

Sylvania City Council
May 6, 2019

6:15 p.m. Utilities & Environment Committee
Ditch Maintenance Assessment
Codified Ordinances, Sections 925 & 929

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. Husman.
3. Additions to the agenda.
4. Council meeting minutes approval:
 - a. Regular meeting minutes of April 15, 2019.
 - b. Special meeting minutes of April 23, 2019.
5. Introduction of new police sergeant and patrolmen by Chief Schnoor.
6. Mr. Michael Lieber, Sylvania Town Crier to present his new uniform and updated scrapbook.
7. Ohio Department of Transportation presentation on Monroe Street Bridge over US23 deck replacement and noise walls.
8. Monroe & Silica Intersection Improvements
 - a. Service Director's report on engineering services proposal.
 - b. Proposed Ordinance No. 38-2019, Accepting the proposal of Tetra Tech to provide professional engineering services for improvements to the intersection of Monroe St. and Silica Drive.
9. First Brookside, LLC license to enter city owned right-of-way.
 - a. Proposed Ordinance No. 39-2019, Granting a license to First Brookside, LLC to enter a portion of city owned right-of-way to install and maintain a patio.
10. Proposed Ordinance No. 40-2019, Accepting the proposal of the Henry County Water District to conduct further testing of the Michindoh Aquifer as an alternative water source for the City of Sylvania; repealing Ordinance No. 17-2019.

11. Special Assessments.
 - a. Proposed Ordinance No. 41-2019, "Providing for the controlling of blight and disease of shade trees and for planting, maintaining, trimming and removing shade trees in and along streets within public right-of-way of the City of Sylvania."
 - b. Proposed Resolution No. 6-2019, "Declaring the necessity of lighting the streets in the City of Sylvania."
12. Proposed Ordinance No. 42-2019, Amending Section 125.02- Division of Police: amending Section 139.03 (e)(3) of the Codified Ordinances of Sylvania to increase the number of captains from one to two.
13. Ohio Revise Code 4504.173, Permissive License Tax report from Service Director.
14. Report of Zoning Ordinance Amendment application ZA-1-2018, for property located at 4713 King Road from Bruce J. Fondren, Sr.
15. Confirmation of Mayor's appointment of Mr. Scott Coolman to serve on the Civil Service Commission to fill a seat vacated by Mr. Anthony Spinazza, whose term expires December 31, 2020.
16. Committee reports.
 - a. Streets Committee from April 22, 2019.
 - b. Committee of the Whole meeting from April 23, 2019.
 - c. Utilities & Environment Committee meeting from this date.
17. Committee referrals.

INFORMATION

- A. City of Toledo legislation text regarding regional public transit.
- B. Letter from Sylvania Community Arts Commission dated April 18, 2019.
- C. Letter from Sylvania Family Services dated April 15, 2019.
- D. 1st Quarter 2019 Management Reports.
- E. Ohio Department of Transportation public meeting notice regarding Monroe St bridge over US 23.
- F. April 2019 Bank Reconciliation.

Minutes of the Meeting of Council
April 15, 2019

The Council of the City of Sylvania, Ohio met in regular session on April 15, 2019 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. Frye.

Pledge of
Allegiance.

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

The following items were added to the agenda:

5a. Agenda item 10b moved to 5a.

5b. Agenda item 10c moved to 5b.

12. Schedule a Committee of the Whole meeting to discuss 2020 Budget.

Mrs. Westphal moved, Mrs. Cappellini 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 April 1, 2019 meeting minutes. Mrs. Westphal moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of April 1, 2019 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
April 1 meeting
minutes.

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

Ms. Jenny Briggs presented a petition with 150 signatures for construction of a sidewalk along Centennial Road between the Sunoco gas station and Mayberry. She and other speakers spoke regarding safety in that area. Ms. Tiffany Scott, owner of Mayberry Ice Cream provided information on preliminary costs and easements. Mrs. Westphal moved, Mr. Luetke seconded to refer this matter to the Streets Committee with input from the Community Relations Committee and Administration for further review and recommendation.

Referral of
potential
Centennial Rd.
sidewalk to
Street
Committee.

Mr. Frye reported on the Safety Committee meeting held this date at 6:00 p.m. that was a public information session on the Designated Outdoor Refreshment area. The boundaries were modified and hours were modified to 12:00 p.m. to 12:00 a.m.

Safety Com Mtg
report: DORA
boundaries &
hours amended.

Minutes of the Meeting of Council
April 15, 2019

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 37-2019, "Creating a Designated Outdoor Refreshment Area; establishing regulations as requested by law; and declaring an emergency." Mr. Frye moved, Mr. Richardson 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.
37-2019,
"Creating a
DORA....."

Mr. Frye moved, Mrs. Westphal seconded, that Ordinance No. 37-2019 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.

Mr. Haynam moved, Mrs. Westphal seconded to enter into Executive Session for the purpose of discussion of potential litigation at 8:46 p.m. Roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Executive
Session re:
potential
litigation.

Mrs. Westphal moved, Mr. Luetke seconded to return from Executive Session to General Session at 9:08 p.m. Roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Mr. Haynam reported on the Zoning & Annexation Committee meeting held at 6:00 p.m. on this date. He stated there was discussion on the proposed extension of three easements and the potential economic opportunities for the business.

Zoning Com.
Mtg report: re:
Easements.

Mr. Haynam moved, Mrs. Cappellini seconded to table the three easements ordinances (Ordinance 31-2019, 32-2019 & 33-2019) until the next council meeting. Roll call vote being: Richardson, Westphal, Cappellini, Haynam, Husman, (5) yeas; Frye, Luetke, (2) nays. The motion carried.

Table Ord # 31-
2019, 32-2019
& 33-2019 until
next mtg.

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

Law Director Brinning reported that the additional information from Bruce J. Fondren, Sr. on zoning ordinance amendment application ZA-1-2018 has not yet been received due to applicant working with their engineer for final plans. Proposed action on this application will be continued until the May 6, 2019.

Continuation of
ZA-1-2018
action until
May 6, 2019.

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

Minutes of the Meeting of Council
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Service Director's report on the Monroe Street and Harroun Road Improvements, letter of interest, was placed on file. Mr. Richardson moved, Mrs. Westphal seconded to authorize to begin Letters of Interest solicitation for the Monroe St and Harroun Road Improvements project. Roll call vote being: Haynam, Husman, Richardson, Westphal, Luetke, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Letter of interest solicitation- Monroe & Harroun Rd improvements.

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 36-2019, "Authorizing the Mayor and Director of Finance to enter into agreements with a Head Teacher, Teachers, and Aides for the Sylvania Safety City Program begin conducted by the Sylvania Division of Police; providing funds therefore; and declaring an emergency." Mr. Frye moved, Mrs. Husman 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. 36-2018, "...agreements with teachers, aids for Safety City..."

Mr. Frye moved, Mrs. Westphal seconded, that Ordinance No. 36-2019 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 9.

Mr. Frye moved, Mrs. Westphal seconded to request a public hearing in our county seat for the transfer of the D5 and D6 liquor permit from Vardean LLC, d/b/a Smokehouse Bistro, 7625-7627 Sylvania Ave., Sylvania, Ohio to MPN Group LLC, d/b/a Jeds, 7625-7627 Sylvania Ave., Sylvania, Ohio. Roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Request a hearing-liquor permit, Jeds, 7625-27 Sylvania Ave.

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

Mrs. Westphal reported on the Utilities Committee meeting held on April 3, 2019. She reported the committee reviewed the Ditch Maintenance fee assessment modifications as presented by Service Director Aller. The assessment modification is to base the assessment on impervious area verses the per front foot assessment that is in place now. Also discussed were revisions to Sylvania Codified Ordinances Section 925 and 929, Sewer Service charges.

Utilities Com. Mtg report re: Ditch Maint Assessment & Syl Cod. Ord. Sewer Service Charges.

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Mrs. Westphal moved, Mr. Luetke seconded to schedule a Committee of the Whole meeting to discuss the 2020 Budget for April 23, 2019 at 5:00 p.m. Roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays. The motion carried.

COW Mtg. re:
2020 Budget set
for 4/23/19 @
5:00 p.m.

Mayor Stough reported on the gas tax increase of 10.5 cents will provide the City \$399,750 additional revenue annually for the Street Capital fund and the allowance of an additional \$5.00 license plate tax could provide an additional \$87,000.

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

Mrs. Westphal moved, Mr. Richardson seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 9:40 p.m.

Adjournment.

Clerk of Council

Mayor

Minutes of the Special Meeting of Council
April 23, 2019

The Council of the City of Sylvania, Ohio met in special session on April 23, 2019 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. Haynam.

Pledge of
Allegiance.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 31-2019, "Accepting an easement from Silica Valley, LLC for the construction and maintenance of a public sewer; and declaring an emergency. Mrs. Westphal moved, Mr. Luetke seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No.
31-2019,
"Accepting
easement from
Silica Valley,
for const. &
maint. of public
sewer ..."

Mrs. Westphal moved, Mr. Frye seconded, that Ordinance No. 31-2019 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini (7) yeas; (0) nays. The motion carried.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 32-2019, "Accepting an easement from Silica Properties, LLC for the construction and maintenance of a public sewer; and declaring an emergency." Mrs. Westphal moved, Mr. Luetke seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No.
32-2019,
"Accepting
easement from
Silica Properties
for const. &
maint. of public
sewer ..."

Mrs. Westphal moved, Mrs. Husman seconded, that Ordinance No. 32-2019 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini (7) yeas; (0) nays. The motion carried.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 33-2019, "Accepting an easement from Lock-It-Up, LLC for the construction and maintenance of a public sewer; and declaring an emergency." Mrs. Westphal moved, Mr. Frye seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.
33-2019,
"Accepting
easement from
Lock-It-Up,
LLC for const.
& maint. of
public sewer
..."

Mrs. Westphal moved, Mr. Luetke seconded, that Ordinance No. 33-2019 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Minutes of the Special Meeting of Council
April 23, 2019

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 5:07 p.m.

Lock-It-Up,
LLC for const.
& maint. of
public works.
Adjournment.
...

Clerk of Council

Mayor

8a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

May 6, 2019

To: The Mayor and Members of Sylvania City Council

Re: **Professional Engineering Services Proposal**
LUC-Monroe & Silica Intersection Improvements (PID 107489)

Dear Mr. Mayor and Council Members:

At the January 7, 2019 meeting City Council authorized the Service Department to request Letters of Interest (LOI's) from consultants to provide engineering services for improvements to the intersection of Monroe Street and Silica Drive.

During the solicitation we received LOI's from three engineering consultants. The Service Department reviewed, scored, and ranked all LOI's and selected Tetra Tech as the most highly qualified firm and project team. Subsequently the Service Department entered into scope of services and fee negotiations.

We have completed those negotiations and Tetra Tech has prepared a proposal in the amount of \$335,973 to complete the scope of services. The proposal includes \$323,629 in authorized tasks as well as an additional \$12,344 in "if-authorized" tasks. The "if-authorized" task includes traffic signal design should this option be the preferred alternative over the roundabout option at the conclusion of the public involvement process.

This is a Local Public Agency (LPA) project with the Ohio Department of Transportation (ODOT). As such the Service Department has coordinated the scope of services and fee proposal with ODOT District 2 and both entities are ready to move forward with the project. This is an appropriated item in the 2019 capital improvement budget. We would recommend approval of the proposal in the amount of \$335,973 with Tetra Tech.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



April 12, 2019

Kevin Aller, P.E.
Director of Public Service
City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

Re: Proposal for LUC-Monroe Street/Silica Drive PID 107489

Dear Mr. Aller:

Thank you for selecting our team for the LUC-Monroe Street/Silica Drive project! Our team is looking forward to working with you and Mr. Joe Shaw, P.E., P.S. on this exciting and important project for the City of Sylvania. Our team is comprised of the following subconsultants and their associated roles on the project:

- DGL Engineers – surveying, R/W plans, traffic analysis, traffic control, and signal design (If Authorized)
- Lawhon and Associates – environmental studies
- NE Roundabouts – roundabout peer reviews and VISSIM simulations
- TTL – geotechnical investigations, engineering and recommendations

Additionally, on our team and whose services have been deferred until a preferred alternative is selected for detailed design are: West Erie Realty for R/W acquisition, and the EDGE Group for landscape architecture. Separate proposals for these services will be submitted to the City for consideration at the appropriate time in the project timeline.

Below is a breakdown of project understanding, project scope, project schedule, assumptions and compensation. Attached you will find a master cost spreadsheet printout that includes hourly breakdowns for each task, along with subconsultant costs for each task. Also attached are the individual sub consultant proposals with their cost spreadsheet printouts for reference.

PROJECT UNDERSTANDING

The City of Sylvania has selected the Tetra Tech Team to provide engineering services for the improvement of the Monroe Street and Silica Drive Intersection as well as approach work and the widening of Monroe Street from this intersection east to Main Street (adding an additional eastbound lane to the current three lane configuration). Our team will provide design services based on the engineering recommendations from the completed traffic study to increase capacity and Level of Service (LOS) at the intersection of Monroe Street and Silica Drive. We had a scoping meeting with the City on February 25, 2019 to kick off the proposal development and to clarify proposed work, tasks, schedules and assumptions for the price proposal. ODOT's standard Project Development Process (PDP) tasks will be used for this proposal. The following scope is based on our understanding:

**PROJECT SCOPE**

Our team will work with the City to develop the preliminary engineering and public involvement efforts to select the preferred intersection alternative (i.e. roundabout or traffic signal widening) and following selection, move forward with the detailed engineering design. This project involves the Preliminary Engineering (PE), Environmental Engineering (EE), and Final Engineering (FE) phases of the PDP phased approach and is anticipated to follow a Path 3, Complex Project.

The PE will include the development of Stage 1 plans, Stage 2 plans, Preliminary and Final R/W Plans and the environmental clearance document. The FE will include development of Stage 3 plans and Final Plans, Specifications and Estimates, and CO (Construction Phase) will include providing the City on-going support services during construction. This letter and the attached forms will serve as our scope and budget for this initial authorization. Project limits are defined as shown in the attached conceptual geometrics from the traffic study performed by Tetra Tech. These limits are roughly defined as: 900' west of the intersection to 1400' east of the intersection, and 600' south to 300' north of the intersection.

PROJECT SCHEDULE

Below is an overall project schedule that was developed based on input from the City and ODOT. Following the public meeting and selection of the preferred improvement, an updated and detailed design schedule will be submitted to the City of Sylvania and ODOT for concurrence.

TASK	DATE
Authorization	APRIL 2019
NEPA start	APR 2020
Stage 1	OCT 2020
Preliminary R/W plans	OCT 2020
Final R/W plans submitted	JAN 2021
Stage 2	MAR 2021
Environmental approval	MAY 2021
Stage 3	JUL 2021
R/W certification	SEPT 2021
PS&E to district	OCT 2021
Plan package to central office	NOV 2021
Sale	JAN 2023
Award	MARCH 2023



TETRA TECH

Begin construction

MAY 2023

End construction

SEPT 2023

ASSUMPTIONS

We assume that all required permit fees will be paid directly by the City of Sylvania and are not included in this proposal. The assumed project limits are based on the conceptual plans developed in the completed Monroe Street and Silica Drive Intersection Traffic Study by Tt.

COMPENSATION

Compensation for our personnel directly engaged in the work of this proposal will be based on cost plus fixed fee. We have estimated a budget of **\$323,629** for the Base Scope items, and an additional **\$12,344** in "If Authorized" items. The "If Authorized" items will only be performed upon written authorization from the City of Sylvania. If Tt anticipates that additional effort is required beyond the Base Scope and/or the "If Authorized" scope during the project, Tt will submit a written request to the City for authorization prior to performing any additional work. If you concur with our proposal, please sign in the space provided below and return one original signed copy of this proposal to indicate your authorization for us to proceed. The agreement for this project is comprised of this proposal, attachments, and the Tt Standard Terms and Conditions (Tt ST&C).

We are looking forward to working with you on this exciting project! Thank you again for giving us this opportunity to serve the City of Sylvania!

Sincerely,

Andrew J. Langenderfer, P.E.
Senior Project Manager

Attachments: Price Proposal Form
Sub-consultant Price Proposals
Conceptual Project Limits from Traffic Study
Tt Standard Terms and Conditions

C: Mr. Joe Shaw, P.E., P.S. – Deputy Service Director for the City of Sylvania

PROPOSAL ACCEPTED BY (Mr. Craig A. Stough) _____

TITLE: Mayor

DATE _____

PROPOSAL ACCEPTED BY (Mr. Toby Schroyer) _____

TITLE: Finance Director/Treasurer

DATE _____

Tetra Tech

420 Madison Avenue, Suite 1001, Toledo, OH 43604
Tel 419.255.9500 www.tetratech.com

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ORDINANCE NO. 38 -2019

**ACCEPTING THE PROPOSAL OF TETRA TECH TO PROVIDE
PROFESSIONAL ENGINEERING SERVICES FOR IMPROVEMENTS
TO THE INTERSECTION OF MONROE STREET AND SILICA DRIVE;
APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$335,973;
AND DECLARING AN EMERGENCY.**

WHEREAS, at the January 7, 2019 meeting of Sylvania City Council, the Director of Public Service was authorized to request Letters of Interest from consultants to provide engineering services for improvements to the intersection of Monroe Street and Silica Drive; and,

WHEREAS, as a result of the request for Letters of Interest, the Department of Public Service reviewed, scored and ranked the three responding engineering firms and thereafter selected Tetra Tech as the most highly qualified firm; and,

WHEREAS, the proposal includes engineering services for the improvement of the Monroe Street and Silica Drive Intersection as well as approach work and the widening of Monroe Street from this intersection east to Main Street and will also provide design services based on the engineering recommendations from the completed traffic study to increase capacity and Level of Service at the Monroe Street and Silica Drive intersection; and,

WHEREAS, the Director of Public Service, in a report dated May 6, 2019, has recommended that the proposal of Tetra Tech to provide professional engineering services for the LUC-Monroe & Silica Intersection Improvements at a cost of Three Hundred Thirty-Five Thousand Nine Hundred Seventy-Three Dollars (\$335,973.00), 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 Tetra Tech in the amount of Three Hundred Thirty-Five Thousand Nine Hundred Seventy-Three Dollars (\$335,973.00) for professional engineering services for the LUC-Monroe Street and Silica Intersection Improvements, 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 engineering services hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvements**, the amount of Three Hundred Thirty-Five Thousand Nine Hundred Seventy-Three Dollars (\$335,973.00).

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 engineering of the intersection improvements 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

9a

ORDINANCE NO. 39 -2019

GRANTING A LICENSE TO FIRST BROOKSIDE, LLC TO ENTER A PORTION OF CITY OWNED RIGHT-OF-WAY TO INSTALL AND MAINTAIN A PATIO; AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO SIGN THE LICENSE AGREEMENT; AND DECLARING AN EMERGENCY.

WHEREAS, First Brookside, LLC has requested a license over a portion of City right-of-way to install patio at 5703 N. Main St., Sylvania, Ohio; and,

WHEREAS, the granting of said License Agreement as set forth in "Exhibit A" will permit First Brookside, LLC to properly install and maintain the patio at 5703 N. Main St., Sylvania, Ohio.

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

SECTION 1. That the License Agreement set forth above as "Exhibit A" is hereby granted and the Mayor and Director of Finance are hereby authorized to evidence the granting of said License Agreement by signing said Agreement on behalf of this City.

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 License should be granted forthwith so as to permit Inside the Five Brewing to install an ingress/egress ramp. 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 40 -2019**ACCEPTING THE PROPOSAL OF THE HENRY COUNTY WATER DISTRICT TO CONDUCT FURTHER TESTING OF THE MICHINDOH AQUIFER AS AN ALTERNATIVE WATER SOURCE FOR THE CITY OF SYLVANIA; REPEALING ORDINANCE NO. 17-2019; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$22,500; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 37-2018, passed June 18, 2018, accepted the proposal of Artesian of Pioneer to evaluate the sustainability and water quality of the Michindoh Aquifer as an alternative water supply source for the City of Sylvania and appropriated funds therefore in an amount not to exceed \$35,000; and,

WHEREAS, Ordinance No. 47-2018, passed September 5, 2018, authorized the Mayor and Director of Finance to enter into an Intergovernmental Cooperative Agreement to determine the feasibility of constructing a water management facility and included the Henry County Regional Water and Sewer District, the Northwestern Water and Sewer District, the Villages of Liberty Center and Whitehouse, and the Cities of Maumee, Perrysburg and Sylvania for the production and distribution of potable water using the aquifer known as the Michindoh Aquifer and/or the sharing of services; and,

WHEREAS, the Director of Public Service, by report dated February 15, 2019, recommended that the City participate in Phase 2 of the study which will include drilling three additional observation wells across a broader area surrounding the proposed well site and conducting another pump test using the existing well; and,

WHEREAS, Ordinance No. 17-2019, passed February 19, 2019, accepted the proposal of Artesian of Pioneer to conduct further testing of the Michindoh Aquifer as an alternative water source for the City of Sylvania and appropriated funds in the amount of \$12,500; and,

WHEREAS, subsequent to the passage of the ordinance, it was determined that the appropriation amount should be increased to \$22,500 and that the payment should be made to Henry County Water District rather than Artesian of Pioneer; and,

WHEREAS, the Directors of Finance, Law and Public Service recommend that the appropriation amount and party should be changed to \$22,500 with the Henry County Water District.

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 the Henry County Water District in an amount not to exceed the total sum of Twenty-Two Thousand Five Hundred Dollars (\$22,500.00) to include drilling three additional observation wells across a broader area surrounding the proposed well site and conducting another pump test using the existing well for the City of Sylvania Water Service Area to receive its water from the Michindoh Aquifer, is hereby approved and 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 water study hereby authorized, there is hereby appropriated from the **WATER FUND** from funds therein not heretofore appropriated to **Account No. 701-7525-51189 – Professional Services** an amount not to exceed Twenty-Two Thousand Five Hundred Dollars (\$22,500.00).

SECTION 4. That Ordinance No. 17-2019 is hereby repealed.

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 6. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 7. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the professional services to further plan the City's future water supply in Sylvania should commence at the earliest possible time and therefore this Ordinance should be effective 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 41 -2019

PROVIDING FOR THE CONTROLLING BLIGHT AND DISEASE OF SHADE TREES AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS AND WITHIN PUBLIC RIGHT-OF-WAY OF THE CITY OF SYLVANIA; AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE, BY AND THROUGH THE PROPER OFFICERS OF SAID CITY TO DO SAID WORK DURING THE YEAR 2019; ESTABLISHING ONE DISTRICT FOR SAID PURPOSE IN ACCORDANCE WITH THE PROVISIONS OF SECTION 727.011 OF THE REVISED CODE OF OHIO; PROVIDING FOR THE ASSESSMENT OF THE COST AND EXPENSE THEREOF UPON ABUTTING PROPERTY; AND DECLARING AN EMERGENCY.

WHEREAS, it is immediately urgent and necessary that work is authorized for the purpose of controlling blight and disease of shade trees and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania during the year 2019;

WHEREAS, the City Forester, through the Director of Public Service has recommended to Council the removal or special treatment of shade trees and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania during the year 2019 in accordance with plans, estimates and schedules therefore heretofore prepared and now on file in the Office of the Clerk of Council.

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

SECTION 1. That it is hereby declared necessary and conducive to public health, convenience and welfare to remove and provide special treatment for shade trees for the purpose of controlling blight and disease of same, and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania during the year 2019. That for said purpose there is hereby established one (1) district which shall include all territory within and coextensive with the boundaries of the City of Sylvania, pursuant to the provisions of Section 727.011 of the Revised Code of Ohio.

SECTION 2. That the work of such removal or special treatment of shade trees for the purpose of controlling blight and disease of same and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania shall be done within said district, as herein set forth, and through the proper officers of the City of Sylvania; and such officers be, and they hereby are, authorized and directed to purchase required materials; to purchase or rent the necessary tools, machinery and appliances; to employ the necessary labor to do said work all in accordance with the plans, estimates and schedules therefore heretofore prepared and now on file in the Office of the Clerk of Council for inspection of all persons interested, which said plans, estimates and schedules, including approximate present estimates of the cost of said work, is in the aggregate sum of Two Hundred Forty-Six Thousand, Two Hundred Fifty-Three Dollars and 18/100 (\$246,253.18).

SECTION 3. That said cost and expense of removal or special treatment of shade trees for the purpose of controlling blight and disease of same and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania in the amount of Two Hundred Forty-Six Thousand, Two Hundred Fifty-Three Dollars and 18/100 (\$246,253.18) shall be specially assessed by the front foot upon all of the lots and lands abutting and bounding upon each of said streets and public right-of-way in said district in the amount of thirty-five cents (35¢) per front foot as provided in Section 727.011 of the Ohio Revised Code, which said lots and lands are hereby determined to be specially benefitted by said work in the amount equal to the amount specially assessed against each such lot and land. The cost of said work shall include acquisition of the necessary materials, tools, machinery and appliances, the wages for the necessary labor, the cost of said plans, estimates and schedules, cost of publication and mailing of notices, and cost of this Ordinance, costs of the preparation, levy and collection of special assessments and interest on notes issued in anticipation of the levy and collection of the special assessments together with all other necessary expenditures.

SECTION 4. That the special assessment so to be levied on said lots and lands shall be paid in one (1) installment in the manner provided in the case of special assessments pursuant to Section 727.01 of the Ohio Revised Code.

SECTION 5. That to provide a fund out of which shall be paid the assessed cost and expense of said work, bonds or notes or certificate of indebtedness of the City of Sylvania are hereby authorized to be issued and sold in anticipation of the levy and collection of said assessments.

SECTION 6. That the Director of Finance has prepared and filed in the Office of the Clerk of Council a list of the special assessments, pursuant to this Ordinance, and this Council finds and determines that such special assessments are in proportion to the special benefit derived by each property against which such assessments are to be levied and are not in excess of any statutory limitation.

SECTION 7. That, pursuant to Ohio Revised Code Section 727.14, the Clerk of Council is hereby directed to give notice of the passage of this Ordinance by publication of such notice once a week for two (2) consecutive weeks, and as to an owner of any lot or parcel of land the assessment upon which is estimated to exceed Two Hundred Fifty Dollars (\$250.00), the Clerk of Council is hereby directed to serve such notice in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods. Objections to estimated assessments must be filed, in writing with the Clerk of Council within two (2) weeks after completion of the notice hereby required. An owner who fails to file an objection shall be

deemed to have waived any objection. Any and all properly filed objections to estimated assessments shall be considered by Council at its first regular Council meeting held more than two (2) weeks after the completion of the notice hereby required and the estimated assessments so objected to shall at such meeting, be adjusted by Council by motion or other action reflected in the journal of the minutes of Council. Council, after adjusting such estimated assessments or, after the time for filing objections without any properly filed objections having been timely filed, may, by Ordinance, levy such estimated assessments and adjusted estimated assessments, as the case may be. No notice shall be required other than as herein required.

SECTION 8. That the method, manner, consideration and procedure for such shade tree work is hereby approved and this Council hereby determines the method, manner and procedure for levying assessments for such shade tree work to be as set forth in this Ordinance.

SECTION 9. 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 10. 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 11. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that provision should be made immediately to provide for tree maintenance and therefore this Ordinance should be effective forthwith. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2019 as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

RESOLUTION NO. 6 -2019

**DECLARING THE NECESSITY OF LIGHTING THE STREETS
IN THE CITY OF SYLVANIA, OHIO; DETERMINING THE
MANNER OF PROVIDING STREET LIGHTING AND THE BASIS
FOR THE PROPERTY OWNER'S SHARE OF THE COST AND
ANNUAL ASSESSMENT; AND DECLARING AN EMERGENCY.**

BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, _____

members elected thereto concurring:

SECTION 1. That is hereby determined to be necessary to continue to improve the streets in the City of Sylvania, Ohio, by lighting the same pursuant to a contract therefore which this City now has with the Toledo Edison Company and necessary to provide funds in 2019 for such street lighting.

SECTION 2. That for the tax year 2019 the basis for determining and allocating annual assessments on lots and lands in said City for street lighting in the City of Sylvania, Ohio, shall be as follows, which basis is hereby determined to be according to the benefits which may result from the improvements to the several parcels and lots of land in said City:

A. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, not served by lamps on steel poles with overhead circuits or by lamps on poles with underground circuits, shall be assessed a base charge of \$8.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

B. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, not served by lamps on steel poles with overhead circuits or by lamps on poles with underground circuits, shall be assessed a base charge of \$12.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

C. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, served by lamps on steel poles with overhead circuits, shall be assessed a base charge of \$11.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

D. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, served by lamps on steel poles with overhead circuits, shall be assessed a base charge of \$14.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

E. Each taxable parcel, within the Whiteway Business District, fronting on Main Street, Maplewood Avenue, or Monroe Street, being served by lamps on either steel or

wood poles with overhead or underground circuits, shall be assessed at a rate of \$1.10 per front foot of the parcel;

F. Each taxable parcel, outside of the Whiteway Business District, having no building or buildings thereon, served by lamps on poles with underground circuits, shall be assessed a base charge of \$20.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

G. Each taxable parcel, outside of the Whiteway Business District, having any building or buildings thereon, served by lamps on poles with underground circuits, shall be assessed a base charge of \$27.00 and, in addition thereto, a further charge of 90¢ for each \$1,000.00 tax valuation or part thereof;

H. In cases under A, B, C, D, F and G above, the maximum amount of assessment for any parcel based on the charge of 90¢ for each \$1,000.00 tax valuation or part thereof shall not exceed the equivalent of \$2.00 per front foot of said parcel fronting on a cul-de-sac or \$1.00 per front foot on all other said parcels;

SECTION 3. That the contract with the Toledo Edison company and the costs to this City required thereby, now on file with the Clerk of Council, are hereby deemed to be the plans and specifications and estimate of cost required to be on file with the Clerk of Council before the passage of the Resolution of necessity.

SECTION 4. That the Clerk of Council has prepared and filed in the Office of the Clerk of Council a list of the estimated special assessments for the cost and expense of street lighting in the City of Sylvania, which list shows the amounts of the estimated assessment against each taxable parcel in the City of Sylvania, pursuant to Section 2 of this Resolution, and the amount of such assessments in the aggregate, and this Council finds and determines that such estimated assessments are in proportion to the special benefit derived by each property against which such assessments are to be levied and are not in excess of any statutory limitation.

SECTION 5. That, pursuant to Ohio Revised Code Section 727.14, the Clerk of Council is hereby directed to give notice of the passage of this Resolution by publication of such notice once a week for two (2) consecutive weeks, and as to an owner of any lot or parcel of land the assessment upon which is estimated to exceed Two Hundred Fifty Dollars (\$250.00), the clerk of Council is hereby directed to serve such notice in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods. Objections to estimated assessments must be filed, in writing, with the Clerk of Council, within two (2) weeks after completion of the notice hereby required. An owner who fails to file an objection shall be deemed to have waived any objection. Any and all properly filed objections to estimated assessments shall be considered by Council at its first regular meeting held more than two (2) weeks after the completion of the notice hereby required and the estimated assessments so objected to shall, at such meeting, be adjusted by Council by motion or other action, reflected in the journal of the minutes of Council. Council, after adjusting such estimated assessments or after the time for filing objections without any properly filed objections having been timely filed, may, by Ordinance, levy such estimated assessments and adjusted estimated assessments, as the case may be. No notice shall be required other than as herein required.

SECTION 6. That the Clerk of Council is hereby directed to give notice to the Auditor of Lucas County, Ohio, on the levying of such assessments and to do so within twenty (20) days after the levying of same and prior to October 1, 2019.

SECTION 7. That the method, manner and procedure for providing street lighting by contract with the Toledo Edison Company is hereby approved and this Council hereby determines the method, manner and procedure for levying assessments for such street lighting to be as set forth in this Resolution.

SECTION 8. That this Resolution shall be published by posting a copy thereof in a conspicuous place in the Sylvania Municipal Building for a period of not less than fifteen (15) days as provided in ARTICLE III, Section 12.0 of the Charter of said City.

SECTION 9. 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 10. 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 proceedings for assessing the cost of the improvement referred to herein are required without delay in order to timely place said assessment upon the tax duplicate for the year. 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 42 -2019

**AMENDING SECTION 125.02 – DIVISION OF POLICE; AMENDING
SECTION 139.03(e)(3) OF THE CODIFIED ORDINANCES OF
SYLVANIA, 1979, AS AMENDED; AND DECLARING AN EMERGENCY.**

WHEREAS, the Chief of Police and Director of Public Safety have recommended that
the number of captains be increased from one to two.

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

SECTION 1. That Section 125.02 of the Codified Ordinances of the City of Sylvania,
1979, as amended, be, and the same hereby is, amended to read as set forth on “Exhibit A.”

SECTION 2. That Section 139.03(e)(3) of the Codified Ordinances of the City of
Sylvania, 1979, as amended, be, and the same hereby is, amended to read as set forth on “Exhibit
B.”

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure
necessary for the immediate preservation of the public peace, health, safety, property and welfare
and for the further reason that the adjustments to the Division of Police personnel structure
should be effective 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

125.02 DIVISION OF POLICE.

The Chief of the Division of Police, to be called the Chief of Police, shall, under the Director of Public Safety, have exclusive control of the stationing and transfer of all patrolmen and other officers and employees constituting the police force, under such rules and regulations as the Director may promulgate from time to time. The Chief of Police shall have a police secretary whose duties he shall assign within the Division. The police force shall be composed of a Chief of the Division of Police; two captains, who shall be directed by and answerable to the Chief; six sergeants, who shall be answerable to and assigned by the Chief; twenty-six patrolmen, who shall be answerable to and assigned duties by the Chief of Police; a chief telecommunicator and five regular full-time telecommunicators in the Communications Section, all of whom shall be answerable to and assigned duties by the Chief of Police; and such additional personnel, both full-time and part-time as Council shall hereafter authorize. The Chief of Police may set up, combine and/or abolish and assign or reassign any member of the police force to, or withdraw therefrom, any of the following sections: Office of Community Affairs; Detective Bureau; Court Officer; Property and Evidence Room; Road Patrol. In the event of an emergency, the Mayor may appoint additional patrolmen and other officers for temporary service during the emergency.

(Ord. ____-2019. Passed ____-2019.)

“Exhibit A”

139.03(e) (3) COMPENSATION FOR ELECTIVE AND APPOINTED OFFICIALS

The following elective and appointed officials which are not otherwise provided for in this chapter shall be compensated as follows:

<u>TITLE</u>	<u>RATE</u>
	* * *
Police Captain	\$94,000 annually commencing May 7, 2019 and thereafter.
	* * *

(Ord. ____-2019. Passed ____-2019.)

“Exhibit B”



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

May 6, 2019

To: The Mayor and Members of Sylvania city Council

Re: **Ohio Revised Code 4504.173**
Permissive License Tax

Dear Mr. Mayor and Council Members:

House Bill 62 recently passed by our state legislature created the ability for municipalities to levy an annual Five Dollar license tax on vehicles registered within its municipal limits. This authority is granted via Ohio Revised Code 4504.173.

We have estimated that the City would receive approximately \$87,140 should Council authorize this fee. The funds can only be used for the planning, constructing, improving, maintaining, and repairing of public roads, highways, streets, bridges and viaducts.

We request that Council authorize legislation to be prepared and move forward with levying an additional Five Dollar license tax. Please note that this legislation can not be enacted as an emergency measure.

Please call if you have any questions.

Sincerely,



Joseph E. Shew for KGA

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



OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

May 1, 2019

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Appointment to the Sylvania Civil Service Commission

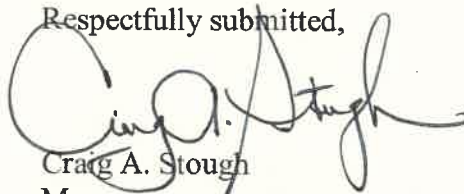
Dear Council Members:

Mr. Scott Coolman has expressed his interest in serving on the Civil Service Commission to fill a seat vacated by Mr. Anthony Spinazze, whose term expires December 31, 2020.

Mr. Coolman is the President/Partner of Pension Innovations & Consulting, LLC, has lived in the City of Sylvania since 1992, and has demonstrated his active interest and commitment to Sylvania through his service to the community including serving as Sylvania Rotary Pancake Dinner Chairperson, the immediate past President of Sylvania Rotary, incoming president of the Sylvania Rotary Foundation Board, and is a former Vice President of Sylvania Youth Soccer Association.

Therefore, I am pleased to announce the appointment of Scott Coolman to the Civil Service Commission to fill the unexpired term of Anthony Spinazze expiring December 31, 2020, and request that you confirm this appointment.

Respectfully submitted,



Craig A. Stough
Mayor

CAS/lb



City of Toledo

One Government Center
Toledo, OH 43604

A

Legislation Text

RECEIVED

APR 22 2019

CITY OF SYLVANIA
CITY COUNCIL

File #: R-170-19, Version: 1

Councilman Riley

Resolution expressing support for regional public transit.

WHEREAS, our City and region will thrive if more people enjoy quality access to more jobs, educational institutions, opportunities, and events; and

WHEREAS, a strong Toledo depends on the availability of public transit to help individuals in getting to work, school, and other activities; and

WHEREAS, our current transit system is inadequately funded due to its piecemeal organizational structure whereby certain communities such as Toledo are members of the transit system, but neighboring suburban communities have refused to join; and

WHEREAS, the Toledo Area Regional Transit System (TARTA) has tried to place in front of voters a ballot issue to allow a change to a more regional system funded by a sales tax instead of the current property taxes; and

WHEREAS, TARTA did create a strategic plan to address some of the issues related to the proposed ballot issue; and

WHEREAS, an expanded transit system in Lucas County would increase opportunities for all individuals to employment, education, and community services - thus creating a more vibrant and successful community; NOW, THEREFORE,

Be it resolved by the Council of the City of Toledo:

SECTION 1. That the Toledo City Council respects the rights of voters to be able to choose the preferred method of supporting public transit in our region.

SECTION 2. That the Toledo City Council encourages all members of the Toledo Area Regional Transit Authority to pass resolutions allowing a ballot issue to be placed upon the ballot.

SECTION 3. That the Clerk of Council is hereby directed to send a copy of this resolution to these member communities.

SECTION 4. That this Resolution shall be in full force and effect from and after the earliest date allowed by law.

Adopted: APR 16 2019 : yeas 11, nays 0.

Attest:


Clerk of Council


President of Council

Approved:

APR 17 2019


Mayor

I hereby certify that the above is a true and correct copy of a Resolution adopted by Council

APR 16 2019

Attest:


Clerk of Council



SYLVANIA COMMUNITY
ARTS COMMISSION

B

Jackie Tussing
Executive Director
Sylvania Community Arts Commission
5725 Main Street
Sylvania, OH 43560

April 18, 2019

SCAC Officers

Laura Jakes
President

Sue McHugh
Vice President

Jackie Tussing
Executive Director

Susan Park
Treasurer

Laura Megeath
Secretary

Toby Schroyer
Finance Director
City of Sylvania
6730 Monroe St
Sylvania, OH 43560

Mr. Toby Schroyer,

Thank you for the City of Sylvania's generous support of the Sylvania Community Arts Commission. We humbly request our allocation of \$9,000 from the City of Sylvania for 2019.

**SCAC Board of
Trustees:**

Cindy Betz
Erika Buri
Dani Fuller
Jim Perlman
Scott Hudson
James Gosman
Brian Kezur
Josh Lightle
Gabe Ng
Jim Perlman
Samantha Rousos
Austin Serna
Lyndsey Stough
Nate Schank
Shannon Szyperski

Your support helps us to make Sylvania a more vibrant community through providing:

- Scholarships for local youth to attend Shorties U and Youth Theatre programs
- Helping local school students see the Opera on Wheels or visit the Toledo Museum of Art
- Providing three Sylvania Community Orchestra concerts to the community for FREE each year
- Creating dynamic theatre experiences through Tree City Playhouse
- Producing high quality public art for the whole community to enjoy
- Engaging over 200 people with the Tree City Film Festival
- Attracting over 6,000 people to the heart of Sylvania for the Maple & Main Music & Arts Festival

With sincere thanks for your support,

Jackie Tussing
Executive Director



FAMILY SERVICES

"Strengthening Sylvania One Family at a Time"

C

**2019
Board of Directors**

Jennifer Swiech Esq.
Chairman

David France
Vice-Chairman

Linda Velandra
David Puckett
Co-Treasurer

Candy Sturtz
Parker Wall
Co-Secretary

Sr. Ann Carmen Barone

Gregory Braylock

Gary Fitzpatrick

Allyson France

Brian Godlewski

Crystal Jordan

Dr. Phil Kallile

Chris Nye

Sgt. Stacey Pack

Tom Ramsdell

Robert Sturtz

STAFF

Executive Director
Dottie Segur

Youth Services Coordinator
John Brindley

Youth Facilitator
Christina Hernandez

Social Service Coordinator
Chelsea Bray

Community Outreach
Coordinator
Mary Helen Darah

April 15, 2019

Mayor Craig Stough
City of Sylvania
6730 Monroe St. Ste. 203
Sylvania, OH 43560

Dear Mayor Stough,

On behalf of Sylvania Area Family Services, Inc. I would like to extend my sincere thanks to you and the City of Sylvania for your charitable donation of \$30,000.00. These funds will be used to support the many programs and services that benefit those in the community who live at or below the poverty guidelines.

The work that SAFS has done this year can only be credited to the ongoing support you and others in the community have provided year after year. We take pride in our mission and accomplishments, and we thank you for helping us to "Strengthen Sylvania One Family at a Time".

No goods or services were provided in exchange for this contribution. Sylvania Area Family Services, Inc., is an exempt organization as described in Section 501c3 of the Internal Revenue Code; EIN 34-1125908.

Yours in Service,

Dottie Segur
Executive Director

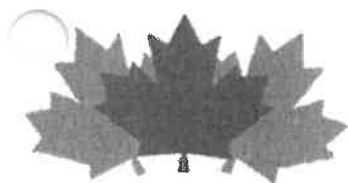


MEMO

May 3, 2019

To: Mayor Craig Stough, City Council Members and Administration
Fm: Laura Bigelow
Re: 1st Quarter Reports

Please find enclosed the 1st Quarter Reports for 2019. Please call me at 885-8926 with any questions.



City of Sylvania

Division of Taxation

Management Report - First Quarter - 2019

Key Statistics:	2019	2018
Number of tax returns processed (includes e-files)	3765	4249
Number of e-filed returns	291	379
Gross Receipts	\$2521738.65	\$2434635.74
Number of withholding payments processed	3390	3285
Number of online payments	113	61
Number of refunds processed	110	130
Delinquent totals	\$796024.96	\$735274.06
Amount of money received from collection	\$17879.04	\$7832.68
Number of accounts turned over for collection	48	27

Items of Special Interest:

Our office has been very busy this quarter processing year end reconciliations and the large volume of tax returns that have submitted, along with the other day to day work and assisting taxpayers with their tax return preparation.

Respectfully submitted,

Christy M. Golis
Commissioner of Taxation



VEHICLE MAINTENANCE
JASON MUSIC

City of Sylvania Management Report
for the Division of Vehicle Maintenance
First Quarter 2019

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	117
Last Quarter	122

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Misc</u>
<u>Fleet Condition:</u>				
<u>SPD:</u> Good, routine maint.	59	\$7,027.00	\$3,510.00	\$4,078.00
<u>Streets:</u> Good, routine maint.	29	\$5,719.00	\$6,780.00	\$0.00
<u>Water:</u> Good, routine maint.	9	\$775.00	\$480.00	\$0.00
<u>Sewer:</u> Good, routine maint.	10	\$569.00	\$240.00	\$0.00
<u>Parks:</u> Good, routine maint.	9	\$6,106.00	\$1,920.00	\$0.00
<u>Other Depts:</u> Good, routine Maint.	1	\$26.00	\$15.00	\$0.00
<u>Totals</u>	117	\$20,222.00	\$12,945.00	\$4,078.00

Misc Repairs (sublet):

Total Vehicle Maintenance cost: **\$37,245.00**

Second Quarter 2019 activities: Provide revolving repair and maintenance for all departments. Ready and maintain seasonal equipment such as leaf loaders and plow trucks. As the fleet ages, the equipment will require more maintenance and repairs.

Jason Music

Jason Music
Vehicle Maintenance Manager
April 25, 2019

City of Sylvania
2019 Quarterly Reports
Zoning Operation

<u>Zoning Office Key Statistics</u>	2019 1st Qtr	2018 1st Qtr
Residential Renovations, Additions & Accessory	4	8
New Dwelling (Residential)	2	9
Estimated Valuation	\$300,000	\$1,545,000
New Commercial Construction	3	1
Commercial Additionas & Renovations	0	9
Demolition Permits Issued	0	1
Swimming Pool Permits Issued	0	1
Sidewalk Permits Issued	0	0

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

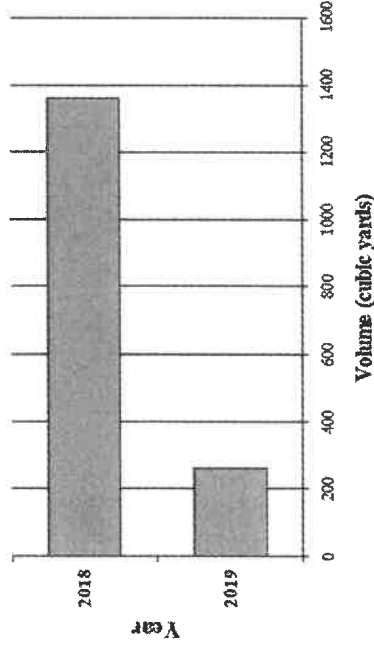
<u>Architectural Board of Review</u>		
Sign Review	16	15
Architectural Review - Construction	3	6

<u>Zoning Complaints</u>		
On Site Inspections	26	40
Open Zoning Complaints	16	22
Closed Zoning Complaints	10	18
Letters & Warnings Sent	3	5

Parks & Forestry Quarterly Report : January - March, 2019

Green Yard Waste

2018 - 2019 Cu Yds. of Compost Sold

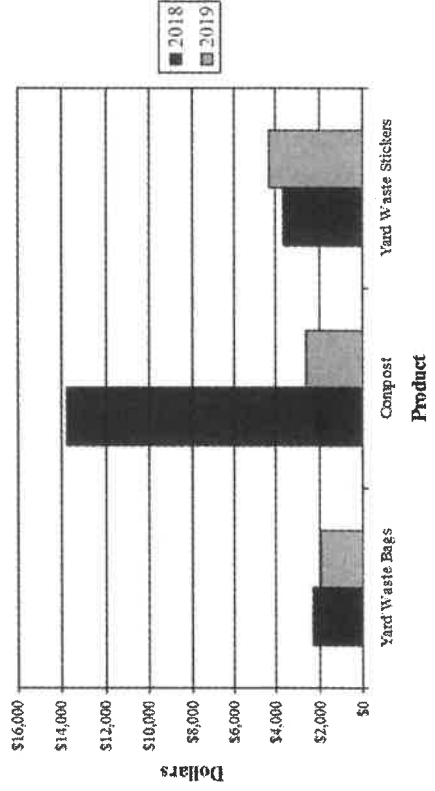


Volume Collected (cubic yards)

- * Route A 9.75~
- * Route B 9.75~

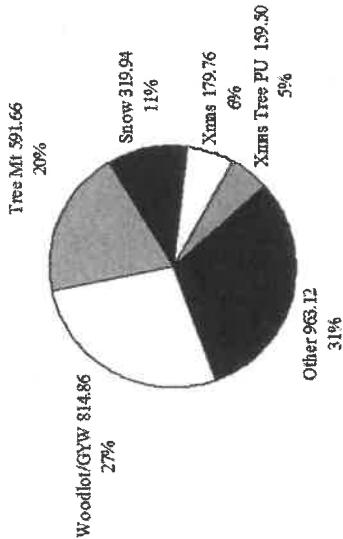
~ Processed Volume

2018- 2019 Revenue Comparison

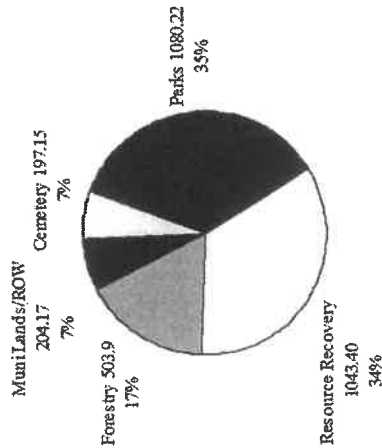


Parks & Forestry Quarterly Report : January - March, 2019

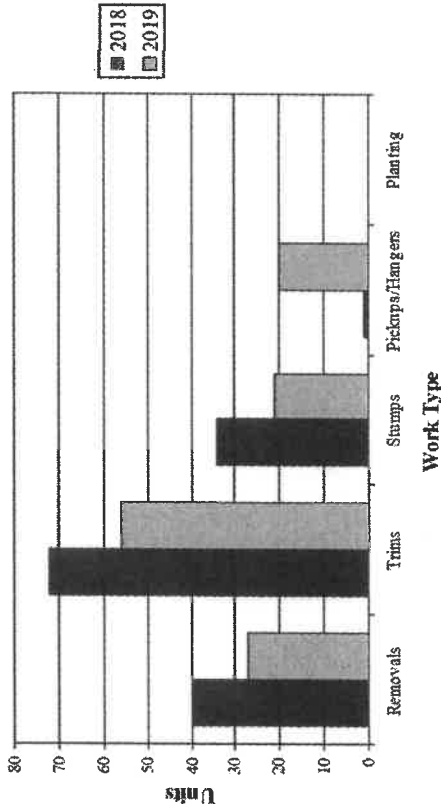
Man-Hours by Work Type



Man-Hours by Account



2018 - 2019 Work Comparison





INFORMATION TECHNOLOGY DEPARTMENT QUARTERLY REPORT

FIRST QUARTER 2019

6730 MONROE ST
SYLVANIA, OH 43560

INFORMATION TECHNOLOGY QUARTERLY REPORT

FIRST QUARTER 2018

MISSION STATEMENT

Our mission is to provide efficient and cost effective Information Services to the Departments and Divisions of the City of Sylvania. To provide a knowledgeable and committed staff in order to maintain a stable, reliable and secure network. To respond in a timely manner to the needs of our users and empower them with the technology they need to become more effective. The Information Technology Department will maintain a high level of integrity and continue be good stewards of public funds. We will continue to partner with vendors in order to stay current with new technology. We will continue to pursue the further development of public services in order to provide the most current information to our citizens to enhance their quality of life.

CURRENT RESPONSIBILITIES

- Network Infrastructure
- Network Security
- Researching and procuring
- Help Desk Services
- Phone Systems
- Security Camera Systems
- Workstations and Mobile Devices
- City websites
- Wireless networks
- File and Print Services
- Copiers
- Document Management
- Email
- Backups
- Disaster Recovery
- WAN Services
- Remote Access Services

PROJECTS

- Patch Management

With the continued increase of cyber-attacks, it is absolutely necessary that we maintain a patch management strategy. We continue to patch our servers, workstations, websites and infrastructure devices regularly to help protect us from known vulnerabilities. Servers and workstations are patched monthly with the exception of our servers which reside in the DMZ, which are patched weekly as they are more prone to attack. We continue to work with our vendors to make sure that any security vulnerabilities are resolved in a timely manner.

- Telecommunications

We have successfully completed implementation and training of the new Mitel telephone system. A new City general telephone number 419-885-TREE (8733) was implemented as well. A great deal of time was spent reconfiguring the call flow in order to gently guide our residents to the proper destination. We have received a great deal of positive feedback regarding this change. We also completed implementation of similar call routing with the Police Division and the results have been positive as well. We have installed several mobile apps on cell phones of our users that provide them with the ability to receive and make office calls from their cellphones without compromising their cell phone telephone number. Any calls made using the app will display the office number of the individual instead of the cell phone number they are calling from. It also allows for internal calls to be received or transferred by merely transferring the call to recipient's extension number. The app is a true extension on our system. This allows for employees to utilize their personal cell phone instead of a city phone, no longer requiring them to carry two phones and further reducing costs.

- EMC Avamar Upgrade

We have completed migration to the new Avamar backup grid, moving our current backups to the new equipment. We continue to work with Dell EMC in order to relocate one of the Dell Data Domains to our DR site. We expect this to be completed in the coming weeks. Due to some challenges, including firmware issues, the deployment was delayed.

- Court server upgrades

Court server upgrades are still in progress. We are currently working with Henschen & Associates to complete the installation. This is taking a bit longer

than anticipated however, should be completed by the end of the second quarter of 2019.

- Switch refresh & RPS installation

We continue to update the few remaining 10/100 switches to gigabit (10/100/1000) and connect those in the PD, which are considered mission critical, to a Cisco RPS. (Redundant Power System)

- Wireless implementation

We have successfully completed a refresh of our wireless infrastructure at City Hall as well as the Sylvania Municipal Court using Ubiquiti Wi-Fi Access Points. We are scheduled to complete this in the second quarter of 2019. We will be outsourcing some of the wiring in order to speed up this implementation as wiring is a very time consuming process.

- Server migration

We continue to upgrade our existing Windows Server 2008 R2 environment to Windows Server 2012 R2. Windows 2008 R2 will be end of life beginning in January of 2020. We currently have 22 Servers that are on Windows 2008 R2.

- Camera migration and implementation. (Main Campus)

We continue to refresh our existing security cameras with Avigilon cameras. These cameras will replace older CCTV style cameras that are already in place. We also are going to be adding additional cameras at the Sylvania Municipal Court. We will be outsourcing some of the wiring in order to speed up this implementation.

GOALS

- PC Refresh

We will be replacing all existing PC's this year, (95) in all. We will be purchasing Lenovo PC's on state contract. These PC's are extremely stable and reliable. They will be running Windows 10 and Microsoft Office 2019 as both our current applications, Windows 7 and Office 2010, are no longer going to be supported beginning January of 2020. Unfortunately, there is currently an Intel microchip shortage, therefore the PC's are not currently available. We will also be purchasing additional Windows 10 upgrade licensing for the MDT's in the patrol vehicles of the police division.

- Exchange Server (Email Server) upgrade.

Our current version of exchange is also in need of replacement due to the end of support date in January 2020. We will be purchasing licensing, under state contract, in the second quarter of 2019 with the implementation to follow.

- SIRE Upgrade

Our current version of SIRE, which we currently use for document management, including providing police accident reports online, will no longer be supported come January 2020. We are going to migrate to another solution later this year. We are in the process of reviewing other solutions and costs.

- Digital Sign Replacement (Main/Monroe)

The digital sign located at Main/Monroe continues to experience hardware and software failures. The current radio is malfunctioning, and the software is no longer supported by the company. This is due to several Windows security updates that are no longer compatible with the WatchFire software. We have made the decision to upgrade the existing sign in the coming weeks. The new sign will have new technology that provides a much higher resolution than the existing sign. We felt this was important due to the pending DORA proposal and the SOMO project which will increase pedestrian traffic. The higher resolution sign will provide an easier to read sign for those walking near it. The new technology will also use cell phone technology for connectivity vs. the obsolete radio technology we currently use. This will be an upgrade and the existing physical sign will remain the same. The components such as the panels and controller are all that will be changed.

- Installation of cell phone signal booster in Maintenance Garage.

We will be installing and testing a cell phone booster at the Maintenance Garage on Harroun Rd. This will allow for the users at that location to receive phone calls in the building, using the Mitel App, which is severely restricted due to the current signal strength. Poor signal strength results in missed and dropped phone calls.

- Training

We will continue to pursue relevant training and certifications.

- Cost Reduction through consolidation

We continue to decommission switches and other network related equipment in order to reduce costs and simplify administration.

- Police Dispatch Console

The wiring project has been temporarily placed on hold pending further discussion of telecommunications consolidation.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles Silvernail", with a stylized flourish at the end.

Charles Silvernail
I.T. Manager
Information Technology

City of Sylvania Management Report
For The Division of Streets
First Quarter - 2019

Key Statistics

Ice & Snow Control:	<u>2019</u>	<u>2018</u>
Ice & Snow Control Hours	877.5 hrs.	776 hrs.
Salt Tonnage Used	1,415 tons.	1,300 tons.
Bridge Sidewalk Snow Clearing Hours	56 hrs.	32 hrs.
Stack Salt in Harroun Rd Storage Dome	48 hrs.	16 hrs.
Hours Making Salt Brine	40 hrs.	16 hrs.
Hours Applying Salt Brine	56 hrs.	16 hrs.
Salt Brine used	24,815 gals.	9,000 gals.

Traffic Signs Repaired and / or Replaced:

Sign Maintenance Hours	661 hrs.	447 hrs.
Regulatory Signs	20	13
Warning Signs	4	5
Street Name & Informative Signs	10	10

Road Maintenance & Repairs:

Cold Patch Hours	534 hrs.	539 hrs.
Cold Mix Tonnage Used	9 tons	7 tons.
Cleaning and Inspecting Catch Basin Hours	224 hrs.	220 hrs.
Road Grading Hours	184 hrs.	793 hrs.

Equipment Maintenance:

Leaf Loader - Leaf Box Repair & Repainting Hours	432 hrs.	379 hrs.
Snow Removal Equipment Repair & Repainting Hours	249 hrs.	102 hrs.
Miscellaneous Equipment Repairs Hours	573 hrs.	176 hrs.

Miscellaneous:

	<u>2019</u>	<u>2018</u>
Snow Plow Damage		
(Mail Box & Yard Repair)	16 hrs.	204 hrs.
Dead Animals Removed From Right-of-Way	3	6
Maintenance Bldg.		
(Repairs, Cleaning, Painting) Hours	483 hrs.	56 hrs.
Inventory & Green Tag Hours	89 hrs.	207 hrs.
Clean Basin Grates	56 hrs.	60 hrs.
Haul Salt to Metamora, Ohio	0 hrs.	8 hrs.
Maintenance to Salt Brine System	16 hrs.	28 hrs.

Extra Leaf Pick Up:

	<u>2019</u>	<u>2018</u>
January 7th to January 11th		
Full Time Employees	8	0
Full Time Employees Hrs	320 hrs.	0
Cubic Yds. Of Leaves Collected	327	0

Jim Campbell
Jim Campbell
Foreman of Streets
5/2/2019



SYLVANIA POLICE DIVISION
1ST QUARTER 2019
Management Report Worksheet

	<u>2019</u>	<u>-</u>	<u>2018</u>
Crime Reports	322		323
Crime Offenses	376		373
Criminal Arrests - Juvenile/Adult	11/163		189
Traffic Citations	209		330
Written Warnings	95		256
Parking Ticket	14		17
OVI	10		19
Traffic Crashes	107		86
Traffic Crash injuries/fatalities	29/0		14/0
Calls for Police Service	3648		4341
Hours Spent Handling Police Calls	1033:15		1027:49
Emergency Response Time – Priority 1	2:35		2:33
Overtime Hours - Police	673.25		907.75
Overtime Hours - Dispatch	274.75		268.75
Training Hours	192		185
Vehicle Lockouts	51		77
Motorist Assists	66		61
False Alarms - Commercial	46		52
False Alarms - Residential	21		29
Child Safety Seats Installed	9		17

COMMUNITY AFFAIRS

Quarterly Report – 1st Quarter 2018

"The mission of the Office of Community Affairs is to support the Sylvania Police Division in its efforts to maintain an atmosphere of safety and security for members of the community. To be effective in assisting in this mission, the Office of Community Affairs shall provide education in the areas of substance abuse and positive decision-making in all Sylvania Schools. The Office of Community Affairs shall also provide crime prevention programs and services to educate our citizens and businesses."

Introduction

Ptln. Pooley presented the middle school DARE program at McCord Junior High. Ptln Pooley is presenting the elementary DARE program at St. Joseph's School, Toledo Islamic Academy, and Maplewood Elementary. Ptln. Pooley continues to conduct outreach in the schools with bike safety, 3rd grade seatbelt safety, and pre-school talks .

Officer Gallup and Officer Beadle have started the second half of the 2018-2019 school year at Northview High School and Southview High School.

Sgt. Pack has begun the registration process for Safety City 2019. Sgt. Pack continues to work with the school district on safety planning including threat assessment, emergency preparedness, verbal de-escalation, mental health referral process and the A.L.I.C.E. program.

Officer Chad Amstutz and STPD Officer Kevin Steinman continue to serve as the advisors for the police explorer program. The Explorer program continues to offer meaningful and interesting opportunities to the youth of the Sylvania community.

Youth Programs / DARE Events

- Officer Gallup gave several presentations at Northview High School.
- Officer Beadle gave a presentation at Southview High School.
- Officer Pooley gave numerous presentations to various schools and community groups.
- Officer Pooley is presenting the elementary DARE program at St. Joseph's School, Toledo Islamic Academy, and Maplewood Elementary.

Community Involvement

- Sgt. Pack attended numerous community events, meetings, and gave several presentations.
- Officer Pooley attended several community events and meetings.

RUOK Program

Alerts: Nine (9)

- (9) Non-emergency alerts.

School Resource Officer Programs

Northview High School - Officer Gallup	
Presentations	8
Meetings	20
General Offense Reports/Accident Reports	3
Citations / Warnings	1
School Related Complaints/Interviews	18
Parking Lot Assists	3
Court Appearances	2
Security Issues	1
Misc.	0

Southview High School – Officer Beadle	
Presentations	1
Meetings	12
General Offense Reports/Accident Reports	5
Citations / Warnings	0
School Related Complaints/Interviews	4
Parking Lot Assists	2
Court Appearances	0
Security Issues	1
Misc.	3

Explorer Program

- Explorers have trained in the following topics this quarter:
 - Domestic Violence
 - Building Searches
 - Crisis Intervention Team / Mental Health Response
 - Bomb Threat Response
 - Traffic Stops / Uniform Traffic Citation
 - Traffic Crash Investigation

Volunteer Program -1st. Quarter Report

A. Summary

Hour Summary	
Total Patrol Volunteer hours for Jan 2018 - March 2018	16
Total Event Volunteer hours for Jan. 2018 - March 2018	19.5
Total	35.5

Volunteer Patrol Log	
Lockouts	1
House Checks	0
Road Patrol/Traffic Assists	1
Citizen/Motorist Assists	0
Special Assignments:	
A. Events:	
<ul style="list-style-type: none"> • Volunteers attended a volunteer appreciation dinner • SCAT Hot Cocoa Run • Sylvania Area Family Services Chocolate Affa 	

Respectfully,

Sgt. Stacey Pack #850
Sylvania Police Division
Office of Community Affairs

DETECTIVE BUREAU



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

2019 1st Quarter

Quarterly Detective Bureau Summary

Active investigation monthly average: 41

Active case load by investigator:

<u>Detective</u>	<u>Assigned</u>	<u>Cleared</u>	<u>Current Total [Non-Drug / Drug]</u>		
Det. Collins	10	9	8	/	0
Det. Papenfuss	14	9	12	/	13
Det. Gibbs	16	17	8	/	0
<u>Monthly Case Totals:</u>	40	35	28		13

**Number of Call-Ins & Hold
Overs:**

Call-Ins:	5
Hold Overs:	11

Sgt. 

Sgt. Justin Music #851

Management

The mission of the Sylvania Police Division is to serve the citizens of Sylvania in a professional and efficient manner by providing comprehensive law enforcement services to the community, so that each citizen may be safe and secure to enjoy their pursuit and enjoyment of all lawful activities.

During the 1st quarter of 20192018, we had two retirements in the police division. Sgt. Joshua Seney retired after serving the citizens of Sylvania for 25 years and Chief William Rhodus retired with 35 years of service to our community.

Our authorized strength is 34 Police Officers, 6 Telecommunicators, and 1 Administrative Secretary. Currently we have 32 sworn police officers and are looking to fill one officer position in late May. We ended this quarter with no suspensions and one officer on Medical Leave.

Frederick L. Schnoor, Jr.
Chief of Police



DIVISION OF UTILITIES

DAVID W. FRANCE, UTILITY MANAGER

1st Quarter 2019

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
Number of Water Accounts	7,262					
Number of Sewer Accounts	8,709					
					Y-T-D	Prior Year
Number of Water Tap Permits	4				4	37
Number of Sanitary Tap Permits	10				10	91
Number of Storm Tap Permits	1				1	25
Number of Second Meter Permits	0				0	19
Utilities						
Number of Payments Received	20,527				20,527	81,344
Total Collection Water	\$1,342,397.95				\$1,342,397.95	\$6,533,348.49
Total Collection Sewer	\$466,438.50				\$466,438.50	\$2,004,375.71
Total Collection Refuse	\$146,520.61				\$146,520.61	\$531,181.95
Total Collection On/Off	-\$14.51				-\$14.51	\$611.77
Total Collection Fire	\$884.77				\$884.77	\$3,667.32
Total Collection Misc	\$5,105.09				\$5,105.09	\$18,780.08
Total Collection Water Tap Pay Plan	\$567.82				\$567.82	\$4,574.78
Total Collection Sewer Tap Pay Plan	\$0.00				\$0.00	\$6,676.85
Total Collection Tree Removal	\$0.00				\$0.00	\$0.00
Utility/Zoning Permit Sales						
Water Tap Permits	\$3,600.00				\$3,600.00	\$40,015.00
Sanitary Tap Permits	\$950.00				\$950.00	\$7,887.20
Sanitary Connection Fees	\$2,740.00					\$47,181.94
Sanitary Cost Recovery	\$2,060.60				\$2,060.60	\$67,999.30
Sanitary Project Reimbursement	\$0.00					\$24,748.99
Storm Tap Permits	\$95.00				\$95.00	\$1,995.00
Second Meter Permits	\$0.00				\$0.00	\$5,380.00
Hydrant Permits	\$0.00				\$0.00	\$1,300.00
Zoning Permits	\$29,900.62				\$29,900.62	\$23,407.14
Service Dept Sales						
Sewer and Sidewalk Licenses	\$1,215.00				\$1,215.00	\$10,810.80
Plans/Bid Documents	\$900.00				\$900.00	\$2,065.00
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$402.75				\$402.75	\$1,568.26
Refuse Bulk Item Sticker	\$1,167.50				\$1,167.50	\$5,525.00
Green Yard Waster Stickers/Bags	\$3,536.38				\$3,536.38	\$21,894.37
Misc.	\$1,803.20				\$1,803.20	\$30,536.32
Total Collection	\$2,010,271.28	\$0.00			\$2,007,531.28	\$9,395,531.27

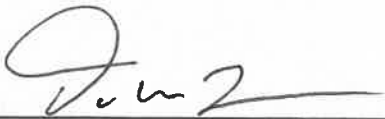
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	113,961,540				113,961,540	582,445,160
Average Daily Water Purchased	1,266,239				1,266,239	1,675,243
Total Sewer Flow (Gallons)	303,430,000				303,430,000	885,420,000
Average Daily Sewer Flow	3,371,444				3,371,444	3,279,333
Estimated Population Served-Water	21,400					
Estimated Population Served-Sewer	25,300					

Activities To Be Performed

Monitoring meter reading
Continue replacement of Dead MTUs
Training new Utility Clerk

Progress This Period

Systematic Cleaning of sewer collection system
Online utility account availability and email billing
Maintenance and repairs of water distribution system
Working towards implementing online credit card payment system
Replaced 137 mtus since 1/1/2019
Updated DCUs for on demand readings from Meters



David W. France
Utility Manager



April 29, 2019

Current Resident

RE: State Route 51 (Monroe Street) Bridge over US 23 Public Meeting
LUC-51-12.85 Bridge (PID 96010)

Dear Property Owner, Business Owner and/or Tenant:

The Ohio Department of Transportation (ODOT) is proposing a project on the State Route 51 (Monroe Street) Bridge over US 23 in Sylvania, Lucas County, Ohio to address current structural deficiencies. The project is proposed to include the replacement of the driving surface and bridge deck, as well as improvements to the outside walls (parapets), outside fencing (vandal fence), light fixtures, and sidewalks. Through coordination with the City of Sylvania, local schools, and emergency services, in order to expedite construction, the bridge is proposed to be closed for 120 days with vehicular and pedestrian detours posted. Construction is expected to begin in the summer of 2021.

We are soliciting input from the public to guide and enhance the decision-making process. You are invited to attend an Open-House Style Public Meeting scheduled for May 21st, 2019 from 4:00 p.m. to 6:00 p.m. at the Northview High School, located at 5403 Silica Drive, Sylvania, Ohio 43560. The meeting will be conducted as an Open House, with no formal agenda, so feel free to stop by any time between 4:00 p.m. and 6:00 p.m. Parking is free and convenient.

At the meeting you will be able to review and comment on the proposed project. Officials from the Ohio Department of Transportation District 2 and the engineering consultant will be available to provide information, answer questions, and discuss the proposed project. Noise wall drawings showing the residential sides and proposed highway side of the wall will also be printed.

Comment sheets and exhibits will also be available during the Open House and online for those that cannot attend the meeting. Comments and questions on the information presented at the public meeting can be submitted at the meeting, by phone, through the mail, or email to me by June 20, 2019. Additional information and supporting documentation regarding the project is located on the ODOT District 2 website: <http://www.dot.state.oh.us/districts/D02/Pages/PublicMeetings.aspx>.

Individuals who may require interpretation services or a reasonable accommodation to participate in this meeting should contact me no later than 15 calendar days prior to the public meeting (May 6, 2019). Public participation is solicited without regard to race, color, sex, age, national origin, or disability.

We look forward to seeing you May 21!

Respectfully,



Stacy Schimmoeller
District 2 Environmental Coordinator
Ohio Department of Transportation
317 East Poe Road, Bowling Green, OH 43402
(419) 373-4319
Stacy.Schimmoeller@dot.ohio.gov

The environmental review, consultation, and other actions required by applicable Federal environmental laws for this project are being, or have been, carried-out by ODOT pursuant to 23 U.S.C 327 and a Memorandum of Understanding dated June 6, 2018, and executed by FHWA and ODOT.

City of Sylvania

Bank Reconciliation

April 2019

F.

Ending balance for March 2019	26,925,371.58
Add: Monthly Receipts	<u>4,617,897.37</u>
Subtotal	\$ 31,543,268.95
Less: Monthly Disbursements	<u>3,433,214.12</u>
Ending balance for April 2019	\$ 28,110,054.83

Less:

CD Metamora Bank	\$ (2,112,763.72)
Star Ohio	(80,510.33)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,158.18)
5/3rd Securities	(7,828,100.75)
SJS Account	(5,673,241.17)
Morgan Stanley Investment	(200,000.00)
USB Financial	(3,942,425.05)
First Federal Bank (CD)	(2,031,013.65)
Key Bank (CD)	(1,014,895.83)
Sylvania Township Bonds	(305,000.00)
	\$ 4,879,030.11

(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	\$ 5,037,371.96
Deposit in Transit:	
Income Tax	3,492.71
General Deposit	103,569.03
Bank Error - 4/26/19 Deposit	(3.00)
Subtotal	\$ 5,144,430.70
Less: Outstanding Checks (2)	265,400.59
Adjusted Bank Balance	\$ 4,879,030.11
(2)	
March Outstanding Checks	\$ 13,476.35
Checks written this month	898,167.77
Subtotal	\$ 911,644.12
Checks Cleared this month	(646,243.53)
April Outstanding Checks	\$ 265,400.59

Toby Schroyer
Director of Finance, City of Sylvania