

Sylvania City Council
November 3, 2014

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mr. Brown, Mrs. Cappellini, Mr. Hayman, Mrs. Husman, Mr. Frye, Mr. Luetke, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mrs. Cappellini.
3. Additions to the agenda.
4. Approval of the meeting minutes of October 20, 2014.
5. OPWC Grant Application-King Rd & Northbrook Ct. Improvement Project.
 - a. Service Director's report on grant application.
 - b. Proposed Resolution 19-2014, Authorizing to prepare & submit an application to participated in the OPWC State Capital Improvement and/or Local Transportation Improvement programs.
6. Proposed Ordinance 56-2014, Authorizing to enter into a fourth amended agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the Administration of Health and Environmental Affairs in the Regional Combined Health District.
7. Proposed Ordinance 57-2014, Amending Chapter 1165 – Satellite Dish Receiving Stations, of the Sylvania Codified Ordinances.
8. Proposed Ordinance 58-2014, Amending Part Eleven-Planning and Zoning Code of the Sylvania Codified Ordinances, Section 1103.10-Schedule of Fees.
9. Set 2015 Meeting Schedule.
10. Committee reports.
 - a. Economic Development Sub-Committee from 10/27/14.
 - b. Zoning & Annexation Committee from 10/27/14.
11. Committee referrals.

INFORMATION

- A. Lucas County letter regarding Annexation Petitions 2014-4 and 2014-5.
- B. 3rd Quarter 2014 Management Reports.

Minutes of the Meeting of Council
October 20, 2014

The Council of the City of Sylvania, Ohio met in regular session on October 20, 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.

The Boy Scouts from Sylvan Elementary School 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.

- 6c. Appointment to City Council, Oath of Office.
- 12a. Schedule a Finance Committee meeting.
- 12b. Schedule an Economic Development Sub-committee meeting.
- 13. Report on SCAT.

Mrs. Westphal moved, Mr. Haynam seconded to approve the agenda as amended; 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 4.

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

Approval of the
October 6
minutes.

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

Mayor Stough presented Resolution 18-2014 to Todd Milner commending him for his service to the City of Sylvania.

Resolution
presentation...
Todd Milner.

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

Minutes of the Meeting of Council
October 20, 2014

Mr. Luetke reported that the Employee & Community Relations committee met to interview the five candidates for the vacancy on City Council. The Committee of the Whole set a meeting on Monday 10/20/14 at 7:00p.m. to discuss a recommendation to council.

Emp & Comm
Relations Mtg.
report...Council
vacancy.

Mrs. Westphal reported that Committee of the Whole met to review the candidates for the Council vacancy. Candidates were interviewed on 10/14/14 by the Employee & Community Relations Committee. Several straw votes were taken to narrow the field of applicants, and the last ballot recommended Mark Frye.

C-O-W Mtg.
recommendation
to Council for
Council vacancy.

Mrs. Westphal moved, Mr. Luetke seconded to appoint Mark Frye to fill the vacancy created by Todd Milner's resignation; roll call vote being: Brown, Cappellini, Husman, Haynam, Luetke, Westphal. (6) Yeas, (0) Nays.

Mark Frye
appointed to
Council seat.

Law Director Leslie Brinning administered the Oath of Office to Mark Frye, and he was then seated as a member of City Council.

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

Mrs. Westphal moved, Mr. Haynam seconded, that no hearing be requested for the transfer of the D6, C1, and C2 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.; roll call vote being: Cappellini, Frye, Husman, Haynam, Luetke, Westphal, Brown, (7) yeas; (0) nays. The motion carried.

No objection to
liquor permit for
S & G Stores.

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

Director Aller's report on the River Trail Phase 2 Project on request to advertise "Request for Qualifications" was placed on file. Mrs. Cappellini moved, Mr. Haynam seconded to authorize the clerk to advertise for bids for the request for qualifications for construction document phase professional services; roll call vote being: Husman, Haynam, Luetke, Westphal, Brown, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Bids for
RFQ...River
Trail , Phase 2.

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

Minutes of the Meeting of Council
October 20, 2014

Service Director Aller's report on River Trail Phase 2 project-Engineering Services was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Ordinance 54-2014, a written copy of same having been previously furnished to each member of Council, "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"; Mrs. Cappellini moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Husman, Luetke, Westphal, Brown, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance 54-2014,
"Authorizing engineering svcs...River Trail, Phase 2 Project..."

Mrs. Cappellini moved, Mrs. Westphal seconded, that Ordinance 54-2014 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Westphal, Brown, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Service Director Aller's report on Arbor Way Sewer Project was placed on file. Mr. Brown presented and read aloud by title only, proposed Ordinance 55-2014, a written copy of same having been previously furnished to each member of Council, "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"; Mr. Brown moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Luetke, Westphal, Brown, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Ordinance 55-2014,
"...approve CO#1 (Final) ...Arbor Way Sanitary Sewer Project..."

Mr. Brown moved, Mrs. Westphal seconded, that Ordinance 55-2014 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Brown, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Mr. Haynam moved, Mrs. Westphal seconded to set the public hearing for SUP-3-2014 for December 1 at 7:15 p.m. and to authorize the clerk to advertise the same; roll call vote being: Brown, Cappellini, Frye, Haynam, Husman, Luetke, Westphal, (7) yeas; (0) nays. The motion carried.

Public hearing for SUP-3-2014 set for December 1, 7:15p.m.

Minutes of the Meeting of Council
October 20, 2014

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

Mrs. Westphal scheduled a Finance Committee meeting for the purpose of discussion of the 2015 Budget for November 17, 2014 at 6:45p.m.

Finance Comm.
mtg, 11/17/14,
6:45p.m.

Mr. Luetke scheduled an Economic Development Sub-Committee meeting for the purpose of receiving an update on the SOMO project and discussion of the downtown streets project for October 27, 2014 at 4:00p.m.

Econ Dev. Sub-
Comm. mtg,
10/27/14,
4:00p.m.

Mayor Stough stated that Council will now consider agenda item 13.

Mrs. Husman provided information on the "SCATACULAR" event scheduled for November 13, 2014, from 7:30 – 8:30 a.m. She stated this is the main fund raiser of SCAT and has invited all to attend.

SCATACULAR
11/13/14
7:30-8:30a.m.

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

Mrs. Westphal moved, Mrs. Cappellini seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:14 p.m.

Adjournment.

Clerk of Council

Mayor



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 30, 2014

To: The Mayor and Members of City Council

**Re: OPWC Grant Application
King Road Resurfacing & Widening
Northbrook Court Reconstruction**

Dear Mayor and Council Members:

King Road, between Cougar Drive and Sylvania Avenue, is beginning to show signs of deterioration that should be addressed with a low-cost resurfacing. At the same time, a recent traffic study for the King Road & Sylvania Avenue intersection showed that a right turn lane was warranted for north-bound traffic.

Northbrook Court was originally constructed of concrete and has seen much frost heave and subsequent repairs. It is in need of a full reconstruction. It has one of the worst Pavement Condition Ratings in the City.

We recommend combining the two projects into one OPWC application to maximize our grant/loan award potential. A summary of the projects is as follows:

King Road Resurfacing/Widening	\$492,300
Northbrook Court Reconstruction	<u>\$391,500</u>
Total Project Cost	\$883,000
Less OPWC Grant/Application	<u>(\$433,000)</u>
City Cost	\$450,800 (\$56,100 water, \$394,700 capital)

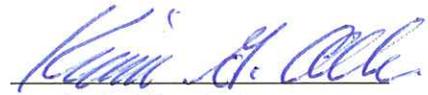
Please note that the project schedule would be such that construction would occur in 2016. Therefore, neither of these projects are in next year's budget but will be planned for 2016.

Page 2
OPWC Grant Application
King Road Resurfacing & Widening
Northbrook Court Reconstruction

We recommend proceeding with the projects and pursuing OPWC grant/loan funds in the amount of \$433,000.

Please call if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin G. Aller".

Kevin G Aller, P. E.

Director of Public Service

KGA/dsw

RESOLUTION NO. 19 -2014

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAMS AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and,

WHEREAS, the City of Sylvania is planning to make capital improvements to King Road between Cougar Drive and Sylvania Avenue and Northbrook Court; and,

WHEREAS, the Director of Public Service, in a report dated October 30, 2014, indicated that Northbrook Court has one of the worst Pavement Condition Ratings in the City and a recent traffic study for King Road and Sylvania Avenue showed that a right turn lane was warranted for north-bound traffic; and,

WHEREAS, the infrastructure improvements hereinabove described are considered to be priority needs for the community and are qualified projects under the OPWC programs; and,

WHEREAS, the total cost of the two projects is \$883,000, with the City receiving anticipated OPWC funds in the amount of \$433,000 for a total cost to the City for both projects of \$450,800.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to apply to the OPWC for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the King Road Resurfacing and Widening Project and Northbrook Court Reconstruction Project are approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with the Ohio Public Works Commission for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution 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 5. That the Clerk of Council is hereby directed to post a copy of this Resolution 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 Resolution 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 City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made effective immediately. Provided this Resolution 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.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

ORDINANCE NO. 56 -2014

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A FOURTH AMENDED AGREEMENT WITH THE CHAIRMAN OF THE LUCAS COUNTY GENERAL HEALTH DISTRICT ADVISORY COUNCIL FOR A CONTRACT PROVIDING FOR THE ADMINISTRATION OF HEALTH AND ENVIRONMENTAL AFFAIRS IN THE REGIONAL COMBINED HEALTH DISTRICT; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 116-99, passed by Sylvania City Council on October 18, 1999, authorized the Mayor and Director of Finance to enter into an Agreement with the Chairman of the Lucas County General Health District Advisory Council establishing a regional combined health district; and,

WHEREAS, Ordinance No. 2-2005, passed by Sylvania City Council on January 3, 2005, authorized the Mayor and Director of Finance to enter into a Second Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which contained no substantive changes to the Agreement only an extension of the term of the Agreement; and,

WHEREAS, Ordinance No. 102-2009, passed by Sylvania City Council on October 5, 2009, authorized the Mayor and Director of Finance to enter into a Third Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which contained no substantive changes to the Agreement; only an extension of the term of the Agreement; and,

WHEREAS, the City has received a proposed Fourth Amended Agreement in which there are no substantive changes made to the proposed Third Amended Agreement, the only change being to extend the term of the Agreement to January 1, 2020; and,

WHEREAS, the Agreement provides that the governing body of said health district shall be the District Advisory Council which will be comprised of twelve members with one member from the City of Sylvania being appointed to represent the City; that the agreement may be terminated by either party on one year written notice; the regional combined health district board shall establish and approve a regional health district budget for which the City of Sylvania will provide 3.0% of the total intergovernmental revenue no later than March 31 of each year; and the regional health district board shall provide a written detailed account of all actions, efforts and progress of the regional combined health district every forty-five days commencing from the effective date of the Agreement and continuing thereafter throughout the term of the Agreement; and.

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 Director of Finance be, and they hereby are, authorized, on behalf of the City of Sylvania, Ohio, to enter into an Third Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which Agreement is attached hereto as "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 Fourth Amended Agreement should be entered into as soon as possible in order to maintain the administration of health and environmental services in the City of Sylvania. 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 _____

7

ORDINANCE NO. 57 -2014

AMENDING CHAPTER 1165 – SATELLITE DISH RECEIVING STATIONS, OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED; AND DECLARING AN EMERGENCY.

WHEREAS, the Zoning and Annexation Committee met on October 24, 2014 and considered, among other things, Section 1165.01(a) – Size Requirements and Location in Chapter 1165 – Satellite Dish Receiving Stations; and,

WHEREAS, discussion was held regarding the location of satellite dishes and thereafter a recommendation was made to amend Section 1165.01(a) as set forth on “Exhibit A” attached hereto.

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

SECTION 1. That Section 1165.01(a) – Size Requirements and Location, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on “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 this ordinance must be immediately effective to provide for the new location requirements for satellite dishes and to make necessary changes to the Codified Ordinances. 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

1165.01 SIZE REQUIREMENTS AND LOCATION.

(a) A satellite dish of less than 39 inches in diameter, television/radio broadcast receiving antennas, and amateur "HAM" radio antennas is permitted as an accessory structure in all zoning districts. In residential districts, such dishes and antennas shall be located only on a roof or in rear or side yards.

* * *

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

"Exhibit A"

ORDINANCE NO. 58 -2014

AMENDING PART ELEVEN – PLANNING AND ZONING CODE OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED BY AMENDING SECTION 1103.10 – SCHEDULE OF FEES; ESTABLISHING A SCHEDULE OF FEES;AND DECLARING AN EMERGENCY.

WHEREAS, Sylvania Municipal Code Section 1103.10(a) provides that "...Council shall establish a schedule of fees, charges and expenses and a collection procedure for Zoning Certificates, appeals and applications to the Board of Appeals, and applications for special uses and rezoning of land..."; and,

WHEREAS, at the Zoning and Annexation Committee on October 24, 2014, the Director of Public Service presented a revised Schedule of Fees to increase several fees that have not been increased in several years and which are the lowest among area communities; and,

WHEREAS, the Zoning and Annexation Committee considered the revised Schedule of Fees and thereafter recommended that the Schedule of Fees be adopted and the relevant Sylvania Municipal Code Sections be amended to reflect the various fee increases.

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

SECTION 1. That the schedule of fees, charges and expenses and a collection procedure for Zoning Certificates, appeals and applications to the Board of Appeals, and applications for special uses and rezoning of land as set forth on the attached "Exhibit A" be adopted.

SECTION 2. That Section 1103.10 – Schedule of Fees, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on "Exhibit B."

SECTION 3. That Section 1166.15 – Administration, Enforcement and Penalty, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on "Exhibit C."

SECTION 4. That Chapter 909 – Sidewalks, Driveways and Curbs, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on "Exhibit D."

SECTION 5. That Section 929.04 – License Fee; Bond, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on “Exhibit E.”

SECTION 6. 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 7. 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 8. 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 this ordinance must be immediately effective to provide for the new fee structure and to make necessary changes to the Codified Ordinances. 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

Zoning Comparison - Fee Structure

Item/Municipality	Average of Area Communities	City of Sylvania Current	City of Sylvania Proposed
PLATS			
Preliminary Plat	< 5 Acre = \$208 6-10 Acres = \$450 > 11 Acres = \$558		\$200 ≤ 5 acres \$400 6-10 acres \$500 > 10 acres
Preliminary Plat Extension	\$200		\$150
Final Plat	\$166 + \$6/lot		\$150
Approval without Plat - Lot Splits	\$60	\$35 - Unplatted, \$25 Platted	\$50
Site Plans			
Site Plan Preliminary/Final Review	Prelim = \$255 + \$17/acre Final = \$260 + \$17/acre		\$250
Application for Zoning Change	< 1 acre = \$365 1-5 acres = \$465 > 5 acres = \$570	\$150	\$100 plus cost of ad
Special Approval Use Application	< 1 acre = \$233 1-5 acres \$366 > 5 acres = \$500	\$150	\$100 plus cost of ad
Planned Unit Development	< 1 acre = \$358 1-5 acres = \$446 > 5 acres = \$571	\$150	\$100 plus cost of ad
All Amendments to Approved Plans	\$208	\$150	\$150
Architectural Review Committee - review	\$200	\$1/ \$1,000 cost (Min \$2 - Max \$200)	\$1/ \$1,000 cost (Min \$50 - Max \$200)
Flood Plain Permit	N/A	\$75	\$75
Board of Zoning Appeals			
Application - Residential	\$130	\$50	\$50 plus cost of ad
Application - Commercial/Industrial/Institutional	\$383	\$50	\$100 plus cost of ad
Appeal from Board of Zoning Appeals -To City Council	\$166	\$150	\$150
Zoning Permits			
Residential	1000 Sq. Ft. = \$109 2000Sq. Ft. = \$164 3000 Sq. Ft. = \$223 4000 Sq. Ft. = \$282	\$25/ Unit	\$50 + \$0.05/Sq. Ft.
Commercial/Industrial/Institutional/Multifamily	\$192 + \$0.13/Sq. Ft.	\$25/ 1000 Sq. Ft.	\$100 + \$0.10/Sq. Ft.
Alterations - Residential	\$35 + \$0.04 / Sq. Ft.	\$15	\$25
Alterations - Commercial/Industrial/Institutional/Multifamily	\$45 + \$0.06/ Sq. Ft.	\$25/ 1000 Sq. Ft.	\$50/1000 Sq. Ft.
Garage (Detached)	\$31	\$15	\$25

Item/Municipality	Average of Area Communities	City of Sylvania Current	City of Sylvania Proposed
Shed	\$26	\$15	\$20
Swimming Pool	\$34	\$25	\$25
Other Permits			
Fence	\$25		\$20
Sidewalk	\$18.50	< 30 Sq. Ft. = \$2, 30 - 100 Sq. Ft. = \$5.00, > 100 Sq. Ft. = \$25.00	\$10 ≤ 200 Sq. Ft. \$20 > 200 Sq. Ft.
Driveway Construction Permit	\$30		\$20
Sign Permit	50 Sq. Ft. = \$59 100 Sq. Ft. = \$74 150 Sq. Ft. = \$86 200 Sq. Ft. = \$99	\$50 + \$1 per \$1,000 of sign value (Min \$2.00 Max. \$200)(BAR)	\$50 + \$0.20/Sq. Ft. (BAR)
Temp Sign	\$45	\$15	\$20
Street Banner	\$50		\$50
Demolition - Residential	\$50	\$1	\$25
Demolition - Commercial/Industrial/Institutional/Multifamily	\$75	\$1	\$25
Planning and Zoning Codes	\$25	\$10, Design Guidelines Book (Color) = \$20, (B&W) = \$5	\$20
Vendor License			
Mechanical Amusement Device	N/A	\$50/ Device (Max \$500)	
Refuse Haulers Permit	N/A	\$25	\$25
Horse Drawn Carriage	N/A	\$25	\$25
Contractor Registration			
Sewer	\$150 = Original \$45 = Renewal	New - \$100, Renewal - \$25	\$25 Annual + Bond
Sidewalk, Apron, Curb (Concrete)	\$62.5 = Original \$57.5 = Renewal	\$50 Annual + Bond	\$25 Annual + Bond

(BAR) = Board of Architectural Review

1103.10 SCHEDULE OF FEES.

* * *

(b) No permit, certificate, special use, variance or exception shall be issued or allowed unless or until such costs, charges, fees or expenses have been paid in full, nor shall any action be taken on proceedings before the Board of Appeals unless or until preliminary charges and fees have been paid in full. The petition provided for in Section 1107.02 shall be accompanied by a cash payment of One Hundred Dollars (\$100.00), which cash payment is applicable to all petitions for zoning ordinance amendments, planned developments, amendments to planned developments, special uses and amendments to special uses. Applicant will also be responsible for the cost of the legal notice publication and no certificate, permit, special use, variance or exception shall be granted until the cost of publication has been paid in full. Any appeal to, or application for a variance or exception to, the Board of Appeals shall be accompanied by a cash payment of Fifty Dollars (\$50.00) plus the cost of the legal notice publication for property classified as residential and One Hundred Dollars (\$100.00) plus the cost of the legal notice publication for all property classified as commercial, industrial or institutional. Any provision for fees contrary to the cash payments required by this subsection (b) hereof are hereby repealed.

* * *

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

1166.15 ADMINISTRATION, ENFORCEMENT AND PENALTY.

(a) Permits.

* * *

(3) Submission requirements.

* * *

C. Application Fee. The applicant shall pay a fee of twenty dollars (\$20.00) for a temporary sign permit and Fifty Dollars (\$50.00) plus \$0.20/square foot for any other sign permit.

* * *

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

909.06 ISSUANCE OF LICENSE; FEE.

* * *

(b) When the aforesaid application has been approved and the required bond has been accepted, the Director shall issue a license to the applicant upon the payment of the annual license fee of Twenty-Five Dollars (\$25.00) for the fiscal year terminating April 30 of each calendar year. All license fees shall be credited to the General Fund of the City.

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

* * *

909.08 CONSTRUCTION PERMITS REQUIRED; FEES.

* * *

(b) Fees to be collected for the issuance of sidewalk and driveway construction permits in conformity with the provisions of this section shall be paid as follows upon obtaining the aforesaid permits:

For sidewalks involving 200 sq. ft. or less of construction work	\$ 10.00
For sidewalks involving more than 200 sq. ft. of construction work	\$ 20.00
Driveways	\$ 20.00

Such fees shall be payable at the office of the Director of Public Service.

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

“Exhibit D”

929.04 LICENSE FEE; BOND.

Any person, firm or corporation desiring to do business as a sewer builder in the City shall file with the Service Director an application furnished by him, together with a surety bond, acceptable to the Director in the amount of ten thousand dollars (\$10,000) made payable to or in favor of the City, conditioned that he shall indemnify and save harmless the City from all accidents and the consequences thereof, and also from all damages caused by any negligence in protecting his work, or by any unfaithful, imperfect, inadequate, careless or unskilled work done by him, and that he shall also at the proper time promptly restore and replace the sidewalk, pavement or street surface over any excavation he may have made to as good a state and condition as he found it previous to opening the same, and to keep and maintain the same in good order, to the satisfaction of the sewer inspector designated by the Director, for the period of twelve months next thereafter, and that he shall pay all fines imposed on him for a violation of any ordinance, rule or regulation prescribed by the City. He shall also submit with such application, proof of comprehensive general liability insurance with minimum and maximum limits in an amount satisfactory to the Director of Public Service relative to the scope of the project. The sum of Twenty-Five Dollars (\$25.00) must be deposited with the application as payment for the annual charge for license as payment for the annual charge for license as a sewer builder in the City. No license shall be granted for more than one year, and all licenses shall be granted to expire December 31.

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

“Exhibit E”



City Of Sylvania

SYLVANIA CITY COUNCIL
SHARON M. BUCHER, CLERK

Date: November 3, 2014
To: Mayor Craig Stough and City Council Members
From: Sharon Bucher, Clerk of Council
Subject: 2015 Meeting Schedule

The following holidays fall on a regular Monday night Council meeting in 2015:

- January 19 Martin Luther King, Jr.'s Birthday
- February 16 Presidents' Day
- September 7 Labor Day

Council should consider on what alternate days these meetings will be held.

Also, pursuant to Article III, Section 9.0 MEETINGS of the Sylvania City Charter, Council may dispense with one of its regular meetings in the months of July and August. Council may wish to consider cancelling one or two of its summer meeting now or later in the calendar year.



**Board of County
Commissioners**
Carol Contrada
President
Tina Skeldon Wozniak
Pete Gerken

Jody L. Balogh
Clerk of the Board

October 17, 2014

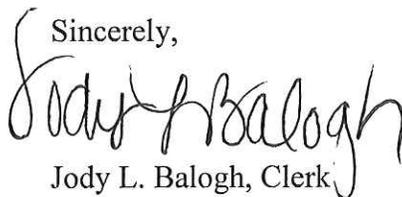
Ms. Sharon Bucher
Clerk of Council
City of Sylvania
6730 Monroe Street
Sylvania, OH 43560

Re: Annexation Petition Nos. 2014-4 and 2014-5
Portions of Sylvania Township
to the City of Sylvania

Dear Ms. Bucher:

Enclosed are copies of Resolution Nos. 14-911 and 14-912, accepting the filing of the above-referenced annexation petitions. The hearings have been set for December 9, 2014 at 11:00 a.m.

If you need additional information, please feel free to contact me.

Sincerely,

Jody L. Balogh, Clerk

/jlb
enc.

Date: October 14, 2014

Resolution No. 14-911

Title: Accepting the Filing of Annexation Petition No. 2014-4, Portions of Sylvania Township to the City of Sylvania, Parcel Nos. 78-33064, 78-33067, 78-33071, 78-33074 (2.041 acres±)

Department/Agency: Commissioners

Contact: Jody L. Balogh, Clerk

Summary/Background: There was filed with this Board on October 3, 2014, a petition for the annexation by a majority of the owners of approximately 2.041 acres of land, more or less, of real estate in Sylvania Township to the City of Sylvania by James A. Moan, Esq., agent for the petitioners. The petitioner requests that the territory be annexed pursuant to the **Regular Annexation** procedures contained in R.C. 709.02

Budget Impact: N/A

Statutory Authority/ORC: 709.02

Commissioner Contrada offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, Lucas County, Ohio, that:

Section 1. This Board acknowledges receipt of Annexation Petition No. 2014-4, Portions of Sylvania Township to the City of Sylvania, Parcel Nos. 78-33064, 78-33067, 78-33071, 78-33074 (2.041 acres±) with a deposit of \$150.00 to be placed into account 8040-8035-418160. The clerk of this Board is directed to enter said petition upon the journal of this Board.

Section 2. This Board's October 14, 2014, meeting is the first available regular session of the Board since the filing of the petition.

Section 3. This Board hereby sets the hearing date of **December 9, 2014, at 11:00 a.m.**, in the Commissioners' Hearing Room, First Floor, One Government Center, Toledo, Ohio.

Section 4. The petition, legal description and map are hereby referred to the Lucas County Engineer to determine that there is an accurate legal description of the perimeter of the territory proposed to be annexed, and a map or plat of the territory.

Section 5. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

October 14, 2014

Accepting the Filing of Annexation Petition No. 2014-4, Portions of Sylvania Township to the City of Sylvania, Parcel Nos. 78-33064, 78-33067, 78-33071, 78-33074 (2.041 acres±)

Page 2

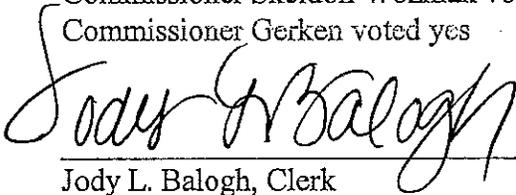
Section 6. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Commissioner Contrada voted yes

Commissioner Skeldon Wozniak voted yes

Commissioner Gerken voted yes

A handwritten signature in cursive script, appearing to read "Jody L. Balogh", written over a horizontal line.

Jody L. Balogh, Clerk

Date: October 14, 2014

Resolution No. 14-912

Title: Accepting the Filing of Annexation Petition No. 2014-5, Portion of Sylvania Township to the City of Sylvania, Parcel No. 78-61371 (0.12 acres±)

Department/Agency: Commissioners

Contact: Jody L. Balogh, Clerk

Summary/Background: There was filed with this Board on October 3, 2014, a petition for the annexation by a majority of the owners of approximately 0.12 acres of land, more or less, of real estate in Sylvania Township to the City of Sylvania by James A. Moan, Esq., agent for the petitioners. The petitioner requests that the territory be annexed pursuant to the **Regular Annexation** procedures contained in R.C. 709.02

Budget Impact: N/A

Statutory Authority/ORC: 709.02

Commissioner Contrada offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, Lucas County, Ohio, that:

Section 1. This Board acknowledges receipt of Annexation Petition 2014-5, Portion of Sylvania Township to the City of Sylvania, Parcel No. 78-61371 (0.12 acres±) with a deposit of \$150.00 to be placed into account 8040-8035-418160. The clerk of this Board is directed to enter said petition upon the journal of this Board.

Section 2. This Board's October 14, 2014, meeting is the first available regular session of the Board since the filing of the petition.

Section 3. This Board hereby sets the hearing date of **December 9, 2014, at 11:00 a.m.**, in the Commissioners' Hearing Room, First Floor, One Government Center, Toledo, Ohio.

Section 4. The petition, legal description and map are hereby referred to the Lucas County Engineer to determine that there is an accurate legal description of the perimeter of the territory proposed to be annexed, and a map or plat of the territory.

Section 5. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

October 14, 2014

Accepting the Filing of Annexation Petition No. 2014-5, Portion of Sylvania Township to the City of Sylvania, Parcel No. 78-61371 (0.12 acres±)

Page 2

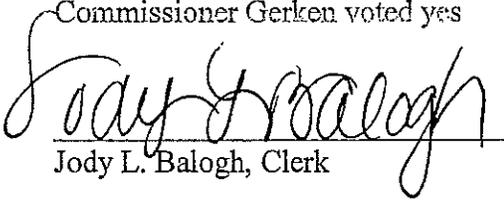
Section 6. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Commissioner Contrada voted yes

Commissioner Skeldon Wozniak voted yes

Commissioner Gerken voted yes

A handwritten signature in cursive script, reading "Jody L. Balogh", written over a horizontal line.

Jody L. Balogh, Clerk



City Of Sylvania

3rd Quarter 2014

DIVISION OF UTILITIES

DAVID W. FRANCE, UTILITY MANAGER

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,150	7,148	7,152			
Number of Sewer Accounts	8,424	8,518	8,474			
Number of Water Tap Permits	4	13	10		27	13
Number of Sanitary Tap Permits	8	51	35		94	52
Number of Storm Tap Permits	3	3	8		14	14
Number of Second Meter Permits	2	5	8		15	9
Utilities						
Number of Payments Received	19,582	19,279	19,873		58,734	78216
Total Collection Water	\$778,981.71	\$782,986.67	\$1,333,742.89		\$2,895,711.27	\$3,614,623.11
Total Collection Sewer	\$483,161.85	\$461,301.94	\$525,727.94		\$1,470,191.73	\$2,043,775.21
Total Collection Refuse	\$112,984.00	\$108,193.84	\$111,674.51		\$332,852.35	\$440,847.16
Total Collection On/Off	\$255.00	\$370.00			\$625.00	\$1,040.00
Total Collection Fire	\$915.74	\$932.07	\$904.17		\$2,751.98	\$3,671.03
Total Collection Misc	\$5,015.66	\$4,869.59	\$3,895.70		\$13,780.95	\$13,734.53
Total Collection Water Tap Pay Plan	\$429.75	\$133.22	\$387.27		\$950.24	\$860.45
Total Colleciton Sewer Tap Pay Plan	\$0.00	\$0.00	\$0.00		\$0.00	\$2,680.99
Utility/Zoning Permit Sales						
Water Tap Permits	\$5,495.00	\$7,680.00	\$12,495.26		\$25,670.26	\$13,769.88
Sanitary Tap Permits	\$3,892.51	\$2,090.00	\$4,110.00		\$10,092.51	\$6,164.46
Sanitary Connections Fees	\$3,170.00	\$51,110.35	\$40,105.00		\$94,385.35	\$61,952.98
Storm Tap Permits	\$380.00	\$285.00	\$760.00		\$1,425.00	\$1,235.00
Second Meter Permits	\$600.00	\$1,500.00	\$2,400.00		\$4,500.00	\$2,500.00
Hydrant Permits		\$2,200.00	\$3,300.00		\$5,500.00	\$6,577.86
Zoning Permits	\$1,614.93	\$4,057.00	\$8,840.00		\$14,511.93	\$6,244.15
Service Dept Sales						
Sewer and Sidewalk Licenses	\$407.00	\$1,420.00	\$100.00		\$1,927.00	\$2,640.00
Plans/Bid Documents	\$250.00	\$440.00	\$210.00		\$900.00	N/A
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$130.00	\$368.00	\$293.00		\$791.00	\$933.00
Refuse Bulk Item Sticker	\$437.00	\$770.00	\$704.00		\$1,911.00	\$2,284.00
Green Yard Waster Stickers/Bags	\$1,702.00	\$10,510.00	\$1,036.00		\$13,248.00	\$11,970.00
Misc.						
Misc.	\$4,770.10	\$451.91	\$8,497.00		\$13,719.01	\$6,812.45
Total Collection	\$1,404,592.25	\$1,441,669.59	\$2,059,182.74		\$4,905,444.58	\$6,244,316.26
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	151,446,000	173,872,600	221,450,636		546,769,236	658,389,040
Average Daily Water Purchased	1,682,733	1,931,918	2,460,563		6,075,214	1,803,806
Total Sewer Flow (Gallons)	335,800,000	326,060,000	214,360,000		876,220,000	1,092,060,000
Average Daily Sewer Flow	3,731,111	3,622,777	2,381,777		9,735,665	2,991,945
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 and repairs of water distribution system
Installation of Meter Transmitting Units

Management Considerations/Problems/Comments

Training

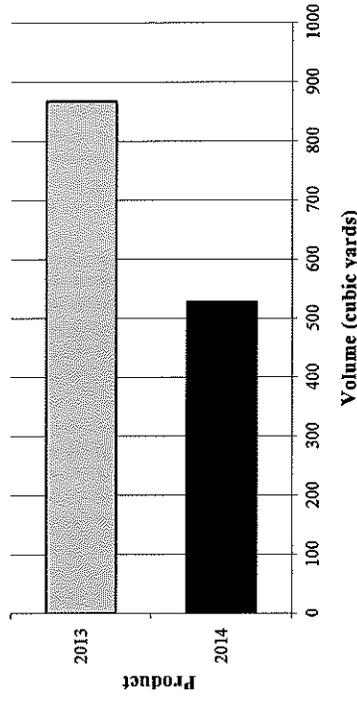


David W. France
Utility Manager

Parks & Forestry Quarterly Report : July - September, 2014

Green Yard Waste

2013 - 2014 Cu Yds. of Compost Sold

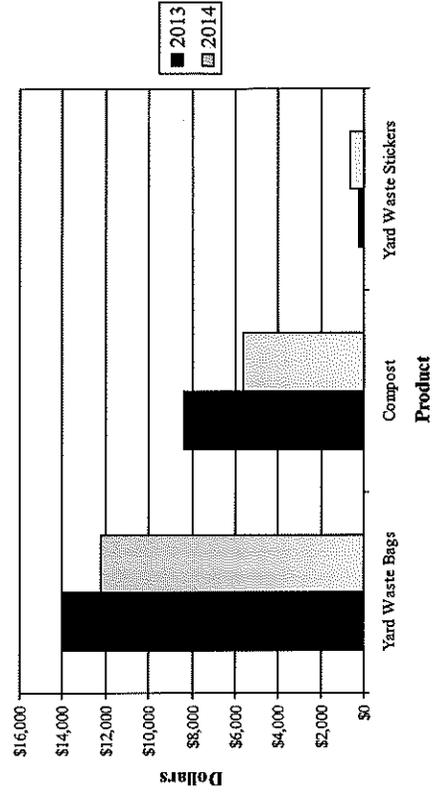


Volume Collected (cubic yards)

- * Route A 165.0[~]
- * Route B 173.0[~]

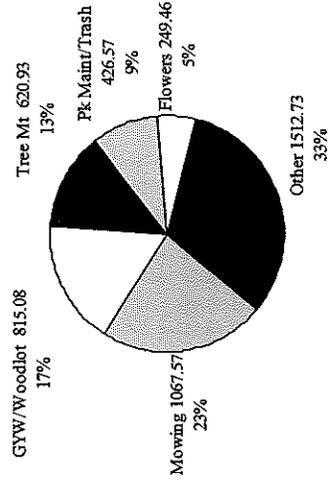
[~] Processed Volume

2013 - 2014 Revenue Comparison

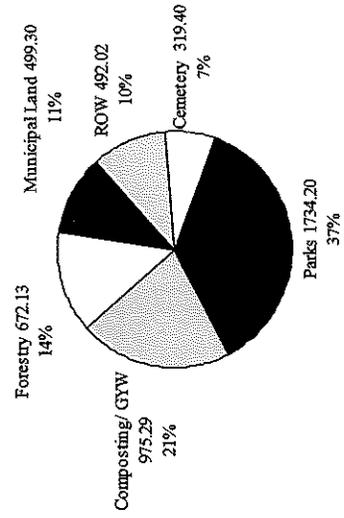


Parks & Forestry Quarterly Report : July - September, 2014

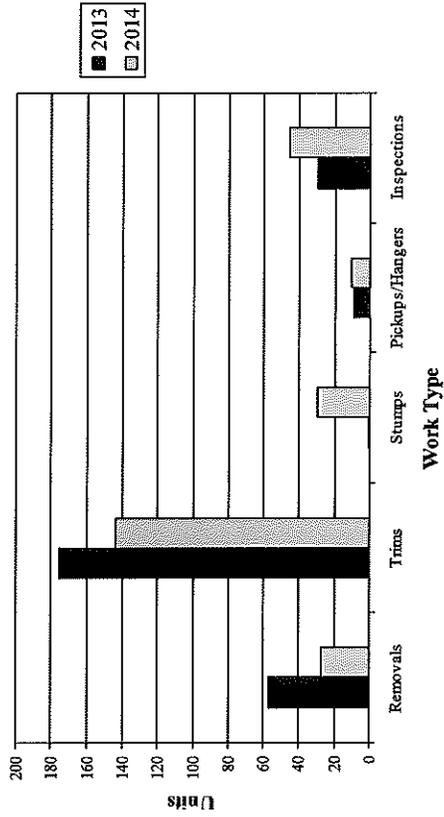
Man-Hours by Work Type



Man-Hours by Account



2013 - 2014 Work Comparison





SYLVANIA POLICE DIVISION
3RD QUARTER 2014
Management Report Worksheet

	<u>2014</u>	-	<u>2013</u>
Crime Reports	296		339
Crime Offense	325		382
Criminal Arrests - Juvenile/Adult	154		162
Traffic Citations	390		319
Written Warnings	545		299
Parking Ticket	25		27
OVI	15		17
Traffic Crashes	96		99
Traffic Crash injuries/fatalities	20/0		30/0
Calls for Police Service	3885		3080
Hours Spent Handling Police Calls	1482:34		1331:29
Emergency Response Time – Priority 1	3.08		2.55
Overtime Hours - Police	1234.75		1106
Overtime Hours - Dispatch	184		188.75
Training Hours	523		886.5
Vehicle Lockouts	92		129
Motorist Assists	59		64
False Alarms - Commercial	26		24
False Alarms - Residential	23		27
Child Safety Seats Installed	20		30

Sylvania Police Division Office of Community Affairs

Quarterly Report – Third Quarter 2014

"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

Officers from the Community Affairs Division have begun the transition into the 2014-2015 school year. Officer Scott Hendricks has begun teaching the Elementary D.A.R.E. curriculum in the public schools.

The Sylvania Police Volunteer Patrol Division has continued regular assignments on road patrol. Sylvania Police Division Volunteers have assisted with numerous events throughout the community this quarter. The Volunteer Division continues to be a tremendous asset to our Police Division.

Officer Gallup and Officer Roe have now started the 2014-2015 school year as school resource officers at Northview and Southview High Schools.

II. Youth Programs / DARE Events

- Officer Hendricks has started teaching DARE at Maplewood, Sylvan, and Highland.
- Officer Hendricks attended the Highland Elementary Safety Patrol assembly.
- Officer Hendricks attended the DARE Day at the Lucas County Fair and at the Wood County Fair.
- Officer Hendricks greeted the students arriving at the elementary schools on the first days of school.

III. Community Involvement

- Community Affairs staff members continue to present and guide Active Shooter training and response strategies in the schools and businesses within community.
- Officers participated in board meetings and community events this quarter.
- Sgt. Music continues to serve on the Sylvania Area Family Services Board.

- Ptlm. Hendricks continues to serve on the SCAT Board and began attending the Sister City Commission planning meetings.

IV. RUOK Program

- 2 alerts –both non-emergency.

V. School Resource Officer Programs

Note: School was not in session in July and began on August 21st, 2014

Northview High School - Officer Gallup	
Presentations	1
Meetings	18
General Offense Reports	0
Accident Reports	0
Citations / Warnings	0
School Related Complaints	13
Parking Lot Assists	3
Court Appearances	0

Southview High School – Officer Roe	
Presentations	0
Meetings	27
General Offense Reports	6
Accident Reports	0
Citations / Warnings	0
School Related Complaints	6
Parking Lot Assists	3
Court Appearances	1

VI. Explorer Program

- Explorers have trained in numerous topics this quarter. Topics include the following:
 - Traffic Stops with scenarios.
 - Firearms safety and range time.
 - Radio function and proper etiquette training.
- Explorers assisted with the following events this quarter:
 - Marathon Golf Tournament for the week.
 - Delivered informational flyers for the Sylvania Cycling Classic

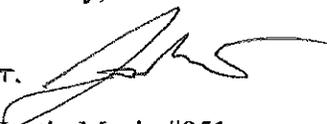
VII. Volunteer Program - 3rd Quarter Report

A. Summary

Hour Summary	
Total Patrol Volunteer hours for July 2014 – Sept. 2014	299.5
Total Event Volunteer hours for July 2014 – Sept. 2014	38.5
Total	338

Volunteer Patrol Log	
Lockouts	3
House Checks	8
Road Patrol/Traffic Assists	16
Citizen/Motorist Assists	5
Business Checks	88
Business Surveys	0
Juvenile Court Runs	3
Special Assignments:	
A. Events:	
• Volunteers worked a total of ten (10) events this quarter.	
B. Misc. Details	
• Explorer Post Training meetings – 2 times	
• ALICE Training – St. Joseph School	
• Speed Trailers x 2	

Respectfully,

Sgt. 

Sgt. Justin Music #851
Sylvania Police Division
Office of Community Affairs



Sylvania Police Division
Detective Bureau
6635 Maplewood Ave
Sylvania, OH. 43560
419-885-8907

2014 Third Quarter

Third Quarter Detective Bureau Summary

Active investigations monthly average: 46

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	20	21	13 (non-drug)
Det. Bliss	10	9	9 (non-drug)
Det. Papenfuss	7	10	11 (non-drug) 9 (drug)
Unf. Inv. Gibbs	1	1	3 (non-drug) 1 (drug)
<u>Quarterly Case Totals:</u>	38	41	36 (non-drug) 10 (drug)

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

Call In:	3
Hold Over:	-

Narrative:

- Det. Bliss is following up on information that was given to our PD on the unsolved Stichler Homicide.
- Det. Papenfuss responded to the Toledo Islamic Academy on a burglary. The suspect was identified by video of the offense and he was charged. Many of the property items stolen were also recovered and returned to TIA.
- The detective bureau served a child pornography distribution related search warrant within the City of Sylvania.
- Sgt. Seney also opened a 2 year old burglary, based upon a DNA CODIS hit the suspect has been identified and is currently incarcerated in NJ.
- Det. Papenfuss was assigned a referral from CSB. His investigation led to a rape case involving a 13 year old having continually raped his daughter since she was 8 years of age. Det. Bliss was also assigned to assist Det. Papenfuss as the case grew in size. Sgt. Seney is also assisting with computer forensics relating to the family's laptop and desktop.
- Det. Bliss was assigned a case involving a local message therapist who has been accused of inappropriately touching a patient with his genitals.
- Det. Bliss also spoke with Sec. Dir. Vollmar of Lourdes University and took on a case involving a student who was drugged, while at a dorm room party. The case has evolved

into a sexual assault as well.

- Sgt. Seney reopened an assault case from St. Joseph's Festival based upon new information relating to a possible suspect. The information was provided by the victim's mother to SRO Roe.

Forfeitures:

- GO#13-000522 \$10,319 was signed over to SPD by Judge Ramey
- \$155 GO #14-1427 a portion of the funds were ordered over to SPD by LCJuv Court
- \$600 GO #14-1907 ordered over to SPD by SMC
- \$298 GO #14-3193 seized

Drug Evidence Seizures:

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

- 53.1 g of marijuana
- 1 gram crack cocaine
- 1 gram powder cocaine
- 100 lbs of miscellaneous pharmaceutical drugs from drug take back days

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 3rd Quarter we had several special events taking place. We had the 4th of July Fireworks, Sylvania Cycling Classic, the Marathon Golf Classic along with the Sylvania Kids and Adult Triathlons. No problems were experienced at these events and they were all a tremendous success for our community

As we moved into the fall and winter months, let's hope a mild winter, I along with my command staff, officers, telecommunicators and administrative secretary look forward to serving the needs of our citizens and exceptional community.

Our authorized strength is 34 Police Officers, 6 Telecommunicators, and 1 Administrative Secretary. Currently we have 33 sworn police officers with one vacancy choosing not to fill it at this time. We ended this quarter with no suspensions, no personnel on Sick/Injury Leave, Family Medical Leave or Military Deployment.

William H. Rhodus
Chief of Police



City of Sylvania

Division of Taxation

Management Report - Third Quarter - 2014

Key Statistics:	2014	2013
Number of tax returns processed	3258	3048
Number of e-filed returns	7	5
Number of withholding payments processed	2301	2301
Number of online payments	47	39
Number of refunds processed	102	77
Delinquent totals	\$618915.19	\$538558.51
Amount of money received from collection	\$14649.84	\$13527.67
Number of accounts turned over for collection	78	75

Items of Special Interest:

The third quarter is a busy time preparing for next tax season. All the forms and internet tool have to be updated. Extended returns and business returns are steadily coming in. We have also been working on delinquencies, non-filers, address changes, and identifying potential taxpayers by utilizing real estate transfer records, unclaimed funds records, lottery winner lists, permits, and school rosters.

We continue to monitor the progress of House Bill 5, which is currently in the Senate, and will most likely be passed in some form by the end of the year.

Training:

I attended the Ohio Municipal League Income Tax Seminar in July. As usual, the information was very beneficial and it was a great networking opportunity. The tax staff recently attended the Northwest Ohio Tax Commissioners' yearly staff seminar. The topics this year included House Bill 5, and improving auditing skills.

We continue to look for ways to improve our productivity and increase revenues.

Respectfully submitted,

Christy M. Golis
Commissioner of Taxation

City of Sylvania Management Report
For The Division of Streets
Third Quarter - 2014

Key Statistics

Road Repairs & Maintenance:	<u>2014</u>	<u>2013</u>
Remove & Replace Existing Concrete As Needed	45 cu.yds	26 cu.yds
CDF Low Density Backfill	4 cu.yds	1 cu.yds
Asphalt Placed for Repairs/ Paving Program	294 tons	45 tons
Street Sweeping Hours	244 hrs	376 hrs
Street Sweeping Tonnage Hauled	39 tons	38 tons
Catch Basin & Manhole Repair Hours	867 hrs	796 hrs
Crack-Fill Roadways Hours	356 hrs	411 hrs
Repair & Replace Pavement Markings		
Traffic Paint Hours	256 hrs	231 hrs
Thermoplastic Hours	0	439 hrs
Cold Patch Hours	80 hrs	127 hrs
Repair to Bridges within the City Limits	0	0
Curb Repair Hours	500 hrs	249 hrs
Sidewalks and ADA Ramp Replaced / Repaired	264 hrs	88 hrs

Traffic Signs Repaired and / or Replaced:

Sign Maintenance Hours	313 hrs	314 hrs
Regulatory Signs	13	8
Warning Signs	5	0
Street Name & Informative Signs	7	3

Miscellaneous:

Dead Animals Removed From Right - of - Way	9	23
Hours Helping Other Dept. (Water, Sewer, etc...)	50 hrs	42 hrs
Clean Up Oil / Fuel Spills In The Roadways	3 hrs	6 hrs
Inspection (Various Improvements) Hours	87 hrs	218 hrs + 27 O.T hrs
Curb Repair Eaglewood Plat 1, 2, 3	103 hrs	0
Hand Rail Repair @ Fire Station on Monroe St	55 hrs	0
Install Conduit for Electric Line for Salt Building		
8425 Sylvania - Metamora Rd	8 hrs	0
Paint Court Building Parking Lot	14 hrs	0
Move Desks @ City Hall (for painters)	12 hrs	0
Post No Parking for The LPGA Marathon Classic	40 hrs	52 hrs
Resurface Municipal Lot	104 hrs	0
Haul Recycled Concrete for Disposal	108 tons	0

Special Event Set Up:

2014

2013

Special Events Hours

116 hrs

198 hrs

July 4th Fireworks

Olivet Lutheran Church Rummage Sale

Sylvania Cycling Classic

Sylvania Triathlon

Sylvania Super kids Triathlon

The LPGA Marathon Classic

Block Parties

Jim Campbell
Foreman of Streets
10/10/2014



City of Sylvania Management Report
for the Division of Vehicle Maintenance
Third Quarter 2014

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	122
Last Quarter	141

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Hours</u>
<u>Fleet Condition:</u>				
<u>SPD:</u> Good, routine maint.	70	\$2,284.00	\$3,540.00	89
<u>Streets:</u> Good, routine maint.	26	\$9,823.00	\$3,960.00	99
<u>Water:</u> Good, routine maint.	10	\$385.00	\$570.00	14
<u>Sewer:</u> Good, routine maint.	7	\$894.00	\$330.00	8
<u>Parks:</u> Good, routine maint.	9	\$110.00	\$360.00	9
<u>Other Depts:</u> Good, routine Maint.	0	\$0.00	\$0.00	0
<u>Totals</u>	122	\$13,496.00	\$8,760.00	219

Misc Repairs (sublet): All Dept.

\$4,062.00

Total Vehicle Maintenance cost:

\$26,318.00

Forth 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
 October 17, 2014

<u>Zoning Office Key Statistics</u>	2013 3rd Qtr	2014 3rd Qtr
Residential Renovations, Additions & Accessory	14	14
New Dwelling (Residential)	2	4
***Estimated Valuation ***	\$214,000	\$275,000
New Commercial Construction	0	2
Commercial Additionas & Renovations	4	8
Sign Permits Issued	12	10
Demolition Permits Issued	4	3
Swimming Pool Permits Issued	2	2
Sidewalk Permits Issued	N/A	12

<u>Municipal Planning Commission</u>		
Lot Splits	0	0
Council Referrals	3	1
Site Plan Review	1	0

<u>Architectural Board of Review</u>		
Regulated District	1	0
Unregulated District	0	2
Regulated Signs	12	8

<u>Zoning Complaints</u>		
On Site Inspections	N/A	52
Open Zoning Complaints	N/A	10
Closed Zoning Complaints	N/A	42
Letters & Warnings Sent	N/A	8