

Sylvania City Council
November 2, 2015

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 Mr. Haynam.
3. Additions to the agenda.
4. Approval of the meeting minutes of October 19, 2015.
5. Chief Rhodus will introduce our new Telecommunicator, Tonya Iffland-Murd.
6. Proposed Ordinance No. 63-2015, Accepting for Annexation territory described in Annexation Petition Number 2015-1. (Baptist Church Property, Holland-Sylvania Rd.)
7. Joint Cooperation Agreement-Interior Lining Repairs of Sanitary Sewers and Manholes.
 - a. Service Director's report on Agreement.
 - b. Proposed Ordinance No. 64-2015, Authorizing to enter into a Joint Cooperation Agreement with Board of Lucas County Commissioners, relative to 2016 Sanitary Sewer and Manhole Lining Project.
8. Ohio Public Works Commission Applications.
 - a. Service Director's report on two grant applications.
 - b. Proposed Resolution No. 7-2015, Authorizing to prepare and submit an OPWC Application. (Repainting Burnham Park elevated tank)
 - c. Proposed Resolution No. 8-2015, Authorizing to prepare and submit an OPWC Application. (Sanitary sewers and manhole lining project.)
9. Service Director's report on Municipal Court Parking Lot Expansion, and authorizing the clerk to advertise for bids.
10. Service Director's report on Ground Storage Tank Painting, and authorizing the clerk to advertise for bids.
11. Service Director's report requesting permission to dispose of city property on GovDeals.
12. Proposed Ordinance No. 65-2015, Authorizing a Private Agreement with Louisville Title for construction of a Water Supply System for Centennial Crossings, Plat Four.

13. Proposed Ordinance No. 66-2015, Authorizing a Private Agreement with Louisville Title for construction of a Water Supply System for Oak Creek North.
14. Proposed Ordinance 67-2015, Amending Chapter 171-Income Tax. Referral to the Finance Committee. (Copies will be distributed on Monday.)
15. Set 2016 Meeting Schedule.
16. Committee reports.
17. Committee referrals.

INFORMATION

- A. Sylvania Community Arts Commission letter regarding 2016 funding.
- B. Letter from Lois Staunton regarding traffic on Burgess Drive. Public Service Director's report on Burgess Drive traffic study.
- C. 3rd Quarter 2015 Management Reports.

Minutes of the Meeting of Council
October 19, 2015

The Council of the City of Sylvania, Ohio met in regular session on October 19, 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, Jason Mishka, (6) present; absent: Mary Westphal (1)

Roll call:
Westphal, absent,
excused.

Mr. Frye led the Pledge of Allegiance to the United States of America.

Pledge of
Allegiance.

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

Requests were made for the following additions to the agenda:

- 3a. Election of President Pro Tem.
- 10. Scatacular event information.

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

Approval of the
agenda as
amended.

Dues to Mrs. Westphal's absence, Mr. Haynam moved, Mrs. Husman seconded to nominate Mark Luetke as President Pro Tem. Roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Mishka, (6) yeas; (0) nays. The motion carried.

Luetke President
Pro Tem.

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

Mr. Luetke presented the October 5, 2015 minutes. Mr. Luetke moved, Mr. Frye 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 5, 2015 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Mishka, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the
October 5, 2015
minutes.

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

Service Director's report on the Erie Street Waterline Replacement Project was placed on file. Mr. Mishka presented and read aloud by title only, proposed Ordinance No. 62-2015, 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 PHC, Inc. for the Erie Street Waterline Replacement Project reflecting the final installed quantities; decreasing the contract amount by \$710.30; and declaring an emergency."; Mr. Mishka moved, Mr. Haynam

Ordinance No.
62-2015,
"Authorizing
CO#1 (Final)
...Erie St.
Waterline
Project..."

Minutes of the Meeting of Council
October 19, 2015

seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Mishka, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Mr. Mishka moved, Mr. Luetke seconded, that Ordinance No. 62-2015 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Mishka, Cappellini, Frye, Haynam, (6) yeas; (0) nays. The motion carried.

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

Mr. Haynam moved, Mr. Luetke seconded to set the public hearing date for Zoning Ordinance Amendment Petition No. SUP-2-2015, a request from St. Elias Church, to amend the Special Use Permit for a storage building, for property located at 4940 Harroun Rd., Sylvania, OH for December 7, 2015 at 7:15 p.m. and authorize the Clerk to advertise the same. Roll call vote: Luetke, Mishka, Cappellini, Frye, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

Set hearing for SUP-2-2015, St. Elias Church for 12/7/15, 7:15p.m.

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

Mr. Mishka moved, Mr. Luetke seconded to confirm Mayor Stough's appointment of Kevin Aller, and as alternative, Joe Shaw to the Water Supply Committee and Storm Water Coalition. Roll call vote: Mishka, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Appointment to Water Supply Com. and Storm Water Coalition.

Mr. Mishka moved, Mrs. Husman seconded to confirm Mayor Stough's appointment of Mayor Stough, and as alternative, Kevin Aller, to the Regional Water Policies Committee. Roll call vote: Cappellini, Frye, Haynam, Husman, Luetke, Mishka, (6) yeas; (0) nays. The motion carried.

Appointment to Regional Water Policies Committee.

There were no items for agenda items 8 and 9 and Mayor Stough stated that Council will now consider agenda item 10.

Mrs. Husman provided information on "SCATACULAR" event being held on November 10, 2015 at the Sylvania Senior Center. This is the major fund raiser for SCAT. She provided information on the new "Life of an Athlete" program being initiated in the Sylvania School System.

SCATACULAR events.

Minutes of the Meeting of Council
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Mr. Haynam moved, Mrs. Husman seconded that this meeting adjourn; all present voting yea (6); (0) nays. The motion carried and the meeting adjourned at 8:03 p.m.

Adjournment.

Clerk of Council

Mayor

6

ORDINANCE NO. 63 -2015

ACCEPTING FOR ANNEXATION TO THE CITY OF SYLVANIA, OHIO, THE TERRITORY DESCRIBED IN ANNEXATION PETITION NUMBER 2015-1 FOR WHICH JAMES E. MOAN IS THE AGENT, AND AS HEREINAFTER DESCRIBED; PROVIDING FOR THE INTERIM ZONING OF SAID TERRITORY; AND DECLARING AN EMERGENCY.

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

SECTION 1. That the petition for annexation of the following described territory, in Sylvania Township, Lucas County, Ohio, contiguous to the City of Sylvania, Ohio, to-wit:

Being Part of the Northwest Quarter of Section 15, Town 9 South, Range 6 East and Lots 1 & 2 in Max Addition, as platted by Louis H. Lewandowski, P.E., P.L.S. and recorded in Lucas County Plat Volume 42 page 65 on July 13, 1925, all being in the Sylvania Township, Lucas County, Ohio, bounded and described as follows:

Commencing at 1 inch iron bar found at the intersection of the centerlines of Brint Road, so called and Holland-Sylvania Road, so called.

Thence South 32 degrees, 32 minutes, 58 seconds East, along the centerline of Holland-Sylvania Road, a distance of 820.09 feet to a point on the Easterly prolongation of the Southeast line of a parcel of land as conveyed to the Sylvania Township Board of Trustees per Lucas County Deed 99-427E06 and said point being the true point of beginning.

Thence continuing South 32 degrees, 32 minutes, 58 seconds East along the centerline of Holland-Sylvania Road, a distance of 303.07 feet to the Northeast corner of Lot 3 in Max Addition.

Thence South 57 degrees, 26 minutes, 52 seconds West, along the Northerly line of Lot 3 in Max Addition, passing an iron bar found at a distance of 40.00 feet, an overall distance of 369.27 feet to a point on the Northeasterly right-of-way of the Norfolk-Southern Railroad.

Thence North 32 degrees, 40 minutes, 09 seconds West, along the Northeasterly right-of-way of the Norfolk-Southern Railroad, a distance of 334.69 feet to a found 3/8 inch iron bar on the Southeast line of a parcel of land as conveyed to the Sylvania Township Board of Trustees per Lucas County Deed 99-427E06.

Thence North 62 degrees, 19 minutes, 57 seconds East, along the Southeast line of the Sylvania Township Board of Trustees and its Northeasterly prolongation, and passing a found iron bar at 331.05 feet, an overall distance of 371.31 feet to the true point of beginning.

Containing 117,857.16 square feet or 2.706 acres of land, of which 12,191.10 square feet or 0.280 acres of land are within the public road right-of-way of Holland-Sylvania Road. Of which 0.440 acres of land or 19,161.54 square feet are contained in Lucas County Parcel 78-21706 and 1.362 acres of land, or 59,324.16 square feet are contained in Lucas County Parcel 78-21711 and 0.522 acres of land or 22,757.87 square feet are contained in Lucas County Parcel 78-54964 and 0.381 acres of land or 16,618.75 square feet are contained in Lucas County Parcel 78-54967.

Bearings used herein are based upon an assumed meridian and are intended to indicate angular measurement only. All 1/2 inch galvanized steel pipe set are capped with the company name and PLS No. 7476. This legal description is based upon a field survey prepared by Lewandowski Engineers on July 10, 2015.

having been filed with the Board of County Commissioners of Lucas County, Ohio, on April 29, 2015, presented to said Board of County Commissioners at a regular session thereof held on May 5, 2015, and acted upon favorably by said Board of County Commissioners on July 28, 2015, passed Resolution No. 15-587 to approve Annexation Petition 2015-1 together with the accompanying map of the territory and a certified transcript of the proceedings of said Board of County Commissioners, deposited with the Clerk of Council of the City of Sylvania, Ohio, by said Board of County Commissioners on the 17th day of August, 2015, and all of the same laid before this Council at its regular meeting on August 17, 2015, by the Clerk of Council, be, and the same is hereby accepted.

SECTION 2. That the Council of the City of Sylvania, Ohio, hereby finds and determines that the property is currently zoned Agricultural-4 and, therefore, comparable zoning should be established for all of the hereinabove described territory, that is, Professional Research Office District.

SECTION 3. That the Clerk of Council be, and she is hereby, authorized and directed to make three (3) copies of this Ordinance to each of which shall be attached a copy of the map accompanying the petition for annexation, a copy of the transcript of the proceedings of the Board of County Commissioners relating thereto and a certificate as to the corrections thereof. The Clerk of Council shall then forthwith deliver one (1) copy to the County Auditor, one (1) copy to the County Recorder, and one (1) copy to the Secretary of State and shall file Notice of this annexation with the Board of Elections within thirty (30) days after it becomes effective, and the Clerk shall do all other things required by law.

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that provision for the acceptance of said annexation and establishment of interim zoning thereof should be made promptly so as to promptly establish the jurisdiction having authority over future developments of said real estate and therefore this Ordinance should be effective forthwith. 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, _____, 2015, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

7a



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 28, 2015

To: The Mayor and Members of Sylvania City Council

Re: **Joint Cooperation Agreement**

Dear Mr. Mayor and Council Members:

Both the City and the Lucas County Sanitary Engineers office desire to perform interior lining repairs of sanitary sewers and manholes in our collection systems. In an effort to benefit from potential quantity cost savings as well as improve grant funding opportunities, we are proposing that we cooperate and combine our projects.

The Sanitary Sewer and Manhole Lining project consists of lining approximately 7,160 lineal feet of sanitary sewer and 147 vertical feet of manholes within the City. All service connections will be reinstated. We propose a joint project with the Lucas County Sanitary Engineers office and there will be approximately 378 vertical feet of manholes lined in their portion of the project. The total cost of the project is estimated to be \$648,994 and the breakdown among participants is as follows:

OPWC	\$318,007
City of Sylvania	\$228,380
Lucas County	<u>\$102,607</u>
Total	\$648,994

We believe this Joint Cooperation Agreement to be a beneficial joint effort and recommend it's approval.

Please call if you have any questions.

Sincerely,

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

ORDINANCE NO. 64 -2015

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A JOINT COOPERATION AGREEMENT ON BEHALF OF THIS CITY OF SYLVANIA WITH THE BOARD OF LUCAS COUNTY COMMISSIONERS, RELATIVE TO THE 2016 SANITARY SEWER AND MANHOLE LINING PROJECT; APPROPRIATING \$228,380 FOR SAID PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, Lucas County and the City of Sylvania have previously entered into Joint Cooperation Agreements to facilitate efficient improvements that are located in both jurisdictions; and,

WHEREAS, this Joint Cooperation Agreement provides for lining 7,160 lineal feet of sanitary sewer and 147 vertical feet of manholes within the City; and,

WHEREAS, the Director of Public Service, in a report dated October 28, 2015, has recommended the approval a Joint Cooperation Agreement and indicated that it is estimated that the City's share of the project cost is \$228,380.

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 a Joint Cooperation Agreement with Lucas County for the purpose of lining approximately 7,160 lineal feet of sanitary sewer and 147 vertical feet of manholes within the City.

SECTION 2. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **SEWER FUND** from funds therein not heretofore appropriated to **Account No. 702-7540-53501, Utility Improvements** the total sum of Two Hundred Twenty-Eight Thousand Three Hundred Eighty Dollars (\$228,380.00).

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Joint Cooperation Agreement should be entered into forthwith. 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, _____, 2015, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

8a



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 28, 2015

To: The Mayor and Members of Sylvania City Council

Re: **OPWC Applications**

Dear Mr. Mayor and Council Members:

We have two projects that we plan to submit to the Ohio Public Works Commission for grant funding this year. They are our 2016 Sanitary Sewer and Manhole Lining project and our Burnham Park Elevated Tank Painting project.

The Sanitary Sewer and Manhole Lining project consists of lining approximately 7,160 lineal feet of sanitary sewer and 147 vertical feet of manholes within the City. All service connections will be reinstated. We propose a joint project with the Lucas County Sanitary Engineers office and there will be approximately 378 vertical feet of manholes lined in their portion of the project. The total cost of the project is estimated to be \$648,994 and the breakdown among participants is as follows:

OPWC	\$318,007
City of Sylvania	\$228,380
Lucas County	<u>\$102,607</u>
Total	\$648,994

The Burnham Park Elevated Tank Painting project consists of painting the exterior of the tank as well as performing minor repairs and maintenance on the structure. The total cost of the project engineering, construction and inspection is estimated to be \$164,000. We will be requesting \$80,360 in grant funds leaving the City with a net cost of \$83,640.

We recommend moving forward with the two grant applications.

Please call if you have any questions.

Sincerely,

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

RESOLUTION NO. 7 -2015

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 a capital improvement to the Burnham Park Elevated Tank by repainting the exterior and performing minor repairs and maintenance on the structure; and,

WHEREAS, the 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 project is \$164,000, with the City receiving anticipated OPWC funds in the amount of \$80,360 for a total cost to the City of \$83,640.

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 Burnham Park Elevated Tank Painting Project is 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, _____, 2015, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

8c

RESOLUTION NO. 8 -2015

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 approximately 7,160 lineal feet of sanitary sewer and 147 vertical feet of manholes within the City; 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 project is \$648,994, with the City receiving anticipated OPWC funds in the amount of \$318,007 and Lucas County contributing \$102,607 for its portion of the sanitary sewer and manhole relining for a total cost to the City of \$228,380.

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 2016 Sanitary Sewer and Manhole Lining Project is 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, _____, 2015, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 28, 2015

To: The Mayor and Members of Sylvania City Council

Re: **Municipal Court Parking Lot Expansion**

Dear Mr. Mayor and Council Members:

Construction drawings for the above referenced project are finalized. If you recall, we advertised the project earlier and did not receive any bids. We believe this was due to our timing and the existing workload of area contractors.

The project at the Municipal Court site will expand parking by adding 32 new parking spaces on the north side of the building. In addition, the existing parking lot at the Municipal Court Building will be resurfaced. Other site furnishings include new sidewalks, storm sewer, lighting and landscaping.

The estimated cost of construction for the project is \$251,700. The project was included in the 2015 capital improvements budget.

We would request that the Clerk of Council be authorized to advertise for bids.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 30, 2015

To: The Mayor and Members of Sylvania City Council

Re: **Ground Storage Tank Painting**

Dear Mr. Mayor and Council Members:

The plans and specification for the above project are complete and the project is ready to proceed.

This project consists of blast cleaning and painting the exterior of our storage tank at the intersection of Brint Road and Main Street. We will also be performing some minor repairs and modifications to bring some components up to current standards.

The estimated cost of construction is \$161,000 and the project is included in the 2015 budget.

We request that the clerk be authorized to advertise the project.

Please call if you have any questions.

Sincerely,

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



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 28, 2015

To: The Mayor and Members of Sylvania City Council

Re: **Permission to Dispose of City Property**

Dear Mr. Mayor and Council Members:

We are requesting permission to dispose of the following equipment and materials.

1. 2000 Ford E-350 Super Duty
2. Motorola Radio Repeater 3105 AT
3. Motorola Radio Repeater 3106 AT
4. 8 – Wide Band Portable Radios
5. 20 – Wide Band Mobile Radios
6. Approximately 900 Landscape Pavers

The above items are either obsolete and/or no longer needed within our operations. We recommend approval to advertise them for sale on the GovDeals website.

Please call if you have any questions.

Sincerely,

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

ORDINANCE NO. 65 -2015

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A PRIVATE AGREEMENT WITH LOUISVILLE TITLE AGENCY FOR N.W. OHIO, INC., TRUSTEE FOR THE CONSTRUCTION OF A WATER SUPPLY SYSTEM FOR CENTENNIAL CROSSINGS PLAT FOUR; AND DECLARING AN EMERGENCY.

WHEREAS, a water supply system and sanitary sewer collection system will be constructed to serve the area known as Centennial Crossings Plat Four; and,

WHEREAS, the area benefitted by said waterline construction and sanitary sewer collection system is outside of the City of Sylvania, Ohio, in Sylvania Township; and,

WHEREAS, the estimated costs of the sanitary sewer is \$47,050 and the estimated cost of the waterline is \$61,190.

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 are hereby authorized to enter into Private Agreements for the construction of a water supply system and sanitary sewer collection system in accordance with Section 923 of the Sylvania Codified Ordinances and Sections 925 and 929, respectively, for the provision of water and sanitary sewer services to Centennial Crossings Plat Four.

SECTION 2. No connections within said area shall be made to the Sylvania Water System or the sanitary sewer system unless the applicable connection fees are first paid to the City of Sylvania.

SECTION 3. That the Director of Public Service is hereby authorized to increase or decrease the cost recovery fee amount proportionately to the extent the actual construction costs are less than or more than the estimated construction costs and the Director of Public Service is hereby further authorized to promound rules to implement this Ordinance.

SECTION 4. That this Ordinance shall be recorded in the Office of the Recorder of Lucas County, Ohio.

SECTION 5. 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 6. 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 7. 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 should be effective forthwith so that the public will promptly know the costs for connecting to the Sylvania Water System within the Service Area hereby established. 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, _____, 2015, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

PRIVATE AGREEMENT

FOR CONSTRUCTION OF SANITARY SEWER COLLECTION SYSTEM IN ACCORDANCE WITH SECTIONS 925 AND 929 OF THE CODIFIED ORDINANCES OF THE CITY OF SYLVANIA:

- A. The project will be known as:
 - (a) Sanitary Sewer System Project Name: Centennial Crossings Plat Four
 - Sanitary Sewer District: City of Sylvania
 - Subdivision: Centennial Crossings Plat Four
- B. Upon completion of the project as noted above, a letter of acceptance shall be sent to the Applicant.
- C. Prior to acceptance of the project, the Applicant shall furnish the City of Sylvania, Department of Public Service, with a description of all properties which participated in the cost of the installation.
- D. Subsequent to the acceptance of the project, any benefitted property, as determined by the City of Sylvania, which desires to tap into or connect to said improvement shall be charged a fee for said tap or connection at a rate computed from data contained in the costs statement for the improvement.
- E. During the first 10 years from the date of acceptance, the applicant shall have access to "Cost Recovery" fees collected. After 10 years from date of project acceptance by the City of Sylvania, the Applicant waives all rights to collect "Cost Recovery" fees.
- F. In order for the Applicant to collect the "Cost Recovery" fees during the first ten years, the Applicant shall submit a costs statement for the improvement. The eligible costs include contractor's costs, OEPA fees, right-of-way, easement, engineering, inspection and testing. The City of Sylvania will then cause a copy of the Ordinance approving the Cost Recovery District to be recorded with Lucas County.
- G. A Sanitary Sewer, including the necessary appurtenances, is to be constructed to serve the area as noted above.
- H. The project design, review and construction will be under the supervision of the City of Sylvania, Department of Public Service.
- I. Bids will be obtained by the applicant. The contractor must be acceptable to the City of Sylvania, Department of Public Service.
- J. Prior to beginning work, all contractors and sub-contractors shall show proof that they have in force a minimum of \$250,000.00 certificate of insurance. Said insurance shall name the City of Sylvania as "additional insured" in addition to the contractors and indemnify and save the City harmless from any and all injury or be subjected to by reason of the exercise of the authority and permission herein granted, during the construction of said improvement, and within one (1) year from the date of written acceptance of said improvement by said City of Sylvania, Department of Public Service.
- K. Upon receipt of the signed Terms and Conditions, and other pertinent fees, where applicable, the City of Sylvania, Department of Public Service will provide review and inspection of the project.
- L. This private agreement is subject to the terms of Sections 925 and 929 of the Codified Ordinances of the City of Sylvania and nothing herein shall be construed as imposing any additional duties upon the City of Sylvania, Department of Public Service or the City of Sylvania than are imposed by law. It is the duty of the applicant to provide the necessary information to the City of Sylvania, Department of Public Service to cause a copy of the Ordinance approving the "Cost Recovery" district to be recorded with Lucas County. This information must be provided within 60 days from the date of acceptance of the improvement.

- M. Upon acceptance of the work, the improvement will become the property of the City of Sylvania.
- N. No permits for connection to this improvement will be issued by the City of Sylvania until a final field inspection has taken place and the project has been accepted as part of the City of Sylvania System and an Affidavit that there are no liens or encumbrances outstanding, has been received from the Contractor. In exceptional cases where permission of the Contractor has been secured in writing, a permit may be granted.
- O. The contractor shall be paid in full upon completion and acceptance by the City of Sylvania of the work. The City of Sylvania, Department of Public Service will provide to the Contractor and Developer a written letter of acceptance.
- P. Any extras on such work shall be agreed to in writing by the Developer and Contractor and a copy of such agreement must be deposited with the City of Sylvania, Department of Public Service.
- Q. The developer shall pay to the City of Sylvania all fees and other directly related expenses involved in the inspection for said improvement. These fees shall be based upon the actual man-hours involved with said improvement. The invoice will be mailed to the developer.
- R. The City of Sylvania, Department of Public Service shall limit the number of taps permitted to 25% of the total number allowed in this improvement until such time as the fees due to the City of Sylvania are paid in full.
- S. The provisions of this Agreement shall be in full force and effect from and after signatures have been affixed in the spaces below, and the Agreement has been approved by Ordinance by the City of Sylvania.

Developer: _____ Ann. M. H. Co., CEO 9-11-15
 Signature Date

Address: _____

City, State, Zip: _____

 Louisville Title Agency for NW Ohio, Inc.
Trusted

Sworn to before me and subscribed in my presence this 11th day of SEPTEMBER, 2015.

Notary Public [Signature]
 My commission expires 8/1, 2018.



KARLA G. JUERGENS
 Notary Public - State of Ohio
 My Commission Expires Aug. 1, 2018

Recommended: _____
 Director of Public Service

Approved: City of Sylvania

 Mayor

Approved as to form:

 City of Sylvania, Director of Law

ORDINANCE NO. 66 -2015

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A PRIVATE AGREEMENT WITH LOUISVILLE TITLE AGENCY FOR N.W. OHIO, INC., TRUSTEE FOR THE CONSTRUCTION OF A WATER SUPPLY SYSTEM AND SANITARY SEWER COLLECTION SYSTEM FOR OAK CREEK NORTH; AND DECLARING AN EMERGENCY.

WHEREAS, a water supply system and sanitary sewer collection system will be constructed to serve the area known as Oak Creek North; and,

WHEREAS, the area benefitted by said waterline construction and sanitary sewer collection system is outside of the City of Sylvania, Ohio, in Sylvania Township; and,

WHEREAS, the estimated costs of the sanitary sewer is \$41,182 and the estimated cost of the waterline is \$73,208.

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 are hereby authorized to enter into Private Agreements for the construction of a water supply system and sanitary sewer collection system in accordance with Section 923 of the Sylvania Codified Ordinances and Sections 925 and 929, respectively, for the provision of water and sanitary sewer services to Centennial Crossings Plat Four.

SECTION 2. No connections within said area shall be made to the Sylvania Water System or the sanitary sewer system unless the applicable connection fees are first paid to the City of Sylvania.

SECTION 3. That the Director of Public Service is hereby authorized to increase or decrease the cost recovery fee amount proportionately to the extent the actual construction costs are less than or more than the estimated construction costs and the Director of Public Service is hereby further authorized to propound rules to implement this Ordinance.

SECTION 4. That this Ordinance shall be recorded in the Office of the Recorder of Lucas County, Ohio.

SECTION 5. 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 6. 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 7. 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 should be effective forthwith so that the public will promptly know the costs for connecting to the Sylvania Water System within the Service Area hereby established. 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, _____, 2015, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

PRIVATE AGREEMENT

FOR CONSTRUCTION OF SANITARY SEWER COLLECTION SYSTEM IN ACCORDANCE WITH SECTIONS 925 AND 929 OF THE CODIFIED ORDINANCES OF THE CITY OF SYLVANIA:

- A. The project will be known as:
 - (a) Sanitary Sewer System Project Name: Oak Creek North
Sanitary Sewer District: City of Sylvania
Subdivision: Oak Creek North
- B. Upon completion of the project as noted above, a letter of acceptance shall be sent to the Applicant.
- C. Prior to acceptance of the project, the Applicant shall furnish the City of Sylvania, Department of Public Service, with a description of all properties which participated in the cost of the installation.
- D. Subsequent to the acceptance of the project, any benefitted property, as determined by the City of Sylvania, which desires to tap into or connect to said improvement shall be charged a fee for said tap or connection at a rate computed from data contained in the costs statement for the improvement.
- E. During the first 10 years from the date of acceptance, the applicant shall have access to "Cost Recovery" fees collected. After 10 years from date of project acceptance by the City of Sylvania, the Applicant waives all rights to collect "Cost Recovery" fees.
- F. In order for the Applicant to collect the "Cost Recovery" fees during the first ten years, the Applicant shall submit a costs statement for the improvement. The eligible costs include contractor's costs, OEPA fees, right-of-way, easement, engineering, inspection and testing. The City of Sylvania will then cause a copy of the Ordinance approving the Cost Recovery District to be recorded with Lucas County.
- G. A Sanitary Sewer, including the necessary appurtenances, is to be constructed to serve the area as noted above.
- H. The project design, review and construction will be under the supervision of the City of Sylvania, Department of Public Service.
- I. Bids will be obtained by the applicant. The contractor must be acceptable to the City of Sylvania, Department of Public Service.
- J. Prior to beginning work, all contractors and sub-contractors shall show proof that they have in force a minimum of \$250,000.00 certificate of insurance. Said insurance shall name the City of Sylvania as "additional insured" in addition to the contractors and indemnify and save the City harmless from any and all injury or be subjected to by reason of the exercise of the authority and permission herein granted, during the construction of said improvement, and within one (1) year from the date of written acceptance of said improvement by said City of Sylvania, Department of Public Service.
- K. Upon receipt of the signed Terms and Conditions, and other pertinent fees, where applicable, the City of Sylvania, Department of Public Service will provide review and inspection of the project.
- L. This private agreement is subject to the terms of Sections 925 and 929 of the Codified Ordinances of the City of Sylvania and nothing herein shall be construed as imposing any additional duties upon the City of Sylvania, Department of Public Service or the City of Sylvania than are imposed by law. It is the duty of the applicant to provide the necessary information to the City of Sylvania, Department of Public Service to cause a copy of the Ordinance approving the "Cost Recovery" district to be recorded with Lucas County. This information must be provided within 60 days from the date of acceptance of the improvement.

- M. Upon acceptance of the work, the improvement will become the property of the City of Sylvania.
- N. No permits for connection to this improvement will be issued by the City of Sylvania until a final field inspection has taken place and the project has been accepted as part of the City of Sylvania System and an Affidavit that there are no liens or encumbrances outstanding, has been received from the Contractor. In exceptional cases where permission of the Contractor has been secured in writing, a permit may be granted.
- O. The contractor shall be paid in full upon completion and acceptance by the City of Sylvania of the work. The City of Sylvania, Department of Public Service will provide to the Contractor and Developer a written letter of acceptance.
- P. Any extras on such work shall be agreed to in writing by the Developer and Contractor and a copy of such agreement must be deposited with the City of Sylvania, Department of Public Service.
- Q. The developer shall pay to the City of Sylvania all fees and other directly related expenses involved in the inspection for said improvement. These fees shall be based upon the actual man-hours involved with said improvement. The invoice will be mailed to the developer.
- R. The City of Sylvania, Department of Public Service shall limit the number of taps permitted to 25% of the total number allowed in this improvement until such time as the fees due to the City of Sylvania are paid in full.
- S. The provisions of this Agreement shall be in full force and effect from and after signatures have been affixed in the spaces below, and the Agreement has been approved by Ordinance by the City of Sylvania.

Developer: MILLSTREAM DEVELOPMENT
 by DEBORAH L. HORSMAN
 Address: 9840 SYL. MET. RD.
 City, State, Zip: SYL. OH 43560

John W. Martindale, CPO 9-29-15
 Signature Date
John W. Martindale, CPO
 Louisville Title Agency for NW Ohio, Inc.

Sworn to before me and subscribed in my presence this 23rd day of September, 2015.



DEBORAH L. HORSMAN Notary Public
 Notary Public - State of Ohio
 My Commission Expires 5-29-2017 My commission expires _____, 20____.

Recommended:
Kenneth A. Allen
 Director of Public Service

Approved: City of Sylvania

 Mayor

Approved as to form:

 City of Sylvania, Director of Law

 Director of Finance



City Of Sylvania

SYLVANIA CITY COUNCIL

SHARON M. BUCHER, CLERK

Date: November 2, 2015

To: Mayor Craig Stough and City Council Members

From: Sharon Bucher, Clerk of Council

Subject: 2016 Meeting Schedule

The following holidays fall on a regular Monday night Council meeting in 2016:

January 18 Martin Luther King, Jr.'s Birthday
February 15 Presidents' Day
September 5 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.



October 24, 2015

City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

Dear Council Members,

The Sylvania Community Arts Commission respectfully requests consideration for increased operating funds for the year 2016 in the amount of \$12,000.00.

These operating funds allow the Sylvania Community Arts Commission to implement our mission through:

- Continuing, enhancing, and expanding our relevant programs
- Creating new programs in the arts
- Promoting and maintaining public art in the greater Sylvania community
- Assisting in the economic development of the city through successful high traffic events, particularly Maple & Main Art Fair and the new addition of the monthly Red Bird Arts District First Friday art walks

As an important economic driver in the downtown area, we believe that our efforts are crucial to the growth and development of our city. Not only are we making our community a better place to live, but we are also bringing people to our city and creating an environment in which businesses are working together to accomplish great things. Through your increased financial support we will be better able to administer and further develop our key programming.

Attached please find information regarding our organization, our current board members, business feedback regarding the first art walk and our annual 2016 budget.

Thank you for your consideration. Any requests for additional information will be promptly met.

Best Regards,

Laura Jakes , President

Jennifer Archer, Executive Director



City of Sylvania Contribution Request

Sylvania Community Arts Commission

Name of the organization:

*Sylvania Community Arts Commission
5632 N. Main Street
Sylvania, Ohio 43560*

Contact Person:

*Laura Jakes
President*

419.517.0118

sylvaniaarts@bex.net

www.sylvaniaarts.org

Sylvania Community Arts Commission Officers and Board Members

Laura Jakes, President

Sue McHugh, Vice President

Susan Park, Finance

Nancy Crandell, Secretary

James Gosman, Orchestra-Music

Jennifer Archer, Executive Director

Trustees:

Jim Perlman

Beth Silver

Scott Hudson

Nate Schank

Amy Buckey

Michelle Atkinson

Samanthia Rousos

Shannon Szyperski

Stephanie Mahoney

Erika Buri

Norma Hensley

Laura Megath

Cindy Betz

Mayor Craig Stough



Background: The Sylvania Community Arts Commission (SCAC) originated as a commission of the City of Sylvania on November 7, 1988 “to promote the acquisition of art, encourage the donation of funds for, to advise on the display of, and to provide ongoing inspection, care, advice, opinions, and counsel with respect to all matters pertaining to public art.”

The Commission was reorganized in February, 2002 and created a business plan and a focus on partnerships and opportunities that the Arts Commission might discover to work closely with and augment activities of other non-profits in the area. Strengthening rather than duplication was the preferred activity. To that end, the Commission identified four organizations to partner with: Sylvania Schools, The Sylvania Downtown Partnership, The Senior Center, and Sylvania Community Services.

The mission statement of the Sylvania Community Arts Commission was revised to “promote awareness, interest, and understanding of arts education, visual arts, and performing arts in the greater Sylvania community for residents of all ages.”

In 2003, the Township of Sylvania requested to become a partner in the Sylvania Arts Commission. Upon agreement of the City of Sylvania, the Sylvania Arts Commission proceeded to seek status as a 501 (C) 3 non-profit corporation. The Township of Sylvania engaged their legal counsel to work with the City of Sylvania’s legal counsel to create the Sylvania Community Arts Commission as a non-profit corporation.

On February 25, 2004 the State of Ohio accepted for filing our Articles of Incorporation. In October, 2004 the Commission received notice from the internal Revenue Service that effective February 25, 2004 we were recognized as a 501 (C) 3 organization.

The Sylvania Community Arts Commission currently provides programs in the areas of art education, visual arts, music, and public art. The Commission partners with Sylvania Schools, Lourdes University, The Franciscan Center, The Senior Center, Sylvania Community Services and the Sylvania Area Chamber of Commerce.



Programs for all residents of the greater Sylvania community:

Red Bird Arts District Art Walks: This new monthly event involving monthly art walks occurring the first Friday of every month has been embraced by the community and businesses in downtown Sylvania. As of the writing of this document, the first walk occurred in October with a crowd of approximately 700 people in attendance. There are currently 28 businesses that have joined the district which involves paying an annual membership fee and staying open the first Friday of every month (5-8) while hosting at least one artist. All businesses involved reported that the first walk was a huge success with many reporting record sales days- some their best ever. This event is clearly a huge economic driver for the city of Sylvania.

Quotes from merchants after the first Red Bird Art Walk-

Pro Music – Cliff: *Really good turnout - One thing that struck me was people were so happy and were doing something cool.*

TK Lanes – Tessa: *Excited Community - Lots of new people who were unaware of my shop.*

Spacebar –Gabe: *One of the most successful events since I've been in business.*

Chic Happens – Carol: *Personal best day – Highly excited. Nice to see people walking the streets on a Friday night. Artists are excited, just a wonderful Win - Win for everybody.*

Harmony in Life – Sue: *Phenomenal – Out of town guests fell in love with Sylvania – Blown away by the positive vibe.*

Angela's Angels – Angie: *It was great to see so many new faces in such an energetic and upbeat crowd. I'm looking forward to all First Fridays.*

Hudson Gallery – Scott: *We felt sure our community was hungry for this type of thing. But, being part of its development we were not entirely sure how long it would take to get such a big crowd into downtown. Friday night proved it pretty quickly”.*



Maple and Main: This juried art fair takes place over the course of two days, on Main Street in downtown Sylvania. In 2015, the art fair hosted almost 100 artist booths, and allowed for 20 different musical acts to entertain the crowd. Prior to the first night of the fair, there was a gala that honored Jean Holden and Sam Abel. The entire fair and gala were coordinated in a joint effort with the Sylvania Area Chamber of Commerce. In addition to highlighting local and regional art, and raising funds for the SCAC and Chamber, the event also brought a successful weekend of business to the downtown merchants.

Tree City Film Festival: During the festival films are showcased, which were created by K-8 students who entered a short film in the "shorties", or by adults who participated in our 50 hour short film challenge in which teams had a set 50 hours to make a short film using required elements. The idea behind the festival is to provide an opportunity that challenges and inspires anyone in our area to create art through film. Films are shown on a big screen in the Historical Village's Train Barn, which is converted into a theater for the event. A grant was obtained to expand in 2014 from the Ohio Arts Council, including a youth workshop and showcase of Oscar Shorts. This expansion was successful and continued in 2015. Another grant has been awarded for 2016.

Public Art: On October 18, 2015 we dedicated the latest public art project to Sylvania. This mural on the corner of the city administration building lot was successful due to the collaborative efforts of the SCAC, city, Chamber and the DSA. Funding was secured from 5 businesses and 2 community organizations, in addition to individual community members buying bricks (that are still for sale). The sponsorship bricks will be installed in the spring of 2016.

Music: SCAC provides operating funds and a home for the Sylvania Community Orchestra (SCO), which performs three concerts a year. The musicians volunteer their time and talent. The venue of the concerts varies within the city and township of Sylvania and admission is free. Sylvania musicians are encouraged to join their talents with the orchestra to increase the number and variety of instruments. Additionally we pay for a conductor, and assign a board member to act as a volunteer coordinator of the program.

Student musicians in the Sylvania area schools join with the SCO at several of the concerts. Side-by-side concerts were performed with the Southview Concert Orchestra and the SCO in November 2014 and will be performed with the Northview Orchestra in November of 2015. Additionally, a partnership has begun with Lourdes University in which the 2nd and 3rd concerts



of the year will be performed at the Franciscan Center and exploration has begun in regard to aligning with the music department at Lourdes.

The Orchestra strives to involve musicians, student musicians, and performing groups in its concerts. Northview and Southview students continue to be a concert highlight promoting the breadth of talent within the greater Sylvania community.

Art Education: The Sylvania Community Arts Commission participates in field trips to The Toledo Museum of Art for all 4th grade students in the seven Sylvania Public Elementary Schools. Students receive a guided tour through the museum and are provided with one hour of studio time where they create their own piece of artwork. SCAC provides transportation to and from the museum on Sylvania School bus transportation at a maximum total cost of \$2,000.00.

Performing Arts: Each spring The Toledo Opera goes “on the road” for a two month period to area schools with the Opera on Wheels program. Young resident artists sing and act in a children’s opera that is full of wonderful arias and antics. It is a multi-media experience combining music, dance, and drama with the visual elements of scenery and costumes. The Sylvania Community Arts Commission offers this program to all Sylvania Elementary Schools at a maximum total cost of \$4,500.00. SCAC partners on the cost of presenting the opera with each academic facility.

Creative Theatre for Kids is a SCAC sponsored program for children in the Sylvania area grades 4th through 8th. This program celebrated its ninth year of successful registration in 2015. Beginner and advanced drama classes are held each spring at Sylvania schools and a two-week Summer Theatre Workshop at the Franciscan Center at Lourdes University culminates in a “big stage” performance.

The performing arts programming offered is also experiencing growth. During the summer of 2015 SCAC partnered with Northview High School’s theatre department to hold a summer workshop for students that ended with a full-scale production of the Putnam County Spelling Bee. This production was so successful that the students have been asked to perform an encore at state competition. Additionally, in 2016 a committee will be working on a master plan for extending our theatre programs further in the community.



Board of Directors: The board is comprised of individuals from the city and township who volunteer their time and talents to the present and future quality of life of the Sylvania community. One part-time executive director is employed by SCAC.

In Summary: The Sylvania Community Arts Commission considers the arts a needed contribution to the overall appeal, attractiveness, and education of our community. Community support is reflective of the values and lifestyles of the people who live in the township and city of Sylvania.

The purpose of our request for funds is to implement our mission through:

- Continuing, enhancing and expanding programs that are relevant.
- Creating new programs in the arts to meet community needs.
- Fostering, encouraging, promoting, and maintaining public art in the greater Sylvania community.
- Continuing to cooperate with local governments and other non-profit organizations to provide quality services in the community.

Your financial support will help the Sylvania Community Arts Commission provide:

- Increased accessibility of the arts to the township and city residents
- Exposure and promotion of local artists
- The infrastructure to accomplish our mission



The work of SCAC extends to the entire Sylvania community. The structure of the Commission truly reflects a single community identity with no visible margin between projects that take place in the township or the city.

This grant request is for annual operating expenses. The Sylvania Community Arts Commission (SCAC) is requesting support from the City of Sylvania in the amount of \$12,000.00 to assist us in maintaining, promoting, and creating arts related programs and projects for the citizens of the greater Sylvania community.

Financial background attachments

Attached is the proposed 2016 budget. Additional financial information can be supplied on request. We have no funding that is conditional on this request being approved.

Certification of compliance with all State and Federal Regulations and Laws

The Sylvania Community Arts Commission (SCAC) has an active board of trustees, consisting of representatives from the township and city, the schools, Lourdes University, and citizens of both the township and the city. The Board oversees all compliance issues.



Sylvania Community Arts Commission 2016 Budget

Revenue:

City of Sylvania	12,000.00
Sylvania Township	3,000.00
Theatre Classes (Spring & Summer)	7,200.00
Contributions & Fundraising Income	15,000.00
Business & Community Sponsorships	5,000.00
Maple and Main Income	25,000.00
TCFF Income (includes grant from the OAC)	6,000.00

Total Revenue:

73,200.00

Expense:

Theatre Arts - (personnel, shirts, printing, misc.)	5,000.00
Orchestra - (conductor, site rental, printing)	5,700.00
Other Programs - (Red Bird, Opera on Wheels, Toledo Art Museum Trips, Public Art, Banners)	20,000.00
Administrative & Office - (part time Executive Director & assistant, website, supplies, misc.)	20,000.00
Rent, Insurance, Telephone, Internet	5,000.00
Maple and Main	13,500.00
Film Festival and Shorties U Workshop	4,000.00

Total Expense:

73,200.00

B

September 25, 2015

RECEIVED

SEP 28 2015

CITY OF SYLVANIA
CITY COUNCIL

Sylvania City Council
Clerk of Council
6730 Monroe St.
Sylvania, OH 43560

Clerk of Council,

Several of my neighbors have expressed concern regarding the increased traffic due to the new Promedica facility.

I live on Burgess Drive between McGregor and Lynnhaven. Bentbrook and Lynnhaven on either side run parallel with Burgess and both have speed bumps. I have friends who have said we always use Burgess because there are no speed bumps. The Promedica facility will generate more traffic down our street. We would like to discourage people from using our street as a cut thru. We think that speed bumps would help. We have quite a few children living on the street and are concerned for their safety.

Would appreciate any assistance you could give us to decrease traffic on our street.

Sincerely,



Lois R. Staunton
5266 Burgess Drive
Sylvania, OH 43560
419.824.0220

Memo

To: Sharon Bucher, Clerk
From: Kevin G. Aller, Director of Public Safety/Service
Date: 10/27/2015
Re: Burgess Drive Speed Humps

Ms. Bucher,

We have collected data along Burgess Drive in response to the above inquiry you had received. The pertinent data is as follows:

Average Daily Traffic:	520 vehicles per day
85% Speed:	28 miles per hour

Neither of the above results for Burgess Drive meets the criteria (1,000 vpd and 35 mph) to recommend speed humps. Therefore, we would not recommend that the process move forward.

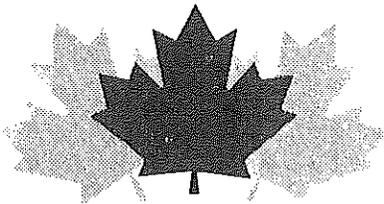
Please call if you have any questions. Thank you.

MEMO

October 30, 2015

To: City Council Members and Administration
Fm: Laura Bigelow
Re: 3rd Quarter Reports

Please find enclosed the 3rd Quarter Reports for 2015 excluding the IT Department.
Please call me at 885-8926 with any questions.



City Of Sylvania

VEHICLE MAINTENANCE
JASON MUSIC

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

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	134
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.	61	\$5,264.43	\$4,563.60	114
<u>Streets:</u> Good, routine maint.	48	\$9,802.82	\$7,950.00	199
<u>Water:</u> Good, routine maint.	4	\$141.98	\$150.00	4
<u>Sewer:</u> Good, routine maint.	7	\$335.18	\$510.00	13
<u>Parks:</u> Good, routine maint.	11	\$3,006.02	\$1,485.00	37
<u>Other Depts:</u> Good, routine Maint.	3	\$302.38	\$240.00	6
<u>Totals</u>	134	\$18,852.81	\$14,898.60	372

Misc Repairs (sublet): All Dept.

\$7,197.32

Total Vehicle Maintenance cost:

\$40,948.73

Fourth 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

October 21, 2015



SYLVANIA POLICE DIVISION
3RD QUARTER 2015
Management Report Worksheet

	<u>2015</u>	-	<u>2014</u>
Crime Reports	304		296
Crime Offenses	334		325
Criminal Arrests - Juvenile/Adult	136		154
Traffic Citations	289		390
Written Warnings	414		545
Parking Ticket	32		25
OVI	20		15
Traffic Crashes	89		96
Traffic Crash injuries/fatalities	20/0		20/0
Calls for Police Service	3776		3885
Hours Spent Handling Police Calls	973:54		1428:23
Emergency Response Time – Priority 1	1.23		3.08
Overtime Hours - Police	1047		1234.75
Overtime Hours - Dispatch	288.75		184
Training Hours	758		523
Vehicle Lockouts	86		92
Motorist Assists	84		59
False Alarms - Commercial	52		26
False Alarms - Residential	25		23
Child Safety Seats Installed	10		20

Sylvania Police Division Office of Community Affairs

Quarterly Report – Third 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."

I. Introduction

Officers from the Community Affairs Division have begun the transition into the 2015-2016 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 to assist with events and on road patrol as needed. 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 2015-2016 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 presented several safety talks at the Sylvania Library and at the Toledo Islamic Academy summer camp.

III. Community Involvement

- Officers participated in numerous 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

- 9 alerts – all non-emergency.

V. School Resource Officer Programs

Note: School was not in session in July and began on August 18th, 2015.

Northview High School - Officer Gallup	
Presentations	1
Meetings	17
General Offense Reports	3
Accident Reports	0
Citations / Warnings	0
School Related Complaints	12
Parking Lot Assists	1
Court Appearances	0

Southview High School – Officer Roe	
Presentations	0
Meetings	42
General Offense Reports	2
Accident Reports	0
Citations / Warnings	0
School Related Complaints	24
Parking Lot Assists	1
Court Appearances	0

VI. Explorer Program

- Explorers have trained with several topics this quarter. Topics include the following:
 - Traffic Stops with scenarios.
 - Firearms safety.
 - Radio function and proper etiquette training.
 - Business meeting and elections
 - Planning meetings for Marathon Tournament and for the Washington DC trip.
- Explorers assisted with the following events this quarter:
 - Marathon Golf Tournament for the week.
 - 4th of July Celebration traffic control.
 - Explorers also traveled as a group to Washington DC for a fun and educational visit.

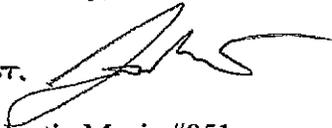
VII. Volunteer Program - 3rd Quarter Report

A. Summary

Hour Summary	
Total Patrol Volunteer hours for July 2015 – Sept. 2015	94.5
Total Event Volunteer hours for July 2015 – Sept. 2015	8
Total	102.5

Volunteer Patrol Log	
Lockouts	4
House Checks	54
Road Patrol/Traffic Assists	4
Citizen/Motorist Assists	7
Business Checks	0
Business Surveys	0
Juvenile Court Runs	0
Special Assignments:	
A. Events:	
<ul style="list-style-type: none"> Volunteers worked a total of five (5) events this quarter. 	
B. Misc. Details	
<ul style="list-style-type: none"> Explorer Post Training meetings – 2 times Volunteers attended OC Training. 	

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

2015 3rd Quarter

Quarterly Detective Bureau Summary

Active investigation monthly average: 51

Active case load by investigator:

<u>Detective</u>	<u>Assigned</u>	<u>Cleared</u>	<u>Current Total [Non-Drug / Drug]</u>		
Sgt. Seney	11	10	13	/	0
Det. Bliss	4	5	10	/	0
Det. Papenfuss	11	6	10	/	10
Inv. Gibbs	1	4	2	/	0
Inv. Beadle	2	1	2	/	0
Inv. Barnswell	2	1	1	/	0
Inv. Vargo	4	1	2	/	0
Inv. Collins	1	1	2	/	0
<u>Monthly Case Totals:</u>	36	29	41		10

Number of Call-Ins & Hold Overs:

Call-Ins: 1
Hold Overs: 1

Narrative:

- Det. Papenfuss was assigned a Rape case where a daughter alleges that she has been raped multiple times by her biological father.
 - We had two Rite Aid stores both burglarized for narcotics while they were closed. Our jurisdiction was among many in the area that had stores hit in a similar manner. Det. Papenfuss and Inv. Gibbs are working our stores investigation and coordinating with other agencies.
 - The detective bureau responded to a Dead Body call at Lourdes University Housing. Det. Bliss has been assigned to work with the coroner's office on the investigation.
 - Det. Papenfuss and other members of the agency executed a drug search warrant in the south district.
 - Det. Bliss was called out on a burglary 5749 Elliott, where items stolen included firearms
 - Inv. Beadle has been working with TPD and may have a suspect identified in the theft from Planet Fitness, which involved the theft of a handgun among the property taken
-

- Sgt. Seney is following up on a case where a special needs juvenile may have been approached online via Facebook messenger to provide an unknown suspect with Child Pornographic images. The unknown suspect also attempted to get the special needs child to molest his younger sister and send them photos of the molestation.
- The Detective Bureau executed a child pornography search warrant in our West District. The suspects were found to be in Kentucky on business with their laptops and Kentucky State Police Executed a search warrant at their hotel and seized the computers for our agency.

Forfeitures:

- GO#15-2430 \$348 seized

Drug Evidence Seizure:

- 141.9 g of marijuana
- 7 folds of heroin
- 3 Sudogest PE 10 MG tablets
- 3 Guaifenesin 600 MG tablets
- 1 Depakote ER 500 MG tablet
- 6 Azithromycin 250 MG tablets
- 32 Fluoxymesterone pills
- 1 Prednisone pill
- 143.5 pounds of miscellaneous prescription medications turned into our lobby's drug drop off

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 experienced several special events taking place in our community. The 4th of July Fireworks, Sylvania Cycling Classic, and the Marathon Golf Classic along with the Sylvania Kids and Adult Triathlons were held. 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, I along with my command staff, officers, telecommunicators and administrative secretary look forward to serving the needs of our citizens and our wonderful 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. A new telecommunicator will begin their employment effective October 21, 2015. This appointment will fill the vacancy created by the retirement of Chief Telecommunicator Steve Lafferty this past June. On September 28, 2015, Heather Kelso became our Chief Telecommunicator. 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 - 2015

Key Statistics:

	2015	2014
Number of tax returns processed	3187	3258
Number of e-filed returns	0	7
Gross Receipts	\$2216969.59	\$2038625.01
Number of withholding payments processed	2429	2301
Number of online payments	56	47
Number of refunds processed	116	102
Delinquent totals	\$661522.41	\$618915.19
Amount of money received from collection	\$27195.71	\$14649.84
Number of accounts turned over for collection	66	78

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, zoning permits, new utility accounts, and school rosters.

Our tax ordinance is currently being rewritten by the Law Director in order to comply with the new Ohio Revised Code 718, which resulted from the passing of HB5. The new ordinance must be in effect by January 1, 2016; however many of the changes affect the tax years 2016 and forward. Filings for tax years 2015 and before will be governed by our old tax ordinance.

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 entire seminar was devoted to the changes due to House Bill 5. The tax staff recently attended the Northwest Ohio Tax Commissioners' yearly staff seminar. The topic this year was also entirely devoted to House Bill 5.

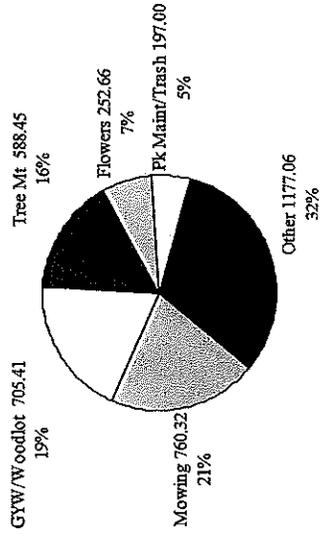
We continue to look for ways to improve our productivity and increase revenues.

Respectfully submitted,

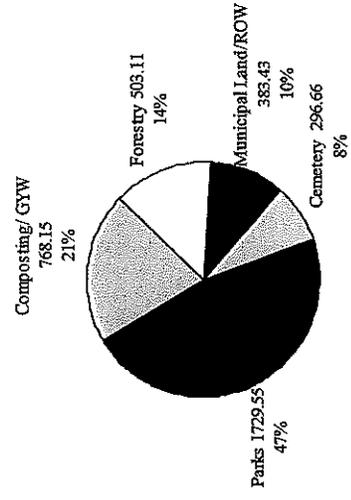
Christy M. Golis
Commissioner of Taxation

Parks & Forestry Quarterly Report : July - September, 2015

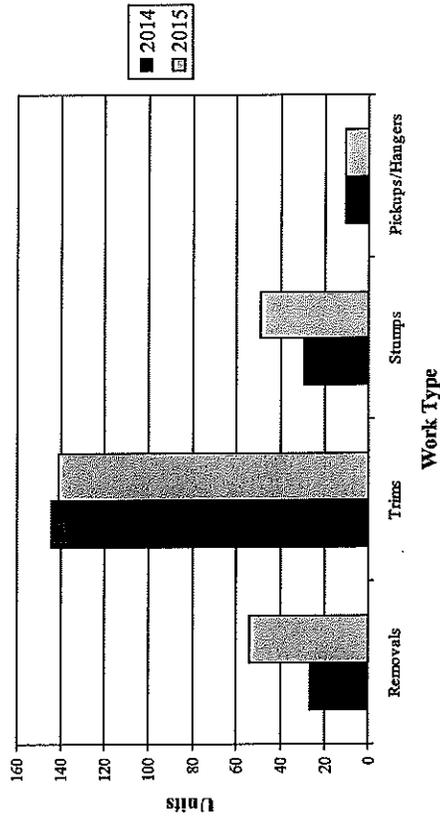
Man-Hours by Work Type



Man-Hours by Account



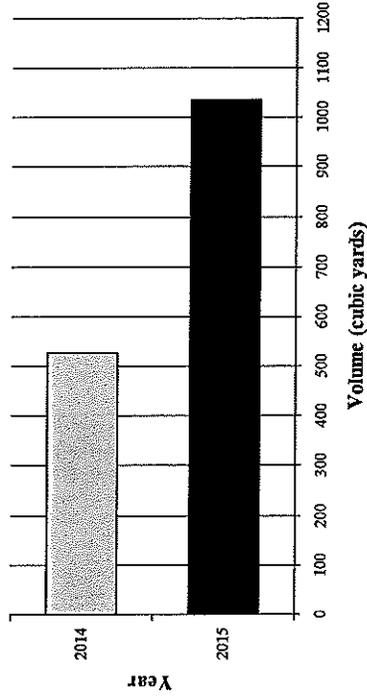
2014 - 2015 Work Comparison



Parks & Forestry Quarterly Report : July – Sept., 2015

Green Yard Waste

2014 - 2015 Cu Yds. of Compost Sold

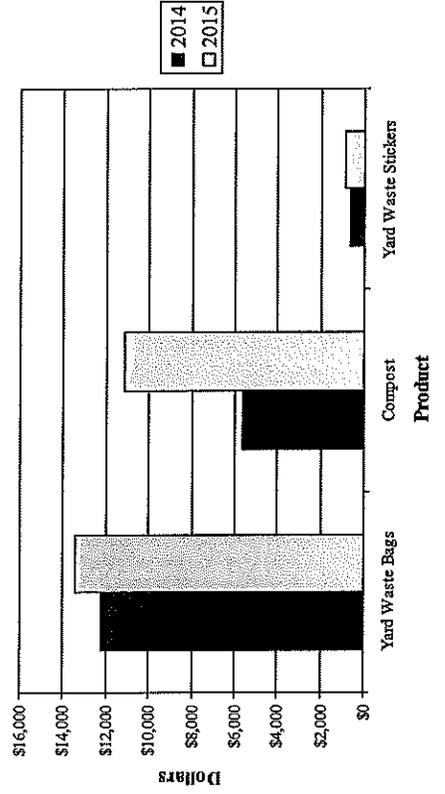


Volume Collected (cubic yards)

- * Route A 117.0~
- * Route B 155.0~

~ Processed Volume

2014 - 2015 Revenue Comparison



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

Key Statistics

Road Repairs & Maintenance:	<u>2015</u>	<u>2014</u>
Remove & Replace Existing Concrete As Needed	47.5 cu.yds	45 cu.yds
CDF Low Density Backfill	4.5 cu.yds	4 cu.yds
Asphalt Placed for Repairs/ Paving Program	57.5 tons	294 tons
Street Sweeping Hours	177 hrs	244 hrs
Street Sweeping Tonnage Hauled	52 tons	39 tons
Catch Basin & Manhole Repair Hours	331 hrs	867 hrs
Crack-Fill Roadways Hours	732 hrs	356 hrs
Repair & Replace Pavement Markings		
Traffic Paint Hours	275 hrs	256 hrs
Thermoplastic Hours	75 hrs	0
Cold Patch Hours	85 hrs	80 hrs
Repair to Bridges within the City Limits	46 hrs	0
Curb Repair Hours	515 hrs	500 hrs
Sidewalks and ADA Ramp Replaced / Repaired	0	264 hrs

Traffic Signs Repaired and / or Replaced:

Sign Maintenance Hours	277 hrs	313 hrs
Regulatory Signs	21	13
Warning Signs	6	5
Street Name & Informative Signs	6	7

Miscellaneous:

Dead Animals Removed From Right - of - Way	26	9
Hours Helping Other Dept. (Water, Sewer, etc...)	19 hrs	50 hrs
Clean Up Oil / Fuel Spills In The Roadways	9 hrs	3 hrs
Inspection (Various Improvements) Hours	0	87 hrs
Stack Salt (5509 Harroun Rd Salt Dome)	8 hrs	0
Monroe St @ Glasgow Rd (repair pull box for the traffic light)	16 hrs	0
Sylvania Ave @ Sherwood Forest Manor Rd (sewer line break repair)	51 hrs	0
Main St Pedestrian Crosswalk Replacement	240 hrs	0
Post No Parking for The LPGA Marathon Classic	24 hrs	40 hrs
Install New Cardboard Recycling Center (in parking lot of 6505 Maplewood Ave)	196 hrs	0
Remove Donation Boxes	28 hrs	0
Haul Recycled Concrete for Disposal	152 tons	108 tons
Haul Stone for Various jobs	57 tons	0

Special Event Set Up:

2015

2014

Special Events Total Hours

87 hrs

116 hrs

July 4th Fireworks
Olivet Lutheran Church Rummage Sale
Sylvania Triathlon
Sylvania Super kids Triathlon
The LPGA Marathon Classic
Block Parties

Jim Campbell
Jim Campbell
Foreman of Streets
10/21/2015

Zoning Office Key Statistics	2014 3rd Qtr	2015 3rd Qtr
Residential Renovations, Additions & Accessory	14	9
New Dwelling (Residential)	4	6
Estimated Valuation	\$275,000	\$275,000
New Commercial Construction	2	1
Commercial Additionas & Renovations	8	4
Sign Permits Issued	10	12
Demolition Permits Issued	3	0
Swimming Pool Permits Issued	2	1
Sidewalk Permits Issued	12	27

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

Architectural Board of Review		
Regulated District	0	2
Unregulated District	2	6
Regulated Signs	8	4

Zoning Complaints		
On Site Inspections	52	44
Open Zoning Complaints	10	7
Closed Zoning Complaints	42	37
Letters & Warnings Sent	8	9



City Of Sylvania

3rd Quarter 2015

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	7,158	7,168	7,175			
Number of Sewer Accounts	8,511	8,506	8,580			
Number of Water Tap Permits	1	10	14		25	33
Number of Sanitary Tap Permits	8	21	28		57	113
Number of Storm Tap Permits	1	10	8		19	18
Number of Second Meter Permits	0	13	8		21	18
Utilities						
Number of Payments Received	19,669	19,427	19,674		58,770	77941
Total Collection Water	\$809,318.97	\$825,695.93	\$1,122,750.38		\$2,757,765.28	\$3,806,663.08
Total Collection Sewer	\$479,964.18	\$445,454.46	\$496,411.44		\$1,421,830.08	\$1,997,412.31
Total Collection Refuse	\$115,785.43	\$113,569.35	\$114,598.31		\$343,953.09	\$441,598.63
Total Collection On/Off	\$335.00	\$150.00	\$100.00		\$585.00	\$840.00
Total Collection Fire	\$870.86	\$881.64	\$882.04		\$2,634.54	\$3,612.95
Total Collection Misc	\$3,136.53	\$4,343.43	\$3,823.73		\$11,303.69	\$17,111.72
Total Collection Water Tap Pay Plan	\$261.40	\$135.67	\$130.77		\$527.84	\$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	\$17,753.73		\$31,048.73	\$32,870.26
Sanitary Tap Permits	\$960.00	\$1,995.00	\$2,470.00		\$5,425.00	\$12,427.51
Sanitary Connections Fees	\$2,740.00	\$7,550.00	\$16,150.00		\$26,440.00	\$100,725.35
Sanitary Cost Recovery	\$0.00	\$907.24	\$13,124.47		\$14,031.71	\$0.00
Sanitary Project Remimbursement	\$0.00	\$10,295.04	\$0.00		\$10,295.04	\$0.00
Storm Tap Permits	\$110.00	\$950.00	\$760.00		\$1,820.00	\$1,805.00
Second Meter Permits	\$0.00	\$3,900.00	\$2,400.00		\$6,300.00	\$5,400.00
Hydrant Permits	\$0.00	\$3,900.00	\$600.00		\$4,500.00	\$5,560.88
Zoning Permits	\$2,919.00	\$11,302.36	\$11,944.44		\$26,165.80	\$18,015.93
Service Dept Sales						
Sewer and Sidewalk Licenses	\$420.00	\$325.00	\$167.00		\$912.00	\$2,452.00
Plans/Bid Documents	\$120.00	\$650.00	\$730.00		\$1,500.00	\$900.00
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$209.00	\$246.00	\$500.00		\$955.00	\$1,253.00
Refuse Bulk Item Sticker	\$532.00	\$713.00	\$1,036.00		\$2,281.00	\$2,590.00
Green Yard Waster Stickers/Bags	\$2,148.00	\$11,226.00	\$1,518.00		\$14,892.00	\$13,328.00
Misc.						
	\$0.00	\$675.00	\$2,933.21		\$3,608.21	\$14,314.01
Total Collection	\$1,421,030.37	\$1,456,960.12	\$1,810,783.52		\$4,688,774.01	\$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	181,303,980		471,737,420	658,389,040
Average Daily Water Purchased	1,519,728	1,707,310	2,014,788		5,241,826	1,803,806
Total Sewer Flow (Gallons)	220,380,000	270,190,000	322,070,000		812,640,000	1,092,060,000
Average Daily Sewer Flow	2,448,666	3,002,111	3,578,555		9,029,332	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