

Sylvania City Council
December 19, 2016

7:30 p.m. Council Meeting
Agenda

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mr. Mishka.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of December 5, 2016.
5. Proposed Ordinance No. 81-2016, to make certain adjustments to account allocations with the fund appropriations for the fiscal year ending December 31, 2016.
6. Proposed Ordinance No. 82-2016, Authorizing the Mayor and Director of Finance to enter into a Memorandum of Understanding between the Sylvania Township Board of Trustees and The City of Sylvania that help provide framework for fostering economic development through Joint Economic Development Districts, annexations, other annexation agreements in the Sylvania Community.
7. Proposed Ordinance No. 83-2016 Amending Part One-Administrative Code of the Codified Ordinances of the City of Sylvania, 1979, by adding Chapter 161-Sister City Commission.
8. Proposed Resolution No. 20-2016, Re-appointing George France to the Board of Trustees of Sylvania area Joint Recreation District (SAJRD) for the three year term to expire on December 31, 2019.
9. Confirmation of Mayor Stough's re-appointment of Thomas Lindsley to the Municipal Planning Commission commencing January 1, 2017 and expiring on December 31, 2020.
10. Committee reports.
11. Committee referrals.

INFORMATION

- A. November 2016 Bank Reconciliation.

Minutes of the Meeting of Council
December 5, 2016

The Council of the City of Sylvania, Ohio met in regular session on December 5, 2016 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, Mark Luetke, Doug Haynam, Sandy Husman, Jason Mishka, Mary Westphal: (7) present; (0) absent.

Roll call:
All, present.

Mr. Mishka 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:

4a. Joel Johnson to address Council regarding Centennial Road speeding.

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

Agenda
approval.

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

Mrs. Westphal presented the November 21, 2016 meeting minutes. Mrs. Westphal moved, Mr. Mishka 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 November 21, 2016 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Mishka, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
November 21
meeting
minutes.

Mr. Joel Johnson addressed Council to request to have additional and ongoing police presence on Centennial Road as the quarry trucks and other traffic are speeding and pose a danger to residents. Chief Rhodus provided traffic information and stated the police department will address his concerns.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 70-2016, a written copy of same having been previously furnished to each member of Council, "To make appropriations for current expenditures and other expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2017; and declaring an emergency."; Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Third Reading of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.
70-2016,
"To make
appropriations
for FY ending
2017..."

Minutes of the Meeting of Council
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Mrs. Westphal moved, Mr. Luetke seconded, that Ordinance No. 70-2016 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that council will now consider added agenda item 6.

Service Director's report on U.S. 23 Bridge over Ottawa River rehabilitation project was placed on file. Mr. Frye presented and read aloud by title only, proposed Resolution No. 19-2016, a written copy of same having been previously furnished to each member of Council, "A Resolution of the Council of the City of Sylvania consenting to the rehabilitation of the existing bridge over the Ottawa River by the Ohio Department of Transportation; and declaring an emergency."; Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Resolution No. 19-2016, "...Consenting to rehabilitation to bridge over Ottawa River by ODOT..."

Mr. Frye moved, Mrs. Husman seconded, that Resolution No. 19-2016 be enacted as an emergency measure as declared therein; roll call vote being: Mishka, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on King Road Widening and Resurfacing & Harroun Road Resurfacing Change Order No. 1 (Final) was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 80-2016, 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 Gerken Paving, Inc. for the King Road Widening and Resurfacing & Harroun Road Resurfacing Project which reflects the actual work performed on this project; increasing the contract amount by \$7,235.07; appropriating funds therefore; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 80-2016; "...approve CO#1(Final) King Rd widening & Harroun Rd resurfacing..."

Mr. Frye moved, Mrs. Husman seconded, that Ordinance No. 80-2016 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council
December 5, 2016

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

Mrs. Westphal moved, Mrs. Husman seconded to authorizing the sale of a 1979 Onan Model 180-DFE015R diesel powered generator on GovDeals.com that is no longer utilized by the City. Roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried. Item approved for sale on GovDeals.com

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

Mr. Mishka reported the Utilities & Environment Committee met at 7:00 p.m. to discuss the proposed Resolution No. 18-2016, supporting the ongoing TMACOG's study of a Regional Bulk Water Supply System. He stated Council requested to add a time schedule to the project. Administration added a time schedule for the preliminary planning and engineering design to be commenced on or before June 30, 2017 and construction commencing on or before June 2020 in the Resolution. The Committee recommended to Council to approve Resolution No. 18-2016 that includes this addition.

Mr. Mishka presented and read aloud by title only, proposed Resolution No. 18-2016, a written copy of same having been previously furnished to each member of Council, "A Resolution of the Council of the City of Sylvania supporting the ongoing Toledo Metropolitan Area Council of Government's study of a Regional Bulk Water Supply System; and declaring an emergency." Mr. Mishka moved, Mrs. Husman seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Mishka, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried. Resolution No. 18-2016; "...supporting TMACOG's Regional Bulk Water Supply System..."

Mr. Mishka moved, Mr. Haynam seconded, that Resolution No. 18-2016 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Mishka, (7) yeas; (0) nays. The motion carried.

There being no items for agenda item 10, Mayor Stough stated that all items on the agenda had been considered.

Mrs. Westphal moved, Mr. Luetke seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:05 p.m. Adjournment.

Clerk of Council

Mayor

ORDINANCE # 81-2016

TO MAKE CERTAIN ADJUSTMENTS TO ACCOUNT ALLOCATIONS
WITHIN THE FUND APPROPRIATIONS FOR THE FISCAL YEAR
ENDING DECEMBER 31, 2016; AND DECLARING AN EMERGENCY.

WHEREAS, City Council duly passed Ordinance No. 71-2015 on December 7, 2015, providing for the annual appropriations for fiscal year 2016, and,

WHEREAS, it is necessary to adjust the 2016 annual appropriation ordinance, by making certain additional appropriations and deductions from previous appropriations, in order to meet the present conditions and to keep appropriations within the anticipated receipts for the year 2016; and,

WHEREAS, attached hereto is "Exhibit A" entitled Adjusted 2016 Budget - Summary of Expenditure Estimates which exhibit identifies by a four-digit department code number and name each account in a Fund identified by a three-digit code and name to which an appropriation adjustment within each Fund is made by this ordinance; and,

WHEREAS, attached hereto is "Exhibit B" entitled Adjusted 2016 Budget – Summary of Revenue Estimates referred to herein as estimated additional resources.

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

SECTION 1. That the 2016 annual appropriation ordinance, be adjusted as reflected in Exhibits A and B attached hereto and made a part hereof.

SECTION 2. That there be and is hereby appropriated to and is hereby withdrawn from accounts of the GENERAL FUND listed in Exhibit A the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 3. That there be and is hereby appropriated to and is hereby withdrawn from the account of the CITY PERMISSIVE TAX FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net the sum of \$0.

SECTION 4. That there be and is hereby appropriated to and is hereby withdrawn from the account of the STATE HIGHWAY MAINTENANCE FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net the sum of \$0.

SECTION 5. That there be and is hereby appropriated to and is hereby withdrawn from the account of the LAW ENFORCEMENT TRUST FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net the sum of \$9,100. There is a sufficient balance in the Fund available for appropriation.

SECTION 6. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the CAPITAL IMPROVEMENT FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 7. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the TREES – REPAIR & REPLACEMENT FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 8. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the WATER FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 9. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the SEWER FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$100,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 10. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the RESOURCE RECOVERY FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$38,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 11. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the MEDICAL SELF-INSURANCE FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$250,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 12. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the INFORMATION TECHNOLOGY FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 13. That there be and is hereby appropriated to and is hereby withdrawn from accounts of the INCOME TAX FUND listed in Exhibit A the amounts as indicated in for each account with the total amount being changed by the net sum of \$300,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 14. It is hereby found and determined that all formal actions of the 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 action, were in meetings open to the public, in compliance with all requirements including Section 121.22 of the Ohio Revised Code.

SECTION 15. 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 16. 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 immediate provision should be made for the enactment of additional appropriations for the payment of current expenditures for the calendar year of 2016. 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,
_____, 2016, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

Exhibit "A"
Adjusted 2016 Budget
Summary of Expenditure Estimates

Dept.	Name	Personal Services	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund						
7110	Police Law Enforcement		-12,000	-64,000			-76,000
7115	Fire Prevention & Insp.	-3,500	-5,000				-8,500
7125	Police/Fire Communications						0
7140	Safety Admin.Support						0
7210	Correctional Programs		8,500				8,500
7215	Cemetery	1,700	-1,700				0
7220	Pymt.Co.Board of Health						0
7235	Sylvania Comm. Serv.						0
7310	Parks & Forestry	-60,000	-15,000	-7,000			-82,000
7320	Community Programs		20,000				20,000
7325	Syl. Tam O'Shanter						0
7415	Zoning Board of Appeals	1,000	-1,000				0
7425	Mowing-Private Property						0
7515	Garbage.& Refuse Collection	1,000	-10,000				-9,000
7620	Street Cleaning	110,000	-9,000	4,000			105,000
7710	Mayor's Office	7,000		9,000			16,000
7715	Finance Administration	6,000	2,300	-2,300			6,000
7725	Legal Administration	6,000					6,000
7726	Prosecutors' Office	14,000					14,000
7730	Service Administration	1,000	-1,300	300			0
7735	Legislation						0
7740	Municipal Court	65,000	-49,000				16,000
7745	Civil Service Commission		400				400
7750	Lands & Buildings		-16,400				-16,400
7755	Engineering						0
7765	Elections						0
7775	Delinquent Land Advertising						0
8000	Transfers						0
	Totals	149,200	-89,200	-60,000	0	0	0

Exhibit "A"
Adjusted 2016 Budget
Summary of Expenditure Estimates

Dept. Code	Name	Personal Services	Contract Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
=====								
223	City Permissive Tax							
=====								
7611	City Permissive Tax		1,000	-1,000				0
=====								
224	State Highway Maint.							
=====								
7612	Maintenance to U.S. 23		-1,300	1,300				0
=====								
225	Law Enforcement Trust							
=====								
7126	Equipment - Police personnel			9,100				9,100
=====								
401	Capital Improvement Fund							
=====								
7110	Police							0
7310	Parks & Forestry				7,500			7,500
7316	Historical Village							0
7640	Sewer Collection							0
7610	Streets				-7,500			-7,500
7615	Sidewalks				3,500			3,500
7635	Traffic Signals				1,500			1,500
7740	Municipal Court							0
7750	Lands & Buildings			60,000	-65,500			-5,500
8020	Information Technology				500			500
8000	Transfers							0
	Totals							0
=====								
501	Trees - Repair & Replacement							
=====								
7440	Repair & Replacement	8,000	-5,400	-2,600				0
	Totals	8,000	-5,400	-2,600				0
=====								
701	Water Fund							
=====								
7520	Water Administration	45,000						45,000
7525	Water Distribution		-62,000		17,000			-45,000
	Totals	45,000	-62,000	0	17,000			0
=====								
702	Sewer Fund							
=====								
7530	Sewer Administration	21,000	-9,900	-11,100				0
7540	Sewer Collection		1,600	-5,600	104,000			100,000
	Totals	21,000	-8,300	-16,700	104,000			100,000
=====								
705	Resource Recovery							
=====								
7314	Resource Recovery	18,000	12,500	7,500				38,000
	Totals	18,000	12,500	7,500				38,000

Exhibit "A"
Adjusted 2016 Budget
Summary of Expenditure Estimates

Dept. Code	Name	Personal Services	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
=====								
707	Medical Self Insurance							
=====								
8030	Medical Care	266,000	-16,000					250,000
	Totals	266,000	-16,000					250,000
=====								
709	Information Technology							
=====								
8020	Information Technology	1,000	-1,000					0
	Totals	1,000	-1,000					0
=====								
804	Income Tax							
=====								
7760	Income Tax	5,000	-5,000				300,000	300,000
	Totals	5,000	-5,000				300,000	300,000

Exhibit "B"
Adjusted 2016 Revenue Estimates
Summary of Revenue Estimates

=====		
General Fund		
=====		
110-0000-41402	From Income Tax	<u>300,000</u>
Total General Fund		300,000
=====		
Law Enforcement Trust Fund		
=====		
225-0000-41132	Property Room Revenues	<u>45,000</u>
Total Law Enforcement Trust Fund		45,000
=====		
Federal Equity Sharing Fund		
=====		
229-0000-40414	Intergovernmental Revenues	<u>50,000</u>
Total Federal Equity Sharing Fund		50,000
=====		
Indigent Support Fund		
=====		
231-0000-41014	Indigent Support Costs	<u>10,000</u>
Total Indigent Support Fund		10,000
=====		
Water Fund		
=====		
701-0000-40601	Water-Consumer Charges	<u>900,000</u>
Total Water Fund		900,000
=====		
Medical Care - Self-Insured Fund		
=====		
707-0000-41105	Miscellaneous Revenue	<u>200,000</u>
Total Medical Care-Self-Insured Fund		200,000
=====		
Information Technology Fund		
=====		
709-0000-41105	Miscellaneous Revenue	<u>1,000</u>
Total Information Technology Fund		1,000
=====		
Police Pension Fund		
=====		
801-0000-40101	Real Estate Taxes	<u>3,000</u>
Total Police Pension Fund		3,000

Exhibit "B"
Adjusted 2016 Revenue Estimates

=====		
Property Room Fund		
=====		
802-0000-41132	Property Room Revenues	<u>35,000</u>
Total Property Room Fund		35,000
=====		
Income Tax Fund		
=====		
804-0000-40201	Income Tax	<u>800,000</u>
Total Income Tax Fund		800,000
=====		
Unclaimed Monies Fund		
=====		
805-0000-41105	Miscellaneous Revenue	<u>1,000</u>
Total Unclaimed Monies Fund		1,000

ORDINANCE NO. 82 -2016

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE SYLVANIA TOWNSHIP BOARD OF TRUSTEES AND THE CITY OF SYLVANIA; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania desires to continue its cooperation with Sylvania Township; and,

WHEREAS, attached hereto is a Memorandum of Understanding between the Sylvania Township Board of Trustees and the City of Sylvania that help provides a framework for fostering economic development through Joint Economic Development District, annexations, other Annexation Agreements in the Sylvania Community.

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 Memorandum of Understanding Between the Sylvania Township Board of Trustees and the City of Sylvania, which Agreement is attached hereto as "Exhibit A."

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Memorandum of Understanding should be entered into as soon as possible. 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, _____, 2016, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date.....

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE SYLVANIA TOWNSHIP BOARD OF TRUSTEES
AND THE CITY OF SYLVANIA**

This Memorandum of Understanding is entered into by and between the Sylvania Township Board of Trustees and the City Council of the City of Sylvania on this _____ day of _____, 2016.

WHEREAS, the parties hereto wish to increase and continue their cooperation with one another in fostering economic development in the region that will inure to the benefit of both the City of Sylvania and Sylvania Township;

WHEREAS, the laws of the state of Ohio provide for the creation of agreements by and between cooperating political subdivisions to encourage economic development; and

WHEREAS, the parties hereto agree that their entering into this Memorandum of Understanding will serve as a first step to establishing the basis for and negotiating an agreement between the parties that will further the economic development goals of the parties and would serve to enhance the revenues of the parties, thereby benefiting current and future residents and businesses.

ACCORDINGLY, the undersigned parties enter into this Memorandum of Understanding by which each agrees to cooperate with the other to achieve the aforesaid goals, and, to that end, hereby AGREE as follows:

1. The parties agree to the annexation of an initial, specific property/properties, to be identified by the City, to which the Township will not oppose. The parties further agree they will negotiate a service payment to be made by the City to the Township, utilizing as a guide to the amount Exhibit A attached hereto, said amount to be based upon the amount of revenue received by the City as a result of the annexation of said property.
2. The Township agrees it will identify a property or properties that could form the basis for establishing a Joint Economic Development District (JEDD), and the parties further agree to work with one another and with property owners in order to enter into a JEDD agreement with regard to said property or properties. Said negotiations would include, among other statutorily allowed subjects, a statement of services to be provided to the property, economic development to be provided to and for the property, a determination of the amount of the income tax to be levied by the District, and how said tax would be allocated between the parties, again taking into consideration the guidelines set forth in Exhibit A hereto.
3. The City and Township agree to engage in mutual planning meetings on an agreed timeline in order to discuss potential, and specific, anticipated

development that may be included in a JEDD or be the subject of a separate annexation agreement or community economic development agreement (CEDA). The parties agree such mutual planning meetings will occur on a regular basis, but no less frequently than three times per year.

4. In accordance with R.C. Chapter 509, Sylvania Township Police officers are also appointed as Constables and, therefore, have County-wide jurisdiction. However, ~~the~~ parties understand and acknowledge that since the Sylvania Township Police District covers only the unincorporated portion of the Township, any Township territory annexed into the City, once annexed, will not be in the District and, therefore, will not be subject to the Township's police levy. The Township agrees that upon entering into an agreement, the police district organization ~~will~~ would not be changed by the Township so as to require any Township police levy to be levied on properties in the ~~un~~incorporated portions of the Township.
5. The parties further acknowledge that the mutual cooperation and practice between the Township and City police departments, to provide mutual aid and back-up to one another, will continue.
6. The parties agree that this Memorandum of Understanding is the good faith beginning and identification of a process, and does not obligate either party to agree to the creation of a specific JEDD or other agreement with one another, nor does it preclude either party from negotiating with or entering into a JEDD or other agreement with any other entity not a party hereto.

The undersigned have read this Memorandum of Understanding and have voluntarily executed it, each having been authorized by their respective Council and Board.

City of Sylvania

Sylvania Township Board of Trustees

By _____ Date _____

Exhibit A
Guidelines for Discussion Purposes
for Joint Non-Residential DEVELOPMENT
For Potential Annexation Agreements, Understandings and JEDDS

Distance to City	Revenue Sharing (20 to 40 yrs?)		
<u>Boundary Extension</u>	<u>City</u>	<u>TWP</u>	<u>Note</u>
Less than ½ mile	80%	20%	Annexed to City *
More than ½ mile	50%	50%	Annexed to City *
Beyond 1 mile	20%	80%	<u>Not</u> annexed to City **

Notes:

- 1) Revenue sharing percentages after collection cost of CITY
- 2) The TOWNSHIP share of development costs such as infrastructure and improvements will be limited to its percentage of revenue cost (20% to 80%) over the initial 20 to 40 yrs.
- 3) Use CITY income tax rate (currently 1.5%)
- 4) TOWNSHIP and CITY general costs such as administration, legal, management and co-ordination will be the responsibility of each entity and not be a part of shared development cost.
- 5) If the territory remains in the TOWNSHIP and at a later date, the CITY is able to annex the non-residential development during the initial 20 to 40 year period, then the CITY will reimburse the TOWNSHIP for the TOWNSHIP remaining share of development costs and a TOWNSHIP minimum of 10% in revenue sharing would remain and the TOWNSHIP would not continue to provide services.

* Should annexation be a part of the initial non-residential development project and an annexation agreement, JEDD or other type of understanding cannot be reached with 30 days, then Township will not share in development cost and will not provide any services, but will collect a minimum of 10% in revenue.

** Assumes land remains in Township and is not annexed.

ORDINANCE NO. 83 -2016**AMENDING PART ONE - ADMINISTRATIVE CODE OF THE
CODIFIED ORDINANCES OF THE CITY OF SYLVANIA, 1979, BY
ADDING CHAPTER 161 – SISTER CITY COMMISSION; AND
DECLARING AN EMERGENCY.**

WHEREAS, Resolution No. 37-92, passed by the Council of the City of Sylvania on October 5, 1992, recognized the declared intention of Woodstock, Ontario, Canada to be in a Sister City relationship with the City of Sylvania, Ohio and declared Sylvania's intention to be in such a relationship with Woodstock; and,

WHEREAS, Ordinance No. 71-93, passed by Sylvania City Council on June 21, 1993, authorized the payment of \$2,500 to the Sylvania Area Chamber of Commerce to be used in establishing, maintaining and operating the Sylvania Area Sister City Commission; and,

WHEREAS, the Sylvania Area Sister City Commission was comprised of representatives from the City of Sylvania, the Township of Sylvania and the Sylvania City School District; and,

WHEREAS, earlier this year, Sylvania Township informed the Sylvania Area Sister City Commission that it no longer wished to participate in the Sylvania Area Sister City Commission and requested the City make this an official City Commission; and,

WHEREAS, due to the change in structure and membership of the Sylvania Area Sister Commission, it is necessary to form a new commission.

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

SECTION 1. That Chapter 161 of the Codified Ordinances of Sylvania, is hereby enacted to read as set forth on "Exhibit A" attached hereto and made a part hereof.

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

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

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

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

Passed, _____, 2016, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

APPROVED AS TO FORM:

Mayor

Director of Law

Date

Chapter 161 – SISTER CITY COMMISSION

161.01 CREATION.

The City shall have a commission to nurture and promote the Sister City relationship between Woodstock and the City of Sylvania. The commission shall be known as the Sylvania Sister City Commission. The Commission shall make an annual report to the Mayor of its activities and goals based on twelve and sixty-month projections.
(Ord. _____-2016. Passed _____-2016.)

161.02 MEMBERS; TERM.

The Sylvania Sister City Commission shall consist of seven persons, one of whom shall be a member of Sylvania City Council, the Mayor or his designee, appointed by the Mayor, subject to confirmation by a majority of the members of Council. The terms of the individual commission members first appointed shall be as follows: Three members – 3 years; Two members – 2 years; One member – 1 year. All vacancies shall be filled for the unexpired term only. Following the initial terms, the appointments shall be for three-year terms. Removal of any member from the Commission shall be upon recommendation therefore by the Mayor concurred in by a majority of the members of Council or shall be automatic upon such member failing to attend three consecutive regular meetings of the Commission. All of the commissioners shall serve without compensation unless Council has first authorized compensation for such commissioners by a specific appropriation therefore designated commissioners' compensation.
(Ord. ____-2016. Passed _____-2016.)

161.03 MEETINGS, OFFICERS AND EMPLOYEES.

- (a) The Sylvania Sister City Commission shall meet to organize within five days of the creation of the Commission and the appointment and confirmation of the members of the Commission. At the organizational meeting, the Commission shall establish the day and time of a regular once-a-month meeting for the Commission and elect a chairperson, an assistant chairperson, a secretary-treasurer and any other officers for which it may provide. Additional regular meetings may be established. Special meetings may be called by the chairperson upon the chairperson or the chairperson's assistant notifying each Commission member not less than twenty-four hours preceding the date and hour of such meeting. The notification may be waived in writing or by attendance at such special meeting.
- (b) A majority of the members of the Commission shall constitute a quorum and at any meeting at which a quorum is present, any action may be taken by the affirmative votes of a majority of the members of the Commission. Also any action may be taken by the Commission without a meeting by a writing signed by all the members of the Commission.
- (c) The Commission shall adopt its own rules. In the absence of a rule to govern a point of procedure, reference shall be had to the approved practice in parliamentary bodies.
- (d) The chairperson shall be the presiding officer at all meetings and the chief executive officer of the Commission. The secretary-treasurer or other designated officer shall maintain records of all action of the Commission and records of attendance of members at meetings and shall furnish monthly, to the Mayor, a

RESOLUTION NO. 20 - 2016

RE-APPOINTING GEORGE FRANCE TO THE BOARD OF TRUSTEES OF SYLVANIA AREA JOINT RECREATION DISTRICT (SAJRD) FOR A THREE YEAR TERM TO EXPIRE ON DECEMBER 31, 2019; AND DECLARING AN EMERGENCY.

WHEREAS, this Council, by Resolution No. 3-2005, passed January 3, 2005, re-appointed George France to the Board of Trustees of the Sylvania Area Joint Recreation District for a three-year term expiring December 31, 2007; and,

WHEREAS, this Council, by Resolution No. 20-2007, passed December 17, 2007, re-appointed George France to the Board of Trustees of the Sylvania Area Joint Recreation District for a three-year term expiring December 31, 2010; and,

WHEREAS, this Council, by Resolution No. 3-2011, passed January 3, 2011, re-appointed George France to the Board of Trustees of the Sylvania Area Joint Recreation District for a three-year term expiring December 31, 2013; and,

WHEREAS, this Council, by Resolution No. 17-2013, passed November 4, 2013, re-appointed George France to the Board of Trustees of the Sylvania Area Joint Recreation District for a three-year term expiring December 31, 2016; and,

WHEREAS, Mr. France has expressed his desire to be re-appointed to the Board of Trustees of the Sylvania Area Joint Recreation District for an additional three-year term expiring December 31, 2019 and the Community Relations Committee and the Mayor have recommended Mr. France's re-appointment.

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

SECTION 1. That George France is hereby re-appointed to the Board of Trustees of Sylvania Area Joint Recreation District for a three-year term expiring December 31, 2019.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to Sylvania Area Joint Recreation District.

SECTION 3. 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 4. 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 5. 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 reason that an open position on the Board of Trustees of the Sylvania Area Joint Recreation District required to be filled now so that said Board will be fully constituted at the earliest possible time. 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, _____, 2016, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

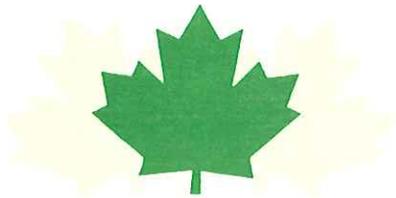
APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law



City Of Sylvania

OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

December 16, 2016

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Re-Appointment to the Municipal Planning Commission

Dear Council Members:

Mr. Thomas Lindsley has expressed his interest in continuing his service on the Municipal Planning Commission.

Mr. Lindsley has been a member of the Municipal Planning Commission and has demonstrated his active interest and commitment to Sylvania through his service to the community.

Therefore, I am pleased to announce the re-appointment of Mr. Thomas Lindsley to the Municipal Planning Commission for a term commencing on January 1, 2017 and expiring on December 31, 2020, and request that you confirm this appointment.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb

A

City of Sylvania

Bank Reconciliation

November 2016

Ending balance for Oct 2016 23,272,684.24
 Add: Monthly Receipts 1,625,461.25
 Subtotal \$ 24,898,145.49
 Less: Monthly Disbursements 4,060,893.56
 Ending balance for Nov 2016 \$ 20,837,251.93

Less:
 CD Metamora Bank \$ (2,000,000.00)
 Star Ohio (77,420.33)
 Petty Cash (1) (2,050.00)
 Cemetery Savings (1,062.86)
 Toledo Community Fund (31,803.18)
 PNC MoneyMarket (1,028,844.63)
 Key Bank Securities (1,008,136.39)
 5/3rd Securities (5,960,819.92)
 SJS Account (3,483,998.12)
 Morgan Stanley Investment (2,055,423.06)
 Sylvania Township Bonds (505,000.00)
 \$ 4,682,693.44

Less:

(1)
 Division of Public Service \$ 150.00
 Department of Finance 100.00
 Division of Water 600.00
 Division of Police 200.00
 Municipal Court 700.00
 Division of Taxation 150.00
 Division of Forestry 150.00

Petty Cash Balance \$ 2,050.00

BANK BALANCE
 EOM 5/3rd Bank Balance \$ 5,189,439.56
 Deposit in Transit 4,396.90
 Subtotal \$ 5,193,836.46
 Less: Outstanding Checks (2) 511,143.02
 Adjusted Bank Balance \$ 4,682,693.44
 (2)
 Oct Outstanding Checks \$ 1,855.43
 Checks written this month 1,218,116.06
 Subtotal \$ 1,219,971.49
 Checks Cleared this month (708,828.47)
 Nov Outstanding Checks \$ 511,143.02



Toby Schroyer
 Director of Finance, City of Sylvania