

Sylvania City Council
November 19, 2018

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mrs. Husman, Mr. Luetke, Mr. Richardson, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of November 5, 2018.
5. 2019 Budget.
 - a. Report of the Finance Committee from 11/15/18.
 - b. Proposed First Reading of Ordinance No. 60-2018, To make appropriations for current expenditures and other expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2019.
6. Proposed Ordinance No. 61-2018, Authorizing the Mayor and Director of Finance to enter into a 3-year Collective Bargaining Agreement commencing January 1, 2019, on behalf of the City of Sylvania Municipal Employees Association (SMEA).
7. Brookhill Court Improvements Project.
 - a. Service Director's report on request to advertise for bids.
8. Main Street Reconstruction Project.
 - a. Service Director's report on Change Order No. 2 (Final).
 - b. Proposed Ordinance No. 62-2018, Authorizing to approve Change Order No. 2 (Final) to agreement for Main Street Reconstruction Project.
9. Water Storage Tank Inspection Project.
 - a. Service Director's report on project.
 - b. Proposed Ordinance No. 63-2018, Accepting the proposal of Dixon Engineering, Inc. to provide water storage tank inspection services.
10. Proposed Ordinance No. 64-2018, Approving the Second Amendment to Commercial Real Estate Purchase Agreement of SOMO MF Partners, LLC and SOMO Retail Holdings, LLC.
11. Committee reports.
12. Committee referrals.

INFORMATION

- A. 2019 City Council schedule of regular meetings.

Minutes of the Meeting of Council
November 5, 2018

The Council of the City of Sylvania, Ohio met in regular session on November 5, 2018 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini; Mark Frye, Doug Haynam, Sandy Husman, Mark Luetke, Patrick Richardson, Mary Westphal; (7) present; (0) absent.

Roll call:
All present.

Pledge of Allegiance to the United States of America led by Mr. Richardson.

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 4c. Proclamation recognizing Sharon Lange.
- 8a. Report of Finance Committee meeting held on 10/26/18.
- 8b. Schedule an Employee & Community Relations Committee meeting for Board appointments & DORA update.

Mrs. Westphal moved, Mr. Haynam seconded to approve the agenda as amended; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, 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 October 15, 2018 meeting minutes. Mrs. Westphal moved, Mrs. Husman 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 15, 2018 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
October 15
meeting
minutes.

Mr. Haynam presented the October 26, 2018 special meeting minutes. Mr. Haynam moved, Mrs. Husman 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 special meeting of October 26, 2018 be approved as amended; roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Approval of the
October 26
Special meeting
minutes; as
amended.

Mayor Stough read a Proclamation for Sharon Lange for her Golden Touchstone Award recognizing her lifetime achievement for journalism and positive influence in the greater Sylvania Community. Mayor Stough declared November 5, 2018 as Sharon Lange Day in the City of Sylvania.

Proclamation for
Sharon Lange.

Minutes of the Meeting of Council
November 5, 2018

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

Service Director's report on the Main Street Reconstruction Project-Construction Engineering Change Order No. 1 was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 59-2018, 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 Stantec Consulting Services, Inc. for the Main Street Reconstruction project which reflects the actual work performed on this project; increasing the contract amount by \$6,028.75; appropriating funds therefore; and declaring an emergency." Mr. Richardson moved, Mr. Luetke seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 59-2018, "... approving Change Order No. 1.... Stantec Consulting.... Main St Reconstruction ..."

Mr. Richardson moved, Mr. Frye seconded, that Ordinance No. 59-2018 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

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

Mr. Frye moved, Mrs. Husman seconded, that no hearing be requested for the transfer for the D1, beer for on premises consumption until 1:00a.m., D2, wine and certain prepackaged mixed drinks until 1:00 a.m. and D3, spirituous liquor until 1:00 a.m., permit from RS Restaurants, Inc. & Patio, 6064 Monroe St., to Ciao of Sylvania LLC d/b/a/ Ciao & Patio, 6064 Monroe St. Roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Liquor permit transfer Ciao & Patio, 6064 Monroe Street; no hearing.

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

Mrs. Westphal moved, Mr. Haynam seconded, to set the 2019 Council Meeting Schedule as amended. Roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays. The motion carried.

Set 2019 Council Meeting schedule.

Mrs. Westphal moved, Mr. Luetke seconded to set 2019 Trick-or-Treat for Thursday, October 31st, 6:00-7:30p.m. Roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

Set 2019 Trick or Treat: Wed., October 31st.

Minutes of the Meeting of Council
November 5, 2018

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

Mrs. Westphal reported on the Finance Committee meeting held on October 26, 2018. She stated the Committee met to review the municipal court and the city budget. Judge Bonfiglio provided an update on the court's activities. The capital improvement budget was reviewed.

Finance Com.
Mtg. Report
...2019 Budget.

Mrs. Westphal reported on the Finance Committee meeting held on this date that continued the discussion on the 2019 Budget. The Committee requested Administration to advance legislation on the 2019 Budget with changes to the Capital Improvement consistent with the discussions at the Finance Committee meeting.

Mr. Luetke set an Employee & Community Relations Committee meeting to conduct interviews for council appointments to the SAJARD and Board of Zoning Appeals for Thursday, December 6th at 4:30p.m. in the Police Chief's conference room.

Employee &
Com Relations
Mtg.; 12/6/18 at
4:30p.m.

Mr. Luetke stated the DORA Ad Hoc meeting is scheduled for November 8, 2018 at 8:00 a.m. in council chambers to discuss the downtown infrastructure to accommodate the DORA.

DORA Ad Hoc
Mtg.; 11/8/18 at
8:00 a.m.

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

Mrs. Westphal moved, Mr. Haynam seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:08 p.m.

Adjournment.

Clerk of Council

Mayor

ORDINANCE NO. 60-2018

TO MAKE APPROPRIATIONS FOR CURRENT EXPENDITURES AND OTHER EXPENDITURES OF THE CITY OF SYLVANIA, OHIO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND DECLARING AN EMERGENCY.

WHEREAS, it is provided by State law and the Sylvania City Charter that an annual appropriation ordinance shall be passed by Council; and,

WHEREAS, attached hereto is "Exhibit A" entitled "2019 Budget Summary of Estimated Expenditures" 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 appropriations within such Fund are made by this ordinance; and

WHEREAS, attached hereto is "Exhibit B" entitled "2019 Budget Summary of Revenues (2016 - 2019)" which exhibit lists the specific sources of revenue and the actual amounts received by the City from each source within each Fund for the years 2016 and 2017, and the estimated amounts expected to be received by the City from each source for each Fund for the years 2018 and 2019, referred to herein as "estimated resources."

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

SECTION 1. That to provide for the current expenditures and other expenditures of the City of Sylvania for the fiscal year ending December 31, 2019, the following appropriations are hereby authorized.

SECTION 2. That there be and is hereby appropriated from the GENERAL FUND the sum of \$12,294,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Account. Estimated resources for 2019 for said Fund, as shown in "Exhibit B" total \$12,311,000.

SECTION 3. That there be and is hereby appropriated from the STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND the sum of \$1,320,000 to the respective Accounts of said Fund listed in "Exhibit A" in the amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund, as shown in "Exhibit B", total \$1,320,000.

SECTION 4. That there be and is hereby appropriated from the CITY PERMISSIVE TAX FUND the sum of \$240,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Accounts. Estimated Resources for 2019 for this Fund as shown in "Exhibit B" total \$240,000.

SECTION 5. That there be and is hereby appropriated from the STATE HIGHWAY IMPROVEMENT FUND the sum of \$73,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$73,000.

SECTION 6. That there be and is hereby appropriated from the LAW ENFORCEMENT TRUST FUND the sum of \$40,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$50,000.

SECTION 7. That there be and is hereby appropriated from the DRUG LAW ENFORCEMENT TRUST FUND the sum of \$5,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$5,000.

SECTION 8. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL TREATMENT FUND the sum of \$40,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$30,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 9. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL MONITOR FUND the sum of \$20,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$30,000.

SECTION 10. That there be and is hereby appropriated from the FEDERAL EQUITABLE SHARING FUND the sum of \$20,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$20,000.

SECTION 11. That there be and is hereby appropriated from the INDIGENT SUPPORT FUND the sum of \$40,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$50,000.

SECTION 12. That there be and is hereby appropriated from the GENERAL OBLIGATION DEBT SERVICE FUND the sum of \$1,868,000 to the respective Account of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$1,930,000.

SECTION 13. That there be and is hereby appropriated from the CAPITAL IMPROVEMENT FUND the sum of \$2,865,000 to the respective Accounts of said Fund listed in "Exhibit A" in the amount and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$2,000,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 14. That there be and is hereby appropriated from the COURT CAPITAL IMPROVEMENT FUND the sum of \$100,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$135,000.

SECTION 15. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES TREE REPAIR & REPLACEMENT FUND the sum of \$321,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$255,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 16. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICE STREET LIGHTING FUND the sum of \$403,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$410,000.

SECTION 17. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES DITCH & DRAINAGE FUND the sum of \$279,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$285,000.

SECTION 18. That there be and is hereby appropriated from the WATER FUND the sum of \$5,358,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$6,700,000.

SECTION 19. That there be and is hereby appropriated from the SEWER FUND the sum of \$2,662,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$2,600,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 20. That there be and is hereby appropriated from the RESOURCE RECOVERY FUND the sum of \$185,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$185,000.

SECTION 21. That there be and is hereby appropriated from the MEDICAL CARE – SELF INSURED FUND the sum of \$2,400,000 to the Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$2,400,000.

SECTION 22. That there be and is hereby appropriated from the POLICE PENSION FUND the sum of \$460,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for respective purpose shown for such Account. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$460,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 23. That there be and is hereby appropriated from the PROPERTY ROOM FUND the sum of \$1,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$10,000.

SECTION 24. That there be and is hereby appropriated from the INCOME TAX FUND the sum of \$7,360,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$7,510,000.

SECTION 25. That there be and is hereby appropriated from the UNCLAIMED MONIES FUND the sum of \$1,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$5,000.

SECTION 26. That there be and is hereby appropriated from the POLICE COMMUNITY AFFAIRS FUND the sum of \$24,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2019 for this Fund as shown in "Exhibit B" total \$10,000. There is a sufficient balance as of January 1, 2019 in this Fund to be considered as available for appropriation.

SECTION 27. Estimated resources for the PARKS-RECREATION FOUNDATION FUND for 2019 as shown in "Exhibit B" total \$2,000.

SECTION 28. That "Exhibit C" attached hereto is illustrative of the transfers anticipated within the 2019 Operating Budget.

SECTION 29. That the Director of Finance be and he is hereby authorized and directed to draw warrants against any of the foregoing appropriations upon proper certificates or vouchers therefore, approved by any officer or officers authorized by law to approve the same, or by any Ordinance or Resolution of Council to make expenditures or as otherwise provided by law.

SECTION 30. That the Director of Finance be and he is hereby authorized to make all operating transfers as delineated in the 2019 Budget, shown on "Exhibit A".

SECTION 31. 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 32. 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 33. 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 appropriations for the payment of current expenditures for the calendar year of 2019. 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 _____ reading(s): Yeas ___ Nays ___

Passed, _____, 2018, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law

Exhibit "A"

**2019 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept.	Name	Personal Services	Fringe Benefits	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund							
7110	Police Law Enforcement	3,062,000	832,000	195,000	187,000			4,276,000
7115	Fire Prev. & Insp.	4,000	2,000					6,000
7125	Police/Fire Comm.	436,000	183,000	35,000	8,000			662,000
7210	Correctional Programs			23,000				23,000
7215	Cemetery			12,000				12,000
7220	Pymt.Co.Brd.Health			113,000				113,000
7310	Parks & Forestry	555,000	236,000	112,000	40,000			943,000
7320	Community Programs			340,000				340,000
7415	Zoning	78,000	32,000	3,000	4,000			117,000
7425	Mowing-Private Prop.			1,000				1,000
7515	Garb.& Refuse Collection	70,000	11,000	816,000	17,000			914,000
7620	Street Cleaning	107,000	17,000	8,000	19,000			151,000
7710	Mayor's Office	266,000	99,000	4,000	20,000			389,000
7715	Finance Admin.	174,000	66,000	59,000	7,000			306,000
7725	Legal Admin.	105,000	36,000	1,000	5,000			147,000
7726	Prosecutors' Office	268,000	98,000	40,000	3,000			409,000
7730	Service Admin.	82,000	52,000	5,000	7,000			146,000
7735	Legislation	112,000	20,000	10,000	7,000			149,000
7740	Municipal Court	1,080,000	466,000	224,000	67,000			1,837,000
7745	Civil Serv.Comm.			2,000	3,000			5,000
7750	Lands & Buildings	5,000	2,000	73,000	19,000			99,000
7755	Engineering	89,000	53,000	2,000	13,000			157,000
7765	Elections			5,000				5,000
7775	Delq.Land Advertg.			1,000				1,000
8000	Transfers						591,000	591,000
8020	Information Technology	163,000	61,000	69,000	202,000			495,000
	Totals	6,656,000	2,266,000	2,153,000	628,000		591,000	12,294,000

**2019 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
222	Street C M & R								
7610	Street C M & R	770,000	342,000	58,000	110,000				1,280,000
7635	Traffic Signs.Etc			35,000	5,000				40,000
	Totals	770,000	342,000	93,000	115,000				1,320,000
223	City Perm.Tax								
7611	Permissive Tax Maint.			26,000	132,000	82,000			240,000
224	State Hwy.Improv.								
7612	State Hwy.Maint.			35,000	38,000				73,000
225	Law Enforcement Trust Fund								
7126	Police & Fire Comm.				40,000				40,000
226	Drug Law Enforcement Fund								
7126	Drug Law Enforcement				5,000				5,000
227	Ind.Alcohol Treatment Fund								
7740	Ind.Alcohol Treatment			40,000					40,000
228	Ind.Alcohol Monitor Fund								
7740	Ind.Alcohol Monitor Fund			20,000					20,000
229	Federal Equitable Sharing Fund								
7126	Drug Law Enforcement				20,000				20,000
231	Indigent Support								
7740	Domestic/Theif ISFC			40,000					40,000

**2019 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
331	G.O. Retirement Fund								
7910	Bond & Note Retirement			8,000			1,860,000		1,868,000
401	Capital Impr.Fund								
7110	Police Law Enforcement					110,000			110,000
7310	Parks & Forestry					139,000			139,000
7610	Street C M & R					1,978,000			1,725,000
7615	Sidewalks					0			0
7635	Traffic Signals					15,000			15,000
7740	Municipal Court					0			0
7750	Lands & Buildings				63,000	590,000			653,000
7970	Promissory Notes						23,000		23,000
8020	Information Tech.					200,000			200,000
	Totals				63,000	3,032,000	23,000		2,865,000
405	Court Capital Improvement Fund								
7740	Municipal Court				50,000		50,000		100,000
501	Spec.Assess.Trees								
7440	Tree Maintenance	130,000	40,000	91,000	60,000				321,000
502	Spec.Assess. Street Lighting								
7130	S.A. Street Lighting	10,000	2,000	391,000					403,000
503	S.A. Ditches & Drains								
7510	Ditches & Drains	183,000	29,000	29,000	38,000				279,000
701	Water Fund								
7520	Water Admin.	241,000	69,000	56,000	56,000				422,000
7525	Distribution	468,000	203,000	3,810,000	64,000	166,000	225,000		4,936,000
	Totals	709,000	272,000	3,866,000	120,000	166,000	225,000		5,358,000

**2019 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
702	Sewer Fund								
7530	Sewer Admin.	241,000	65,000	78,000	48,000				432,000
7540	Sewer Collection	322,000	162,000	1,459,000	39,000	248,000			2,230,000
	Totals	563,000	227,000	1,537,000	87,000	248,000			2,662,000
705	Resource Recovery								
7314	Compost	82,000	12,000	51,000	40,000				185,000
707	Medical Care - Self Insured								
8030	Medical Care		2,112,000	288,000					2,400,000
801	Police Pension								
7135	Police Pension		452,000	8,000					460,000
802	Property Room								
7170	Property Room				1,000				1,000
804	Income Tax Fund								
7760	Tax Adm.	245,000	110,000	65,000	240,000				660,000
8000	Transfers Out							6,700,000	6,700,000
	Totals	245,000	110,000	65,000	240,000			6,700,000	7,360,000
805	Unclaimed Fund								
7520	Refunds				1,000				1,000

**2019 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
808	Escrow Fund								
7520	Escrow				0				0
810	Police Community Affairs								
7160	Police Community Affairs			6,000	18,000				24,000

Exhibit "B"

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>General Fund (110)</u>				
Real Estate Taxes	843,493	874,422	900,000	915,000
City Income Taxes	2,748,733	2,725,228	2,800,000	2,800,000
Other Taxes	67,959	61,307	65,000	65,000
Shared revenue	764,496	686,043	735,000	740,000
Charges for Services	459,968	499,170	500,000	544,000
Fees, Licenses, Permits	395,899	393,007	410,000	395,000
Interest Earnings	62,185	118,443	70,000	100,000
Fines & Forfeits	862,136	954,777	945,000	1,082,000
Other revenue	249,445	258,186	274,000	270,000
Transfers In	4,900,000	5,363,000	5,400,000	5,400,000
Totals	11,354,314	11,933,581	12,099,000	12,311,000
<u>Street C. M. & R. Fund (222)</u>				
Veh. Reg. & Gasoline Tax	798,495	777,924	800,000	790,000
Other Revenue	17,445	22,972	20,000	30,000
Transfers In	450,000	450,000	500,000	500,000
Totals	1,265,940	1,250,896	1,320,000	1,320,000
<u>Permissive Tax Fund (223)</u>				
Permissive Vehicle Tax	227,861	220,794	240,000	240,000
Other Revenue	0	0	0	0
Totals	227,861	220,794	240,000	240,000
<u>State Highway Imp.Fund (224)</u>				
Veh. Reg. & Gasoline Tax	64,743	66,719	73,000	73,000
Totals	64,743	66,719	73,000	73,000
<u>Law Enforcement Trust (225)</u>				
Contraband-Sales-Proceeds	52,991	37,958	50,000	50,000
Totals	52,991	37,958	50,000	50,000
<u>Drug Law Enforcement (226)</u>				
Drug Enforcement Fines	3,645	3,732	5,000	5,000
Totals	3,645	3,732	5,000	5,000

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>Ind. Drivers Alcohol Treatment Fund (227)</u>				
Municipal Court Fines	14,910	32,470	30,000	30,000
Totals	14,910	32,470	30,000	30,000
<u>Ind. Drivers Alcohol Monitor Fund (228)</u>				
Municipal Court Fines	23,245	22,265	30,000	30,000
Transfers In	0	0	0	0
Totals	23,245	22,265	30,000	30,000
<u>Equitable Federal Sharing Fund (229)</u>				
Shared revenue	48,520	0	19,000	19,000
Transfers In	139	222	1,000	1,000
Totals	48,659	222	20,000	20,000
<u>Indigent Support Fund (231)</u>				
Fines & Fees	43,406	41,614	50,000	50,000
Transfers In	0	0	0	0
Total	43,406	41,614	50,000	50,000
<u>G.O. Debt Service (331)</u>				
Real Estate Taxes	581,819	526,119	535,000	550,000
Shared revenue		73,760	80,000	80,000
Other revenue	0	0	0	0
Bond Proceeds	0	0	0	0
Note Proceeds	0	0	0	0
Transfers In	1,450,000	1,450,000	1,450,000	1,300,000
Totals	2,031,819	2,049,878	2,065,000	1,930,000
<u>Capital Improvement Fund (401)</u>				
City Income Tax	878,353	872,073	900,000	900,000
Shared revenue	256,667	278,120	2,497,000	830,000
Interest Earnings	93,719	169,975	105,000	145,000
Other revenue	358,421	1,220,354	1,270,000	125,000
Transfers In	0	700,000	0	0
Totals	1,587,160	3,240,521	4,772,000	2,000,000

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>Court Capital Improvement Fund (405)</u>				
Fines & Forfeits	99,363	105,577	115,000	135,000
Other revenue				
Totals	99,363	105,577	115,000	135,000
<u>S.A. Serv. - Trees (501)</u>				
Special Assessments	243,402	241,457	245,000	250,000
Miscellaneous revenue	528	1,953	5,000	5,000
Transfers In	0	0	0	0
Totals	243,930	243,410	250,000	255,000
<u>S.A. Street Lighting Fund (502)</u>				
Special Assessments	391,487	395,715	405,000	405,000
Reimbursements-Damages	0	275	5,000	5,000
Totals	391,487	395,990	410,000	410,000
<u>S.A. Ditches & Drainage Fund (503)</u>				
Special Assessments	277,438	275,823	280,000	285,000
Miscellaneous	0	0	0	0
Transfers In	0	0	0	0
Totals	277,438	275,823	280,000	285,000
<u>Water Fund (701)</u>				
Charges for Services	5,000,442	5,861,908	5,570,000	6,580,000
Interest Earnings	8,904	28,170	15,000	31,000
Other revenue	82,096	114,955	90,000	89,000
Totals	5,091,442	6,005,034	5,675,000	6,700,000
<u>Sewer Fund (702)</u>				
Charges for Services	1,966,098	2,157,898	2,500,000	2,315,000
Interest Earnings	6,934	7,401	8,000	10,000
Other revenue	914	494,134	70,000	275,000
Totals	1,973,946	2,659,434	2,578,000	2,600,000

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>Resource Recovery (705)</u>				
Other revenue	81,838	69,295	85,000	95,000
Transfers In	50,000	105,000	90,000	90,000
Totals	131,838	174,295	175,000	185,000
<u>Medical Care - Self Insured (707)</u>				
Miscellaneous revenue	269,838	135,794	70,000	75,000
Other revenue	2,207,374	1,994,202	2,430,000	2,325,000
Totals	2,477,212	2,129,996	2,500,000	2,400,000
<u>Information Technology Support (709)</u>				
City IT Contributions	300,000	500,000	0	0
Other revenue	404	2,098	0	0
Totals	300,404	502,098	0	0
<u>Police Pension Fund (801)</u>				
Real Estate Taxes	372,506	385,820	390,000	400,000
Miscellaneous revenue	0	0	0	0
Shared revenue	58,484	54,095	60,000	60,000
Transfers in	0	12,000	0	0
Totals	430,990	451,915	450,000	460,000
<u>Property Room (802)</u>				
Miscellaneous revenue	35,045	8	10,000	10,000
Totals	35,045	8	10,000	10,000
<u>Income Tax Fund (804)</u>				
City Income Tax	7,367,847	7,303,610	7,500,000	7,500,000
Misc. revenue	844	3,265	10,000	10,000
Totals	7,368,691	7,306,874	7,510,000	7,510,000
<u>Unclaimed Monies Fund (805)</u>				
Miscellaneous revenue	1,442	1,820	5,000	5,000
Totals	1,442	1,820	5,000	5,000

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>Escrow Fund (808)</u>				
Miscellaneous Revenue	0	0	0	0
Total	0	0	0	0
 <u>Police Community Affairs (810)</u>				
State Shared revenue				
Other revenue	5,485	5,280	10,000	10,000
Totals	5,485	5,280	10,000	10,000
 <u>Parks-Recreation Foundation (811)</u>				
Interest Earnings	0	0	2,000	2,000
Totals	0	0	2,000	2,000

**2019 ESTIMATED REVENUE
SUMMARY OF REVENUE 2016-2019**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Estimate</u>	<u>2019 Estimate</u>
<u>Recapitulation of Funds</u>				
110 - General	11,354,314	11,933,581	12,099,000	12,311,000
222 - Street CM & R	1,265,940	1,250,896	1,320,000	1,320,000
223 - Permissive Tax	227,861	220,794	240,000	240,000
224 - State Highway Improvemer	64,743	66,719	73,000	73,000
225 - Law Enforcement	52,991	37,958	50,000	50,000
226 - Drug Law	3,645	3,732	5,000	5,000
227 - Ind Drivers Alcohol Trmt	14,910	32,470	30,000	30,000
228 - Ind Drivers Alcohol Monitor	23,245	22,265	30,000	30,000
229 - Equitable Federal Sharing	48,659	222	20,000	20,000
231 - Indigent Support	43,406	41,614	50,000	50,000
331 - G.O. Debt Service	2,031,819	2,049,878	2,065,000	1,930,000
401 - Capital Improvement	1,587,160	3,240,521	4,772,000	2,000,000
405 - Municipal Court Improveme	99,363	105,577	115,000	135,000
501 - S.A. Serv. - Trees	243,930	243,410	250,000	255,000
502 - S.A. Street Lighting	391,487	395,990	410,000	410,000
503 - S.A. Ditches & Drainage	277,438	275,823	280,000	285,000
701 - Water Fund	5,091,442	6,005,034	5,675,000	6,700,000
702 - Sewer Fund	1,973,946	2,659,434	2,578,000	2,600,000
705 - Resource Recovery	131,838	174,295	175,000	185,000
707 - Medical Care	2,477,212	2,129,996	2,500,000	2,400,000
709 - Information Technology	300,404	502,098	0	0
801 - Police Pension	430,990	451,915	450,000	460,000
802 - Property Room	35,045	8	10,000	10,000
804 - Income Tax	7,368,691	7,306,874	7,510,000	7,510,000
805 - Unclaimed Monies	1,442	1,820	5,000	5,000
808 -Escrow Fund	0	0	0	0
810 - Community Affairs	5,485	5,280	10,000	10,000
811 - Parks-Rec Foundation	0	0	2,000	2,000
Grand Total	35,547,406	39,158,205	40,724,000	39,026,000

Exhibit "C"

2019 INTERFUND TRANSFERS

Fund	Transfer From	Fund	Transfer To
General	500,000	Street C M & R	500,000
General	90,000	Resource Recovery	90,000
General	1,000	Fed Equitable Sharing	1,000
Income Tax	5,400,000	General	5,400,000
Income Tax	1,300,000	Debt Service	1,300,000
	<hr/>		<hr/>
Totals	7,291,000		7,291,000
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6

ORDINANCE NO. 61 -2018

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A 3-YEAR COLLECTIVE BARGAINING AGREEMENT COMMENCING JANUARY 1, 2019, ON BEHALF OF THE CITY OF SYLVANIA MUNICIPAL EMPLOYEES ASSOCIATION (SMEA), AFFILIATED WITH DISTRICT 8, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO; AND DECLARING AN EMERGENCY.

WHEREAS, the General Assembly of the State of Ohio, enacted new Sections 4117.01 to 4117.05, and enacted Sections 4117.06 to 4117.23 of the Revised Code of Ohio, thereby establishing Collective Bargaining procedures for Public Employers and Public Employees, effective October 6, 1983; and,

WHEREAS, the State Employment Relations Board (SERB) in June, 1984, certified the Sylvania Municipal Employees Association (SMEA), as the exclusive representative of all full-time laborers, public works servicemen, water maintenance workers, sewer maintenance workers, street maintenance workers, and construction inspectors in the City's Division of Streets, Vehicle Maintenance, Utilities, and Parks and Forestry, pursuant to Case No. 84-VR-05-1085; and,

WHEREAS, on September 4, 1986, the City of Sylvania Received Notice from SMEA that it had affiliated with District 2A, Transportation, Technical, Warehouse, Industrial and Service Employees Union, AFL-CIO, and would thereafter be known as Sylvania Municipal Employees Association, affiliated with District 2A, Transportation, Technical, Warehouse, Industrial and Service Employees Union, AFL-CIO; and,

WHEREAS, District 2A, Technical, Warehouse, Industrial and Service Employees Union, AFL-CIO decided to end its relationship with Sylvania Municipal Employees Association, AFL-CIO and voted to be with District 8, American Federation of State, County and Municipal Employees, AFL-CIO; and,

WHEREAS, the eleventh 3-year Collective Bargaining Agreement with the Sylvania Municipal Employees Association expires on December 31, 2018; and,

WHEREAS, pursuant to said agreement, a timely notice to negotiate was received by the City from said Sylvania Municipal Employees Association, so affiliated; and,

WHEREAS, the City, through its Director of Public Service, Director of Finance, Director of Law, and said Union, through its Negotiating Committee, having negotiated a Collective Bargaining Agreement, a copy of which is now on file with the Clerk of this Council; and,

WHEREAS, as reported by the Director of Public Service, Director of Finance and Director of Law, negotiations with the Sylvania Municipal Employees Association have resulted in a settlement allowing a wage increase of 2.75%, 2.5% and 2.5% for the years 2019, 2020 and 2021 together with other terms all as set forth in a Collective Bargaining Agreement; and,

WHEREAS, the Mayor and Director of Finance should be authorized to enter into the Collective Bargaining Agreement on behalf of this City.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, on behalf of this City, authorized and directed to enter into a Collective Bargaining Agreement in the form and substance of said Agreement now on file with the Clerk of this Council for the years 2019, 2020 and 2021 with the Sylvania Municipal Employees Association, affiliated with District 8, American Federation of State, County and Municipal Employees, AFL-CIO, and the Mayor and Director of Finance be, and they hereby are authorized to make any incidental changes in the language of said Collective Bargaining Agreement now on file with the Clerk of this Council if the Director of Personnel approves said Collective Bargaining Agreement as modified as to content and, both the Collective Bargaining Agreement now on file with said Clerk and/or the Agreement as modified and approved as to content by the Director of Personnel, are approved as to form by the Director of Law.

SECTION 2. That said Collective Bargaining Agreement authorized by Section 1. hereof shall be effective on and after January 1, 2019 in accordance with Article XXXV thereof.

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 authorization for signing the Collective Bargaining Agreement should be given forthwith to permit implementation of wage adjustments at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2018, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

7a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

November 19, 2018

To: The Mayor and Members of Sylvania City Council

Re: **Brookhill Court Improvements Project**

Dear Mr. Mayor and Council Members:

Bidding documents for the above-mentioned project are now complete and ready for bidding.

This project consists of removing existing concrete pavement and curb and replacing full depth with asphalt pavement and new curb. Additional improvements include replacing the existing 6" water line with a new 8" water line and storm sewer replacement.

The estimated cost of the project is \$164,833.30 with construction scheduled to begin in the spring of 2019. 34% of the construction cost is being paid by a grant through the Ohio Public Works Commission (OPWC). Construction is to be completed prior to Memorial Day, 2019.

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

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

8a



November 19, 2018

To: The Mayor and Members of Sylvania City Council

Re: **MAIN STREET RECONSTRUCTION (LUC-CR 1572-8.96, PID 104438)
CHANGE ORDER NO. 2 (FINAL)**

Dear Mr. Mayor and Council Members:

The Main Street Reconstruction Project (LUC-CR 1572-8.96, PID 104438) was recently completed. The original contract amount with Helms and Sons Excavating, Inc. was \$789,924.43 and received Council approval on March 5, 2018 by Ordinance 11-2018. Change Order No. 1 in the amount of \$18,663.98 was approved by Council on September 17, 2018 by Ordinance 51-2018 which increased the contract amount to \$808,588.41.

Change Order No. 2 is the final construction change order request for the project and contains two items of additional and/or modified work. A brief summary of each are as follows:

- Decorative Lighting Foundations and Conduit – The plans called for the reuse of the decorative lighting foundations, conduit with only pole replacements. During construction it was determined that the existing conditions of the foundations and conduit below grade were not salvageable for reuse. As a result these items were replaced.
- Decorative Lighting Splice Kits – During lighting removal at the intersection the contractor discovered that several of the existing electrical feeds to the system lacked water tight connections. The electrical subcontractor spent additional time and resources sorting out wiring, labeling feeder circuits, and splicing in the new lighting system.

In addition, the final installed quantities were resolved and the necessary unit pricing adjustments per ODOT Construction and Materials Specifications Section 104.02D were applied. The total cost of these changes amounts to a \$43,364.21 decrease to the overall contract. We would recommend approval of Change Order No. 2 (Final) which will decrease the final contract amount from \$808,588.41 to \$765,224.20. Please call if you have any questions.

Sincerely,

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

CITY OF SYLVANIA, OHIO

CHANGE ORDER Number 2 (Final)

Project Ordinance No.: 11-2018 Purchase Order No. 55207

Contract: Main Street Reconstruction (LUC-CR 1572-8.96, PID 104438)

Title of Change Order: _____

Date: 11/8/2018

Description of Change:	Decorative Lighting Modifications (Project CO#3)	\$16,290.10
	Decorative Lighting Splice Kits (Project CO#6)	\$6,967.80
	Final Installed Quantity Adjustments	(\$69,813.74)
	ODOT CMS Table 104.02 Unit Price Adjustments	\$3,191.63
	TOTAL	(\$43,364.21)

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

Original Contract Amt	\$ 789,924	43	REVIEWED BY: _____
Previous Changes (+ or -)	\$ 18,663	98	DATE: _____
This Change (+ or --)	\$ -43,364	21	SUBMITTED BY: _____
Adjusted Contract Amt	\$ 765,224	20	DATE: _____

Engineer
Engineers Signature
Name of Contractor
Contractor's Signature

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

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

TO OWNER:
CITY OF SYLVANIA
6730 MONROE STREET
SYLVANIA, OHIO 43560

FROM CONTRACTOR:
Helms & Sons Excavants, Inc
1753 Lima Ave
Findlay, OH 45840

APPLICATION NO: Final
PERIOD TO: 10/1/2018
10/31/2018

PROJECT: LUC-CR-1572-8.96 MAIN STREET RECONSTRUCTION PID 104438

SHEET: 1 OF 4

A		B		C		D		E		F		G	
LINE NO.	BID ITEM NO.	DESCRIPTION OF WORK	UNIT	BID QUANTITY	UNIT PRICE	BID VALUE	ESTIMATED QUANTITY INSTALLED	VALUE	MATERIALS PRESENTLY STORED (NOT IN C)	TOTAL COMPLETED AND STORED TO DATE (D+E)	% (F/B)	BALANCE TO FINISH (B-F)	
1	201	CLEARING AND GRUBBING	LUMP	1	\$1.00	\$1.00	1	\$1.00		\$1.00	100%	\$0.00	
2	202	PAVEMENT REMOVED	SQ YD	3256	\$8.00	\$26,048.00	3256	\$26,048.00		\$26,048.00	100%	\$0.00	
3	202	WALK REMOVED	SQ FT	6129	\$1.00	\$6,129.00	6317	\$6,317.00		\$6,317.00	103%	(\$188.00)	
4	202	CURB REMOVED	FT	1,404	\$3.83	\$5,377.32	1,383	\$5,296.89		\$5,296.89	99%	\$80.43	
5	202	PIP REMOVED, 24" AND UNDER	FT	744	\$5.95	\$4,426.80	100	\$595.00		\$595.00	13%	\$3,831.80	
6	202	MANHOLE REMOVED	EACH	7	\$468.00	\$3,276.00	7	\$3,276.00		\$3,276.00	100%	\$0.00	
7	202	CATCH BASIN REMOVED	EACH	6	\$234.15	\$1,404.90	6	\$1,404.90		\$1,404.90	100%	\$0.00	
8	202	MANHOLE ABANDONED	EACH	1	\$1,140.00	\$1,140.00	1	\$1,140.00		\$1,140.00	100%	\$0.00	
9	202	UNDERGROUND STORAGE TANK REMOVED	EACH	2	\$1,870.00	\$3,740.00	0	\$0.00		\$0.00	0%	\$3,740.00	
10	SPEC	FILL AND PLUG EXISTING CONDUIT	FT	598	\$6.00	\$3,588.00	909	\$5,454.00		\$5,454.00	152%	(\$1,866.00)	
11	202	REMOVAL MISC.: HORSE HEAD POST	EACH	1	\$160.00	\$160.00	1	\$160.00		\$160.00	100%	\$0.00	
12	203	EXCAVATION	CU YD	302	\$3,926.00	\$3,926.00	760.9	\$9,891.70		\$9,891.70	252%	(\$5,965.70)	
13	203	EMBANKMENT	CU YD	9	\$13.00	\$117.00	9	\$117.00		\$117.00	100%	\$0.00	
14	204	SUBGRADE COMPACTION	SQ YD	2,995	\$1.05	\$3,144.75	2,995	\$3,144.75		\$3,144.75	100%	\$0.00	
15	204	EXCAVATION OF SUBGRADE	CU YD	380	\$15.42	\$5,859.60	192.16	\$2,963.11		\$2,963.11	51%	\$2,896.49	
16	204	GRANULAR MATERIAL, TYPE B	CU YD	380	\$32.21	\$12,239.80	67.43	\$2,171.92		\$2,171.92	18%	\$10,067.88	
17	204	PROOF ROLLING	hour	3.00	\$93.83	\$281.49	3	\$281.49		\$281.49	100%	\$0.00	
18	607	FENCE, MISC.: ORNAMENTAL FENCE	FT	341	\$40.30	\$13,742.30	206	\$8,301.80		\$8,301.80	60%	\$5,440.50	
19	607	FENCE, MISC.: DECORATIVE BRICK PIER	EACH	18	\$1,350.00	\$24,300.00	12	\$16,200.00		\$16,200.00	67%	\$8,100.00	
20	608	4" CONCRETE WALK	SQ FT	6377	\$4.20	\$26,783.40	6377	\$26,783.40		\$26,783.40	100%	\$0.00	
21	608	4" CONCRETE WALK, AS PER PLAN	SQ FT	2363	\$14.60	\$34,498.80	2363	\$34,498.80		\$34,498.80	100%	\$0.00	
22	608	8" CONCRETE WALK	SQ FT	297	\$7.15	\$2,123.55	297	\$2,123.55		\$2,123.55	100%	\$0.00	
23	608	CURB RAMP	SQ FT	621	\$15.60	\$9,687.60	621	\$9,687.60		\$9,687.60	100%	\$0.00	
24	609	CURB, TYPE 6	FT	1,249	\$19.00	\$23,731.00	1,228	\$23,332.00		\$23,332.00	98%	\$399.00	
25	623	MONUMENT BOX ADJUSTED TO GRADE	EACH	1	\$205.00	\$205.00	1	\$205.00		\$205.00	100%	\$0.00	
26	659	SEEDING AND MULCHING	SQ YD	106	\$7.85	\$832.10	106	\$832.10		\$832.10	100%	\$0.00	
27	659	TOPSOIL	CU YD	12	\$41.00	\$492.00	12	\$492.00		\$492.00	100%	\$0.00	
28	659	COMMERCIAL FERTILIZER	TON	0.01	\$626.00	\$6.26	0.01	\$6.26		\$6.26	100%	\$0.00	
29	659	WATER	M GAL	1	\$1.00	\$0.57	0.3	\$0.30		\$0.30	53%	\$0.27	
30	832	EROSION CONTROL	EACH	5,000	\$1.00	\$5,000.00	0	\$0.00		\$0.00	0%	\$5,000.00	
31	SPEC	SOIL	TON	400	\$44.30	\$17,720.00	0	\$0.00		\$0.00	0%	\$17,720.00	
32	SPEC	WORK INVOLVING NON-REGULATED WATER	GAL	600	\$11.66	\$6,996.00	0	\$0.00		\$0.00	0%	\$6,996.00	
33	SPEC	WORK INVOLVING REGULATED WATER	GAL	600	\$8.30	\$4,980.00	0	\$0.00		\$0.00	0%	\$4,980.00	
34	605	6" BASE PIPE UNDERDRAINS	FT	812	\$6.70	\$5,440.40	874	\$5,855.80		\$5,855.80	108%	(\$415.40)	
35	611	6" CONDUIT, TYPE F FOR UNDERDRAIN OUTLETS	FT	120	\$7.35	\$882.00	0	\$0.00		\$0.00	0%	\$882.00	
36	611	12" CONDUIT, TYPE B	FT	414	\$69.00	\$28,566.00	0	\$0.00		\$0.00	0%	\$28,566.00	
37	611	15" CONDUIT, TYPE B	FT	275	\$69.00	\$18,975.00	0	\$0.00		\$0.00	0%	\$18,975.00	

TO OWNER:

CITY OF SYLVANIA
6730 MONROE STREET
SYLVANIA, OHIO 43560

FROM CONTRACTOR:

Helms & Sons Excavants, Inc
1753 Lima Ave
Findlay, OH 45840

APPLICATION NO:

Final

PERIOD TO:

10/1/2018
10/31/2018

PROJECT:

LUC-CR-1572-8.96 MAIN STREET RECONSTRUCTION PID 104438

SHEET:

2 OF 4

LINE NO.	BID ITEM NO.	DESCRIPTION OF WORK	UNIT	BID QUANTITY	UNIT PRICE	BID VALUE	ESTIMATED QUANTITY INSTALLED	VALUE	MATERIALS PRESENTLY STORED (NOT IN C)	TOTAL COMPLETED AND STORED TO DATE (D+E)	% (F/B)	BALANCE TO FINISH (B-F)
38	611	CONDUIT, BORED OR JACKED 15", TYPE B	FT	47	\$483.00	\$22,701.00	47	\$22,701.00		\$22,701.00	100%	\$0.00
39	611	CATCH BASIN, NO. 3	EACH	1	\$1,995.00	\$1,995.00	1	\$1,995.00		\$1,995.00	100%	\$0.00
40	611	CATCH BASIN, NO. 3A	EACH	5	\$1,595.00	\$7,975.00	5	\$7,975.00		\$7,975.00	100%	\$0.00
41	611	CATCH BASIN, NO. 6	EACH	2	\$1,830.00	\$3,660.00	2	\$3,660.00		\$3,660.00	100%	\$0.00
42	611	MANHOLE, NO. 3	EACH	6	\$2,930.00	\$17,580.00	8	\$23,440.00		\$23,440.00	133%	(\$5,860.00)
43	302	ASPHALT CONCRETE BASE, PG64-22	CU YD	333	\$122.50	\$40,792.50	334.46	\$40,971.35		\$40,971.35	100%	(\$178.85)
44	304	AGGREGATE BASE	CU YD	499	\$32.20	\$16,067.80	499	\$16,067.80		\$16,067.80	100%	\$0.00
45	407	TACK COAT	GAL	329	\$1.90	\$625.10	164.5	\$312.55		\$312.55	50%	\$312.55
46	441	ASPHALT CONCRETE INTERMEDIATE COURSE, ASPHALT CONCRETE SURFACE COURSE,	CU YD	208	\$130.00	\$27,040.00	201.67	\$26,217.10		\$26,217.10	97%	\$822.90
47	442	12.5MM, TYPE A	CU YD	125	\$157.00	\$19,625.00	128.49	\$20,172.93		\$20,172.93	103%	(\$547.93)
48	452	8" NON-REINFORCED CONCRETE PAVEMENT, CLASS QC MS	SQ YD	265	\$61.00	\$16,165.00	265	\$16,165.00		\$16,165.00	100%	\$0.00
49	625	LIGHT POLE, DECORATIVE, TYPE A	EACH	11	\$4,648.00	\$51,128.00	11	\$51,128.00		\$51,128.00	100%	\$0.00
50	625	LIGHT POLE, DECORATIVE, TYPE B	EACH	4	\$6,213.41	\$24,853.64	4	\$24,853.64		\$24,853.64	100%	\$0.00
51	625	LUMINAIRE, DECORATIVE	EACH	15.00	\$4,080.00	\$61,200.00	15	\$61,200.00		\$61,200.00	100%	\$0.00
52	625	LIGHT POLE REMOVED	EACH	15.00	\$416.00	\$6,240.00	15	\$6,240.00		\$6,240.00	100%	\$0.00
53	625	LIGHTING, MISC.: FOUNDATION RECONSTRUCTION, AS PER PLAN	EACH	15.00	\$834.00	\$12,510.00	0	\$0.00		\$0.00	0%	\$0.00
54	631	REMOVAL OF LUMINAIRE	EACH	15	\$156.00	\$2,340.00	15	\$2,340.00		\$2,340.00	100%	\$0.00
55	638	VALVE BOX ADJUSTED TO GRADE	EACH	12	\$204.00	\$2,448.00	12	\$2,448.00		\$2,448.00	100%	\$0.00
56	638	WATER WORK, MISC.: BRIDGE DRIP IRRIGATION SYSTEM, AS PER PLAN	LUMP	1	\$10,660.00	\$10,660.00	1	\$10,660.00		\$10,660.00	100%	\$0.00
57	638	WATER WORK, MISC.: IRRIGATION HEADS AND CONDUIT REPLACEMENTS	LUMP	1	\$3,385.00	\$3,385.00	1	\$3,385.00		\$3,385.00	100%	\$0.00
58	SPEC	GAS VALVE BOX ADJUSTED TO GRADE	EACH	4	\$146.70	\$586.80	4	\$586.80		\$586.80	100%	\$0.00
59	625	PULL BOX MISC.: ADJUST TO GRADE (ELECTRIC)	EACH	5	\$146.70	\$733.50	5	\$733.50		\$733.50	100%	\$0.00
60	625	PULL BOX MISC.: ADJUST TO GRADE (TELECOM)	EACH	2	\$146.70	\$293.40	2	\$293.40		\$293.40	100%	\$0.00
61	630	GROUND MOUNTED SUPPORT, NO. 3 POST	FT	56	\$12.50	\$700.00	56	\$700.00		\$700.00	100%	\$0.00
62	630	SIGN SUPPORT ASSEMBLY Y, POLE MOUNTED	EACH	11	\$110.00	\$1,210.00	11	\$1,210.00		\$1,210.00	100%	\$0.00
63	630	SIGN, FLAT SHEET	SQ FT	54.25	\$25.00	\$1,356.25	54.25	\$1,356.25		\$1,356.25	100%	\$0.00
64	630	SIGN ERRECTED, FLAT SHEET	SW FT	54.25	\$6.26	\$339.61	54.25	\$339.61		\$339.61	100%	\$0.00
65	630	REMOVAL OF GROUND MOUNTED SIGN AND DISPOSAL	EACH	3	\$27.25	\$81.75	3	\$81.75		\$81.75	100%	\$0.00
66	630	REMOVAL OF GROUND MOUNTED POST SUPPORT AND DISPOSAL	EACH	4	\$80.00	\$320.00	4	\$320.00		\$320.00	100%	\$0.00
67	630	REMOVAL OF OVERHEAD MOUNTED SIGN AND STORAGE	EACH	3	\$27.25	\$81.75	3	\$81.75		\$81.75	100%	\$0.00
68	630	REMOVAL OF POLE MOUNTED SIGN AND DISPOSAL	EACH	5	\$232.00	\$1,160.00	5	\$1,160.00		\$1,160.00	100%	\$0.00
69	630	REMOVAL OF OVERHEAD SIGN SUPPORT AND STORAGE, TYPE TC-16.21, AS PER PLAN	EACH	1	\$465.70	\$465.70	1	\$465.70		\$465.70	100%	\$0.00
70	644	LANE LINE, 4"	MILE	0.03	\$5,212.67	\$156.38	0.03	\$156.38		\$156.38	100%	\$0.00

TO OWNER:
CITY OF SYLVANIA
6730 MONROE STREET
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FROM CONTRACTOR:
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PROJECT: LUC-CR-1572-8.96 MAIN STREET RECONSTRUCTION PID 104438 SHEET: 3 OF 4

LINE NO.	BID ITEM NO.	DESCRIPTION OF WORK	UNIT	BID QUANTITY	UNIT PRICE	BID VALUE	ESTIMATED QUANTITY INSTALLED	VALUE	MATERIALS PRESENTLY STORED (NOT IN C)	TOTAL COMPLETED AND STORED TO DATE (D+E)	% (F/B)	BALANCE TO FINISH (B-F)
71	644	CENTER LINE	MILE	0.09	\$10,425.22	\$938.27	0.09	\$938.27		\$938.27	100%	\$0.00
72	644	CHANNELIZING LINE, 8"	FT	570	\$2.10	\$1,197.00	570	\$1,197.00		\$1,197.00	100%	\$0.00
73	644	STOP LINE	FT	133	\$8.30	\$1,103.90	133	\$1,103.90		\$1,103.90	100%	\$0.00
74	644	CROSSWALK LINE	FT	464	\$4.15	\$1,929.60	465	\$1,929.75		\$1,929.75	100%	(\$4.15)
75	644	TRANSVERSE/DIAGONAL LINE	FT	62	\$8.35	\$517.70	62	\$517.70		\$517.70	100%	\$0.00
76	644	LANE ARROW	EACH	9	\$100.00	\$900.00	9	\$900.00		\$900.00	100%	\$0.00
77	644	PAVEMENT MARKING, MISC.: INLAID PRE-CUT REFLECTORIZED THERMOPLASTIC PAVEMENT MARKING	SQ FT	1,430	\$18.75	\$26,812.50	1,436	\$26,933.63		\$26,933.63	100%	(\$121.13)
78	646	CROSSWALK LINE	FT	96	\$25.00	\$2,400.00	96	\$2,400.00		\$2,400.00	100%	\$0.00
79	625	CONDUIT, 2" 725.05	FT	22	\$10.45	\$229.90	449	\$4,692.05		\$4,692.05	2041%	(\$4,462.15)
80	625	CONDUIT, MISC.: REMOVE	FT	15	\$2.10	\$31.50	15	\$31.50		\$31.50	100%	\$0.00
81	625	PULL BOX, MISC.: ADJUST TO GRADE	EACH	10	\$415.00	\$4,150.00	10	\$4,150.00		\$4,150.00	100%	\$0.00
82	625	PULL BOX, MISC.: RECONSTRUCT TO GRADE	EACH	1	\$625.00	\$625.00	1	\$625.00		\$625.00	100%	\$0.00
83	625	GROUND ROD	EACH	2	\$225.00	\$450.00	2	\$450.00		\$450.00	100%	\$0.00
84	632	VEHICULAR SIGNAL HEAD, (LED) 3-SECTION, 12" LENS, 1-WAY POLYCARBONATE	EACH	1	\$825.00	\$825.00	1	\$825.00		\$825.00	100%	\$0.00
85	632	VEHICULAR SIGNAL HEAD, (LED) 5-SECTION, 12" LENS, 1-WAY POLYCARBONATE, AS PER PLAN	EACH	7	\$1,300.00	\$9,100.00	7	\$9,100.00		\$9,100.00	100%	\$0.00
86	632	PEDESTRIAN SIGNAL HEAD (LED), TYPE D2,	EACH	8	\$595.00	\$4,760.00	8	\$4,760.00		\$4,760.00	100%	\$0.00
87	632	COUNTDOWN	EACH	8	\$20.25	\$162.00	8	\$162.00		\$162.00	100%	\$0.00
88	632	COVERING OF VEHICULAR SIGNAL HEAD	EACH	8	\$20.50	\$164.00	8	\$164.00		\$164.00	100%	\$0.00
89	632	COVERING OF PEDESTRIAN SIGNAL HEAD	EACH	8	\$20.50	\$164.00	8	\$164.00		\$164.00	100%	\$0.00
90	632	PEDESTRIAN PUSHBUTTON, AS PER PLAN	EACH	8	\$1,450.00	\$11,600.00	8	\$11,600.00		\$11,600.00	100%	\$0.00
91	632	SIGNAL CABLE, 5 CONDUCTOR, NO. 10 AWG	FT	50	\$5.20	\$260.00	50	\$260.00		\$260.00	100%	\$0.00
92	632	SIGNAL CABLE, 5 CONDUCTOR, NO. 14 AWG	FT	68	\$2.60	\$176.80	68	\$176.80		\$176.80	100%	\$0.00
93	632	SIGNAL CABLE, 5 CONDUCTOR, NO. 12 AWG	FT	50	\$3.10	\$155.00	50	\$155.00		\$155.00	100%	\$0.00
94	632	SIGNAL CABLE, 7 CONDUCTOR, NO. 12 AWG	FT	50	\$4.15	\$207.50	50	\$207.50		\$207.50	100%	\$0.00
95	632	SIGNAL CABLE MISC.: 7 CONDUCTOR, NO. 10 AWG	FT	50	\$5.20	\$260.00	50	\$260.00		\$260.00	100%	\$0.00
96	632	PEDESTAL FOUNDATION	EACH	2	\$625.00	\$1,250.00	2	\$1,250.00		\$1,250.00	100%	\$0.00
97	632	PEDESTAL, 8" TRANSFORMER BASE	EACH	2	\$575.00	\$1,150.00	2	\$1,150.00		\$1,150.00	100%	\$0.00
97	632	PEDESTAL, MISC.: REMOVAL OF PEDESTAL	EACH	1	\$469.00	\$469.00	1	\$469.00		\$469.00	100%	\$0.00

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98	632	REMOVAL OF MISCELLANEOUS TRAFFIC SIGNAL	EACH	21	\$104.20	\$2,188.20	21	\$2,188.20		\$2,188.20	100%	\$0.00
99	614	ITEM SIGNAL HEADS, PEDESTRIAN HEADS, PUSHBUTTONS										
100	614	LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE	HOURLY	64	\$52.00	\$3,328.00	0	\$0.00		\$0.00	0%	\$3,328.00
101	614	ASPHALT CONCRETE FOR MAINTAINING TRAFFIC PORTABLE CHANGEABLE MESSAGE SIGN, AS PER PLAN	CUYD	20	\$172.00	\$3,440.00	0	\$0.00		\$0.00	0%	\$3,440.00
102	614	WORK ZONE LANE LINE, CLASS I	SNMT	9	\$1,045.00	\$9,405.00	5	\$5,225.00		\$5,225.00	56%	\$4,180.00
103	614	WORK ZONE CENTER LINE, CLASS I	MILE	0.03	\$6,775.00	\$203.25	0.03	\$203.25		\$203.25	100%	\$0.00
104	614	WORK ZONE EDGE LINE, CLASS I	MILE	0.09	\$6,775.00	\$609.75	0.09	\$609.75		\$609.75	100%	\$0.00
105	614	WORK ZONE CHANNELIZING LINE, CLASS I	MILE	0.14	\$6,775.00	\$948.50	0.14	\$948.50		\$948.50	100%	\$0.00
106	614	WORK ZONE DOTTED LINE, CLASS I	FT	200	\$2.10	\$420.00	200	\$420.00		\$420.00	100%	\$0.00
107	614	WORK ZONE STOP LINE, CLASS I	FT	87	\$3.10	\$269.70	87	\$269.70		\$269.70	100%	\$0.00
108	614	WORK ZONE ARROW, CLASS I	FT	29	\$5.25	\$152.25	29	\$152.25		\$152.25	100%	\$0.00
109	616	WATER	EACH	3	\$52.10	\$156.30	3	\$156.30		\$156.30	100%	\$0.00
110	614	MAINTAINING TRAFFIC	MGAL	4	\$1.00	\$4.00	0	\$0.00		\$0.00	0%	\$4.00
111	619	FIELD OFFICE, TYPE B	LUMP	1	\$15,800.00	\$15,800.00	1	\$15,800.00		\$15,800.00	100%	\$0.00
112	623	CONSTRUCTION LAYOUT STAKES AND SURVEYING	LUMP	3	\$1,550.00	\$4,650.00	0	\$0.00		\$0.00	0%	\$4,650.00
113	624	MOBILIZATION	LUMP	1	\$6,880.00	\$6,880.00	1	\$6,880.00		\$6,880.00	100%	\$0.00
114	611	12" CONDUIT, TYPE B SDR-35	LUMP	1	\$7,350.00	\$7,350.00	1	\$7,350.00		\$7,350.00	100%	\$0.00
115	611	15" CONDUIT, TYPE B SDR-35	FT	414.00	\$73.23	\$30,317.22	352	\$25,776.96		\$25,776.96	85%	\$4,540.26
116	625	INSTALL PROPOSED LIGHT POLE FOUNDATION	FT	275.00	\$76.20	\$20,955.00	275	\$20,955.00		\$20,955.00	100%	\$0.00
117	625	PULL BOX, 725.06, 12"x12"x12"	EACH	15.00	\$861.34	\$12,920.10	14	\$12,058.76		\$12,058.76	93%	\$861.34
118	625	CONDUIT, 725.051, 1"	EACH	2	\$547.50	\$1,095.00	6	\$3,285.00		\$3,285.00	300%	(\$2,190.00)
119	625	TRENCH	FT	750	\$3.74	\$2,805.00	767	\$2,868.58		\$2,868.58	102%	(\$63.58)
120	625	DISTRIBUTION CABLE, NO. 10 AWG, 240 VOLT CONNECTION	FT	750	\$8.00	\$6,000.00	74	\$592.00		\$592.00	10%	\$5,408.00
121	625	SUPPLY AND INSTALL TENSAR GEOTEXTILE FABRIC TX 160	FT	3,750	\$1.20	\$4,500.00	8,754	\$10,504.80		\$10,504.80	233%	(\$6,004.80)
122	SPEC	SUPERBERM AGGREGATE BACKFILL	EACH	20	\$74.00	\$1,480.00	20	\$1,480.00		\$1,480.00	100%	\$0.00
123	SPEC	STAGE 3 MOT LANE CLOSURE (FORCE ACCOUNT #2)	SY	487.67	\$6.93	\$3,379.55	487.67	\$3,379.55		\$3,379.55	100%	\$0.00
124	614	TEMPORARY CROSSWALK (FORCE ACCOUNT #2)	CY	182.56	\$40.86	\$6,642.20	162.56	\$6,642.20		\$6,642.20	100%	\$0.00
125	614	TEMPORARY CROSSWALK (FORCE ACCOUNT #2)	LS	1.00	\$3,531.01	\$3,531.01	1	\$3,531.01		\$3,531.01	100%	\$0.00
126	625	LIGHTING, MISC.: SPLICE KITS	LS	1.00	\$1,380.00	\$1,380.00	1	\$1,380.00		\$1,380.00	100%	\$0.00
		TOTAL				\$789,924.43		\$762,032.57		\$762,032.57		\$69,813.74
		LUMP SUM 104.02								\$3,191.63		
		FINAL CONTRACT AMOUNT								\$765,224.20		

NON-PERFORMED WORK PER CHANGE ORDER
 CHANGE ORDER CREATED PAY ITEMS

ORDINANCE NO. 62 -2018

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 2 (FINAL) TO THIS CITY'S AGREEMENT WITH HELMS AND SONS EXCAVATING, INC. FOR THE MAIN STREET RECONSTRUCTION PROJECT WHICH REFLECTS THE ACTUAL WORK PERFORMED ON THIS PROJECT; DECREASING THE CONTRACT AMOUNT BY \$43,364.21; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 11-2018, passed March 5, 2018, accepted the bid of Helms and Sons Excavating, Inc. for the Main Street Reconstruction Project, which bid was in the amount of \$789,924.43; and,

WHEREAS, Ordinance No. 51-2018, passed September 17, 2018, authorized the Mayor and Director of Finance to approve Change Order No. 1 to this City's Agreement with Helms and Sons Excavating, Inc. for the Main Street Reconstruction Project, which change order was in the amount of \$18,663.98, for a total contract amount of \$808,588.41; and,

WHEREAS, the Director of Public Service, by report dated November 19, 2018, has recommended the acceptance of Change Order No. 2 (Final) of Helms and Sons Excavating, Inc. for said Main Street Reconstruction Project to reflect two items of additional and/or modified work including decorative lighting foundations and conduit replacement and additional time spent on decorative lighting splice kits to sort out wiring, labeling feeder circuits and splicing in the new lighting system as well as determining the final installed quantities and the necessary unit pricing adjustments per ODOT construction and materials specifications; and,

WHEREAS, these items resulted in a net decrease to the contract in the amount of Forty-Three Thousand Three Hundred Sixty-Four and 21/100 Dollars (\$43,364.21), for a total contract amount of \$765,244.20.

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

County, Ohio, _____ members elected thereto concurring:

SECTION 1. That said change order decreasing the contract amount by the sum of Forty-Three Thousand Three Hundred Sixty-Four and 21/100 Dollars (\$43,364.21), authorized to be appropriated be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the adjustments in the contract for the actual work performed and materials used should be approved immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

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

Passed, _____, 2018, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

9a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

November 15, 2018

To: The Mayor and Sylvania City Council

Re: Water Storage Tank Inspections

Dear Mr. Mayor and City Council Members:

We have received the attached proposal from Dixon Engineering to conduct an inspection of all three of our water storage tanks.

The total cost of the inspection is estimated to be \$9,219. Dixon Engineering has performed our past inspections and we recommend moving forward with the inspections.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

815 West Liberty Street
Suite 1
Medina, OH 44256
Telephone: (330) 983-0062
Fax: (330) 725-0512

September 7, 2018

Mr. Kevin Aller, Director of Public Works
City of Sylvania
6730 Monroe St.
Sylvania, OH 43560

Subject: Inspection Services Proposal for 500,000 Gallon Toro Ellipse (Burnham Park) Elevated Tank;
500,000 Gallon Reservoir Tank; and 2,000,000 Gallon Composite (Fossil Park) Tank

Dear Mr. Aller:

Enclosed is a maintenance proposal for a drained inspection of the (3) water storage tanks. With a drained inspection, the fee is estimated because the amount of cleaning required is unknown. A typical estimate for cleaning time is based on our experience with similar sized tanks.

Our Proposal/Contract form consists of the Contract Provisions and Schedules A, B, and C. Schedule A includes a detailed Scope of Services for both the Owner and DIXON. Schedule B includes fees and terms of payment. Schedule C provides billing rates for additional services that may be provided during the inspection. The Proposal/Contract form becomes a Contract when the proposal is accepted and signed by the Owner, and then signed by DIXON.

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact me at (330) 983-0062 or keith.marcum@dixonengineering.net.

FOR DIXON ENGINEERING, INC.,

Keith Marcum
Project Manager

Enclosure



DIXON

ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY

815 West Liberty Street
Suite 1
Medina, OH 44256
Telephone: (330) 983-0062
Fax: (330) 725-0512

SHORT FORM OF AGREEMENT BETWEEN OWNER AND DIXON FOR PROFESSIONAL SERVICES

500,000 Gallon Toro Ellipse, (Burnham Park), #35-48-09-01

500,000 Gallon Reservoir, #35-48-09-02

2,000,000 Gallon Composite, (Fossil Park), #35-48-09-03

THIS IS AN AGREEMENT effective as of [] ("Effective Date") between [City of Sylvania, Ohio] ("Owner") and Engineer ("Dixon Engineering, Inc.").

1.01 SIGNATURES:

Keith Marcum, Project Manager

September 7, 2018

PROPOSED by DIXON (not a contract until approved by Project Manager or Officer)

Proposal Date

CONTRACT Approved by Owner

Position

Date

CO SIGNATURE (If Required)

Date

CONTRACT APPROVED by DIXON PROJECT MANAGER

Date

Address for OWNER'S receipt of Notices

[Redacted address lines]

Address for DIXON'S receipt of Notices

815 West Liberty Street
Suite 1
Medina, OH 44256

1.02 CONTRACT/PROPOSAL:

- A. Signatures acknowledge that this Contract consists of **10** pages.
- B. Owner's Project, of which DIXON's services under this Agreement are a part, is generally identified as follows: **[3] Water Storage Tanks** ("Project").
- C. DIXON's services under this Agreement are generally identified as follows, and further definition of Services by both Owner and DIXON are included as **Maintenance Inspection Services (Dry) per Schedule A**

EJCDC® E-520, 2015 Edition of Short Form of Agreement Between Owner and DIXON for Professional Services. DIXON is required to notify all parties that under license to EJCDC DIXON has made minor modifications, and that this is therefore not an EJCDC document.

Owner and DIXON further agree as follows:

2.01 BASIC AGREEMENT:

- A. DIXON shall provide or furnish the Services set forth in this Agreement. Services are delineated for both the Owner and DIXON in Schedule A – Scope of Services. If authorized by Owner, or if required because of changes in the Project, DIXON shall furnish services in addition to those set forth above (“Additional Services”).
- B. DIXON shall complete its Services within a reasonable period of time.
- C. If, through no fault of DIXON, such periods of time or dates are changed, or the orderly and continuous progress of DIXON’s Services is impaired, or DIXON’s Services are delayed or suspended, then the time for completion of DIXON’s Services, and the rates and amounts of DIXON’s compensation, shall be adjusted equitably.

3.01 PAYMENT PROCEDURES:

- A. Invoices: DIXON will prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Additional financial terms are found in Schedule B.
- B. Payment: As compensation for DIXON providing or furnishing Services and Additional Services, Owner shall pay DIXON as set forth in Paragraphs 3.01 (Payment Procedures), 3.02 (Basis of Payment), and 3.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise DIXON in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

3.02 BASIS OF PAYMENT:

- A. Owner shall pay DIXON for services as follows:
 - 1. Estimated amount of **Nine Thousand, Two Hundred, and Nineteen dollars (\$9,219.00)**. See Schedule B for estimated cost breakdown of services and reimbursable expenses for the various phases of work.

3.03 ADDITIONAL SERVICES: For Additional Services, Owner shall pay DIXON an amount equal to the cumulative hours charged in providing the Additional Services by each of DIXON’s employees, times standard hourly rates for each applicable billing classification; plus reimbursement of expenses incurred in connection with providing the Additional Services and DIXON’s consultants’ charges, if any. DIXON's standard hourly rates and terms are attached as Schedule C.

4.01 ATTACHMENTS:

- 1. Schedule A – Scope of Work of both the Owner and DIXON.
- 2. Schedule B – Cost breakdown per phase of Work and Additional Terms of Payments.
- 3. Schedule C – DIXON Employee Billable Rates and Terms.

SCHEDULE A
Maintenance Inspection (Dry)
(3) Water Storage Tanks
Sylvania, Ohio

A. Scope of Services Performed by Owner (Drained):

1. Provide scheduling for mutually agreeable inspection date.
2. Provide access to DIXON personnel to all areas scheduled for inspection.
3. Provide insurance for Owner's personnel. They are not covered by DIXON's insurance.
4. Drain the water storage tank (hereinafter referred to as tank) prior to the arrival of DIXON. (Arrival time to be mutually agreed upon by the Owner and DIXON.)
5. Provide for the use of the Inspector a source of water. This can either be a hydrant or hose bib supply. A community fire truck can be provided if needed. (Fire truck does not reduce time, unless tank is a large reservoir.)
6. The Owner is not required to provide personnel to climb the tank; however, he is welcome to do so. A hard hat is required on this employee and any employee on the ground. DIXON does carry additional safety harnesses which can be used by the Owner's personnel; however, if the tank contains a fall prevention device, that device should be used. DIXON personnel carry their own personal safety equipment for that purpose. DIXON will assist the Owner's personnel in inspecting the exterior of the tank on the balcony and roof. If there is a bottom manhole into the wet interior of a sphere, hydropillar, or composite, or a ladder from the roof manhole, the Owner's personnel may enter. If DIXON is required to rig the tank using their own rope ladder and/or rigged line for descent through the riser, the Owner's personnel will not be allowed access.
7. Perform bacteriological testing after completion of the inspection. Two (2) consecutive samples are recommended at 24 hour intervals per AWWA C-652-11 Chlorination Method No. 3
8. Operate the system without the tank in-service. This includes operation and monitoring of pressure relief valves, if necessary.

B. Scope of Services Performed by DIXON (Steel – Drained):

1. Clean interior surfaces of the tank with high pressure water. Cleaning is necessary for the inspector to be able to remove sediment. This allows DIXON the ability to see any deterioration of the steel, pitting, etc. High pressure water also enables DIXON to perform a very low cost adhesion test on the remaining coating. DIXON would notice if the coating is wavering, etc., which would indicate very poor adhesion and anticipated failure. The amount of sediment and water removed from a torus tank depends upon the Owner's preference.

2. Inspect the tank's interior coating for remaining intactness and anticipated life. Review all interior girders and appurtenances for possible structural damage from icing or corrosion.
3. Review all interior surfaces for corrosion and/or damage, and quantify damage for repairs. All repairs are to be quantified by extrapolation of a measured area. All quantities are estimates (usually high) because corrosion will continue between inspection and repair.
4. Inspect the exterior coating and perform ASTM adhesion tests where coating adhesion is questionable. If it is evident that repainting is not necessary for several years, no destructive adhesion tests will be performed.
5. Review all exterior appurtenances for damage due to corrosion.
6. Review the exterior of the exposed foundations.
7. Review all safety requirements for ladders, cages, etc.
8. Review all health requirements of the tank, including screening of the vent, overflow pipe, and other possible contamination sources. Notification of failed areas will be provided to the Owner on site.
9. Prepare a report documenting all items found and recommendations for repair, including budgetary items. The engineering report is to include: Conclusions and recommendations, base report, and digital photographs with descriptions.
10. Chlorinate the tank per AWWA Method No. 3 C-652-11. Reinstall manhole cover. This item may be relocated to the Scope of Services Performed by Owner, if thus contracted.

SCHEDULE B
Maintenance Inspection (Dry)
(3) Water Storage Tanks
Sylvania, Ohio

1. Payment for cleaning the interior of the tank as described in Schedule A, Item 1, Scope of Services Performed by DIXON is **\$310.00** per hour with an estimate of **12** hours (**\$3,720.00**). Time will not be exceeded without authorization of the Owner. This is estimated because DIXON cannot estimate the amount of sediment or time necessary for removal. The degree of cleanliness (i.e. 95% removal of the sediment, etc.) will be established between DIXON and the Owner prior to cleaning of the tank. DIXON will supply personnel based on the anticipated work and time.
2. Payment for Schedule A, Items 2 through 9, travel time, and preparation of report is a lump sum amount of **\$5,049.00**.
3. Payment for furnishing and applying the chlorine, Schedule A, Item 10 is estimated at **\$450.00**.
4. All DIXON service invoices which are paid within ten (10) days of date of issue shall be discounted (Owner's favor) one percent (1%).
5. All DIXON service invoices which are outstanding more than sixty (60) days from invoice date shall be assessed (DIXON's favor) one percent (1%) per month interest from date thirty days after invoice date.

SCHEDULE C
Kentucky, Ohio, Pennsylvania, and West Virginia
Employee Billable Rates and Terms

<u>Labor Class</u>	<u>Per Hour</u>	<u>Overtime Rate*</u>
Principal.....	\$321.00	
Expert Witness (Office, Travel & Court).....	\$233.00	
Associate.....	\$181.00	\$271.50
Project Manager.....	\$155.00	\$232.50
Assistant Project Manager.....	\$104.00	\$156.00
Registered Professional Engineer.....	\$155.00	\$232.50
Structural Engineer.....	\$155.00	\$232.50
Staff Engineer.....	\$129.00	\$193.50
CAWI or CWI Welding Inspector.....	\$104.00	\$156.00
Certified NACE Inspector.....	\$104.00	\$156.00
Resident Project Representative – Level III.....	\$98.00	\$147.00
Resident Project Representative – Level II.....	\$88.00	\$132.00
Resident Project Representative – Level I.....	\$78.00	\$117.00
Contract Support Staff.....	\$104.00	\$156.00
Project or Board Meetings.....	Time & Expenses – Including Preparation Time**	

*All Saturday, Sunday, and holiday inspections, plus any time over 40 hours per week are at overtime rate. Overtime rate is 1 ½ times the hourly rate. Overtime rate does not apply to Principal.

**All meetings held on Saturday, Sunday, or holidays are considered overtime for invoicing purposes.

<u>Expenses</u>	<u>Metropolitan</u>	<u>Out-State</u>
Mileage.....	\$0.70/mile + tolls	\$0.60/mile
Meals & Lodging.....	\$155.00 per diem	\$135.00 per diem
Without Lodging.....	\$35.00 per diem	\$30.00 per diem
Air Travel.....	Business fare from Akron, Canton, Cleveland, Greater Cincinnati, or Charlotte, NC + full size car rental	
Material (gaskets, cathodic caps, light bulbs, vent screens, etc.)	Labor & Material + 20%	

FEES EFFECTIVE THROUGH: December 31, 2018

Revised: 11/07/2017

EJCDC® E-520, 2015 Edition of Short Form of Agreement Between Owner and DIXON for Professional Services. DIXON is required to notify all parties that under license to EJCDC DIXON has made minor modifications, and that this is therefore not an EJCDC document.

96

ORDINANCE NO. 63 -2018

ACCEPTING THE PROPOSAL OF DIXON ENGINEERING, INC. TO PROVIDE WATER STORAGE TANK INSPECTION SERVICES FOR THE ALL THREE OF THE CITY'S WATER STORAGE TANKS; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$9,219; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service has received a proposal from Dixon Engineering to provide a drained inspection of the City's three water storage tanks; and,

WHEREAS, the Director of Public Service, in a report dated November 15, 2018, has recommended that the proposal of Dixon Engineering, Inc. to provide inspection services for the three (3) water storage tanks at a cost of Nine Thousand Two Hundred Nineteen Dollars (\$9,219.00), be accepted.

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

SECTION 1. That the proposal of Dixon Engineering, Inc. in the amount of Nine Thousand Two Hundred Nineteen Dollars (\$9,219.00) for providing inspection services for the City's three water storage tanks, is hereby accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said consultant to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said inspection services hereby authorized, there is hereby appropriated from the **FUND** from funds therein not heretofore appropriated to **Account No. 701-7527-53501, Utility Improvements** the amount of Nine Thousand Two Hundred Nineteen Dollars (\$9,219.00).

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 the City should provide for the inspection services for the City's three water storage tanks at the earliest possible time. Provided this Ordinance receives the

affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2018, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 64 -2018

APPROVING THE SECOND AMENDMENT TO COMMERCIAL REAL ESTATE PURCHASE AGREEMENT OF SOMO MF PARTNERS, LLC AND SOMO RETAIL HOLDINGS, LLC TO PURCHASE THE CITY'S REAL ESTATE KNOWN AS THE SOMO PROPERTY LOCATED ALONG MONROE STREET; AUTHORIZING THE MAYOR AND THE DIRECTOR OF FINANCE TO ACCEPT SAID SECOND AMENDMENT TO COMMERCIAL REAL ESTATE PURCHASE AGREEMENT ON BEHALF OF THE CITY OF SYLVANIA; DETERMINING SAID REAL ESTATE TO BE NO LONGER NEEDED FOR MUNICIPAL PURPOSES; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 40-2008, passed April 21, 2008, authorized the Mayor and Director of Finance to enter into an Offer to Purchase the property located at 6453 Monroe Street for \$165,000; and,

WHEREAS, Ordinance No. 89-2008, passed September 3, 2008, authorized the Mayor and Director of Finance to enter into an Offer to Purchase the Property located at 6447-6449 Monroe Street for \$360,000; and,

WHEREAS, Ordinance No. 111-2009, passed October 19, 2009, authorized the Mayor and Director of Finance to enter into an Offer to Purchase the property located at 6465, 6461 and 6457 Monroe Street for \$735,000; and,

WHEREAS, Ordinance No. 26-2017, passed March 6, 2017, approved the Offer to Purchase of Republic Development, LLC and J.C. Hart Company, Inc. to purchase the City's real estate known as the SOMO Property located along Monroe Street at a sale price of \$1,200,000 and authorized the Mayor and Director of Finance to accept said Offer to Purchase on behalf of the City of Sylvania; and,

WHEREAS, Ordinance No. 46-2018, passed September 17, 2018, approved the First Amendment to Commercial Real Estate Purchase Agreement of SOMO MF Partners, LLC and SOMO Retail Holdings, LLC to purchase the City's real estate known as the SOMO Property,

which First Amendment extended the approval period until November 6, 2018 because the contractor bids received to date by Buyer have greatly exceeded the Buyers' construction budget and, therefore, they requested additional time to solicit, negotiate and evaluate bids prior to on the purchase of the property; and,

WHEREAS, SOMO MF Partners, LLC and SOMO Retail Holdings, LLC have worked with the Toledo-Lucas County Port Authority to secure bonds for the project, however, the Toledo-Lucas County Port Authority Board does not meet until December 20, 2018 and therefore cannot officially approve the Agreement with SOMO MF Partners, LLC and SOMO Retail Holdings, LLC until that date; and,

WHEREAS, SOMO MF Partners, LLC and SOMO Retail Holdings, LLC have submitted a Second Amendment to Commercial Real Estate Purchase Agreement to purchase said real estate known as SOMO located along Monroe Street from the City of Sylvania for an additional sixty (60) days, until January 10, 2019, which Second Amendment to Commercial Real Estate Purchase Agreement is now on file with the Clerk of this Council.

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

SECTION 1. That this Council hereby finds and determines that the real estate known as SOMO is no longer needed for any municipal purpose.

SECTION 2. That the Second Amendment to Commercial Real Estate Purchase Agreement, submitted by SOMO MF Partners, LLC and SOMO Retail Holdings, LLC for the purchase of the SOMO property is hereby approved and the Mayor and Director of Finance be, and they hereby are, authorized to accept said Second Amendment to Commercial Real Estate Purchase Agreement of this City.

SECTION 3. That the method, manner, consideration and procedure for the sale of said City owned real estate is hereby determined to be as set forth herein and as approved by this Ordinance and it is hereby determined that the sale of said real estate as hereby approved complies with those requirements.

SECTION 4. That the Mayor and Director of Finance be, and they hereby are, authorized to execute and deliver a Warranty Deed for said premises prepared by the Director of Law and they are hereby authorized to so any and all things necessary and incidental to facilitate the closing on said sale of real estate, all under the supervision of the Director of Law.

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 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, Sections 11 and 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 City must act on the amendment to the purchase agreement immediately or lose the benefits thereof 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 third reading: Yeas _____ Nays _____

Passed, _____, 2018, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

APPROVED AS TO FORM:

Mayor

Director of Law

Date

SECOND AMENDMENT TO COMMERCIAL REAL ESTATE PURCHASE AGREEMENT

This Second Amendment to Commercial Real Estate Purchase Agreement (the "Amendment") is entered into as of November 19, 2018 (the "Effective Date") by and among the City of Sylvania, Lucas County, Ohio, having an address at 6730 Monroe Street, Suite 203, Sylvania, Ohio 43560 ("Seller"), SOMO MF Partners, LLC, an Indiana limited liability company, having an address of 805 City Center Drive, Carmel, Indiana 46032 ("MF") and SOMO Retail Holdings, LLC, an Ohio limited liability company, having an address at 3150 Republic Blvd. N., Suite 3, Toledo, Ohio 43615 ("Retail"). MF and Retail shall be collectively referred to herein as "Buyer". Capitalized terms which are not otherwise defined herein shall have the meaning given to them in the Agreement.

Seller, J. C. Hart Company, Inc., an Indiana corporation ("Hart") and Republic Development LLC, an Ohio limited liability company ("Republic") entered into a Commercial Real Estate Purchase Agreement dated March 6, 2017 (the "Agreement"). Hart and Republic have assigned their rights under the Agreement to MF and Retail. The parties entered into a First Amendment to the Agreement as of September 17, 2018.

Due to unanticipated cost increases and extenuating circumstances, MF has pursued financing for the development of the Property through the Toledo-Lucas County Port Authority (the "Port"), and MF has signed a preliminary Term Sheet with the Port for such financing. Due to the Port's meeting schedule, approval of the Term Sheet and financing cannot occur until December 20, 2018, necessitating the extension of the Approval Period under the Agreement.

Therefore, the parties agree to amend the Agreement, as previously amended, as follows:

1. The Approval Period in Section 9.06 is hereby extended to January 10, 2019, during which time Buyer shall continue to solicit, negotiate and evaluate construction bids for the development contemplated on the Property, and pursue financing for the development with the Port.

2. Except as amended in Sections 1 and 2 hereof, all terms and provisions of the Agreement shall remain in full force and effect.

Executed as of the date first written above.

CITY OF SYLVANIA

By: _____
_____, _____

SOMO MF PARTNERS, LLC,
an Indiana limited liability company
By: J.C. Hart Company, Inc.,
an Indiana corporation, Manager

By: _____
John C. Hart, Jr., President

SOMO RETAIL HOLDINGS LLC,
an Ohio limited liability company
By: Republic Properties LLC,
an Indiana limited liability company, Manager

By: _____
Richard L. Arnos, President

**CITY OF SYLVANIA, OHIO
SCHEDULE OF REGULAR MEETINGS FOR THE YEAR 2019**

City Council meets in Council Chambers located in the Municipal Building (also the Police Division) at 6635 Maplewood Ave., Sylvania Ohio 43560 at **7:30 p.m.** unless otherwise noted

The **Municipal Planning Commission** meets in Council Chambers at **5:30 p.m.** unless otherwise noted

The **Board of Appeals (Zoning)** meets in Council Chambers at **7:00 p.m.** as needed

JANUARY

- 7 City Council Monday
- 16 Plan Commission Wed
- 22 City Council Tuesday

FEBRUARY

- 4 City Council Monday
- 13 Plan Commission Wed
- 19 City Council Tuesday

MARCH

- 4 City Council Monday
- 13 Plan Commission Wed
- 18 City Council Monday

APRIL

- 1 City Council Monday
- 10 Plan Commission Wed
- 15 City Council Monday

MAY

- 6 City Council Monday
- 15 Plan Commission Wed
- 20 City Council Monday

JUNE

- 3 City Council Monday
- 12 Plan Commission Wed
- 17 City Council Monday

JULY

- 10 Plan Commission Wed
- 15 City Council Monday

AUGUST

- 14 Plan Commission Wed
- 19 City Council Monday

SEPTEMBER

- 3 City Council Tuesday
- 11 Plan Commission Wed
- 16 City Council Monday

OCTOBER

- 7 City Council Monday
- 16 Plan Commission Wed
- 21 City Council Monday

NOVEMBER

- 4 City Council Monday
- 13 Plan Commission Wed
- 18 City Council Monday

DECEMBER

- 2 City Council Monday
- 11 Plan Commission Wed
- 16 City Council Monday