting of Council
January 21, 2014

Westphal, Brown, Cappellini, Haynam, (7) yeas; (0) nays. The motion carried.

Mr. Luetke moved, Mr. Brown seconded, that Resolution 3-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 12.

Mrs. Husman requested recognition of Eddie Boggs. Mr. Luetke moved, Mr. Milner seconded to refer this matter to Employee & Community Relations Committee and to set a meeting for February 3, 2014 at 6:00p.m; roll call vote being: Milner, Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Employee-Com
Relations
committee
meeting...2/3/14
at 6:00p.m.

Mayor Stough stated that all items on the agenda have been considered.

Mrs. Westphal moved, Mr. Luetke seconded, that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned 8:25 p.m.

Adjournment.

Clerk of Council

Mayor

PETITION FOR ZONING ORDINANCE AMENDMENT

To: City of Sylvania, Ohio
City Council and
Municipal Planning Commission

Application No. ZA-1-2014
Date 1/29/14

Petitioner Name(s) Ten Mile Development

Petitioner Address 6528 Lincoln Parkway
Sylvania, Ohio 43560

Telephone _____

Location of property for which zoning amendment is requested: 4840 Harroun Road, Sylvania, OH 43560
East side Harroun Rd, north of Holland-Sylvania Rd, west of US23, south of Brint Rd
in the NW 1/4, NE 1/4, Sec 15, T9S, R6E, City of Sylvania, Lucas County, Ohio

TDP# 82-04538

Purpose of amendment request: To develop property with office/business space in existing
buildings together with new residential units (4 "Cottage" units and 2 apartments)

Current Zoning: R-1 (Non-conforming
when annexed)

Requested Zoning: B-1-B Planned Development

The undersigned, being one or more of the owners, lessees or occupants within the area proposed to be changed by the amendment, hereby petition for an Amendment to the Zoning Code, pursuant to Chapter 1107 of the Codified Ordinances of the City of Sylvania, Ohio, as amended.

- Attachments:
1. Full legal description of the property for which the Zoning Amendment is proposed.
 2. Area location map.
 3. Site plan - if plan is larger than 11" x 17", eighteen (18) copies must be submitted.

A check for \$150.00, payable to the City of Sylvania, is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

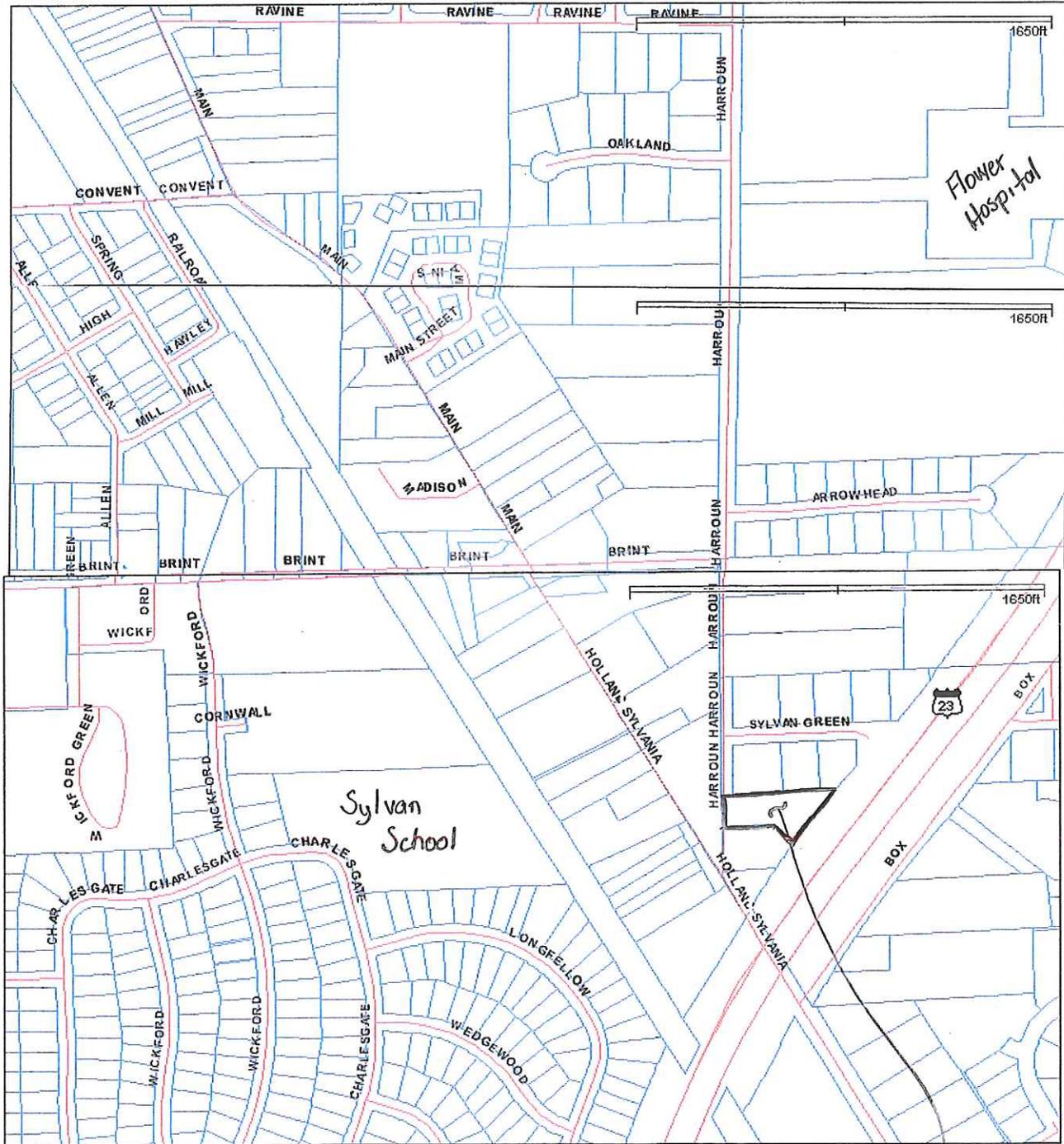
TEN MILE DEVELOPMENT, BY
By: [Signature], AGENT FOR OWNER
JAMES A. MOAN

Date referred by Council: _____

Date of Commission Action: _____

Date of Council Action: _____

Action: _____



Proposed PD

Area Location Map

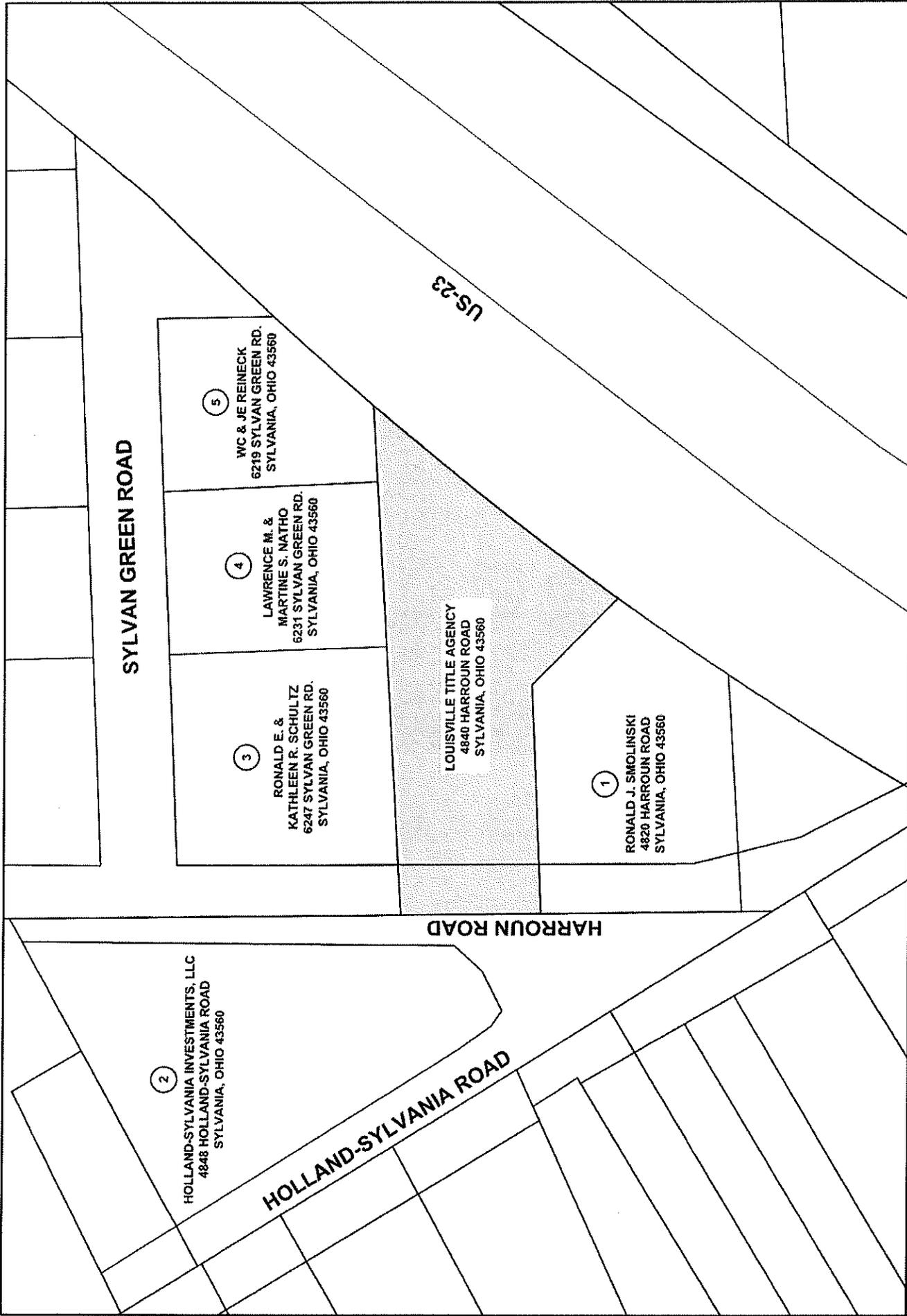


FIGURE: 1
 DRAWN BY: JES
 DATE: 1/30/2014



DEPARTMENT OF PUBLIC SERVICE
 LUCAS COUNTY AUDITOR
 AREIS PARCEL MAP
 4840 HARROUN ROAD



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

January 29, 2014

To: The Mayor and Members of City Council

Re: Arbor Way Sanitary Sewer

Dear Mayor and Council Members:

This project was requested by petition from the adjoining property owners along Arbor Way between Silvertown Drive and Whiteford Road.

The plans, specifications and the cost estimate for the project are complete and have been filed with the Clerk of Council. The project consists of installing over 1,000 feet of 8" sanitary sewer between the pavement and right-of-way on the south side of the road. The pavement will be widened from 18' to 24' and receive a new surface course of asphalt. Driveways on the south side of the road will be removed and replaced to the right-of-way line as they will be disturbed during sewer installation. Driveway aprons on the north side of the road will be removed and replaced to tie-in to the widened pavement.

Construction of our project is scheduled to begin approximately May 1, 2014. The Contractor will be given 75 days to complete the project which should yield a completion date around mid-July. However, seeding and restoration may extend into the fall. The estimated cost of the improvement project is \$300,000 with the full cost of the project to be assessed to the adjacent property owners.

We would request that a Resolution of Necessity be prepared in order to proceed with the project.

For your information, the City has scheduled a Public Involvement Meeting for **Monday**,

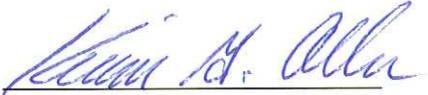
Page 2

Arbor Way Sanitary Sewer

March 3 in Council Chambers at 6:30 pm. Construction plans will be made available for viewing and the City will provide a brief introduction of the project and answer questions.

Please call if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin G. Aller", is written over a horizontal line.

Kevin G Aller, P. E.

Director of Public Service

KGA/dsw

1/28/2014

ARBOR WAY SANITARY SEWER
ESTIMATE OF COST

Construction	\$262,500
Engineering + Inspection	35,500
Legal Fees	1,000
Advertising	<u>1,000</u>
Estimated Project Cost	\$300,000

Total Benefitted Parcels = 23

Cost per Benefitted Parcel: $\$300,000 \div 23 = \$13,043.48$ per parcel

Semi-Annual Tax Adjustment: \$398.85
(2% interest)

9c

ORDINANCE NO. 5 -2014

ACCEPTING A PERPETUAL EASEMENT FROM LOURDES PROPERTIES, LLC RELATIVE TO THE BRINT/McCORD INTERSECTION IMPROVEMENT PROJECT; DEDICATING THE EASEMENT FOR PUBLIC PURPOSES; AND DECLARING AN EMERGENCY.

WHEREAS, plans for the Brint and McCord Intersection Improvements in the City of Sylvania, Ohio have been completed; and,

WHEREAS, in order to improve the intersection appropriately, it is necessary to obtain an easement in, over and through a portion of Lourdes Properties, LLC's property; and,

WHEREAS, Lourdes Properties, LLC has granted the requested easement for the improvements, a copy of which grant of perpetual easement is attached hereto as "Exhibit A"; and, WHEREAS, said grant of perpetual easement is presented to this Council for acceptance and for appropriation of funds and authorization of payment thereof to the Grantor.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the perpetual easement as to executed and tendered as described on "Exhibit A" be, and the same hereby is, accepted from Lourdes Properties, LLC, the grantor therein.

SECTION 2. That the perpetual easement area identified and described in said easement as set forth on "Exhibit A" be, and the same hereby is, dedicated for the respective public expressed in said easement.

SECTION 3. That the Director of Law is hereby directed to deliver the recorded permanent easement document to the Director of Finance for retention by him as custodian of the records of this City.

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in formal action, were in meetings open to the public, in compliance with all legal requirements,

including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that improvements of the Brint and McCord intersection should proceed as soon as possible and accordingly the acquisition of the permanent easement should proceed forthwith and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2014, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

EASEMENT FOR HIGHWAY AND UTILITY PURPOSES

KNOW ALL MEN BY THESE PRESENTS: That the **Lourdes Properties, LLC**, the Grantor, does hereby grant to the **City of Sylvania**, the Grantee, and their successors and assigns, a permanent and exclusive easement for public highway, drainage, sewer and public utility purposes, in, over and through the following described real property:

Brint Road

See attached Exhibit

TO HAVE AND TO HOLD said easement rights, with privileges and rights herein set forth, including the right to construct, maintain, and operate without restriction or limitation, repair or replace or remove same, any and all public utilities or highways, together with other necessary appurtenances, belonging to the Grantee, its successors and assigns forever.

The Grantor, for itself, its successors and assigns, retains the right of ingress and egress across the attached described property and will not in any way impair the ability of the Grantee to operate, maintain, repair, replace or remove any such utility lines or public highway.

The Grantor claims title by instrument recorded in Official Record 20070102-0087676 of the Deeds, Lucas County, Ohio Records.

The Grantor hereby covenants that it is the true and lawful owner of said premises and is well seized of the same, and has good right and full power to grant, bargain, sell and convey the easement rights in the manner aforesaid, subject to zoning and building codes and easements and agreements of record.

IN WITNESS WHEREOF, the said Grantor, **Lourdes Properties, LLC**, has hereunto set their hands this 23RD day of JANUARY, 2014.

Lourdes Properties, LLC

[Signature]
By

President
Title

STATE OF OHIO, COUNTY OF LUCAS, ss:

The foregoing instrument was acknowledged before me this 23RD day of JANUARY, 2014 by **Lourdes Properties, LLC**.

CHANDRA L REINHART
Notary Public, State of Ohio
My Commission Expires 3/27/2017

[Signature]

Notary Public, _____ State of Ohio

My Commission Expires: 3/27/2017

IN WITNESS WHEREOF, the said Grantee, **City of Sylvania**, has hereunto set their hands this _____ day of _____, 2014.

City of Sylvania, Ohio

By: _____
Craig A. Stough, Mayor

By: _____
Toby Schroyer, Director of Finance

Approved:

Leslie Brinning, Director of Law



DGL Consulting Engineers, LLC
Experience that matters! • Founded 1926

LEGAL DESCRIPTION
For: Lourdes College of Sylvania

Easement
0.154 Acres

A permanent easement located in the Southeast quarter of Section 9, and also the Southwest quarter of Section 10, Town 9 South, Range 6 East, City of Sylvania, Lucas County, Ohio further bounded and described as follows:

Commencing at an iron pin found in a monument box marking the intersection of the centerlines of Brint Road and McCord Road, said point also being the Southeast corner of said Section 9 and the Southwest corner of said Section 10;

Thence Northerly along the East line of the Southeast quarter of said Section 9 and the West line of the Southwest quarter of said Section 10, North 01 degrees 00 minutes 24 seconds East, a distance of 42.01 feet to the True Point of Beginning of the easement herein described;

Thence Westerly, along the Northerly right of way line of said Brint Road, said right of way being parallel with centerline of said Brint Road, North 90 degrees 00 minutes 00 seconds West, a distance of 1.96 feet to a point;

Thence Westerly, continuing along the Northerly right of way line of said Brint Road, said right of way line being parallel with the centerline of said Brint Road, said centerline being the South line of the Southeast quarter of said Section 9, South 86 degrees 40 minutes 11 seconds West, a distance of 69.26 feet to a point;

Thence Southerly, continuing along the Northerly right of way line of said Brint Road, said line being perpendicular to the centerline of said Brint Road, South 03 degrees 19 minutes 49 seconds East, a distance of 12.00 feet to a point;

Thence Westerly along the North right of way line of said Brint Road, South 86 degrees 40 minutes 11 seconds West, a distance of 158.93 feet to a point;

Thence Northerly along the West line of a parcel of land owned currently or previously by Lourdes College of Sylvania, Lucas County Parcel No. 82-09494, said line also being the East line of a parcel of land owned currently or previously by Dorothea Lucas County Parcel No. 82-02731, North 01 degrees 36 minutes 31 seconds East, a distance of 20.08 feet to a point;

Thence Easterly along a line parallel to the centerline of said Brint Road, said line also being the South line of the Southeast quarter of said Section 9, North 86 degrees 40 minutes 11 seconds East, a distance of 226.70 feet to a point;

Thence Easterly along a line parallel to the centerline of said Brint Road, North 90 degrees 00 minutes 00 seconds East, a distance of 79.16 feet to a point;

Thence Southerly along the East line of said parcel of land owned currently or previously by Lourdes College of Sylvania, Lucas County Parcel No. 82-09507, said line also being the West line of a parcel of land owned currently or previously by William and Judith Milliere Lucas County Parcel No. 82-06774, South 01 degrees 00 minutes 24 seconds West, a distance of 20.00 feet to a point on the Northerly right of way line of said Brint Road;

Thence Westerly, along the Northerly right of way line of said Brint Road, North 90 degrees 00 minutes 00 seconds West, a distance of 37.40 feet to a point;

Thence Northerly, continuing along the Northerly right of way line of said Brint Road, said line being perpendicular to the centerline of said Brint Road, North 00 degrees 00 minutes 00 seconds East, a distance of 12.00 feet to a point;

Thence Westerly, continuing along the Northerly right of way line of said Brint Road, North 90 degrees 00 minutes 00 seconds West, a distance of 39.22 feet to the True Point of Beginning, containing .154 acres of land more or less, of which 0.090 acres lie in Lucas County Parcel No. 82-09494 and of which 0.064 acres lie in Lucas County Parcel No. 82-09507, 0.024 acres lie in said Section 10 and 0.130 acres lie in section 9, subject however to all legal highways and prior easements of record.

The above legal description is based on a land survey performed during April of 1996, by DGL Consulting Engineers, LLC and was prepared by R.J. Lumbrezer, Ohio Professional Surveyor #8029.

NOTE: The bearings in this legal description are based upon an assumed meridian and are used only for the purpose of describing angular measurements.

All references to "an iron pin set" are 5/8" diameter x 30" long iron pins with cap "DGL"



R.J. Lumbrezer, P.S.
Professional Surveyor #8029
DGL Consulting Engineers, LLC
3455 Briarfield Blvd, Suite "E"
Maumee, Ohio 43537
(419)535-1015, Ext. 232



Date: 1-17-14



DEPARTMENT OF LAW
LESLIE B. BRINNING, DIRECTOR

Robert A. Pyzik, Chief Prosecutor
Melissa R. Bergman, Asst. Prosecutor

MEMORANDUM

TO: Craig A. Stough, Mayor
Members of Sylvania City Council
FROM: Kevin G. Aller, Director of Public Service
Leslie B. Brinning, Director of Law
RE: Sylvania Codified Ordinance Chapter 951
DATE: January 31, 2014

We have been working on revising Chapter 951, most of which has not been amended or revised since 1982, to more accurately reflect both the current staffing and the operations of the Division of Parks and Forestry. Following is a summary of the proposed changes for your review and consideration.

1. Section 951.02 – Duties and Responsibilities. Amended to change the duties and responsibilities to "...investigate, study, develop and plan for the care, preservation, pruning, planting, replanting, removal and disposition of street trees and park trees..." as well as the development and implementation of the plan from the City Forester to the Division of Parks and Forestry. Additionally, the requirement that the tree plan be approved or authorized by Council has been deleted.
2. Section 951.03 – Street Tree Species Permitted to be Planted. Amended to delete the specific types of trees permitted to be planted in the public right-of-way and instead provides that the Division of Parks and Forestry be contacted for approval prior to planting anything in the right-of-way.
3. Section 951.04 – Spacing. Amended to change the person authorized to grant approval for street trees planted closer together than fifty feet from the City Forester to the Forestry Division.
4. Section 951.07 – Utilities. Amended to delete the reference to the list of trees deleted in Section 951.03 and to change the person requesting the Water Division and Sewer Division to check to be sure that there are no turn-off valves or shallow pipes that would be affected by the planting from the City Forester to the Division of Parks and Forestry.
5. Section 951.08 – Public Tree Care. Amended to authorize the Forestry Division, rather than the City Forester, to remove or order to be removed any tree or part thereof that is in an unsafe condition.

6. Section 951.09 – Tree Topping. Repeals the prohibition of topping any street tree, park tree, or other tree on public property.
7. Section 951.10 – Pruning; Corner Clearance. Repeals section requiring property owners to prune trees overhanging any street or right of way within the City so that the branches do not obstruct the light from any street lamp.
8. Section 951.11 – Removal of Stumps. Repeals the section requiring that stumps of street and park trees be removed below the surface of the ground.
9. Section 951.13 – Removal of Trees in Public Right of Way. Amended to change the “City Forester” references to “Division of Parks and Forestry.”

ORDINANCE NO. 6 -2014

AMENDING CHAPTER 951 – STREET, PARK AND OTHER TREES OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service has recommended that Chapter 951 be amended as set forth on the attached "Exhibit A."

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That Chapter 951 of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit A."

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to this Chapter should be provided for immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by this Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2014, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

CHAPTER 951
Street, Park and Other Trees

951.01	Definitions.	951.10	Pruning; corner clearance. [Repealed]
951.02	Duties and responsibilities.	951.11	Removal of stumps. [Repealed]
951.03	Street tree species permitted to be planted.	951.12	Interference with City Parks and Forestry Division.
951.04	Spacing.	951.13	Removal of trees in public right of way.
951.05	Distance from curb and sidewalk.	951.14	Procedure for residents to request the City to remove trees from residential
951.06	Distance from street corners and fire hydrants.	951.99	Penalty.
951.07	Utilities.		
951.08	Public Tree Care.		
951.09	Tree topping. [Repealed]		

* * *

951.02 DUTIES AND RESPONSIBILITIES.

It shall be the responsibility of the Division of Parks and Forestry ("Forestry Division") to investigate, study, develop and plan for the care, preservation, pruning, planting, replanting, removal and disposition of street trees and park trees annually, to present same to the Mayor, which the Mayor shall transmit to Council with his recommendation. The Forestry Division under the direction of the Mayor shall be responsible for the implementation and administration of all such plans.

The Forestry Division when requested by Council, shall research, investigate, make findings, report to and recommend upon any special matter or question coming within the scope of its work.

(Ord. ____-2014. Passed ____-2014.)

951.03 STREET TREE SPECIES PERMITTED TO BE PLANTED.

The Forestry Division shall be contacted prior to planting any tree in the public right-of-way for approval that the tree is appropriate for the site.

(Ord. ____-2014. Passed ____-2014.)

951.04 SPACING.

Street trees shall not be planted closer together than fifty feet, except special plantings designed by a landscape architect and approved by the Forestry Division.

(Ord. ____-2014. Passed ____-2014.)

* * *

951.07 UTILITIES.

Prior to planting street trees, the Water Division and the Sewer Division shall, upon request of the Forestry Division, check to be sure that there are no turn-off valves or shallow pipes that will be interfered with or obstructed by such planting.

(Ord. ____-2014. Passed ____-2014.)

951.08 PUBLIC TREE CARE.

The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The Forestry Division may remove for cause or order to be removed any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines or other public improvements or is affected with any injurious fungus, insect or pest. The planting of street trees by adjacent property owners is not prohibited providing the size, species, location and planting of such trees is in accordance with this chapter. (Ord. _____-2014. Passed _____-2014.)

951.09 TREE TOPPING.

[REPEALED.]

(Ord. _____-2014. Passed _____-2014.)

951.10 PRUNING; CORNER CLEARANCE.

Every owner of any tree overhanging any street or right of way within the City shall prune the branches so that such branches shall not obstruct the light from any lamp or obstruct the view of any street intersection and so that there shall be a clear space of eight feet above the surface of the sidewalk and of thirteen feet above the surface of the street. Such owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light, with the visibility of any traffic control device or sign or with the field of vision along a street or right of way a distance of sixty-six feet measured from the point of the nearest intersecting curb or curblines or edges of the improved portion of the street surface when there are no curbs or curblines. (Ord. _____-2014. Passed _____-2014.)

951.11 REMOVAL OF STUMPS.

[REPEALED.]

(Ord. _____-2014. Passed _____-2014.)

951.12 INTERFERENCE WITH CITY PARKS AND FORESTRY DIVISION.

No person shall prevent, delay or interfere with the Forestry Division, or any of its agents while they are engaging in and about the planting, cultivating, mulching, pruning, spraying or removing of any street trees, park trees or other trees on private grounds, as authorized in this chapter.

(Ord. _____-2014. Passed _____-2014.)

951.13 REMOVAL OF TREES IN PUBLIC RIGHT OF WAY.

(a) No tree which is located in the public right of way shall be removed by an adjoining resident without prior written authorization of the Forestry Division.

(b) A request for authorization by an adjoining resident to remove a tree which is located in the public right of way shall be made in writing to the Forestry Division. Upon receipt of such a request, the Forestry Division shall conduct an inspection of the tree to be removed and upon completion thereof shall approve or deny the request.

(c) No request for authorization to remove a tree which is located in the public right of way shall be considered for approval by the Forestry Division unless:

11

ORDINANCE NO. 7 -2014

APPROVING THE RECOMMENDATION OF THE MUNICIPAL PLANNING COMMISSION TO APPROVE PETITION FOR ZONING ORDINANCE AMENDMENT NO. ZA-5-2013 ON THE PETITION OF JOHN M. WOJTLA, P.E. ON BEHALF OF DEARBORN LAND INVESTMENT, LLC TO CHANGE THE ZONING OF THE PROPERTY AT 7510 W. SYLVANIA AVE., SYLVANIA, OHIO; AND DECLARING AN EMERGENCY.

WHEREAS, Application ZA-5-2013, dated August 26, 2013, was, by John M. Wojtila, P.E., on behalf of Dearborn Land Investment, LLC, presented to the Clerk of this Council and by the Clerk presented to Council on September 3, 2013, and the same thereupon was referred to the Municipal Planning Commission for its review and recommendation; and,

WHEREAS, the Municipal Planning Commission considered said Application on October 16, 2013 and thereafter recommended the approval of such request, which recommendation was as follows:

..."Mr. Marciniak moved, Mayor Stough seconded to recommend that council approve the zoning change subject to agreements being made for future cross access easements, for both the properties to the north and to the west, with the language to be negotiated between CVS's Attorney and the City's Service Director, Kevin Aller; that the traffic access meets the Service Director's requirement that the Sylvania Avenue access driveway be a three quarter no left out access drive; and will be subject to an approved site plan. Vote being: McCann, Marciniak, Stough and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote."

WHEREAS, this Council, on December 2, 2013, established January 21, 2014, at 7:00 p.m., as the date and time for the Public Hearing before this Council on said Application; and,

WHEREAS, said real estate is currently zoned "M-2 Heavy Industrial"; and,

WHEREAS, the action of the Municipal Planning Commission on October 16, 2013 was that the zoning on said real estate should be changed to "B-2 General Business Zoning District";

and,

WHEREAS, this Council held a public hearing on said application (petition) on January 21, 2014, after thirty (30) days prior publication of notice of such public hearing, and after twenty (20) or more days of prior written notice of the hearing to all owners of the property within, contiguous to, and directly across the street from the subject property was duly made; and, WHEREAS, at the January 21, 2014 meeting of Sylvania City Council, legislation was authorized to approve the zoning amendment, subject to two additional clauses being included in the agreement required as a condition of the approval by the Sylvania Municipal Planning Commission; and,

WHEREAS, a copy of the proposed Affidavit of Facts Relating to Title is attached hereto as "Exhibit A"; and,

WHEREAS, all things required to be done under the Codified Ordinances of the City of Sylvania and the Charter of the City before Council may take final action on said zoning ordinance amendment application (petition) have been done.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the recommendation of the Municipal Planning Commission to approve Petition for Zoning Ordinance Amendment, Application ZA-5-2013, filed by John M. Wojtila, P.E. on behalf of Dearborn Land Investments, LLC on August 26, 2013, to change the zoning for 7510 W. Sylvania Ave., Sylvania, Ohio 43560 described in said Petition from "M-2 Heavy Industrial" to "B-2 General Business District" for property located at 7510 W. Sylvania Ave., Sylvania, Ohio, subject to agreements being made for future cross easements, for both the properties to the north and to the west, is hereby approved.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the zoning amendment should be approved immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by this Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2014, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

AFFIDAVIT ON FACTS RELATING TO TITLE
O.R.C. §5301.252

State of Ohio, County of Lucas, ss:

The undersigned, being first duly sworn according to law, and being the record Owner ("Owner") of the real property described on Exhibit "A" attached hereto ("Owner's Property"), deposes and says as follows:

1. That it has personal knowledge of the facts attested to herein.
2. That Owner will enter into, upon conditions acceptable to Owner, a recordable vehicular cross-access (no cross-parking) agreements with the owners of the real properties immediately adjacent ("adjacent properties") to Owner's Property on the north and west via access points depicted on the attached Site Plan dated October 7, 2013 ("Site Plan") submitted to the City of Sylvania, Ohio in connection with its development of Owner's Property provided; (a) it is understood that no such cross-access will be permitted under any circumstances by Owner to benefit a business located or to be located on any portion of the adjacent properties which is a health and beauty aids store, a greeting card and gift store, a dollar store, a vitamin store, a pharmacy mail order facility, a drug store, a pharmacy prescription department, and/or a retail health center. (b); under no circumstances will, as a result of such cross-access, Owner lose either curb-cut on King Road or Sylvania Avenue as depicted on the Site Plan or have either of said curb-cuts reduced from full-access (King Road) or full-in/right-out (Sylvania Avenue), also as shown and indicated on the Site Plan; provided, however, if as a result of receiving such cross-access rights to and over the parcel immediately to the north of Owner's Property, Owner is entitled to vehicular access to a full-access (right and left in and out) curb-cut onto King Road which is less than 315 feet from the centerline of Sylvania Avenue, Owner shall permit the curb-cut shown on the Site Plan off of King Road to be modified to a right in/right out only; if said curb-cut is more than 315 feet from the centerline of Sylvania Avenue, Owner need not permit any such modification to said curb-cut; (c) the terms of this affidavit shall be binding on Owner and any successor-in-interest to Owner's Property; and (d) the curb-cut on Sylvania Avenue for the Owner's Property shall be right-out only exiting the Owner's Property but full access entering Owner's Property from Sylvania Avenue.

Further Affiant Sayeth Naught.

[SIGNATURES ON FOLLOWING PAGE]

(Record Owner)

By: _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2014,
by _____, _____ of _____, an _____,
on behalf of said _____.

Notary Public

This instrument prepared by:
Jerome R. Parker, Esq.
Gressley, Kaplin & Parker, LLP
One SeaGate, Suite 1645
Toledo, OH 43604

H:\vanderham\Zembrunda Group\Affidavit as to Facts of Title 12-2-13.doc

EXHIBIT "A"

12



OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

January 31, 2014

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

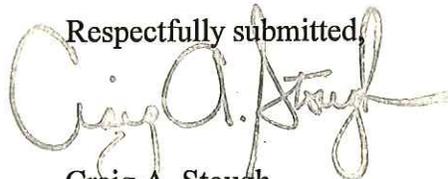
RE: Appointment to the Municipal Planning Commission

Dear Council Members:

Mr. Mark Frye, 5662 Olde Post Rd., Sylvania, Ohio has expressed his interest in filling a vacant seat on the Municipal Planning Commission.

In addition to Mr. Frye's professional experience as President of Palmer Energy, he also serves the community as President of Council for Olivet Lutheran Church and is the Incoming President of the Lucas County Board of Development Disabilities.

Therefore, I am pleased to announce the appointment of Mr. Mark Frye to the Municipal Planning Commission to fill a vacant seat for a term expiring on December 31, 2017, and request that you confirm this appointment.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb

MARK R. FRYE

Address: 5577 Airport Highway, Suite 101, Toledo, OH 43615 Phone: 419-539-9180

Profile

- President and owner of Palmer Energy Company Inc.
- CEO of Palmer Conservation Consulting LLC
- Responsible for directing operations since acquiring Palmer Energy in 1994.
- Certified Energy Manager (CEM) through Association of Energy Engineers (AEE).
- Previously Director of Marketing for a natural gas marketing company.
- Previously Manager of Production purchases for large flat glass manufacturing company.
- Previously Specialist of Energy Purchases for large flat glass manufacturing company.

Experience

- Consultant for customers with total energy purchases in excess of \$300 million.
- Consulting for over 1,000 governmental, commercial, industrial, and institutional locations.
- Savings for customers has exceeded \$100 million over past five years.
- Natural gas and electric rate analyses expert.
- Industrial level procurement of other energy sources.
- Specialties include natural gas and electric procurement.

Expert Witness Testimony at Public Utilities Commission of Ohio

- Case No. 12-1230-EL-SSO (FirstEnergy ESP III Case). Testimony on behalf of Northwest Ohio Aggregation Coalition (NOAC) and Northeast Ohio Public Energy Council (NOPEC).
- Case No. 11-346-EL-SSO (AEP ESP II Case). Testimony on behalf of OSBA, OASBO & BASA.
- Case No. 10-2929-EL-UNC (AEP Capacity Case). Testimony on behalf of OSBA, OASBO & BASA.
- Case No. 09-096-EL-SSO (FirstEnergy ESP II Case). Testimony on behalf of Northwest Ohio Aggregation Coalition (NOAC) and Northeast Ohio Public Energy Council (NOPEC).
- Case No. 08-935-EL-SSO (FirstEnergy ESP Case). Testimony on behalf of Northwest Ohio Aggregation Coalition (NOAC) and Northeast Ohio Public Energy Council (NOPEC).
- Case No. 08-917-EL-SSO (AEP ESP Case). Testimony on behalf of OSBA, OASBO & BASA.
- Case No. 08-1094-EL-SSO (DPL ESP Case). Testimony on behalf of Honda and Cargill.
- Case No. 05-376-EL-UNC (AEP IGCC Case). Testimony on behalf of Direct Energy.
- Case No. 03-2144-EL-ATA (FirstEnergy RSP Case). Testimony on behalf of Northwest Ohio Aggregation Coalition (NOAC) and Northeast Ohio Public Energy Council (NOPEC).

Other Service

- Incoming President, Lucas County Board of Development Disabilities.
- President of Council, Olivet Lutheran Church.
- Chairman of alternative energy committee for Honorable Carty Finkbeiner (Toledo) (2005 - 2009).
- Member, City of Toledo Energy Policy Review Committee (2010 – 2011).

Education

BACHELOR OF SCIENCE IN ENERGY TECHNOLOGY 1985
Pennsylvania State University, Capitol College. Middletown, Pennsylvania.

ASSOCIATES-IN-ENGINEERING, NUCLEAR ENGINEERING TECHNOLOGY 1983
Pennsylvania State University, Altoona Campus. Altoona, Pennsylvania.



December 2013 Monthly Report

Our mission is to prevent and minimize the loss of life and property damage from fire to our citizens and visitors; to provide high quality emergency medical services; to mitigate the consequences of natural and man-made disasters; and to provide non-emergency support services within our realm of expertise through highly skilled, trained and dedicated personnel.





Community Risk Reduction

Public Safety Education

During the month of December STFD personnel conducted 5 tours of the New Fire Station #1.

Building and Project Plan Reviews

Notable Projects

During the month of December, Community Risk Reduction conducted 9 plan reviews, 3 license inspections for pre-school, daycare facilities and/or home inspections for adoption, 1 environment review requests (5221 Monroe St.) 1 consultations for future construction plans, fire extinguisher needs and/or fire alarms, 8 final acceptance tests for installed or upgraded fire production systems or new businesses, and there were 7 public education events at the fire stations. 83 fire safety inspections and re-inspections were completed in the fire district during December. 2 smoke detectors were installed this month by the fire crews.

An inspection and meeting with a local business owner, his attorney and architect, as well as the fire department, State Fire Marshal's Code Enforcement Bureau, Lucas County Prosecutor's office and the Lucas County Building Official was held concerning court action in December that closed a business for non-compliance of the fire codes. Discussion was held on what steps need to be taken to help bring this business back into compliance with Ohio laws.



EMS STEMI FOLLOW UP

EMS Agency: LS # 6 and STFD DOS 12/05/13

- 58 y/o lady who went to urgent care facility for evaluation of her chest/neck pain.
- She received treatment for ACS from a team including Medics Sautter, Koperski, Walters, Kahan, Thompson. Those were all the names on the chart, hopefully I did not miss anyone. Scene time 13 minutes.

*****This was the first ED bypass STEMI patient for Toledo Hospital. Timeline as follows:**

1323 STEMI ECG received by TH EC and signed by Dr Burnham

1342 Patient and LS crew arrive TH EC- patient "quick registered"

1343 Patient and LS crew leave TH EC for Cath Lab

1347 Patient arrives to Cath Lab

1420 First device activation in Cath Lab

This lady required multiple passes with thrombectomy catheter as she had significant thrombus burden. She received a drug eluting stent to her RCA.

Thank you for being a part of the first official bypass of ED.

Julie DiCecco, RN, BSN, HNC, NREMT
STEMI / Chest Pain Program Coordinator
ProMedica Heart and Vascular Institutes
419-291-9226
julie.dicecco@promedica.org

This information is shared for the purpose of Quality improvement. Please share with every team member who was involved in this patient's care.

12/12/13

On behalf of the Mally Chapman
Family, we would like to say a
Huge Thank you to the Sylvania Sup.
Fire Dept (Mc Cord + Central). My mother
turned 101 this past summer. As you see
from the pictures - The Dept. stopped by
during the celebration and helped to
make it a phenomenal success!

THANK YOU!

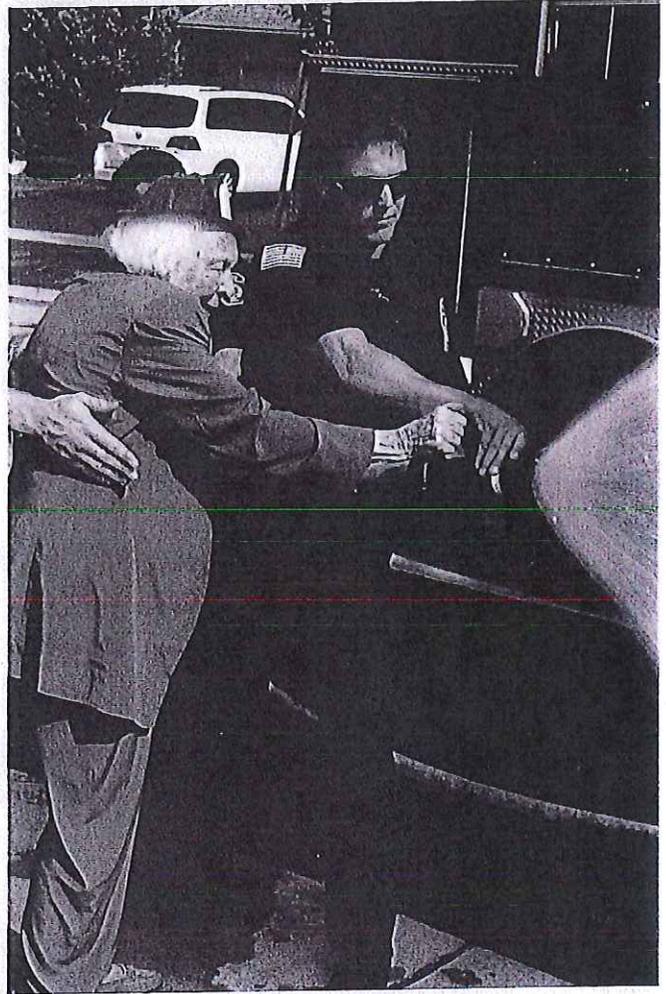
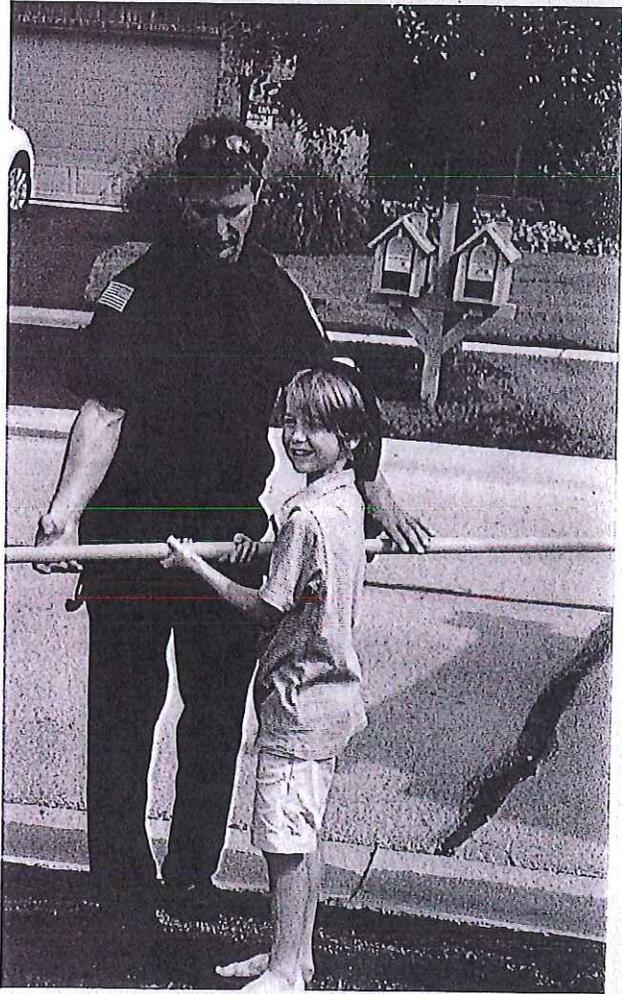
over

From a very Grateful family:

Marta Chapman

3433 Amberwood Lane

43617



Sylvania Township Fire Dept. Administration

8210 Sylvania Avenue

Sylvania, Ohio 43560

December 21, 2013

Mrs. Bonny Becker

7734 Gillcrest Road

Sylvania, Ohio 43560

To whom it may concern,

Please forward this letter to the appropriate personnel. I am writing this heart felt letter to all the wonderful people who serve the residents of Sylvania City and Sylvania Township...specifically those men/women who answered our 911 call on June 14, 13 regarding our 2 year old grandson who drowned in our neighbor's swimming pool. I am unsure as to which station answered our call as our station was being remodeled on Main Street and Monroe Street.

I need the personnel who came to our house at 7734 Gillcrest Road to know they were the first responders who participated in a miracle. Often those of us who choose a profession to help others are not informed of the outcome of their chosen work. I want those people to know how much they are loved and valued. They are forever in my, "our", gratitude prayers.

From what I understand, there were those who thought our grandson, Josef Renault Becker, who we call "J. R.", was found too late. I want those of you who were here and transported J. R. to Toledo Pediatrics Hospital, that day, to know he is just as perfect as he was before. He gives the best kisses in the world. He is attending pre-school 5 days a week for 3 hours a day and doing very well.

J. R.' daddy is our son, Ed Becker. Ed and his family were visiting us that day. They were picking cherries from our cherry tree in our back yard. J. R. also has a baby sister.

J. R. was in ICU for 2 weeks; transported to step down ½ day before being discharged the following afternoon. The last doctor who visited him told my husband and me; after sharing his report stated, "You know this baby is a miracle." The medical personnel who worked on our baby boy in the E.R. that day did not expect him to survive. I know this because a total of 13 E.R. personnel visited his room at different times while he was in ICU. I asked the last man and woman who visited, to name all the people who worked on him. While they were naming first names, I counted on my fingers so I could remember.

We believe in a Creator. Many prayers were said daily, throughout each day, asking to return him to us. We all promised to love him forever. Then the gratitude prayers started and continue daily. I want each of you who responded to our emergency that day to know we call you, "EARTH ANGELS". Yes, we also

B

MEMO

January 30, 2014

To: City Council Members and Administration
Fm: Laura Bigelow
Re: 4th Quarter Reports

Please find enclosed the 4th Quarter Reports for 2013. Please call me at 885-8926 with any questions.

SYLVANIA POLICE DIVISION
4TH QUARTER 2013
Management Report Worksheet

	<u>2013</u>	-	<u>2012</u>
Crime Reports	264		326
Crime Offenses	292		371
Criminal Arrests - Juvenile/Adult	139		147
Traffic Citations	311		349
Written Warnings	301		301
Parking Ticket	27		32
OVI	16		17
Traffic Crashes	125		115
Traffic Crash injuries/fatalities	30/1		31/0
Calls for Police Service	2522		2893
Hours Spent Handling Police Calls	1074:17		1284:16
Emergency Response Time – Priority 1	2.34		3.6
Overtime Hours - Police	908.75		987
Overtime Hours - Dispatch	136		286.5
Training Hours	595		555.5
Vehicle Lockouts	114		111
Motorist Assists	73		76
False Alarms - Commercial	29		48
False Alarms - Residential	15		30
Child Safety Seats Installed	16		10

Sylvania Police Division Office of Community Affairs

Quarterly Report – 4th Quarter 2013

"The mission of the Office of Community Affairs is to support the Sylvania Police Division in its efforts to maintain an atmosphere of safety and security for members of the community. To be effective in assisting in this mission, the Office of Community Affairs shall provide education in the areas of substance abuse and positive decision-making in all Sylvania Schools. The Office of Community Affairs shall also provide crime prevention programs and services to educate our citizens and businesses."

I. Introduction

- Officer Gallup and Officer Roe have completed the first half of the 2013-2014 School-Year at NVHS and SVHS.
- Officer Hendricks graduated DARE classes at Highland, Maplewood and Sylvan Elementary Schools.
- Officer Stager and STPD Kevin Steinman took four Explorers to our Sister City, Woodstock, Ontario for the annual Santa Clause parade.

II. Youth Programs / DARE Events/Community Involvement

- Officer Hendricks and Sgt. Music gave numerous presentations and attended meetings with various school and community groups.
- Officer Roe gave 7 presentations and attended numerous meetings with various school and community groups at Southview.
- Officer Gallup gave 9 presentations and attended numerous meetings with various school and community groups at Northview High School.

III. Community Affairs Comp Time Used

Officer	SA Hours Earned	SA Hours Used
Sgt. Music #851	20.76	22.25
Ptlm. Hendricks #818	46.13	50
Ptlm. Roe #816	10.01	16
Ptlm. Gallup #836	0	0

IV. RUOK Program

- *No alerts this quarter.*

V. School Resource Officer Programs

Northview High School - Officer Gallup	
Presentations	7
Meetings	35
General Offense Reports	6
Accident Reports	0

Citations / Warnings	0
School Related Complaints	41
Parking Lot Assists	6
Court Appearances	0

Southview High School – Officer Roe	
Presentations	15
Meetings	31
General Offense Reports	12
Accident Reports	0
Citations / Warnings	0
School Related Complaints	23
Parking Lot Assists	3
Court Appearances	2

VI. Volunteer Program – 4th Quarter Report

A. Summary

Hour Summary	
Total Patrol Volunteer hours for October 2013 - December 2013	534.25
Total Event Volunteer hours for October 2013 - December 2013	19.5
Total	553.75
Total Hours for 2013	1946.75

Volunteer Patrol Log	
Lockouts	10
House Checks	16
Road Patrol/Traffic Assists	18
Citizen/Motorist Assists	1
Business Checks	188
Business Surveys	0
Juvenile Court Runs	2
Special Assignments:	
A. SRT assist's/Training -3 times	
B. Events:	
<ul style="list-style-type: none"> Volunteers assisted with Thirteen (13) events in the community this quarter. 	

Respectfully,

Sgt. 

Sgt. Justin Music #851



Sylvania Police Division

Detective Bureau

6635 Maplewood Ave

Sylvania, OH. 43560

419-885-8907

2013 Fourth Quarter

Fourth Quarter Detective Bureau Summary

Active investigations monthly average: 49

Active Case Load by Investigator:

<u>Detective</u>	<u>Assigned in QTR</u>	<u>Cleared in QTR</u>	<u>Monthly Avg. Load</u>
Sgt. Seney	14	4	16 (non-drug)
Det. Bliss	8	11	12 (non-drug)
Det. Papenfuss	8	6	5 (non-drug) 12 (drug)
Unf. Inv. Gibbs	2	5	2 (non-drug) 1 (drug)
<u>Quarterly Case Totals:</u>	32	26	35 (non-drug) 13 (drug)

Number of Call In's and Hold Overs in QTR:

Call In:

Hold Over: 4

Narrative:

- Det. Papenfuss with the assistance of Inv. Gibbs, performed surveillance on a local residence suspected of being a drug house. This led to the execution of a search warrant with a little over a pound of marijuana and \$3,620 being seized.
- Det. Bliss' Olander Rape case ended with both suspects entering pleas to the charge of Rape.
- Det. Papenfuss is investigating an allegation of rape. The incident was reported to have happened within our jurisdiction and involves a now pregnant victim.
- Sgt. Seney indicted Michael Kujawa on multiple counts of child pornography offenses.

Forfeitures:

- GO# 13-3761 \$3,620 seized
- GO# 13-362 \$50 ordered over to SPD by SMC
- GO# 13-3925 \$10 seized
- GO# 13-3761 \$3,620 ordered over to SPD by SMC

- GO#13-1952 \$302 ordered over to SPD by SMC
- GO#13-1863 \$837 ordered over to SPD by SMC
- GO#13-4339 \$175 seized

Drug Evidence Seizures:

(monthly estimate of drug seizures as listed in Emergitech Drugs/Narcotics Property Report-not lab tested at time of report)

- 712.8 gr (1.57 lbs) marijuana
- 95 lbs of misc prescription drugs from drug take back day
- 1 gr hash oil
- 26 Stimerex pills
- 7 Xanax 604 tablets
- 1 hypodermic
- 4 Oxycodone 30 mg pills

Respectfully Submitted,

Sgt. Joshua R. Seney

Management

The mission of the Sylvania Police Division is to serve the citizens of Sylvania in a professional and efficient manner by providing comprehensive law enforcement services to the community, so that each citizen may be safe and secure to enjoy their pursuit and enjoyment of all lawful activities.

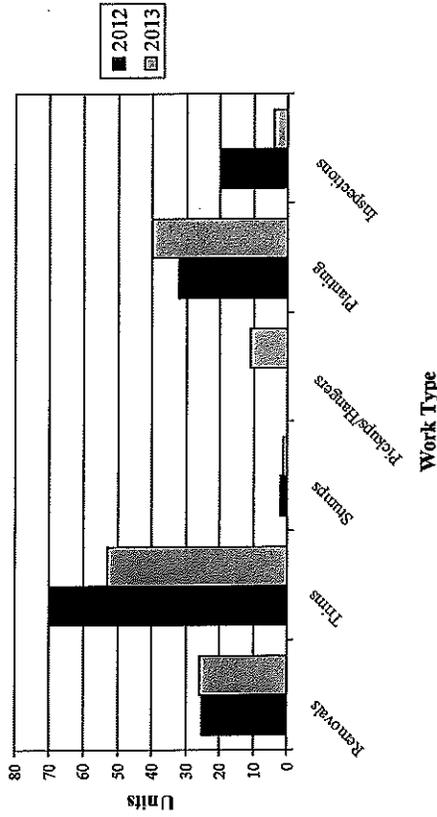
During the 4th quarter 2013, we experience no changes in our personnel. As we move forward into 2014, I as well as my staff of command officers, officers, telecommunicators and administrative secretary look forward to serving the needs of our citizens and wonderful community and to our working relationship with council.

Currently we are at 33 Police officers. Our authorized strength is 34 Police Officers, 6 Telecommunicators, and 1 Administrative Secretary. We ended this quarter with one vacancy choosing not to fill it at this time. We had no suspensions and one officer is on medical leave due to a fractured wrist sustained off-duty. Surgery was required and recovery time will take approximately 3 months.

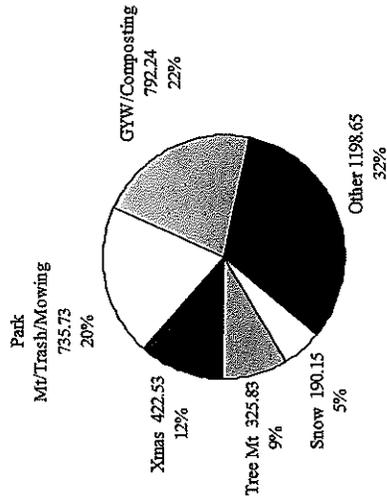
William H. Rhodus
Chief of Police

Parks & Forestry Quarterly Report : October - December, 2013

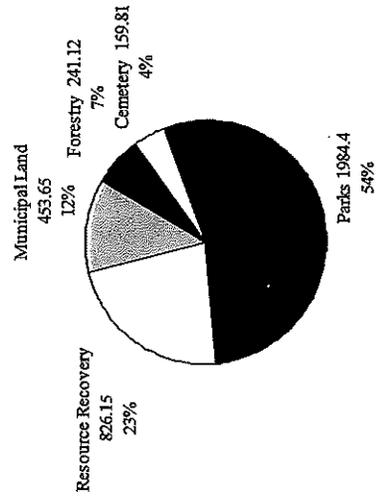
2012 - 2013 Work Comparison



Man-Hours by Work Type



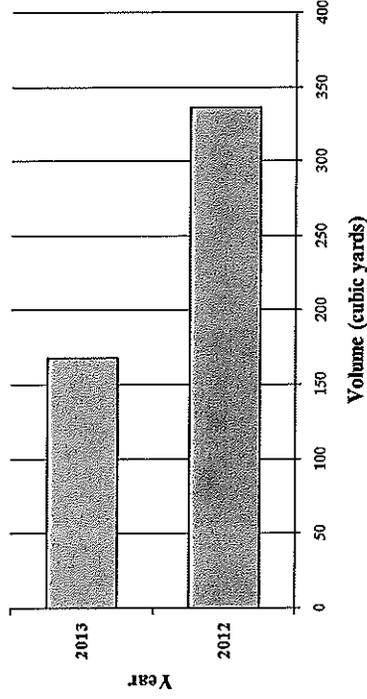
Man-Hours by Account



Parks & Forestry Quarterly Report : October - December, 2013

Green Yard Waste

2012 - 2013 Cu Yds. of Compost Sold

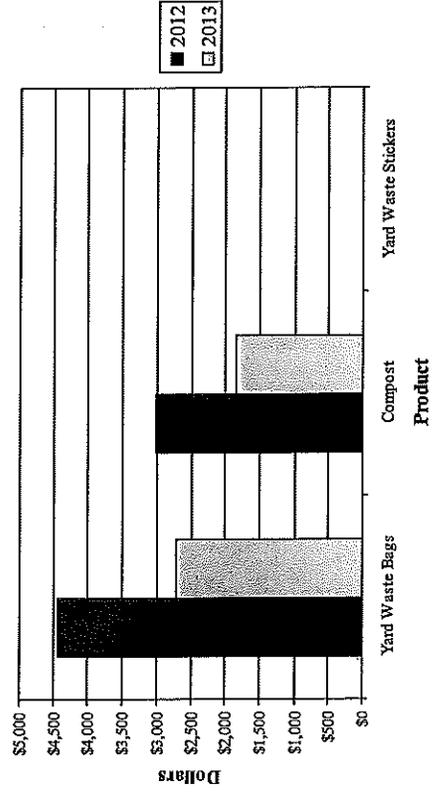


Volume Collected (cubic yards)

- * Route A 83.0~
- * Route B 77.0~

~ Processed Volume

2012 - 2013 Revenue Comparison



City of Sylvania Management Report
For The Division of Streets
Fourth Quarter - 2013

Key Statistics

Leaf Pick Up :	<u>2013</u>	<u>2012</u>
Full Time Employees	10	11
Full Time Employees Hrs	1863 hrs	1720 hrs
*Full Time Employees O.T. Hours	180 hrs	274 hrs
Temporary Labor Hours	1205 hrs	962.75 hrs
Temporary Labor O.T. Hours	45 hrs	59.5 hrs
Cubic Yds. of Leaves Picked Up	13,744 yds.	12,499 yds.
Leaf Pick - Up Rounds	5(Completed 12/13/13)	6(Completed 12/10/12)

* 3 Employees from other City Departments were utilized for overtime

Ice & Snow Control :

Ice Control & Snow Removal Hrs	336 hrs	205 hrs
Salt Tonnage Used	708 tons	334 tons
Brine Hours	16 hrs	0
Salt Brine Used	4,000 gals	0
Bridge Snow Clearing Hours	51 hrs	4 hrs
Salt Water Main Breaks	3 hrs	0

Traffic Signs Repaired and / or Replaced :

Sign Maintenance Hours	145 hrs	446 hrs
Regulatory Signs	9	20
Warning Signs	6	5
Street Name & Informative Signs	6	40

Road Maintenance & Repairs :

Cold Patch Hours	95 hrs	60 hrs
Cold Mix Tonnage Used	2 tons	4 tons
Street Sweeping Hours	0	224 hrs
Catch Basin Repair Hours	163 hrs	28 hrs
Asphalt Placed for Repairs	8 tons	4 tons
Curb Repair	20 hrs	0 hrs
Crack-fill Hours	140 hrs	0
Guardrail Repair	4 hrs	0

Equipment Maintenance :**2013****2012**

Leaf Loader - Leaf Box Repair & Repainting Hours	28 hrs	356 hrs
Snow Removal Equipment Repair & Repainting Hours	104 hrs	31 hrs
Miscellaneous Equipment Repairs Hours	132	183 hrs

Miscellaneous :

Snow Plow Damage (Mail Box & Yard Repair)	16 hrs	9 hrs
Dead Animals Removed From Right-of-Way Maintenance Bldg. (Repairs, Cleaning, Painting) Hours	10	36
Inventory & Green Tag Hours	203 hrs	122 hrs
Inspect Monroe St Construction	73 hrs	167 hrs
	24 hrs	0

Special Events Setup :

Main St Fall Festival & Parade
Race for Recovery @ Lourdes College
Halloween Hike @ Olander Park
Maplewood School Halloween Walk / Parade
Northview / Southview Football Game
Main St Holiday Happenings

Jim Campbell
Foreman of Streets
1/13/2014



City of Sylvania Management Report
for the Division of Vehicle Maintenance
Fourth Quarter 2013

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	140
Last Quarter	151

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Hours</u>
<u>Fleet Condition:</u>				
<u>SPD:</u> Good, routine maint.	62	\$1,955.00	\$2,535.00	63
<u>Streets:</u> Good, routine maint.	48	\$6,718.00	\$4,980.00	125
<u>Water:</u> Good, routine maint.	12	\$618.00	\$510.00	13
<u>Sewer:</u> Good, routine maint.	5	\$116.00	\$90.00	2
<u>Parks:</u> Good, routine maint.	11	\$1,819.00	\$1,260.00	32
<u>Other Depts:</u> Good, routine Maint.	2	\$15.00	\$90.00	2
<u>Totals</u>	140	\$11,241.00	\$9,465.00	237

Misc Repairs (sublet): All Dept.

\$4,903.00

Total Vehicle Maintenance cost:

\$25,609.00

First Quarter 2014 activities: Provide revolving repair and maintenance for all departments. Ready and maintain seasonal equipment such as leaf loaders and plow trucks.

 Jason Music
 Vehicle Maintenance Manager
 January 17, 2014



City of Sylvania

Division of Taxation

Management Report - Fourth Quarter - 2013

Key Statistics:	2013	2012
Number of tax returns processed	1587	1592
Number of e-filed returns	4	9
Number of withholding payments processed	2296	2187
Number of online payments	29	34
Number of refunds processed	71	64
Delinquent totals	\$566,005.90	\$447,776.45
Amount of money received from collection	\$9,531.58	\$15,832.82
Number of accounts turned over for collection	46	74

Items of Special Interest:

The fourth quarter is a time to prepare for the upcoming tax season. Information has been sent to the printer for the letters to taxpayers. No major changes were made to either the forms or the internet tax preparation and filing tool.

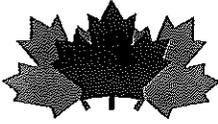
The refuse process was begun in the fourth quarter and will be complete in the first quarter of 2013.

Tax revenues in 2013 were consistently up during the year and we ended with a 5.45% increase. This increase was similar to Maumee (5.1%) and Perrysburg (5.5%)

House Bill 5 was passed by the House of Representatives and is now in the Senate.

Respectfully submitted,

Christy M. Golis
Commissioner of Taxation



**City of Sylvania
Division of Information Technology**

Management Report – Fourth Quarter - 2013

The Division of Information Technology's primary areas of responsibility include information asset security, information availability and customer service. The City's infrastructure, policies and procedures are under constant evaluation so that we can provide the most effective use of technology as well as excellent customer service to City departments and residents.

Information Security and Availability:

The conversion of the City's telephone and data services from American Broadband and Telecommunications and Buckeye Telesystem to Frontier Communications is complete. With telecommunication circuits terminated in sixteen separate facilities throughout the city, this has been a management intensive project, but has resulted in excellent communications services and thousands of dollars in yearly saving for our taxpayers.

The IT department is most proud of its recent installation of the FireEye Threat Prevention Platform. This new security hardware and software will assist in stopping the new generation of cyber-attacks, such as advanced malware that bypasses traditional antivirus defenses. Currently, our monthly incoming email contains over 500,000 Internet links and 5000 attachments. Incidents using targeted malicious emails are increasing and have been producing more data breaches worldwide. The FireEye system scans every email for links and attachments and opens every one before it is delivered. Links are visited by the equipment to ensure no malicious code exists on the site and attachments are opened to ensure the file is safe. It monitors our internal network for any communications that could be sending stolen data to outside sources. It also monitors all real-time web traffic for malicious files and code coming to us from infected web sites that our users visit. Legitimate websites, some governmental, have been infected by criminals that use these sites to send malicious code to computers of those that visit.

The FireEye technology has been adopted by over 100 of the Fortune 500 companies. FireEye's Mandiant Division is the computer forensics firm that first tied cyber-attacks of US companies to a secret Chinese military unit. I realize that enterprise class defenses, like FireEye, can be expensive, but the data entrusted to us by our citizens is worth the investment. We are fortunate to have a City Administration and Council that see the wisdom of these defenses and the pain caused when security is taken for granted. Lately, Target and the City of Akron, I believe, wish they had been more focused on Internet security and protecting its data.

Respectfully submitted,

Mike Tansey
Information Technology Manager



City Of Sylvania

DIVISION OF UTILITIES

4th Quarter 2013

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,145	7,148	7,147	7,147		
Number of Sewer Accounts	8,446	8,378	8,498	8,486		
Number of Water Tap Permits	4	4	4	1	13	8
Number of Sanitary Tap Permits	10	11	17	14	52	23
Number of Storm Tap Permits	3	3	5	3	14	8
Number of Second Meter Permits	0	4	4	1	9	24
Utilities						
Number of Payments Received	19,524	19,356	19,649	19,687	78,216	78371
Total Collection Water	\$745,999.71	\$793,304.08	\$1,135,901.48	\$939,417.84	\$3,614,623.11	\$3,813,062.62
Total Collection Sewer	\$507,801.45	\$486,229.60	\$518,542.56	\$531,201.60	\$2,043,775.21	\$2,094,610.02
Total Collection Refuse	\$110,962.49	\$107,908.54	\$110,589.63	\$111,386.50	\$440,847.16	\$436,802.26
Total Collection On/Off	\$350.00	\$400.00	\$150.00	\$140.00	\$1,040.00	\$751.29
Total Collection Fire	\$934.33	\$901.34	\$915.42	\$919.94	\$3,671.03	\$3,629.11
Total Collection Misc	\$2,947.50	\$3,529.10	\$3,584.54	\$3,673.39	\$13,734.53	\$14,284.74
Total Collection Water Tap Pay Plan	\$85.61	\$296.74	\$172.44	\$305.66	\$860.45	\$855.51
Total Collection Sewer Tap Pay Plan	\$1,434.71	\$1,246.28			\$2,680.99	\$81,760.87
Utility/Zoning Permit Sales						
Water Tap Permits	\$3,600.00	\$4,223.63	\$5,046.25	\$900.00	\$13,769.88	\$7,200.00
Sanitary Tap Permits	\$1,200.00	\$2,120.00	\$1,894.46	\$950.00	\$6,164.46	\$2,280.00
Sanitary Connections Fees	\$6,500.00	\$4,700.06	\$23,420.00	\$27,332.92	\$61,952.98	\$24,630.00
Storm Tap Permits	\$190.00	\$285.00	\$475.00	\$285.00	\$1,235.00	\$570.00
Second Meter Permits	\$0.00	\$1,250.00	\$1,000.00	\$250.00	\$2,500.00	\$6,300.00
Hydrant Permits	\$0.00	\$2,700.00	\$1,100.00	\$2,777.86	\$6,577.86	\$2,250.00
Zoning Permits	\$1,115.65	\$2,033.00	\$1,549.50	\$1,546.00	\$6,244.15	N/A
Sewer and Sidewalk Licenses	\$875.00	\$785.00	\$380.00	\$600.00	\$2,640.00	N/A
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$234.00	\$188.00	\$312.00	\$199.00	\$933.00	N/A
Refuse Bulk Item Sticker	\$700.00	\$371.00	\$786.00	\$427.00	\$2,284.00	N/A
Green Yard Waste Stickers/Bags	\$1,410.00	\$9,176.00	\$1,278.00	\$106.00	\$11,970.00	N/A
Misc.						
Misc.	\$1,249.28	\$4,963.17	\$600.00		\$6,812.45	\$15,302.27
					\$0.00	
Total Collection	\$1,387,589.73	\$1,426,610.54	\$1,807,697.28	\$1,622,418.71	\$6,244,316.26	\$6,504,288.69
Water and Sewer Flow						
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	133,678,000	172,879,000	204,678,000	147,154,040	658,389,040	726,550,000
Average Daily Water Purchased	1,485,311	1,920,878	2,274,200	1,635,045	1,803,806	1,990,547
Total Sewer Flow (Gallons)	291,760,000	339,870,000	251,130,000	209,300,000	1,092,060,000	1,112,700,000
Average Daily Sewer Flow	3,241,777	3,776,333	2,790,333	2,325,555	2,991,945	3,048,493

Estimated Population Served-Water	21,400
Estimated Population Served-Sewer	25,300

Activities To Be Performed

Various water and sewer projects, training and equipment upgrading

Progress This Period

Systematic Cleaning of sewer collection system
Online utility account availability and email billing
Maintenance of water distribution system
Provided ACH forms to all non ach customers

Management Considerations/Problems/Comments

Sanitary sewer permits represent both new connections and sanitary repairs

Training



David W. France
Utility Manager

C

**COMMENTS RECEIVED FROM INTERVIEWS OF DOWNTOWN BUSINESS &
PROPERTY OWNERS CONCERNING DOWNTOWN PARKING**

B. Sanford – 1/30/14

- Do not do a parking garage; continue on current plan to expand ground parking. Fix up lot behind east side of Main Street.
- Need enforcement in municipal lot to turn over customer space/enforcement-meters-send wrong message-we want to have “Friendly Parking”.
- City needs to take the lead in some form of management of the municipal lot. Parking always comes up when businesses look at coming to Downtown Sylvania.
- Utilize stickers for employees and designate where they can park. Move employees to across the tracks.
- Move police vehicles – everyone I talked to mentioned this!
- Utilize meters to turn over parking; this has marginal support.
- Parking deck/garage: some very strong support to do this, but majority do not support this cost (it would not be utilized).
- Re-do lot on east side; hard to navigate as it is now.
- Look at moving dumpsters – municipal and court lots.
- Many feel there is not a problem; fix up what we have – continue to find spots and convert to parking.
- Let’s plan now for future use and parking needs (5-10 years out). If we only look at what we need today, we are shortsighted; identify number for future that we will need in downtown.
- Identify cost to expand and renovate east lot.
- Put a cut-thru, pedestrian walkway on west side of Main Street (from municipal lot).
- If you do a structure it can be utilized for shops as part of the structure and designed to not look like a garage.
- At certain times there may be issues with parking in downtown, but most of the time not a big problem.
- Improve/add signage to help people identify where parking is available – light the signs.
- Improve/add access across railroad tracks – add an archway; needs to be convenient to be used.
- Designate spots for businesses in municipal lot.
- Don’t allow people from Maplewood apartments to use street parking by police station.
- Can municipal lot be reconfigured to add spots?
- Thursday is the busy day for municipal lot.
- Women employees from salons do not like crossing tracks at 9:00pm.
- Apartments on Main and where they park? How many? (6-8)
- Parking deck helps with events – need more events in downtown.

- Municipal lot should be for customers only.
- Support for expansion of court lot west – everything moves west – open spots closest to stores.
- Angela – ok to add parking at her property – look at possibilities in second block to add parking (SW corner of Main and Erie).
- Change zoning on Maplewood to add businesses in houses.
- DSA needs to get everyone on same page for hours of operation – affects parking.
- Monitor/encourage people not to take up street spaces on Main so they are not there all day.
- Are there some under used lots (E. Jones) that could be better utilized for downtown parking?
- Move Thormont building people back in municipal lot.
- Ticketing in the past did help move people back – how to accomplish without strict enforcement?