

Sylvania City Council
August 17, 2015

6:00 p.m. Buildings & Grounds Committee Meeting
Proposed Ordinance 53-2015, Lathrop House Operating Agreement

6:30 p.m. Zoning & Annexation Committee Meeting
ZA-2-2014, Alexis & Acres rezoning request

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mrs. Husman, Mr. Luetke, Mr. Mishka, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mrs. Husman.
3. Additions to the agenda.
4. Approval of the meeting minutes of July 20, 2015.
5. Resident input concerning recently installed No Parking Signs.
 - a. Weldwood Drive.
 - b. Summit Street.
6. Proposed Resolution 5-2015, Commending Sophia Howard for 1st place finishes in the 2014 and 2015 National Junior Olympic Archery Championships.
7. Rivertrail, Phase 2 Final Design-Engineering Services
 - a. Service Director's report.
 - b. Proposed Ordinance for same.(All materials regarding this agenda item to be provided on Monday)
8. Committee reports.
 - a. Report of Buildings & Grounds from 6:00 p.m.
 - b. Report of Zoning & Annexation from 6:30 p.m.
9. Committee referrals.

INFORMATION

- A. July 2015 Cash Report from the Division of Taxation.
- B. July 2015 Bank Reconciliation.
- C. 2th Quarter 2015 Management Reports.

Minutes of the Meeting of Council
July 20, 2015

The Council of the City of Sylvania, Ohio met in regular session on July 20, 2015 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Sandy Husman, Mark Luetke, Mary Westphal; absent: Jason Mishka, (6) present; (1) absent.

Roll call:
Mr. Mishka
absent, excused.

Mr. Haynam 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:

- 5a. Proposed Ordinance 54-2015 (SUP-1-2015)
- 14a. Schedule a Zoning & Annexation Committee meeting.

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

Approval of the
agenda as
amended.

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

Mrs. Westphal presented the June 15, 2015 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 June 15, 2015 be approved; roll call vote being: Haynam, Husman, Luetke, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Approval of the
June 15, 2015
minutes.

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

Mrs. Westphal reported on the public hearing held at 7:15 p.m. on Zoning Ordinance Amendment Petition No. SUP-1-2015, a request from St. Elias Orthodox Church to amend the Special Use Permit at 4940 Harroun Road, Sylvania, Ohio to change the pavilion to an enclosed building. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 54-2015, a written copy of same having been previously furnished to each member of Council, "Amending the Special Use Permit for St. Elias Antiochian Orthodox Church to change the pavilion to an enclosed building, on the recommendation of the Municipal Planning Commission; and declaring an emergency."; Mr. Haynam moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Westphal, (6) yeas; (0) nays. The motion carried.

Ordinance No.
54-2015,
"Amending SUP-
1-2015; St. Elias
Church...
pavilion to
enclosed bldg..

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Mr. Haynam moved, Mrs. Husman seconded, that Ordinance No. 54-2015 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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

Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 46-2015, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the removal and special treatment of shade trees for the purpose of controlling blight and disease of same; and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City for the year ending December 31, 2015; and declaring an emergency."; Mrs. Cappellini moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Westphal, Cappellini, Frye, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

Ordinance No. 46-2015, "To assess a special tax...shade trees..."

Mrs. Cappellini moved, Mr. Haynam seconded, that Ordinance No. 46-2015 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 47-2015, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches within the corporate limits of the City of Sylvania for the year ending December 31, 2015; and declaring an emergency."; Mr. Frye moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Westphal, (6) yeas; (0) nays. The motion carried.

Ordinance No. 47-2015, "To assess a special tax...open drainage ditches..."

Mr. Frye moved, Mrs. Westphal seconded, that Ordinance No. 47-2015 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 48-2015, a written copy of same having been previously furnished to each member of Council, "Ordinance approving the assessment heretofore authorized by Resolution No. 4-2015 for Street Lighting; levying said assessments; and declaring an emergency."; Mrs. Husman moved, Mr. Frye seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Ordinance No. 48-2015, "Approving the assessment for street lighting..."

Mrs. Husman moved, Mrs. Westphal seconded, that Ordinance No. 48-2015 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Westphal, Cappellini, Frye, Haynam, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the Sylvania Water Study was placed on file. Mr. Frye reported on the Utilities Committee meeting of July 2, 2015. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 49-2015, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Fishbeck, Thompson, Carr & Huber, Inc. to conduct a Water Services Study for the City of Sylvania; appropriating funds therefore in an amount not to exceed \$104,800; and declaring an emergency"; Mr. Frye moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Westphal, Cappellini, Frye, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

Ordinance No. 49-2015, "accepting proposal... Water Svcs Study ...Fishbeck Thompson, Carr & Huber, Inc...."

Mr. Frye moved, Mr. Luetke seconded, that Ordinance No. 49-2015 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the Gower Road Sanitary Sewer Extension was placed on file. Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 50-2015, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Cash Services, LLC and awarding the contract for the Gower Road Sanitary Sewer Extension Project to same; authorizing the expenditure for the improvements in the amount of \$25,566; appropriating funds therefore; and declaring an emergency."; Mr. Luetke moved, Mr. Frye seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Westphal, (6) yeas; (0) nays. The motion

Ordinance No. 50-2015, "Accepting bid of Cash Services, LLC...Gower Rd. Sanitary Sewer Extension Project..."

carried.

Mrs. Husman moved, Mrs. Westphal seconded, that Ordinance No. 50-2015 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the Cadet Drive, Forestgate Court & Garden Park Drive Improvements Change Order No. 1 (Final) was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 51-2015, 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, Inc. for the Cadet Drive, Forestgate Court & Garden Park Drive Improvement Project reflecting the final installed quantities; decreasing the contract amount by \$8,804.70; and declaring an emergency."; Mr. Frye moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Ordinance No. 51-2015, "...approve Change Order #1 (Final) for Cadet Dr., Forestgate Ct., Garden Park Project..."

Mr. Frye moved, Mr. Haynam seconded, that Ordinance No. 51-2015 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Westphal, Cappellini, Frye, Haynam, (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will consider agenda item 10.

Service Director's report on a Utility Easement (Sisters of St. Francis of Sylvania to the City of Sylvania). Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 52-2015, a written copy of same having been previously furnished to each member of Council, "Accepting from the Sisters of St. Francis of Sylvania, Ohio, a grant of permanent utility easement; dedicating the easement area for public purposes as expressed in the easement; and declaring an emergency."; Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Westphal, Cappellini, Frye, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

Ordinance 52-2015, "Accepting for Sister of St. Francis... permanent utility easement...."

Mrs. Westphal moved, Mrs. Husman seconded, that Ordinance No. 52-2015 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

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

Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 53-2015 be referred to the Buildings & Grounds Committee for review and recommendation. Roll call vote resulted: Cappellini, Frye, Haynam, Husman, Luetke, Westphal, (6) yeas; (0) nays. The motion carried.

Refer Ordinance No. 53-2015 to Bldgs & Grounds Committee.

Mrs. Husman set a Buildings & Grounds Committee meeting for August 17, 2015 at 6:00 p.m.

Bldgs & Grounds Com. mtg. 8/17/15, 6:00 p.m.

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

Mayor Stough presented the list of items to be offered for sale. Mrs. Westphal moved, Mrs. Husman seconded to authorize the sale of items from the Police Department on GovDeals.com since they are no longer needed by the City; roll call vote being: Frye, Haynam, Husman, Luetke, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Items for GoveDeals.com

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

Mr. Luetke reported on the Economic Development Sub-Committee meeting held on July 2nd. There was discussion on the expending boundaries in CRA #3. Action will be addressed in October 2015. An updated on the City's website was given.

Report from Econ. Dev. Sub-Committee.

Mayor Stough stated that Council will now consider agenda item 14.

Mr. Haynam stated the applicant for ZA-2-2014, DJF Properties, Ltd. has requested that Council move forward with the application to change zoning at W. Alexis and Acres Roads, as they had requested council put it on hold after the Public Hearing was held. Mr. Haynam scheduled a Zoning & Annexation Committee meeting for August 17, 2015 at 6:30p.m. to review the application.

Z & A Com. Mtg. scheduled 8/17/15, 6:30p.m.

Mayor Stough stated that all items on the agenda have 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 8:22 p.m.

Adjournment.

Clerk of Council

Mayor

Resolution

NO. 5 -2015

A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA COMMENDING SOPHIA L. HOWARD FOR HER FIRST PLACE FINISHES AT THE 2014 AND 2015 NATIONAL JUNIOR OLYMPIC ARCHERY DEVELOPMENT OUTDOOR CHAMPIONSHIPS; AND DECLARING AN EMERGENCY.

WHEREAS, the Junior Olympic Archery Development ("JOAD") program of USA Archery that teaches archery to the younger generation and holds competitions throughout the country to reward achievement; and,

WHEREAS, SOPHIA L. HOWARD is a seventh-grader at McCord Junior High School and has been involved in archery since she was 2 years old; and,

WHEREAS, in addition to her two national titles, SOPHIA L. HOWARD has earned numerous first place finishes at both local and state championships including the Ohio JOAD Indoor Championships, and the Ohio JOAD Outdoor Championships and was also recognized as the 2014 Ohio FITA Shooter of the Year; and,

WHEREAS, the Council of the City of Sylvania commends and congratulates SOPHIA L. HOWARD on all of her accomplishments in archery especially her First Place finishes at the 2014 and 2015 National Junior Olympic Archery Development Outdoor Championships.

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

SECTION 1. That this Council recognizes the accomplishments of Sophia L. Howard and commends and congratulates her for her First Place Finish at the 2014 and 2015 National Junior Olympic Archery Development Outdoor Championships.

SECTION 2. It is hereby found and determined that 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 3. 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 4. 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 this Resolution is a necessary step in commending Sophia L. Howard for winning the 2014 and 2015 National Junior Olympic Archery Development National Titles, and therefore this Resolution should be 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 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, _____, 2015, as an emergency measure.

President

ATTEST:

OTHER MEMBERS OF COUNCIL:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law



A

City of Sylvania

DIVISION OF TAXATION

CHRISTY M. GOLIS, COMMISSIONER OF TAXATION

August 3, 2015

Mayor Craig A. Stough and Members of Council
City of Sylvania
Sylvania, Ohio

Dear Mayor Stough and Council Members:

The monthly cash report from the Division of Taxation is as follows:

	Deposits	Refunds	Balance
July 31, 2015	\$776,721.93	\$17,832.33	\$758,889.60
July 31, 2014	\$704,782.33	\$19,793.72	\$684,988.61
Monthly Difference	----- \$71,939.60	----- -\$1,961.39	----- \$73,900.99
Year to Date 2015	\$6,106,867.17	\$163,918.67	\$5,942,948.50
Year to Date 2014	\$5,959,217.97	\$151,743.22	\$5,807,474.75
Yearly Difference	----- \$147,649.20	----- \$12,175.45	----- \$135,473.75
			2.33%

Respectfully submitted,

Christy M. Golis
Tax Commissioner

c: Mr. Toby Schroyer, Finance Director

City of Sylvania

Bank Reconciliation

July 2015

CHECKBOOK BALANCE	
Ending balance for Jun 2015	\$ 20,450,574.63
Add: Monthly Receipts	<u>1,878,678.35</u>
Subtotal	\$ 22,329,252.98
Less: Monthly Disbursements	<u>1,860,750.81</u>
Ending balance for Jul 2015	\$ 20,468,502.17
Less:	
Certificates of Deposit	\$ (2,000,000.00)
Star Ohio	(77,003.81)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,184.80)
PNC MoneyMarket	(1,028,344.66)
Key Bank Securities	(1,008,122.94)
5/3rd Securities	(5,953,304.98)
SJS Account	(4,228,930.17)
Morgan Stanley Investment	(2,021,699.64)
Sylvania Township Bonds	(565,000.00)
	\$ 3,551,798.31
Less:	
Ck voided	520.78
Bank transfer - sales tax	261.23
	<u>\$ 3,552,580.32</u>
(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
	<u>\$ 2,050.00</u>
Petty Cash Balance	\$ 2,050.00

BANK BALANCE	
EOM 5/3rd Bank Balance	\$ 3,681,764.24
Deposit in Transit	9,351.35
Deposit in Transit	24,848.90
	<u>\$ 3,715,964.49</u>
Subtotal	\$ 3,715,964.49
Less: Outstanding Checks (2)	<u>163,384.17</u>
Adjusted Bank Balance	\$ 3,552,580.32
(2)	
Jun Outstanding Checks	\$ 210,834.27
Checks written this month	897,519.05
	<u>\$ 1,108,353.32</u>
Subtotal	\$ 1,108,353.32
Checks Cleared	<u>(944,969.15)</u>
Jul Outstanding Checks	\$ 163,384.17

Toby Schroyer
Director of Finance, City of Sylvania

MEMO

July 30, 2015

To: City Council Members and Administration
Fm: Laura Bigelow
Re: 2nd Quarter Reports

Please find enclosed the 2nd Quarter Reports for 2015 excluding the IT Department.
Please call me at 885-8926 with any questions.



City of Sylvania

Division of Taxation

Management Report - Second Quarter - 2015

Key Statistics:	2015	2014
Number of tax returns processed	7871	7478
Number of e-filed returns	560	564
Number of withholding payments processed	2317	2242
Number of online payments	129	111
Number of refunds processed	200	210
Delinquent totals	\$646333.29	\$605421.63
Amount of money collected by attorney or due to collection	\$13200.73	\$22714.06
Number of accounts turned over for collection	41	22

Items of Special Interest:

The second quarter is a very busy time for our office. It begins in April with a high volume of assisting taxpayers file before the April 15 deadline. Once the due date of the tax returns passes, we have the duty of processing the all return payments and opening all mail, followed by auditing the returns that were received. There is very little time for projects or special programs in the second quarter.

I will be attending the annual Municipal Income Tax Seminar presented by the Ohio Municipal League in July. This year's seminar is mainly geared toward preparing for the changes related to House Bill 5. This is always a great opportunity to network with other cities and always provides great information.

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

Respectfully submitted,

Christy M. Golis
Commissioner of Taxation



SYLVANIA POLICE DIVISION
2ND QUARTER 2015
Management Report Worksheet

	<u>2015</u>	-	<u>2014</u>
Crime Reports	315		334
Crime Offenses	363		391
Criminal Arrests - Juvenile/Adult	167		146
Traffic Citations	335		277
Written Warnings	446		321
Parking Ticket	19		32
OVI	17		9
Traffic Crashes	104		101
Traffic Crash injuries/fatalities	25/0		21/0
Calls for Police Service	3731		2923
Hours Spent Handling Police Calls	1070		1363
Emergency Response Time – Priority 1	3.13		2.6
Overtime Hours - Police	1257		1218.75
Overtime Hours - Dispatch	194.5		321.75
Training Hours	813		549
Vehicle Lockouts	87		106
Motorist Assists	64		54
False Alarms - Commercial	44		43
False Alarms - Residential	24		27
Child Safety Seats Installed	12		17

Sylvania Police Division Office of Community Affairs

Quarterly Report – 2nd Quarter 2015

"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."

Introduction

Officer Hendricks finished presenting the elementary D.A.R.E curriculum to the St. Joseph's School and the Toledo Islamic Academy. He also presented the D.A.R.E. middle school curriculum to the 7th grade students at McCord Jr. High. Additional programming included presenting the 3rd grade seatbelt safety program and the kindergarten bicycle safety program to all schools in the City of Sylvania.

The 2014-2015 school year for the Sylvania School System has come to a close. The school year was successful without any significant issues to report. The City of Sylvania Police Division, the Sylvania Township Police Division, and the Sylvania School System continue to coordinate and train school staff members and students of the Sylvania School System in the A.L.I.C.E. Program.

The Community Affairs staff coordinated and conducted the Safety City Program at Maplewood Elementary School. The program was a success and has received numerous positive responses from parents and children involved in the program.

The Sylvania Police Explorer Program continues to be an excellent resource for our community. We provide the opportunity for our youth to learn about law enforcement as they develop lifelong skills that will serve them well as they become adults. The current members of our program have been diligently training and developing their skills and knowledge. The Explorer program is currently made up of younger members because several of the older, more senior explorers have aged out of the program. These newer and younger members are doing a great job and have made the program a pleasure to host.

Youth Programs / DARE Events

- Officer Roe gave several presentations to health classes at Southview High School.
- Officer Gallup gave several presentations to various school and community groups.
- Officer Hendricks gave numerous presentations to various school and community groups
- Officer Hendricks completed the elementary DARE program at the Toledo Islamic Academy and at St. Joseph School.

- Officer Hendricks presented the D.A.R.E. middle school curriculum to the 7th grade students at McCord Jr. High
- Officer Hendricks presented the 3rd Grade Seat Belt Safety Classes at all the elementary schools in the City of Sylvania.
- Officer Hendricks presented the Kindergarten Bicycle Helmet Safety program to all the elementary schools in the City of Sylvania.
- Community Affairs staff hosted the Safety City Program at Maplewood Elementary.
-

Community Involvement

- Sgt. Music attended several community events or meetings.
- Officer Hendricks attended several community events or meetings.
- The Community Affairs staff assisted with the organization and working at the SCAT Relay challenge.

RUOK Program

Alerts: 2, non-emergency

School Resource Officer Programs

Northview High School - Officer Gallup	
Presentations	10
Meetings	30
General Offense Reports	1
Accident Reports	0
Citations / Warnings	2
School Related Complaints	23
Parking Lot Assists	3
Court Appearances	0

Southview High School – Officer Roe	
Presentations	7
Meetings	111
General Offense Reports	7
Accident Reports	2
Citations / Warnings	0
School Related Complaints	52
Parking Lot Assists	0
Court Appearances	0

Explorer Program

- Explorers have trained in several topics this quarter:
 - SRT program overview along with equipment demo.
 - Traffic control class to assist the explorers when working these events.
 - Traffic crash investigation class with scenario training and report completion.
 - Traffic stop classroom training to prepare the explorers for upcoming traffic stop scenarios.

- Explorers assisted with the following events this quarter:
 - The 24 hour challenge
 - Pacesetter Soccer Invitational Tournament.
 - Safety City and Safety Town – Both weeks
 - The drug drop off event the Sylvania City PD.

Volunteer Program -2nd Quarter Report - Summary

Hour Summary	
Total Patrol Volunteer hours for April 2015 - Jun 2015	174.5
Total Event Volunteer hours for April 2015 - June 2015	15
Total this quarter	189.5

Volunteer Patrol Log	
Lockouts	2
House Checks	26
Road Patrol/Traffic Assists	12
Citizen/Motorist Assists	4
Business Checks	0
Business Surveys	0
Juvenile Court Runs	1
Special Assignments:	
A. Chris Roby / SRT assist's - 2	
B. Events:	
<ul style="list-style-type: none"> • Glass City Marathon • Memorial Day Parade • St. Joes Positive Directions Run • Toledo Road Runners Frantic 5K Run 	<ul style="list-style-type: none"> • Explorer Scenario Training • Drug Drop off event • Festirama (two nights) • Sylvania Cycling Classic

Respectfully,

Sgt. 
Sgt. Justin Music #851



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

2015 2nd Quarter

Quarterly Detective Bureau Summary

Active investigation monthly average: 40

Active case load by investigator:

<u>Detective</u>	<u>Assigned</u>	<u>Cleared</u>	<u>Current Total [Non-Drug / Drug]</u>		
Sgt. Seney	11	12	11	/	0
Det. Bliss	5	5	8	/	0
Det. Papenfuss	8	5	9	/	6
Inv. Gibbs	5	3	3	/	0
Inv. Beadle	3	3	1	/	0
Inv. Barnswell	1	2	0	/	0
Inv. Vargo	0	0	0	/	0
Inv. Collins	2	1	2	/	0
<u>Monthly Case Totals:</u>	35	31	34		6

Number of Call-Ins & Hold Overs:

Call-Ins: 0
 Hold Overs: 1

Narrative:

- Det. Papenfuss was assigned a rape case involving a 13 year old victim and a known suspect/relative.
- Inv. Gibbs was assigned a burglary involving the theft of a firearm. The primary suspect is the drug addict son of the victim's wife.
- Sgt. Seney was assigned a rape case involving the raping of a victim in the advanced stages of ALS (Lou Gehrig's disease).
- Det. Bliss was assigned a burglary involving the theft of a firearm and the drug addict ex-wife and her "friend" are the suspects at this time.
- Det. Bliss investigated a weapons call with Day Shift Patrol. It involved a prostitute that had borrowed the vehicle from one of her frequent tricks in the city. She was late returning the vehicle and made up a story about how the man who was in the truck with her was robbing her. The frequent trick from Sylvania came out with his handgun when she came to return the truck to defend the prostitute, from the made up threat.

- Det. Bliss is investigating allegations from multiple patients that a local doctor is inappropriately touching and positioning the victims during their examinations.
- Inv. Collins is investigating a burglary to a local group home for adult developmental challenged persons. The burglary involved the usage of an old alarm passcode.
- Inv. Collins is also assisted Patrol Officers with the additional follow up concerning a call of a drug induced frenzy by a resident, which in turn caused him to strip down naked, brake into a neighbor's apartment, start breaking windows and other things causing injury to himself prior to it being reported and Sylvania officers responding.
- Inv. Gibbs was assigned a theft case from Lourdes University that involves 10 victim's credit card numbers that were compromised.
- Sgt. Seney is assisting the 3-11 shift with following up with a public indecency case behind McCord Jr. High. This case involved a fully nude adult male masturbating and surrounding himself with dead animals.
- Det. Bliss was assigned and completed her investigation into the sexual assault of a coed in her dorm room at Lourdes University campus housing. The victim was assaulted by an individual inspired by the trailer for the movie 50 shades of grey.
- Sgt. Seney is working with CSB to investigate a case where a 7 year old girl may have been molested by her grandmother's live in boyfriend.
- Det. Bliss assisted dayshift and took the investigation on a case involving 2 young girls, one of which is 8 years old, that have been constantly sexually molested over time by their neighbor's son.
- Det. Papenfuss has opened up drug investigations into two local residences reported as to our agency as possible locations dealing illegal drugs.
- Sgt. Seney assisted the U.S. Secret Service on a warrant service to provide computer forensic assistance on a Child Pornography distribution investigation. This Peer to Peer investigation also originated from the Sylvania PD detective bureau's active P2P investigations.
- Sgt. Seney is also looking into the online solicitation of a local 8 year old boy into an adult webcam dating site.
- Det. Papenfuss and Inv. Gibbs are also continuing to follow up on the investigation opened at St. Joseph's Festival, involving the 4 suspected gang members from Toledo found with drugs and handguns. They are also suspected by TPD to have been involved in a shooting in their jurisdiction the night prior.

Forfeitures:

No forfeiture activity.

Drug Evidence Seizure:

- 272.3 grams of marijuana
- 27.5 pounds of miscellaneous prescription pills from lobby drug take back.
- 2 vials of wax form marijuana (AKA: dabs)
- 19 Lorazepam pills
- 9.4 grams of heroin in 3 folds

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 2nd quarter 2015, we experienced one retirement in our Telecommunication section. Chief Telecommunicator Steve Lafferty retired after serving the City of Sylvania for approximately 17 years. A Telecommunicator test was administered by Civil Service in late June and we are currently in the process of conducting background investigations. As we proceed into the summer months, I as well as my command staff, officers, telecommunicators and administrative secretary look forward to serving the needs of our citizens, our wonderful community and to our continued working relationship with city council.

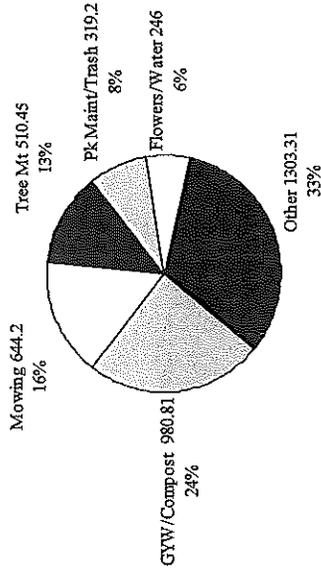
Our authorized strength is 34 Police Officers, 6 Telecommunicators, and 1 Administrative Secretary. Currently we have 33 sworn police officers with one vacancy choosing not to fill it at this time. At the end of this quarter, we have one vacancy in our telecommunications section. This position should be filled by the end of August or early September.

We ended this quarter with no suspensions, two officers on Family Medical Leave, and one officer on Sick Leave due to eye surgery. One officer off on FML will return to active duty the first week in July and the 2nd officer on FML will return to active duty the 2nd week of August. Our officer off on Sick Leave returned to work on restrictive duty the 1st week in July until mid-July and will return to active duty July 20th.

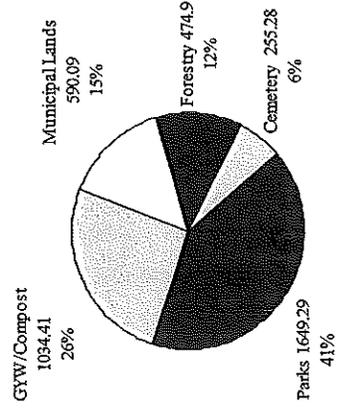
William H. Rhodus
Chief of Police

Parks & Forestry Quarterly Report : April - June, 2015

Man-Hours by Work Type



Man-Hours by Account



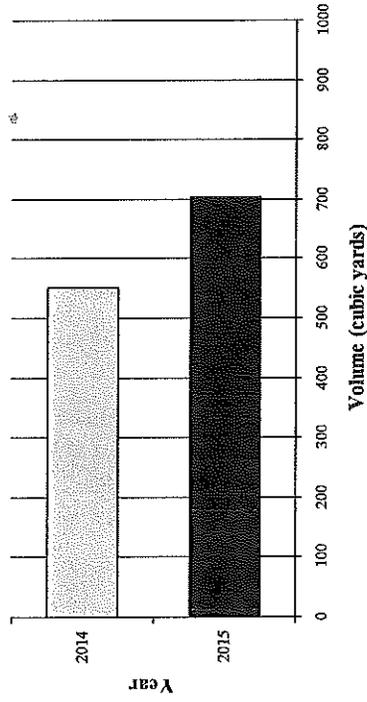
2014 - 2015 Work Comparison



Parks & Forestry Quarterly Report : April - June, 2015

Green Yard Waste

2014 - 2015 Cu Yds. of Compost Sold

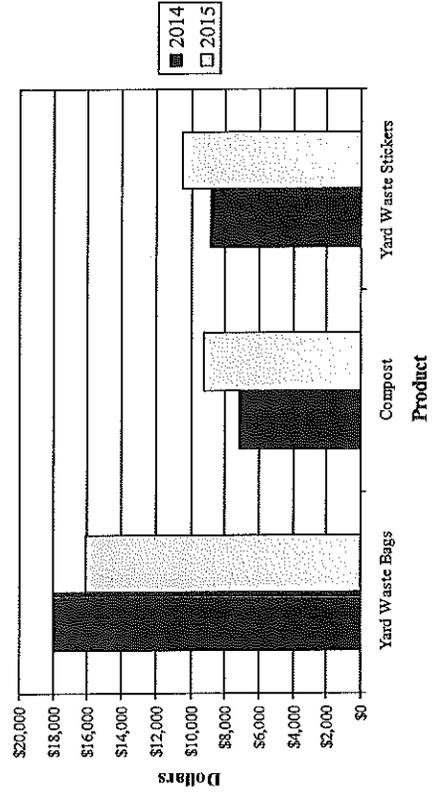


Volume Collected (cubic yards)

- * Route A 162.0~
- * Route B 182.0~

~ Processed Volume

2014 - 2015 Revenue Comparison





City of Sylvania Management Report
for the Division of Vehicle Maintenance
Second Quarter 2015

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	141
Last Quarter	113

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Hours</u>
<u>Fleet Condition:</u>				
<u>SPD:</u> Good, routine maint.	62	\$3,764.00	\$4,140.00	104
<u>Streets:</u> Good, routine maint.	45	\$13,320.00	\$9,435.00	236
<u>Water:</u> Good, routine maint.	10	\$974.00	\$645.00	16
<u>Sewer:</u> Good, routine maint.	6	\$209.00	\$240.00	6
<u>Parks:</u> Good, routine maint.	14	\$1,531.00	\$1,230.00	31
<u>Other Depts:</u> Good, routine Maint.	4	\$114.00	\$300.00	8
<u>Totals</u>	141	\$19,912.00	\$15,990.00	400

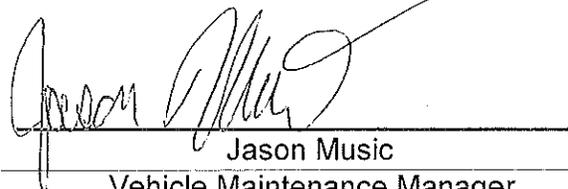
Misc Repairs (sublet): All Dept.

\$12,091.00

Total Vehicle Maintenance cost:

\$47,993.00

Third Quarter 2015 activities: Provide revolving repair and maintenance for all departments. Ready and maintain seasonal equipment such as leaf loaders and plow trucks. As the fleet ages, the equipment will require more maintenance and repairs.



Jason Music
 Vehicle Maintenance Manager
 July 28, 2015



City Of Sylvania

DIVISION OF UTILITIES

DAVID W. FRANCE, UTILITY MANAGER

2nd Quarter 2015

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,158	7,168				
Number of Sewer Accounts	8,511	8,506				
Number of Water Tap Permits	1	10			11	33
Number of Sanitary Tap Permits	8	21			29	113
Number of Storm Tap Permits	1	10			11	18
Number of Second Meter Permits	0	13			13	18
Utilities						
Number of Payments Received	19,669	19,427			39,096	77941
Total Collection Water	\$809,318.97	\$825,695.93			\$1,635,014.90	\$3,806,663.08
Total Collection Sewer	\$479,964.18	\$445,454.46			\$925,418.64	\$1,997,412.31
Total Collection Refuse	\$115,785.43	\$113,569.35			\$229,354.78	\$441,598.63
Total Collection On/Off	\$335.00	\$150.00			\$485.00	\$840.00
Total Collection Fire	\$870.86	\$881.64			\$1,752.50	\$3,612.95
Total Collection Misc	\$3,136.53	\$4,343.43			\$7,479.96	\$17,111.72
Total Collection Water Tap Pay Plan	\$261.40	\$135.67			\$397.07	\$1,385.03
Total Collection Sewer Tap Pay Plan	\$0.00	\$0.00			\$0.00	\$0.00
Utility/Zoning Permit Sales						
Water Tap Permits	\$1,200.00	\$12,095.00			\$13,295.00	\$32,870.26
Sanitary Tap Permits	\$960.00	\$1,995.00			\$2,955.00	\$12,427.51
Sanitary Connections Fees	\$2,740.00	\$7,550.00			\$10,290.00	\$100,725.35
Sanitary Cost Recovery	\$0.00	\$907.24			\$907.24	\$0.00
Sanitary Project Remimbursement	\$0.00	\$10,295.04			\$10,295.04	\$0.00
Storm Tap Permits	\$110.00	\$950.00			\$1,060.00	\$1,805.00
Second Meter Permits	\$0.00	\$3,900.00			\$3,900.00	\$5,400.00
Hydrant Permits	\$0.00	\$3,900.00			\$3,900.00	\$5,560.88
Zoning Permits	\$2,919.00	\$11,302.36			\$14,221.36	\$18,015.93
Service Dept Sales						
Sewer and Sidewalk Licenses	\$420.00	\$325.00			\$745.00	\$2,452.00
Plans/Bid Documents	\$120.00	\$650.00			\$770.00	\$900.00
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$209.00	\$246.00			\$455.00	\$1,253.00
Refuse Bulk Item Sticker	\$532.00	\$713.00			\$1,245.00	\$2,590.00
Green Yard Waster Stickers/Bags	\$2,148.00	\$11,226.00			\$13,374.00	\$13,328.00
Misc.						
	\$0.00	\$675.00			\$675.00	\$14,314.01
Total Collection	\$1,421,030.37	\$1,456,960.12			\$2,877,990.49	\$6,480,265.66

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	136,775,540	153,657,900			290,433,440	658,389,040
Average Daily Water Purchased	1,519,728	1,707,310			3,227,038	1,803,806
Total Sewer Flow (Gallons)	220,380,000	270,190,000			490,570,000	1,092,060,000
Average Daily Sewer Flow	2,448,666	3,002,111			5,450,777	2,991,945
Estimated Population Served-Water	21,400					
Estimated Population Served-Sewer	25,300					

Activities To Be Performed

Evaluate water meter transmitters to determine remaining lifetime
 Monitoring meter reading

Progress This Period

Systematic Cleaning of sewer collection system
 Online utility account availability and email billing
 Maintenance and repairs of water distribution system
 Replace meter transmitters due to dead batteries



David W. France
 Utility Manager

City of Sylvania Management Report
For The Division of Streets
Second Quarter - 2015

Key Statistics

Road Repairs & Maintenance:

	<u>2015</u>	<u>2014</u>
Remove & Replace Existing Concrete As Needed	23 cu.yds.	5 cu.yds.
Asphalt Placed for Repairs	14 tons.	37.5 tons.
Street Sweeping Hours	249 hrs.	200 hrs.
Street Sweeping Tonnage Hauled	75 tons.	80 tons.
Catch Basin Repair Hours	766 hrs.	620 hrs.
Crack-Fill Roadways Hours	380 hrs.	264 hrs.
Repairs to Bridges within the City Limits	72 hrs.	0 hrs.
Curb and Sidewalks Repairs	294 hrs	16 hrs.
Cold Patch Hours	200 hrs.	110 hrs.
Cold Patch Used in Tons	4 tons.	6 tons.

Traffic Signs Repaired and / or Replaced:

Sign Maintenance Hours	190 hrs.	245 hrs.
Regulatory Signs	7	18
Warning Signs	5	4
Street Name & Informative Signs	2	11

Miscellaneous:

Dead Animals Removed From Right - of - Way	30	7
Snow Plow Damage Repair (Mail Box & Yard Repair)	0 hrs.	190 hrs.
Equipment Maintenance (sweepers, paver, (Tack Units, Rollers)	532 hrs.	205 hrs.
Clean Up Oil Spills In The Roadways	10 hrs.	0 hrs
Leaf Equipment Repairs	16 hrs.	80 hrs.
Safety City	16 hrs.	16 hrs.
Maintenance on Brine Systems	22 hrs.	8 hrs.
Cleaning and Inspecting Catch Basins	360 hrs.	481 hrs.
Road Grading Hours	5 hrs.	253 hrs.
Inspection for Various Street Projects	59 hrs./0 o.t hrs.	339 hrs./7.5 o.t hrs.
Concrete hauled to Recycling Facility	77 tons.	0 tons.

Special Event Set Up:

2015

2014

Total Man Hours

111 hrs.

97 hrs.

Glass City Marathon
Paper Shred Day at City Hall
St. Joseph Church Festival
Chamber of Commerce Street Festival
Memorial Day Parade
St. Joseph School Walk / Run
Art Show / Music Festival
Treo Restaurant Fundraising Event
DSA'S Rhythm & Brews
Toledo Roadrunners Club
Criterium Bike Race

Jim Campbell

Foreman of Streets
7/30/2015

City of Sylvania
2015 Quarterly Reports
Zoning Operation

Zoning Office Key Statistics	2014 2nd Qtr	2015 2nd Qtr
Residential Renovations, Additions & Accessory	20	18
New Dwelling (Residential)	1	10
Estimated Valuation	\$350,000	\$224,000
New Commercial Construction	1	1
Commercial Additionas & Renovations	6	11
Sign Permits Issued	12	30
Demolition Permits Issued	4	7
Swimming Pool Permits Issued	4	5
Sidewalk Permits Issued	5	19

Municipal Planning Commission		
Lot Splits	0	0
Council Referrals	2	1
Site Plan Review	2	0

Architectural Board of Review		
Regulated District	0	5
Unregulated District	11	30
Regulated Signs	1	0

Zoning Complaints		
On Site Inspections	73	64
Open Zoning Complaints	41	43
Closed Zoning Complaints	32	21
Letters & Warnings Sent	7	8