

Sylvania City Council
October 20, 2014

7:00 p.m. C-O-W Meeting
Recommendation to Council-vacant council seat.

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mr. Brown, Mrs. Cappellini, Mr. Hayman, Mrs. Husman, Mr. Luetke, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Brown.
3. Additions to the agenda.
4. Approval of the meeting minutes of October 6, 2014.
5. Presentation of Resolution 18-2014 to Todd Milner commending him for his service to the City.
6. Committee reports.
 - a. Employee & Community Relations Committee from 10/14/14.
 - b. C-O-W Committee from 10/20/14.
7. Notice of the transfer of the D6-Sale of liquor on Sundays until midnight, C1-Beer Only in sealed container for carry out only, C2-Wine and mixed beverage in sealed containers for carry out, permit from Village Farm Dairy Co., d/b/a In& Out Mart, 5566 W. Alexis Rd. to S & G Stores, LLC d/b/a S & G #42, 5566 W. Alexis Rd.
8. Service Director's report on River Trail Phase 2 Project on request to advertise "Request for Qualifications" for construction document phase professional services; and authorize the clerk to advertise.
9. River Trail Phase 2 Project:
 - a. Service Director's report on modification of existing JJR contract for additional preliminary design phase services.
 - b. Proposed Ordinance 54-2014, Authorizing to accept the proposal of Smithgroup, JJR to provide Engineering Services-River Trail Phase 2.

10. Arbor Way Sanitary Sewer Project;
 - a. Service Director's report.
 - b. Proposed Ordinance 55-2014, Authorizing to approve Change Order #1 (Final) with Ohio Excavating for Arbor Way Sanitary Sewer Project.
11. Municipal Planning Commission's recommendation regarding Zoning Ordinance Amendment Petition No. SUP-3-2014, a request from Sylvania Country Club for a new pool building, new cart building, etc.; set public hearing and authorize the clerk to advertise the same.
12. Committee referrals.

INFORMATION

- A. September 2014 Bank Reconciliation.
- B. Municipal Planning Commission minutes from 10/15/14.
- C. Board of Architectural Review minutes from 10/15/14.

Minutes of the Meeting of Council
October 6, 2014

The Council of the City of Sylvania, Ohio met in regular session on October 6, 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, Mary Westphal (6) present; (0) absent.

Roll call:
All present.

Mrs. Westphal 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:

- 10a. Schedule of Zoning & Annexation Committee meeting.
- 9a. Schedule an Employee & Community Relations Committee meeting.
- Info Item: CVS Liquor Permit Hearing Notice for 10/28/14.

Mr. Haynam moved, Mrs. Westphal seconded to approve the agenda as amended; roll call vote being: Cappellini, Haynam, Husman, Luetke, Westphal, Brown, (6) yeas; (0) nays. The motion carried.

Agenda approved as amended.

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

Mrs. Westphal presented the September 15, 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 September 15, 2014 be approved; roll call vote being: Haynam, Husman, Milner, Westphal, Brown, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the September 15 minutes.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution 17-2014, a written copy of same having been previously furnished to each member of Council, "A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor; and declaring an emergency"; Mrs. Westphal moved, Mr. Brown seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Husman, Luetke, Westphal, Brown, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried.

Resolution 17-2014, "...Accepting amounts and rates, certifying to Co. Auditor...."

Minutes of the Meeting of Council
October 6, 2014

Mrs. Westphal moved, Mrs. Husman seconded, that Resolution 17-2014 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Westphal, Brown, Cappellini, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

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

Mr. Haynam moved, Mr. Luetke seconded to refer Zoning Ordinance Amendment Petition No. SUP-3-2014, A request from Sylvania Country Club to the Planning Commission for review and recommendation; roll call vote being: Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Refer
SUP-3-2014 to
Plan
Commission.

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

Mr. Haynam stated he admired Todd Milner's service to the City and that our community is better due to his past service.

Mrs. Westphal presented and read aloud by title only, proposed Resolution 18-2014, a written copy of same having been previously furnished to each member of Council, "A Resolution commending and thanking Todd R. Milner for his contributions to the City of Sylvania; and declaring an emergency"; Mrs. Westphal moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Westphal, (6) yeas; (0) nays. The motion carried.

Resolution
18-2014,
"...commending
& thanking Todd
Milner..."

Mrs. Westphal moved, Mr. Haynam seconded, that Resolution 18-2014 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Haynam, Husman, Luetke, Westphal, Brown, (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 8.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance 53-2014, a written copy of same having been previously furnished to each member of Council, "Authorizing the donation of body armor vests to the Sylvania Township Fire Department; determining said items to be of no further use to the City of Sylvania; and declaring an emergency"; Mrs. Westphal moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Westphal, Brown, Cappellini, (6) yeas; (0) nays. The motion carried.

Ordinance
53-2014,
"...donation of
body armor vest
to STFD..."

Minutes of the Meeting of Council
October 6, 2014

Mrs. Westphal moved, Mr. Brown seconded, that Ordinance 53-2014 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Westphal, Brown, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 9.

Mr. Luetke set an Employee & Community Relations Committee meeting for Tuesday, October 14, 2014 at 6:00 p.m. to interview candidates for the vacant council seat. Comm. Rel mtg ...10/14/14, 6:00p.m.

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

Mr. Haynam moved, Mr. Luetke seconded to refer Building & Architectural Restrictions to the Zoning & Annexation Committee for review; roll call vote being: Luetke, Westphal, Brown, Cappellini, Haynam, Husman, (6) yeas; (0) nays. The motion carried. Refer to Z & A, Building Restrictions review.

Mr. Haynam moved, Mrs. Westphal seconded to refer charitable donation hut regulation to the Zoning & Annexation Committee for review; roll call vote being Westphal, Brown, Cappellini, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried. Refer to Z & A Donation hut regulations review.

Mr. Haynam set a Zoning & Annexation Committee meeting for Monday, October 27, 2014 at 5:00 p.m. to discuss building & architectural restrictions and charitable donation hut regulation in the zoning code. Z & A Committee... 10/27/14, 5:00p.m.

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

Mrs. Westphal moved, Mr. Haynam seconded that this meeting adjourn; all present voting yea (6); (0) nays. The motion carried and the meeting adjourned at 8:11 p.m. Adjournment.

Clerk of Council

Mayor

7.

NOTICE TO LEGISLATIVE AUTHORITY

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

TO

76402480015		TRFO	S AND G STORES LLC	
PERMIT NUMBER		TYPE	DBA S & G #42	
06	01	2014		
ISSUE DATE		5566 W ALEXIS		
10	06	2014		
FILING DATE		SYLVANIA OHIO 43560		
C1	C2	D6		
PERMIT CLASSES				
48	077	A	F12888	
TAX DISTRICT		RECEIPT NO.		

FROM 10/08/2014

92750640195			VILLAGE FARM DAIRY CO	
PERMIT NUMBER		TYPE	DBA IN & OUT MART	
06	01	2014		
ISSUE DATE		5566 W ALEXIS		
10	06	2014		
FILING DATE		SYLVANIA OHIO 43560		
C1	C2	D6		
PERMIT CLASSES				
48	077			
TAX DISTRICT		RECEIPT NO.		



MAILED 10/08/2014

RESPONSES MUST BE POSTMARKED NO LATER THAN.

11/10/2014

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES

A TRFO 7640248-0015

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF SYLVANIA CITY COUNCIL
6730 MONROE ST
SYLVANIA OHIO 43560

76402480005 PERMIT NBR
S AND G STORES LLC
DBA S & G #40
8249 SYLVANIA METAMORA
SYLVANIA TWP
SYLVANIA OHIO 43560

DERGHAM RIDI

10/06/2014 ACTIVE

CEO

MNMB5%V5%M

PA2-KEY = END SESSION,

CLEAR-KEY = END OPTION,

ENTER-KEY = TO CONTINUE



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 15, 2014

To: The Mayor and Members of City Council

Re: River Trail Phase 2

Dear Mayor and Council Members:

This project is being partially funded with ODOT Transportation Improvement Program (TIP) funds. One of several requirements associated with these funds is the necessity to choose consultants based on Qualifications Based Selection criteria. Services being considered include final design, right-of-way plan development, appraisals, appraisal reviews, negotiations, closing services, and construction inspection.

We are requesting that the Clerk of Council be authorized to advertise for such services so the selection process can begin.

Sincerely,

Kevin G Aller, P. E.
Director of Public Service
KGA/dsw

99



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 15, 2014

To: The Mayor and Members of City Council

Re: River Trail Phase 2

Dear Mayor and Council Members:

We have been involved in on-going discussions with Flower Hospital representatives regarding preferred routing of a river trail across their property. They have informed us that Route C on the attached drawing is their preferred route.

To this point we have used general large scale map information in determining cost factors for the trail. Things such as required length of elevated walkway, wetland and floodplain impacts, screening requirements, as well as other items have not been narrowed down in finer detail.

It is our desire, as well as Flower Hospital's desire, to take that next step to determine what impacts can be expected based on the desired route. The above items will all be considered as well as consideration of alternate construction materials and methods to minimize construction costs of the river trail.

We are requesting \$24,400 in funds for "pre-final" engineering services with SmithGroup JJR. Flower Hospital has committed once again to sharing in fifty percent of the additional fees for this work, or reimbursement to the City of up to \$12,200.

We recommend approval to proceed with the engineering services agreement with SmithGroup JJR in the amount of \$24,400.

Sincerely,

A handwritten signature in blue ink that reads "Kevin G. Aller".

Kevin G Aller, P. E.
Director of Public Service
KGA/dsw

SMITHGROUP JJR

August 25, 2014

Transmitted – Via Email

Mr. Kevin Aller, PE
City of Sylvania
Department of Public Services
6730 Monroe Street
Sylvania, OH 43560-1948

RE: Proposal for Professional Services
Sylvania River Trail Phase II
Sylvania, OH

Dear Mr. Aller:

On behalf of SmithGroupJJR, Inc., ("SmithGroupJJR") I am pleased to submit this proposal for the detailed schematic design for the redesign of the Sylvania River Trail Phase II through the Flower Hospital property to the City of Sylvania ("City"). The following is our understanding of the services which are to be provided.

UNDERSTANDING OF THE PROJECT

SmithGroupJJR has been working with the City for several years on the design of the River Trail and specifically various alternative routes for Phase II through the Flower Hospital property. Based on several meetings earlier in the year between the City and Flower Hospital/ProMedica representatives, it appears that a general consensus on the proposed trail route can be achieved. Based on a letter from Dr. Kanwal, President of Flower Hospital, dated August 1, 2014, and a meeting with the City on August 11, 2014, SmithGroupJJR identified Trail Alignment Alternative "D" (see attached Phase II Alignment Options graphic dated August 15, 2014). It is believed that Alternative "D", "C" or something in between will be the acceptable alignment for both the City and Flower Hospital. SmithGroupJJR will develop Schematic Design Documents of the preferred route in order to assist the City in reaching a final agreement with Flower Hospital.

SCOPE OF SERVICES

Schematic drawings will be developed that indicate the character and materials of the trail components. The following elements will be included in the design:

- Per original design, portions of the at-grade trail will be asphalt.
- The original elevated walkway design, vetted through the City's River Trail Committee, included concrete surfacing and steel handrails and substructure. SmithGroupJJR will review alternative materials such as wood or composite materials for both the walkway and handrails that could be more cost effective for the City's evaluation. Preliminary design of the elevated walkway will be based on existing geotechnical investigations.
- Preliminary grading for the trail route will be developed along with two (2) elevation cross sections depicting the relative elevations of the trail and existing Flower Hospital facilities.
- Proposed landscaping and screening features will be developed that could include earth berming, evergreen and shade trees, shrubs, screen walls and fencing that would preserve the privacy of the Flower Hospital

City of Sylvania

Sylvania River Trail Phase II
Sylvania, OH

SmithGroupJJR

SMITHGROUPJJR

facilities. Landscape and screening elements will also be shown in the grading elevation cross sections noted above.

- The addition of a water feature within the existing detention basin will also be evaluated and potential options presented.
- Lighting through the Flower Hospital property was originally included in the Design Documents as a bid alternate. Lighting design will be reconsidered through this portion as it relates to potential light pole locations relative to Flower Hospital facilities. It is assumed that the proposed light poles would be the same as the light poles specified and installed in Phase I to maintain design consistency along the River Trail.

SmithGroupJJR will attend up to three (3) meetings with the City and Flower Hospital representatives to review options or design plans as they are developed.

Upon consensus of design options, SmithGroupJJR will finalize schematic drawings for the section of trail from approximately Station 22+00 to 29+00 that will include the following:

- Preliminary Layout and Materials Plan
- Preliminary Grading Plan
- Preliminary Landscape Plan
- Schematic Details of Screening Elements

SCHEDULE

SmithGroupJJR will work with the City to establish an anticipated schedule and meeting dates. SmithGroupJJR estimates that the schematic design process will take six to eight (6-8) weeks assuming that meetings can be coordinated efficiently.

COMPENSATION

The City shall compensate SmithGroupJJR for the Scope of Services outlined above a fee equal to the average hourly rate (please see Attachment A) of our project staff actively engaged in the program for all man hours worked, including the mandatory and customary benefits such as taxes, insurance, health, holidays, vacations, pensions, and similar benefits. We estimate the labor fee for professional services for the scope of work described above will be approximately \$24,400, plus reimbursable cash charges.

REIMBURSABLE EXPENSES

In addition to the fee indicated above, the following cash costs shall be reimbursable:

1. Travel expenses related to this project. Reimbursement for car mileage is the standard mileage allowance determined by the Internal Revenue Service. The current mileage rate is \$.560 per mile;
2. Reproduction of drawings, specifications and reports and reproducible (Mylar, etc.) reproductions of drawings;
3. Long distance telephone and facsimile charges, postage, express charges and other similar items;
4. Models, renderings, photography and other special presentation material for other than the Architect's own use;
5. Regulatory Agency review fees; and
6. Employment of, with client's prior approval, special consultants other than those listed in this proposal.

SMITHGROUPJJR

We estimate the reimbursable expenses for this phase of work to be \$500.00.

ADDITIONAL SERVICES

Requests for additional services or staff will be documented by SmithGroupJJR (if given verbally), and the work will commence upon the City's approval of an estimated fee for that effort. For additional services, the City shall reimburse SmithGroupJJR at the hourly rates described in the Standard Fee and Reimbursement Schedule (Attachment A) for all man hours worked on the project, plus the cost of reimbursable cash charges.

PAYMENTS

Invoices will be prepared monthly on the basis of services rendered.

All payments due to SmithGroupJJR shall be made monthly upon presentation of the statement of services rendered. All payments due SmithGroupJJR under this agreement shall bear interest at one-and one-half (1½%) percent per month commencing thirty (30) days after the date of billing.

We anticipate that the work described above will be completed under the Terms and Conditions of our existing contract with the City.

Thank you for choosing SmithGroupJJR to continue to work with you on this exciting project.

Sincerely,



Emily S. McKinnon, P.E.
Associate, Civil Engineer

This document will serve as an agreement between us, and you may indicate your acceptance by signing in the space provided below and returning one (1) signed copy for our files.



SmithGroupJJR (Signature)

Owner (Signature)

Thomas L. Mroz, Jr. – Sr. Vice President
(Printed name and title)

(Printed name and title)

August 25, 2014

Date

Date

Attachment A – Standard Fee and Reimbursement Schedule
Attachment B – Phase II Alignment Options graphic

City of Sylvania

Sylvania River Trail Phase II
Sylvania, OH

SmithGroupJJR

SMITHGROUP JJR

ATTACHMENT A
STANDARD FEE AND REIMBURSEMENT SCHEDULE
Ann Arbor, Michigan
January 1, 2014

PROFESSIONAL AND TECHNICAL STAFF

Principal/ Level 5	\$215.00/hour
Principal/ Level 4	\$210.00/hour
Principal/ Level 3	\$195.00/hour
Principal/ Level 2	\$170.00/hour
Principal/ Level 1	\$160.00/hour
Professional Staff/ Level 10	\$160.00/hour
Professional Staff/ Level 9	\$140.00/hour
Professional Staff/ Level 8	\$125.00/hour
Professional Staff/ Level 7	\$120.00/hour
Professional Staff/ Level 6	\$110.00/hour
Professional Staff/ Level 5	\$100.00/hour
Professional Staff/ Level 4	\$95.00/hour
Professional Staff/ Level 3	\$90.00/hour
Professional Staff/ Level 2	\$85.00/hour
Professional Staff/ Level 1	\$80.00/hour
Technical Staff/ Level 2	\$85.00/hour
Technical Staff/ Level 1	\$70.00/hour

These billing rates are subject to semi-annual review and revision.

A surcharge of fifty percent (50%) will be added to hourly rates for expert witness testimony and/or for participation at hearings, depositions, etc.

REIMBURSABLE EXPENSES

Mileage	\$.560/mile
Travel and Subsistence	Cost
FedEx, Postage, etc.	Cost
Copies (8-1/2" x 11")	\$0.10/copy
Color Copies (8-1/2" x 11")	Cost + 10%
Color Copies (11" x 17")	Cost + 10%
Plotting	Cost + 10%
Reproduction and Printing	Cost + 10%
Materials	Cost + 10%
Equipment Rental	Cost
Subcontract Services	Cost + 10%

INVOICES

Progress invoices shall be issued monthly and payment is due upon receipt. Balances remaining unpaid after thirty (30) days are subject to a monthly finance charge of 1% (12% annually) until paid.

PHASE II ALIGNMENT OPTIONS

SYLVANIA RIVER TRAIL

August 15, 2014

SMITHGROUP JJR

ORIGINAL ROUTE:

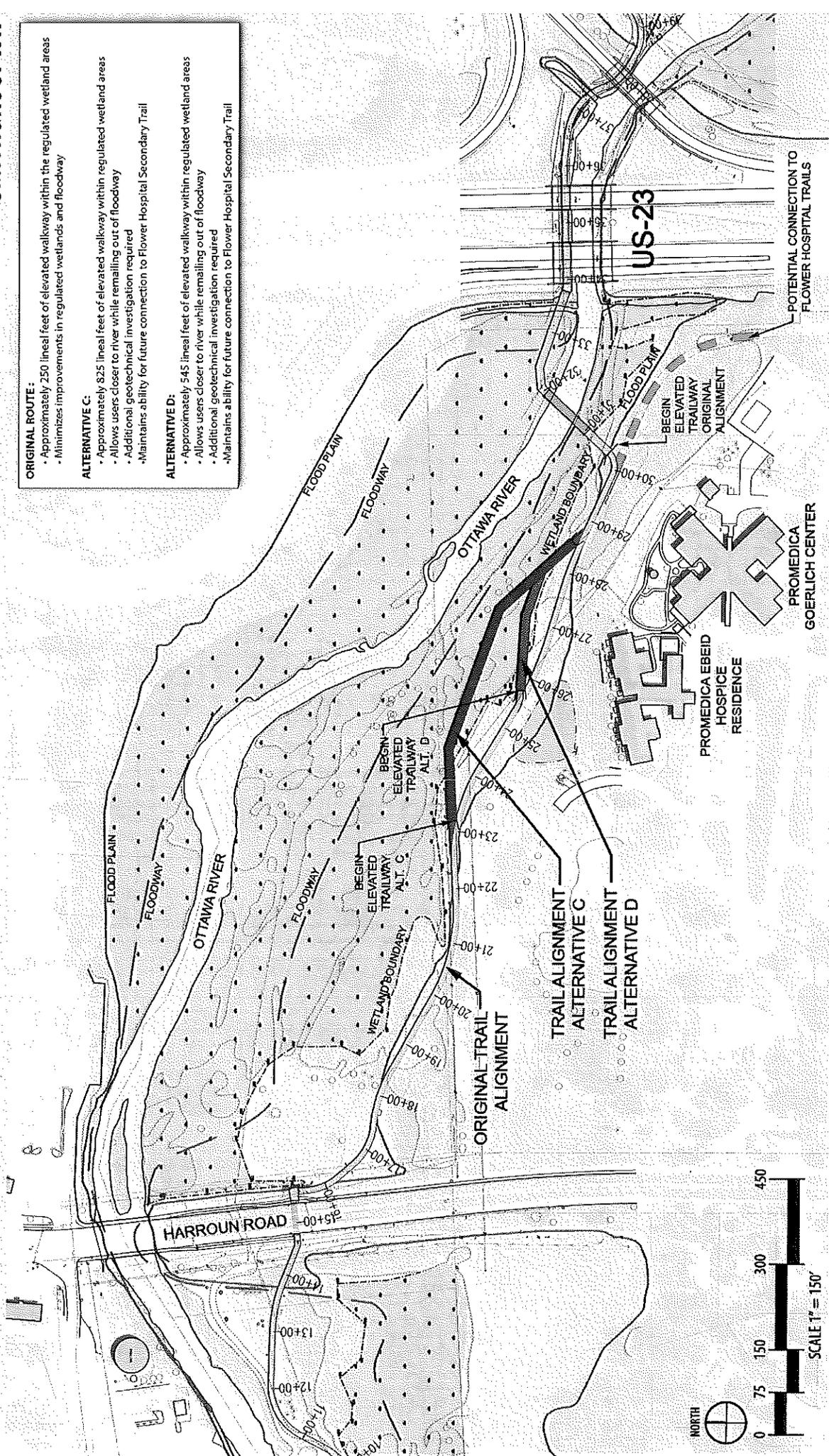
- Approximately 250 lineal feet of elevated walkway within the regulated wetland areas
- Minimizes improvements in regulated wetlands and floodway

ALTERNATIVE C:

- Approximately 825 lineal feet of elevated walkway within regulated wetland areas
- Allows users closer to river while remaining out of floodway
- Additional geotechnical investigation required
- Maintains ability for future connection to Flower Hospital Secondary Trail

ALTERNATIVE D:

- Approximately 545 lineal feet of elevated walkway within regulated wetland areas
- Allows users closer to river while remaining out of floodway
- Additional geotechnical investigation required
- Maintains ability for future connection to Flower Hospital Secondary Trail



POTENTIAL CONNECTION TO
FLOWER HOSPITAL TRAILS

PROMEDICA
HOPELICH CENTER

PROMEDICA EBELD
HOSPICE
RESIDENCE

US-23

HARROUN ROAD

OTAWA RIVER

9b

ORDINANCE NO. 54 -2014

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL OF SMITHGROUP JJR TO PROVIDE ENGINEERING SERVICES FOR THE RIVER TRAIL PHASE 2 PROJECT; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$24,400; AND DECLARING AN EMERGENCY.

WHEREAS, the River Trail Phase 1 Project has been completed; and,

WHEREAS, Ordinance No. 87-2013, passed December 2, 2013, authorized the Mayor and Director of Finance to accept the proposal of SmithGroup JJR (formerly JJR, LLC), the City's consultant for the River Trail Phase 1 Project, to provide the required preliminary engineering for the possible locations of the River Trail Phase 2 Project and appropriated \$17,000 for said engineering services; and,

WHEREAS, representatives from the City and ProMedica Flower Hospital had several on-site meetings to review ProMedica Flower Hospital's preferred route; and,

WHEREAS, in order to ascertain actual costs associated with ProMedica Flower Hospital's desired route location, it is necessary to have "pre-final" engineering drawings prepared; and,

WHEREAS, the Director of Public Service, in a report dated October 15, 2014, indicated that he has received a proposal from SmithGroup JJR, the City's consultant for the River Trail Phase 1 Project, to provide the "pre-final" engineering for the River Trail Phase 2 Project; and,

WHEREAS, the Director of Public Service has recommended acceptance of the proposal of SmithGroup JJR to provide "pre-final" engineering for the River Trail Phase 2 Project at a cost not to exceed \$24,400, with ProMedica Flower Hospital agreeing to share in half of the cost of the "pre-final" engineering with the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas

County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the proposal of SmithGroup JJR on behalf of this City, thereby indicating such approval and acceptance said proposal for “pre-final” engineering for ProMedica Flower Hospital’s preferred location for the River Trail Phase 2 Project.

SECTION 2. That to provide funds for said services hereby authorized, there is hereby allocated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore allocated to **Account No. 401-7750-53585 – River Trail Project**, an amount not to exceed Twenty-Four Thousand Four Hundred Dollars (\$24,400.00). It also being understood that ProMedica Flower Hospital will share in half of this cost with the City.

SECTION 3. 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 4. 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 5. 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 proposal for said professional services should be approved immediately so that the River Trail Phase 2 Project can proceed at the earliest possible time. 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

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 20, 2014

To: The Mayor and Members of Sylvania City Council

Re: **ARBOR WAY SANITARY SEWER
CHANGE ORDER NO. 1 (FINAL)**

Dear Mr. Mayor and Council Members:

The Arbor Way Sanitary Sewer Project was recently completed. Ohio Excavating & Sewer Contractor's original contract amount for the project was \$225,995 and received Council approval on May 5, 2014 by Ordinance 24-2014.

Now that the project is completed, the final installed quantities have been resolved and a change order is necessary to adjust the final contract price.

The installed quantities have resulted in a decrease to the original contract in the amount of \$4,116.53. We recommend approval of Change Order No. 1 which will decrease the final contract amount from \$225,995 to \$221,878.47.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

dsw

CITY OF SYLVANIA, OHIO

CHANGE ORDER Number 1 (FINAL)

Project Ordinance No.: 24-2014 Purchase Order No. 48664

Contract: Arbor Way Sanitary Sewer

Title of Change Order: _____

Date: 10/6/2014

Description of Change: See attached.

RECOMMENDED FOR APPROVAL BY: Kevin G. Aller, P.E. Date _____
 Public Service Director

Original Contract Amt	\$ 225,995	00	REVIEWED BY: <u>Joseph E. Shaw</u>
Previous Changes (+ or --)	\$ 0	00	DATE: <u>10/15/14</u>
This Change (+ or --)	\$ -4,116	53	SUBMITTED BY: <u>Chico Excavating and Sewer Contractors Corp</u>
Adjusted Contract Amt	\$ 221,878	47	DATE: <u>10/15/14</u>

Engineers Signature
Name of Contractor
Contractor's Signature

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

Craig A. Stough, Mayor Date _____ Toby Schroyer, Finance Director Date _____

TO OWNER:

CITY OF SYLVANIA
6730 MONROE STREET
SYLVANIA, OHIO 43560

FROM CONTRACTOR:

OHIO EXCAVATING & SEWER CONTRACTORS CORP.
9339 WEST BANCROFT STREET
HOLLAND, OHIO 43528

APPLICATION NO: 2 (FINAL)

PERIOD TO: 6/14/2014 TO
8/29/2014

PROJECT:

ARBOR WAY SANITARY SEWER

SHEET: 1 OF 2

A		B		C		D		E		F		G	
LINE NO.	BID ITEM NO.	DESCRIPTION OF WORK	UNIT	BID QUANTITY	UNIT PRICE	BID VALUE	ESTIMATED QUANTITY INSTALLED	VALUE	MATERIALS PRESENTLY STORED (NOT IN C)	TOTAL COMPLETED AND STORED TO DATE (D+E)	% (F/B)	BALANCE TO FINISH (B-F)	
1	201	Clearing and Grubbing	LUMP	1	\$3,000.00	\$3,000.00	1	\$3,000.00		\$3,000.00	100%	\$0.00	
2	201	Tree Removed, 12" or Less	EACH	2	\$200.00	\$400.00	2	\$400.00		\$400.00	100%	\$0.00	
3	201	Tree Removed, 12" to 30"	EACH	2	\$300.00	\$600.00	2	\$600.00		\$600.00	100%	\$0.00	
4	201	Tree Removed, 30" to 48"	EACH	3	\$1,400.00	\$4,200.00	3	\$4,200.00		\$4,200.00	100%	\$0.00	
5	202	Pavement Removed, Asphalt	SY	829	\$2.00	\$1,658.00	711	\$1,422.00		\$1,422.00	86%	\$236.00	
6	202	Pavement Removed, Concrete	SY	169	\$10.00	\$1,690.00	71	\$710.00		\$710.00	42%	\$980.00	
7	202	Walk Removed	SF	36	\$10.00	\$360.00	51	\$510.00		\$510.00	142%	(\$150.00)	
8	203	Excavation	CY	545	\$23.00	\$12,535.00	683.6	\$15,722.80		\$15,722.80	125%	(\$3,187.80)	
9	204	Subgrade Compaction	SY	2,074	\$1.00	\$2,074.00	2455.78	\$2,455.78		\$2,455.78	118%	(\$381.78)	
10	204	Excavation of Subgrade	CY	50	\$25.00	\$1,250.00		\$0.00		\$0.00	0%	\$1,250.00	
11	204	Granular Material, Type B	CY	50	\$30.00	\$1,500.00		\$0.00		\$0.00	0%	\$1,500.00	
12	604	Catch Basin Adjusted to Grade	EACH	1	\$600.00	\$600.00		\$0.00		\$0.00	0%	\$600.00	
13	604	Manhole Adjusted to Grade	EACH	1	\$600.00	\$600.00		\$0.00		\$0.00	0%	\$600.00	
14	607	Fence Removed and Rebuilt	FT	10	\$25.00	\$250.00	10	\$250.00		\$250.00	100%	\$0.00	
15	608	Concrete Walk	SF	36	\$10.00	\$360.00	51	\$510.00		\$510.00	142%	(\$150.00)	
16	630	Removal of Ground Mounted Support and Disposal	EACH	1	\$15.00	\$15.00		\$0.00		\$0.00	0%	\$15.00	
17	630	Removal of Ground Mounted Sign and Reerected	EACH	3	\$30.00	\$90.00		\$0.00		\$0.00	0%	\$90.00	
18	SPEC	Decorative Light and Pole Removed and Reerected	EACH	1	\$350.00	\$350.00	1	\$350.00		\$350.00	100%	\$0.00	
19	653	Topsoil Furnished and Placed	CY	108	\$40.00	\$4,320.00	103	\$4,120.00		\$4,120.00	95%	\$200.00	
20	659	Seeding and Mulching, As Per Plan	SY	1936	\$1.00	\$1,936.00	1971.94	\$1,971.94		\$1,971.94	102%	(\$35.94)	
21	659	Commercial Fertilizer	TON	0.26	\$1,000.00	\$260.00	0.26	\$260.00		\$260.00	100%	\$0.00	
22	659	Water	MGAL	10.5	\$10.00	\$105.00		\$0.00		\$0.00	0%	\$105.00	
23	254	Pavement Planing, Asphalt Concrete	SY	2,069	\$2.00	\$4,138.00	1934.30	\$3,868.60		\$3,868.60	93%	\$269.40	
24	304	Aggregate Base	CY	411	\$30.00	\$12,330.00	448.68	\$13,460.40		\$13,460.40	109%	(\$1,130.40)	
25	407	Tack Coat	GAL	156	\$4.00	\$624.00	129	\$516.00		\$516.00	83%	\$108.00	
26	407	Tack Coat for Intermediate Course	GAL	65	\$4.00	\$260.00	87	\$348.00		\$348.00	134%	(\$88.00)	
27	412	Asphalt Concrete (1997) ODOT	CY	12	\$285.00	\$3,420.00		\$0.00		\$0.00	0%	\$3,420.00	
28	448	Asphalt Concrete Intermediate Course, Type 2, PG64-22	CY	95	\$195.00	\$18,525.00	113.42	\$22,116.90		\$22,116.90	119%	(\$3,591.90)	
29	448	Asphalt Concrete Surface Course, Type 1, PG64-22	CY	205	\$185.00	\$37,925.00	194.33	\$35,951.05		\$35,951.05	95%	\$1,973.95	
30	452	6" Non-Reinforced Concrete Pavement	SY	262	\$45.00	\$11,790.00	167	\$7,515.00		\$7,515.00	64%	\$4,275.00	
31	603	6" Conduit, Type B (For Sanitary Laterals)	FT	622	\$40.00	\$24,880.00	693	\$27,720.00		\$27,720.00	111%	(\$2,840.00)	
32	603	8" Conduit, Type B	FT	1033	\$50.00	\$51,650.00	1032	\$51,600.00		\$51,600.00	100%	\$50.00	
33	604	Manhole No. 3	EACH	4	\$2,625.00	\$10,500.00	4	\$10,500.00		\$10,500.00	100%	\$0.00	
34	604	Manhole Adjusted to Grade	EACH	1	\$600.00	\$600.00	1	\$600.00		\$600.00	100%	\$0.00	

TO OWNER:

CITY OF SYLVANIA
 6730 MONROE STREET
 SYLVANIA, OHIO 43560

FROM CONTRACTOR:

OHIO EXCAVATING & SEWER CONTRACTORS CORP.
 9339 WEST BANCROFT STREET
 HOLLAND, OHIO 43528

APPLICATION NO: 2 (FINAL)

PERIOD TO: 6/14/2014 TO
 8/29/2014

PROJECT:

ARBOR WAY SANITARY SEWER

SHEET: 2 OF 2

LINE NO.	BID ITEM NO.	A DESCRIPTION OF WORK	UNIT	BID QUANTITY	UNIT PRICE	B BID VALUE	C ESTIMATED QUANTITY INSTALLED	D VALUE	E MATERIALS PRESENTLY STORED (NOT IN C)	F TOTAL COMPLETED AND STORED TO DATE (D+E)	% (F/B)	G BALANCE TO FINISH TO FINISH (B-F)
35	614	Maintaining Traffic	LUMP	1	\$2,500.00	\$2,500.00	1	\$2,500.00		\$2,500.00	100%	\$0.00
36	623	Construction Layout Stakes	LUMP	1	\$4,000.00	\$4,000.00	1	\$4,000.00		\$4,000.00	100%	\$0.00
37	624	Mobilization	LUMP	1	\$4,000.00	\$4,000.00	1	\$4,000.00		\$4,000.00	100%	\$0.00
38	SPEC	Pre-Construction Videotaping	LUMP	1	\$700.00	\$700.00	1	\$700.00		\$700.00	100%	\$0.00
		TOTAL				\$225,995.00		\$221,878.47		\$221,878.47		\$4,116.53

ORDINANCE NO. 55 -2014

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 1 (FINAL) TO THIS CITY'S AGREEMENT WITH OHIO EXCAVATING & SEWER CONTRACTORS FOR THE ARBOR WAY SANITARY SEWER PROJECT REFLECTING THE FINAL INSTALLED QUANTITIES; DECREASING THE CONTRACT AMOUNT BY \$4,116.53; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 24-2014, passed May 5, 2014, accepted the bid of Ohio Excavating & Sewer Contractors for the Arbor Way Sanitary Sewer Project in the amount of \$225,995; and,

WHEREAS, the Director of Public Service, by report dated October 20, 2014, has recommended the acceptance of Change Order No. 1 (Final) of Ohio Excavating & Sewer Contractors for said Monroe Street Sanitary Sewer Lining Project to reflect the final installed quantities; and,

WHEREAS, the work performed and final installed quantities resulted in a net decrease to the contract in the amount of Four Thousand One Hundred Sixteen and 53/100 Dollars (\$4,116.53), for a total contract amount of \$221,878.47.

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

SECTION 1. That said change order decreasing the contract amount by the sum of Four Thousand One Hundred Sixteen and 53/100 Dollars (\$4,116.53) be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. 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 3. 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 adjustments in the contract 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 the Charter.

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 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.

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

11



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 16, 2014

To: Mayor and Members of City Council

Re: **Council Referral – Special Use Permit Amendment app. no. SUP-3-2014**

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of October 15, 2014, Council Referral – Special Use Permit Amendment app. no. SUP-3-2014 a request from Boris Gradina for Sylvania Country Club, for new pool building, new cart building, relocated kid pool, addition to existing pool, relocated tennis courts, revised short game practice area, revised playground area and a car drop-off addition on property located at 5201 Corey Road Sylvania, Ohio 43560:

..." Mr. Marciniak moved, Mr. Frye seconded to recommend approval of the Special Use Permit Amendment as shown in the plans submitted with the application. Vote being: McCann, Frye, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote."...

Sincerely,

A handwritten signature in blue ink that reads "Debra Webb". The signature is fluid and cursive, with the first name being more prominent.

Debra Webb, Secretary
Municipal Planning Commission

City of Sylvania

Bank Reconciliation

September 2014

A

CHECKBOOK BALANCE

Ending balance for Aug 2014 \$ 20,818,492.61

Add: Monthly Receipts 2,953,604.26

Subtotal \$ 23,772,096.87

Less: Monthly Disbursements 2,137,663.62

Ending balance for Sep 2014 \$ 21,634,433.25

Less:

Certificates of Deposit \$ (2,000,000.00)
 Star Ohio (76,965.32)
 Petty Cash (1) (2,050.00)
 Cemetery Savings (1,062.86)
 Toledo Community Fund (30,171.83)
 PNC MoneyMarket (1,028,119.30)
 Key Bank Securities (1,008,002.77)
 5/3rd Securities (6,383,355.57)
 SJS Account (4,205,496.00)
 Morgan Stanley Investment (2,003,374.65)
 Sylvania Township Bonds (625,000.00)
 \$ 4,270,834.95

Less:

NSF - Utilities (135.00)

\$ 4,270,699.95

(1)

Division of Public Service \$ 150.00
 Department of Finance 100.00
 Division of Water 600.00
 Division of Police 200.00
 Municipal Court 700.00
 Division of Taxation 150.00
 Division of Forestry 150.00

Petty Cash Balance \$ 2,050.00

BANK BALANCE

EOM 5/3rd Bank Balance \$ 4,416,425.08

Deposit in Transit 6,170.10

Subtotal \$ 4,422,595.18

Less: Outstanding Checks (2) 151,895.23

Adjusted Bank Balance \$ 4,270,699.95

(2)

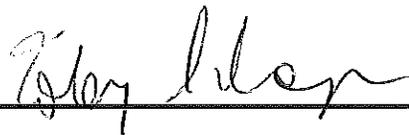
Aug Outstanding Checks \$ 379,930.27

Checks written this month 1,109,813.29

Subtotal \$ 1,489,743.56

Checks Cleared (1,337,848.33)

Sep Outstanding Checks \$ 151,895.23



Toby Schroyer
 Director of Finance, City of Sylvania

B

Sylvania Municipal Planning Commission

Minutes of the regular meeting of October 15, 2014. Mr. Lindsley called the meeting to order.

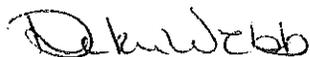
Members present: Mark Frye, Ken Marciniak, Brian McCann and Thomas Lindsley, (4) present. Mayor Craig Stough excused. Zoning Administrator Mr. Timothy Burns present.

Mr. Marciniak moved, McCann seconded to approve the Minutes of the September 10, 2014, meeting as submitted. Vote being: McCann, Marciniak, Frye and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Council referral Special Use Permit Amendment, app. no. SUP-3-2014 requested by Boris Gradina for Sylvania Country Club, for new pool building, new cart building, relocated kid pool, addition to existing pool, relocated tennis courts, revised short game practice area, revised playground area and a car drop-off addition on property located at 5201 Corey Road Sylvania, Ohio 43560. Mr. Greg Feller of Feller, Finch and Associates and the Construction Manager, Mr. Joe Swint of Swint Construction Services present. Mr. Feller explained that the Sylvania Country Club is presently under a Special Use Permit and that they would like to make some renovations and additions to the site so they would like to get the Special Use updated. They plan on renovating the existing pool and expanding it a little bit, taking down the existing pool building and replacing it with another, moving the location of where they store the carts to behind the pro shop, removing a couple of the tennis courts, adding a future playground area and building a little gate house along the entranceway. Mr. Burns asked if they were requesting approval of Phases I, II and III at this time. Mr. Feller said that yes they were and Mr. Swift added that they plan of having all of the renovations completed by Memorial Day Weekend of next year. There was further discussion on some of the other changes shown on the plans including adding a short game practice area in the space where they are removing the tennis courts and replacing the current wading pool with another. Mr. Burns stated that there are no zoning issues with the setbacks on the plans that were submitted. Mr. Marciniak moved, Mr. Frye seconded to recommend approval of the Special Use Permit Amendment as shown in the plans submitted with the application. Vote being: McCann, Frye, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Mr. Marciniak moved, Mr. McCann seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission

C

Board of Architectural Review

Minutes of the regular meeting of October 15, 2014. Mr. Lindsley called the meeting to order.

Members present: Mark Frye, Ken Marciniak, Brian McCann and Thomas Lindsley, (4) present. Mayor Craig Stough excused. Zoning Administrator Mr. Timothy Burns present.

Mr. Marciniak moved, Mr. Frye seconded to approve the Minutes of the September 10, 2014, meeting as submitted. Vote being: McCann, Marciniak, Frye and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 30-2014 requested by Myra Gueli of Toledo Sign for VIP Fitness, 7602 Sylvania Avenue Sylvania, Ohio 43560. Ms. Gueli was present. Application is for an illuminated channel letter wall sign. Sign is within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Frye seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Frye, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Regulated Sign – app. no. 31-2014 requested by John Demity for Soul Circuit Gym, 5834 Monroe Street Sylvania, Ohio 43560. Mr. Demity was present. Application is for an LED internally lit channel letter wall sign. Sign is within the limits of the Sylvania Sign Code. Mr. Marciniak moved, Mr. McCann seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Frye, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated Sign – app. no. 32-2014 requested by Carol Matrisciano for Chic Happens, 5693 Main Street Sylvania, Ohio 43560. Ms. Matrisciano was not present at this time and Mr. John Healey approached the podium and said that he could represent the applicant in her absence as he is the leasing agent. Mr. Healey stated that the same sign designer that did the sign across the street would be doing the sign. Application is for a non-lit wall sign with a white background and black letters. Mr. Burns commented that the Downtown Design guidelines suggest the opposite of the colors submitted which would be a dark background and white letters. Ms. Matrisciano arrived during the discussion. Mr. Lindsley asked Ms. Matrisciano if changing the colors would be possible. Ms. Matrisciano stated that she didn't think so as she thinks that the white is more "boutiquish" and black makes her think of a "hot topic" type store such as Spencer's. Mr. Marciniak stated that he would be more in favor of the light background. Mr. Lindsley agreed. Mr. Burns added that since the sign is not illuminated, he thinks that could be a deciding factor. Sign is within the limits of the Sylvania Sign Code. Ms. Matrisciano further added that the colors of the sign are the same as Kevin Charles across the street, just a different font for the letters. Mr. Marciniak moved, Mr. Frye seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Frye, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

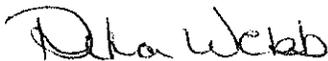
Item 6 – Regulated District Building Review – app. no. 33-2014 requested by Richard Stansley for NZRD Properties, 5632 Main Street Sylvania, Ohio 43560. Mr. John Healey present. Application is for façade change, new windows and a new entry. Mr. Healey presented a

design board showing updated colors to be used consisting of dark greys transitioning to light greys as well as a change to the two awnings above the windows that will have a striped pattern. Mr. Burns requested that Mr. Healey makes sure the NZRD not start work on future projects before getting approval from the Board of Architectural Review as well as obtaining the proper permits. Mr. Healey stated that he would make sure that he "passed the word". Mr. Lindsley asked if the work on this project had already been started and Mr. Burns said that yes it had. Mr. McCann moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the building modifications shown in the updated renderings submitted at the meeting. Vote being: Frye, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 7 – Regulated District Building Review – app. no. 34-2014 requested by John Healey for NZRD Properties, 5667, 5675 and 5679 Main Street Sylvania, Ohio 43560. Mr. Healey was present. Application is for complete renovation of the vacant portions of the building and changing the windows and doors. Mr. Healey stated that all of the windows are new and that a couple would be enlarged to their original size and that they would be removing the wood on the sides of the windows and replacing it with brick. He added that all of the storefront glass will be replaced, that the side and back of the building will be also be renovated and that the back of the building would be painted the cream color that is shown on the trim in the rendering submitted of the front of the building. Mr. Marciniak moved, Mr. McCann seconded, to grant a Certificate of Appropriateness for the building modifications shown in the drawing submitted with the application. Vote being: Frye, McCann, Marciniak and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Mr. Frye moved, Mr. McCann seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission